***Minutes***

Department of Speech Communication and Foreign Languages

Fernando Mayoral, Chair

August 15, 2018 at 2:00 p.m. in K-211

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|  | Present | Absent | Excused |
| **Administration** |  |  |  |
|  |  |  |  |
| **Faculty** |  |  |  |
| Fernando Mayoral | x |  |  |
| John Connell |  |  | x |
| Ann Eastman | x |  |  |
| Cynthia Enslen | x |  |  |
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| --- |
| Ron Feemster |

 | x |  |  |
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| --- |
| Dani Peterson |

 | x |  |  |
| Katie Paschall | x |  |  |
| Myra Walters | x |  |  |
| Jennifer Summary | x |  |  |
| **Full Time Temp Faculty**Bob McPhailPhil BickelRoy Samuelson |  | xxx |  |

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| --- | --- | --- | --- |
|  | Present | Absent | Excused |
| **Adjunct Faculty** |  |  |  |
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| Vernita Batchelder |

 |  | x |  |
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| Jerry Elam |

 |  | x |  |
| Eliut Gonzalez |  | x |  |
|  Milagros Sowers  |  | x |  |
|  John Pause |  | x |  |
|  Carol Roark |  | x |  |
|  Blair Veloz |  | x |  |
|  Josh Youakim |  | x |  |
|  Joyce Puls  |  | x |  |
| **Guest** |  |  |  |
|  Dean, Dr. Deborah Teed | x |  |  |
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1. **Call to Order**: The meeting was called to order at 2:22 p.m. by Fernando Mayoral, Chair. We did not have remote facilities today so only full-time faculty met. We had no guest speaker.
2. **Approval of Minutes**
3. Correction: Remove Dr. from Myra Walters name
4. Myra Walters approved the minutes. Katie Paschall seconded.
5. **Information/Discussion**
6. **Syllabi**: Our 2018 fall syllabi and office hours need to be turned in. We have changed from MLA to APA format so make sure your syllabi reflect this transition.
7. **Meetings**: Our department meetings will be the second Friday of the month from 9 to 11.
8. **Schedules**: Our spring schedules for 2019 will be up for review shortly.
9. Myra Walters suggested that we should be more proactive recruiting new speech students during job fairs.
10. **Textbooks**:
11. SPC 1017 will continue to use the 6th edition of Beebe, Beebe and Ivy for the 2018/2019 school year. Ann Eastman met with Evan, the bookstore manager over the summer to ensure we had enough copies to do this.
12. Ann Eastman volunteered to head the committee for a new textbook for SPC 1017 for 2019-2020. Cindy Enslen said she would join that committee.
13. Jennifer Summary announced that she had a deadline for her online course development of SPC 2640 and, in order to meet that deadline and to provide updated content, she needed either a new text or the latest edition of the current text.
14. After discussion of the options, Katie Paschall made a motion to adopt the 8th edition of Intercultural Competence, the newer version of the current text.
15. Ann Eastman volunteered to help expedite the adoption process and speak to Evan in the bookstore.
16. Myra Walters suggested that we explore the possibility of a new SPC 2608 textbook. Dr. Summary will assist her in the process. We also discussed the use/value of *How to Deliver a TED Talk*, the current SPC 2608 text used with *A Pocket Guide to Public Speaking*.
17. Ann Eastman asked that she be nominated for one of two elearning coordinators. The department expressed overwhelming support of her request. Fernando Mayoral will report this to Dr. Teed.
18. **Announcements**
19. **Journalism**: Ron Feemster has published the first paper copy of FSW Compass. Yea! The official publish date is August 20, 2018. He reported that he intended to begin with paper and then move to web and/or phone app from there.
20. **Faculty Hire**: Positions for new Speech faculty and Foreign Language faculty, specifically Romance Languages, will be posted soon by HR.
21. **Learning Assessment**: Katie Paschall announced that we will need a new learning assessment coordinator to replace her.

1. **Adjournment**: Cindy Enslen moved to adjourn and Ron Feemster seconded. The meeting was adjourned at 3:50.

Respectfully submitted,

Ann B. Eastman, Ed.D.