***Minutes***

Department of Communication Studies and Foreign Languages

Fernando Mayoral, Chair

Friday November 8, 2019 at 9:00 a.m.

 U-202B 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 |  |  |
| Jennifer Summary | x |  |  |
| Dan Maguire | x |  |  |
| Katie Paschall | x |  |  |
| Ann Eastman  | x |  |  |
| Myra Walters |  |  |  |
| Katie O’Connor | x |  |  |
| Alessandro Cesarano | x |  |  |
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|  | Present | Absent | Excused |
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| **Full Time Temp and Adjunct Faculty** |  |  |  |
| Joyce Puls | x |  |  |
| Carol Roark | x |  |  |
| Vernita Batchelder | x |  |  |
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|  |  |
| --- | --- |
| Jim Acton | x |

 | X |  |  |
| Bob McPhail  |  |  |  |
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| **Guests** |  |  |  |
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1. **Call to Order**: Fernando Mayoral, Chair, called the meeting to order at 9:20 am.
2. **Approval of Minutes**
	1. Chair Fernando Mayoral asked Professor Ron Feemster to rewrite and submit the minutes from the October 11, 2019 Faculty Meeting via email to be approved via email.

 **III. Reports**

1. Assessment Foreign Languages.
	* + 1. Chair Fernando Mayoral reported on the LAC Workshop, which prompted many questions and a full-discussion about the difficulty of assessment with regard to inconsistent rubrics.
2. Academic Support Advisory Committee
	* + 1. Dr. Jennifer Summary provided a report on committee activity. The discussion of the previous item morphed into a larger discussion of consistency of rubrics related to writing style, outlines and delivery. The question of support staff training on speech delivery was a note of concern.
3. National Communication Association

1. Dr. Jennifer Summary reported on the FSW booth at the upcoming NCA convention in Baltimore, with the specific intent of recruiting for the two full-time faculty positions in Speech (Communication Studies).

1. International Education Advisory Council
2. Dr. Alessandro Cesarano reported on the International Education Week Events beginning on November 18. He highlighted the many events that would be occurring, noting that he would be serving as panelist at the Tuesday event.
3. Dr. Cesarnano also discussed a future travel event to Sevilla, Spain, which is being supported by the foundation. There are age and GPA requirements for this event and the deadline to apply is 2/1/20.
	* + 1. Professor Katie O’Connor raised questions about this event, and Chair Fernando Mayoral clarified the language proficiency requirements and housing arrangements.
4. FPD Travel Requests
5. Professor Dani Peterson reported on the upcoming travel request procedures, reminding everyone that travel between January 1 and March 31 has a deadline of the last Friday in November. Professor Peterson encouraged people not to wait to apply, noting that last quarter 13-applicants were funded. She noted that funds would roll over and more funding would be available in the future.
6. Chair Fernando Mayoral asked if one could reapply if previously funded? Professor Peterson clarified the application procedure, noting the point system would determine the highest priority for funding, including repeated funding. Professor Ron Feemster raised additional questions, and was directed to reach out to both the Professional Development Committee and the TLC for further guidelines and assistance.

 **IV. Announcements**

 a. The Seagull November 7-10, 14-16. Directed by Stuart Brown

 b. One Book, One College Book Chats.

 c. Faculty Excellence Award Nominations to recognize the contributions of full-time faculty members in teaching and instruction, college and community service, and professional development and scholarship. Nominations due November 15, 2019.

 d. Proposals due November 17, for the second annual SWFL Symposium on Teaching and Learning in collaboration with FGCU focus is on design, enacting and assessing active learning approaches in the classroom.

 e. Concert Series: November 20, Rock Ensemble, November 21, Jazz Ensemble, December 3, Orchestra/Choir Concert. All are at 7:30 pm.

 f. Thanksgiving Potluck, Monday, November 18th at noon.

 g. Student Opinion Survey (SOS) will open November 12 and will close November 29.

**V. Additional Announcements**

1. Dean Teed and Chair Mayoral—Disruptive behavior in the classroom and on in the online environment. Dr. Teed encouraged faculty to notify her office of disruptions by filing a perceived misconduct report to her office. Professor O’Connor asked for clarification about what disruptive behavior involved, should a one-time incident be reported? Chair Mayoral answered that one-time incidents should not be disregarded, but these reports were geared toward revealing patterns of behavior.

**V1. Any Other Business**

**a.** Southwest Florida Symposium (with FGCU)—Chair Mayoral encouraged proposals for this symposium. Professor O’Connor posed a question about the length of the presentations and Professor Peterson responded by stating they should be twenty-to-thirty minutes in length.

**V11. Adjournment**

 a. Professor John Connell motioned to adjourn.

 b. Professor Dani Peterson seconded the motion..

 c. The meeting was adjourned at 10:15 am.

Respectfully submitted,

Daniel R, Maguire

Professor of Speech