***Minutes***

Department of Speech Communication and Foreign Languages

Fernando Mayoral, Chair

Friday January 13, 2017 at 9:00 a.m.

 I-223 Thomas Edison, J-118 Charlotte, G-109 Collier

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|  | Present | Absent | Excused |
| **Administration** |  |  |  |
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|  |  |  |  |
| **Faculty** |  |  |  |
| Fernando Mayoral | x |  |  |
| Ron Feemster | x |  |  |
| John Connell | x |  |  |
| Dani Peterson  | x |  |  |
| Cynthia Enslen | x |  |  |
| Myra H. Walters | x |  |  |
| Katie Paschall | x |  |  |
| Ann Eastman  | x |  |  |
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|  | Present | Absent | Excused |
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| **Adjunct Faculty** |  |  |  |
|  |  |  |  |
| Carol Roark | x |  |  |
| Vernita Batchelder | x |  |  |
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| --- | --- |
| Jan Klein  | x |

 | x |  |  |
| Bob McPhail  | x |  |  |
|  | x |  |  |
|  | x |  |  |
| **Guests** |  |  |  |
| Don Ransford | x |  |  |
| Martin McClinton | x |  |  |
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I. The meeting was called to order at 9:00 a.m. by Chair Fernando Mayoral. Minutes for the last department meeting were reviewed and one revision was indicated. The last paragraph on page one states: “…the 6th or 7th MLA edition…” but should state “…the 7th or 8th MLA edition…” After change was made, John moved we accept the minutes and the motion was seconded by Myra.

II. **Reports – Textbook Affordability Committee**

Fernando reported the above referenced committee met with the Provost, Dr. Jeff Stewart, and the decision was made to form three subcommittees for the purpose of providing a more comprehensive examination of this issue and possible solutions. One subcommittee will consider current regulations, policies and compliance criteria. Another subcommittee will explore the current trends among Florida colleges, i.e, study how other institutions are addressing this issue. Finally, another subcommittee will consider this issue from the standpoint of professional development to determine the most effective way to inform faculty about compliance with the regulations.

III. **New Business**

A. Overseeing Speech documents on Canvas

 1. *Speech Department Resource Canvas Course* – This Canvas course currently has several modules containing various documents pertaining to assignments for students in the SPC 1017 and 2608 courses. It was agreed the documents need to be managed in order to keep documents current and adequately supplied with appropriate materials. Laura Price, the OCC instructional assistant has access to this Canvas course. In a conversation with Laura this week, Cindy indicated Laura’s agreement to oversee and update documents. However, this should occur in conjunction with faculty input. Ann agreed to collaborate with Laura in this regard.

 2. *Informative Speech Assignment and Rubric* – The informative speech assignment and its respective rubric is no confusion regarding which assignment and rubric is to be utilized. Myra clarified that the assessment coordinator, Katie, and the course instructional designed, Lily Carr, would be the appropriate parties to address this concern.

 3. *Professional development for adjuncts* – There was discussion regarding the need to be sure all adjuncts are aware of the need to use the appropriate informative speech assignment and rubric in order to avoid problems with data collection pertaining to our department assessment procedures. It was suggested a professional development training in this regard be scheduled to address this issue.

 4*. Lead instructor –* For the purpose of providing continuity in course content, Ann agreed to function as a lead instructor on the Lee campus by working with the OCC instructional assistance (described above in III. A.1) and by mentoring new adjunct faculty.

B. Enrollment for Spring, 2017

 The Chair reported enrollment numbers for the current semester’s speech courses. Enrollment for SPC 1017 is 882, and enrollment for SPC 2608 is 300.

C. Program proposals for changes to the General Education Requirements

 Two new proposals in the School of Health Professions have been brought to the Curriculum Committee. The **RN to BSN program** and the **Cardiopulmonary Science, BS program** have proposed changes to the programs’ general education requirements. Specifically, the proposal includes ENC 1101 and ENC 1102 in the Communications Category. This would eliminate the Oral Communication courses (i.e., SPC 1017 or SPC 2608) from the General Education requirements for these two programs. Don Ransford, Chair of the Curriculum Committee and member of the General Education Advisory Council, was present to discuss these proposals. All speech department faculty present during this discussion emphasized the importance and relevance of maintaining the oral communication course as part of the general education requirements for these programs. Specially, two problems were identified. (1) Changing the general education requirements for these two programs could be a catalyst for a fragmentation of the general education requirements with regard to other programs that could potentially decide to similarly propose an “a la carte” approach to the standard general education requirements. (2) The absence of a general education course that uniquely addresses the oral component of communication as provided by the SPC 1017 and SPC 2608 courses would create an educational void in an area of critical importance for those identified health professions. Professor Ransford asked speech faculty to forward to him any articles, etc. supporting our position before Friday, January 20th so he will have the opportunity to share the speech faculty’s perspective with the committee reviewing these proposals.

IV. **Announcements**

A. Syllabi due

 The Chair reminded faculty to forward to him their syllabi if they have not already done so.

B. Schedule for Summer and Fall semesters

 The Chair indicated summer schedules are set and Fall proposed schedules will be soon be sent to faculty. Dr. McClinton, also present, affirmed the Fall schedules proposals will be ready soon.

C. State of the College Address

 The date for the State of the College Address is scheduled for January 27, 2017. All faculty are expected to be present for this event.

D. Summer and Fall book Adoptions

 No new book adoptions are scheduled for summer or fall of this year.

E. Professional Development Day

 The professional development day is scheduled for March 18, 2017. This falls on a Saturday, and all faculty, both full time and adjunct, are encouraged to attend. As previously discussed, participation of adjunct faculty is especially valued. Since adjuncts do not receive any compensation or a stipend for attendance, ideas were considered as incentives to reward adjunct faculty for attendance and participation.

F. Math professor, JoAnn Lewin retirement

 A celebration gathering is being held for Professor Lewin’s retirement on January 27, 2017 at 11:30 to 1:30 on the Lee Campus in the Math lab in Q building. All are welcome to attend.

G. Congratulations to Ron Feemster

 Professor Feemster was awarded an ARC grant. Additionally, he participated in the Rush Library Speaker Series on January 15, 2017 at 12:30 in the Rush Auditorium discussing the timely issue of “fake news”. A second session is scheduled on Thursday, January 19, at 12:30 p.m. when Ron will be joined by his colleague, Tom Moore, a writer for CBS radio and a professor of journalism at York College in Queens, New York , in the CUNY system. Moore and Feemster will once again address the topic “Fake News: Where It Came From and Why We Have to Live with It.”

A motion to adjourn was made by Ron and seconded by Cindy. Meeting was adjourned at 10:20 a.m.

Minutes submitted by Cindy Enslen.