***Minutes***

Department of Speech Communication and Foreign Languages

Fernando Mayoral, Chair

November 11, 2018 at 9:00 am

(Charlotte J-118, Collier G-109, Edison I-228,)

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|  | Present | Absent | Excused |
| **Administration** |  |  |  |
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|  |  |  |  |
| **Faculty** |  |  |  |
| Fernando Mayoral | x |  |  |
| John Connell | x |  |  |
| Ann Eastman | x |  |  |
| Cynthia Enslen |  |  | x |
| Ron Feemster | x |  |  |
| Kathie Paschall |  |  | x |
| Dani Peterson | x |  |  |
| Jennifer Summary | x |  |  |
| Myra Walters |  |  | x |
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|  | Present | Absent | Excused |
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| **Full-Time Temporary and Adjunct Faculty** |  |  |  |
| Vernita Batchelder | x |  |  |
| Phil Bickel |  | x |  |
| Eliut Gonzalez |  | x |  |
| |  |  | | --- | --- | | Bobby MacPhail | X | | x |  |  |
| Joyce Puls | x |  |  |
| Penny Ranson | x |  |  |
| Carol Roark | x |  |  |
| Roy Samuelson |  | x |  |
| Josh Youakim |  | x |  |
| **Guest** |  |  |  |
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1. **Call to Order**: The meeting was called to order at 9:00 am by Fernando Mayoral, Chair.
2. **Approval of Minutes**
3. Corrections to October 12th minutes
   1. Penny Ranson was excused from the October 12 department meeting, not absent.
   2. Clarification on Section V. A. The position posted for the Speech Professor will cover classes at Hendry-Glades and Clewiston rather than Hendry-Glades and Collier.
4. Dani Peterson made a motion to approve the minutes with the changes included. Jennifer Summary seconded.
5. **Reports**
6. Assessment of Foreign Languages (reported by Professor Fernando Mayoral)
   1. The day of Spanish professional development (on October 27th) was a success. The Spanish professors who attended looked at the rubric for the Spanish assessment. It was a productive and collaborative discussion to calibrate the rubric together.
   2. Spanish professors, please be reminded to submit the Spanish assessment to the assessment office (Dr. Joe van Gaalen) at the end of the semester.
7. Learning Assessment Committee (reported by Professor Fernando Mayoral)
   1. In the next meeting of the Learning Assessment Committee, the members will be having a calibration session for the rubric for evaluating the artifacts.
   2. This year, the Learning Assessment Committee will be looking at artifacts that include “Visualize” and “Engage” in the learning outcomes.
8. Elementary French I and II (reported by Professor Dani Peterson)
   1. In Spring of 2018, a new French textbook was chosen. (*Horizons*, 7th Ed., with *MindTap*). Because of this, the FRE 1120 and FRE 1121 online classes are being updated to reflect the new textbook. FRE 1120 is going through the review process currently. FRE 1121 will be completed by Dani shortly.
   2. The assessments for FRE 1120 and 1121 were developed and piloted during Spring 2018 in Dani’s courses. This semester all professors teaching FRE 1120 and 1121 will be giving their students the assessments. The assessments are designed to see how the students can respond to questions related to the main themes covered by each chapter of the textbook. There is also a disposition aspect to the assessment where students are asked to reflect on their knowledge of the themes covered in each chapter.
   3. All professors are encouraged to promote French courses to students. This might be a good option for those students who already speak Spanish and might not be aware that there are French courses available at FSW. Also, if you hear of students who have strong French language skills please encourage them to speak with Dani Peterson or Laura Price about the opportunity to work as a French tutor.
9. SPC 1017 Course Development (reported by Dr. Ann Eastman)
   1. The course development was put on hold for this week to an emergency, but the development will continue. Much of the development depends on the textbook chosen for the course.
10. Book adoption (SPC 1017) (reported by Dr. Ann Eastman)
    1. Currently, three books are being reviewed. **Communication: Principles for a Lifetime** (7th ed., Pearson), **Real Communication: an Introduction** (Bedford), and **The Communication Playbook** (Sage Publishing)
    2. The goal is to choose a new textbook by the end of this semester.
11. Search Committee updates (reported by Dr. Jennifer Summary)
    1. The search committee (which included Myra Walters, Jennifer Summary, Ron Feemster, and Sandra Seifert) will conduct one interview at Hendry-Glades on November 13th and a second interview at Hendry-Glades on November 28th.
    2. The committee must submit a decision to Human Resources by November 29th.
12. Update on Professor Cynthia Enslen (reported by Professor Fernando Mayoral)
    1. Professor Cynthia Enslen has taken ill unexpectedly. Her students will continue their classes for the rest of the semester with the help of Dr. Ann Eastman and Dr. Jennifer Summary.
13. **Announcements**
14. International Education Week. This will take place from November 12th through the 16th. Please see the flyer, which details the daily activities and events taking place that week.
15. Free Concert Series. There are three free concerts; all of the concerts will start at 7:30 pm. On November 13th, there is a Jazz Big Band and Jazz Combo concert. On November 20th, there will be a Concert Band performance. On November 4th, there is an Orchestra and Choir performance.
16. SWFL Symposium on Teaching and Learning. Professors are invited to submit a proposal to share a strategy, method, approach, or activity that they use to promote inclusion and belonging in and out of the classroom. The application deadline for these proposals are due on November 16th.
17. Faculty Excellence Award Nominations are due on November 30th.
18. The Learning Assessment Committee is looking for volunteers to participate as scorers for this year’s General Education Assessment.
19. Student Opinion Surveys (SOS) will be open for students to complete from November 13th to November 30th.
20. The Center for International Education is accepting proposals for 2020 faculty-lead study abroad programs. Those interested need to submit the Intent to Lead Program proposal to Michael Messina no later than December 7th.
21. **Other Business**
    1. Newspaper Update (reported by Ron Feemster)
       1. The newspaper is looking for a designer. In the meantime, Ron Feemster has reached out to a designer from **Florida Weekly** to be hired as an independent contractor to serve as a temporary designer. There is hope that this person can lead some workshops and create templates to aide in the design process of the newspaper.
       2. There is now an editor of the newspaper, a student named Lianna Hubberd.
    2. Professor Vernita Batchelder requested that the How-To video for Kaltura be added to the Speech Resource Page so that it can be accessed by the Speech professors and students.
    3. Dr. Ann Eastman mentioned that there are still some wording errors on the Speech assessment rubric.
    4. Professor Carol Roark will be taking twenty-five students to volunteer at a Veterans Day celebration on Sunday, November 11th in Charlotte County. Everyone is invited; there will be activities, entertainment, and food.
22. **Adjournment**: Dr John Connell moved to adjourn and Professor Bobby MacPhail seconded. The meeting was adjourned at 10:00 am.

Respectfully submitted,

Dani Peterson