***Minutes***

Department of Communication Studies and Foreign Languages

Fernando Mayoral, Chair

October 11, 2019 at 9:00 am

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

|  |  |  |  |
| --- | --- | --- | --- |
|  | Present | Absent | Excused |
| **Administration** |  |  |  |
| Brian Page | x |  |  |
|  |  |  |  |
| **Faculty** |  |  |  |
| Fernando Mayoral |  |  | x |
| John Connell | x |  |  |
| Ann Eastman | x |  |  |
| Ron Feemster |  |  |  |
| Dan Maguire |  | x |  |
| Katie Paschall | x |  |  |
| Dani Peterson | x |  |  |
| Jennifer Summary | x |  |  |
| Myra Walters | x |  |  |
| Alessandro Cesarano | x |  |  |
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| --- | --- | --- | --- |
|  | Present | Absent | Excused |
| **Full-Time Temporary and Adjunct Faculty** |  |  |  |
|  |  |  |  |
| Jim Acton | x |  |  |
| Vernita Batchelder | x |  |  |
| Courtney Lanute | x |  |  |
| Bobby MacPhail |  | x |  |
| |  |  | | --- | --- | | Penny Ranson | X | |  |  | x |
| Carol Roark | x |  |  |
| Roy Samuelson | x |  |  |
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1. **Call to Order**: The meeting was called to order at 9:00 a.m. by Myra Walters.
2. **Approval of Minutes**
3. Approval of Sept. 13 minutes

a. Ann Eastman moved to approve the minutes and Dani Peterson seconded. The minutes were unanimously approved

1. **Guest**
2. Dr. Brian Page the new associate dean of the School of Arts, Humanities and Social Sciences greeted the department and outlined his new duties.
   1. In addition to scheduling, Page said will handle some of the student discipline issues.
   2. In response to a question from Ann Eastman, Page explained that faculty conduct issues would be handled by Dean Teed and student issues could be directed to Page. Page would mediate with students and faculty. If the faculty needs mediation, Teed would be involved.
   3. Page suggested that on scheduling matters both he and Bonnie Lawler should be copied in.
3. **Reports**

A. New Name for the Department.

* 1. Myra Walters reported on behalf of Fernando Mayoral that the new name will be “Department of Communication Studies and Foreign Languages.” The change is to be made gradually going forward beginning immediately.

1. Learning Assessment Committee
   1. Jennifer Summary shared updates on the impending sampling for assessments. Those who receive an email from Joe Van Gaalen will be selected for the assessment process.
   2. Summary announced that the Professional Development sessions for assessment would be held Friday Oct 25. The Analyze session would be held at 8:45 in AA 216. The Research session is scheduled for 10:30 in AA 216.
   3. Summary noted that turning in the assessments is important. About 30 percent of assessments are not being turned in by faculty, although rubric mistakes count for some of that 30 percent.
   4. Myra Walters emphasized that turning in the assessments is important if we are to protect the integrity of assessment data in the department.
   5. Katie Paschall noted that turning in the assessments is not optional. It is not optional to give the one assignment that is assessed.
2. Faculty Positions
   1. Jennifer Summary reported that the department is searching for two faculty positions in speech to begin in fall semester 2020. One will be on Lee and the other on Charlotte. The jobs will be posted until January, 2020.
3. Professional Development (Spanish)
   1. Dani Peterson announced on behalf of Fernando Mayoral that the professional development event for Spanish would be held Oct. 19 in AA 168.
4. Ron Feemster reported that the FSW Compass was running ad in the next issue and was actively seeking an ad salesperson.
5. **Announcements**
6. Myra Walters announced that the next department meeting would be held on November 8.
7. A community service opportunity was available on Nov. 11, Veterans Day, involving service to those veterans in a nursing home. (Hearts and Homes?)
8. Members of the department are presenting at the Florida Communication Association annual meeting in Orlando Oct. 17 to 19. They include Katie O’Connor, Roy Samuelson and a panel of four (Jennifer Summary, Katie Paschall, Myra Walters and Ron Feemster).
9. **Adjournment**: Myra Walters moved to adjourn and Dani Peterson seconded. After a voice vote, the meeting was adjourned at 10:00 a.m.

Respectfully submitted,

Ron Feemster