***Minutes***

Department of Speech Communication and Foreign Languages

Fernando Mayoral, Chair

September 13, 2019 at 9 am

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

|  |  |  |  |
| --- | --- | --- | --- |
|  | Present | Absent | Excused |
| **Administration** |  |  |  |
| Deborah Teed | x |  |  |
| Martin McClinton | x |  |  |
| **Faculty** |  |  |  |
| Fernando Mayoral | x |  |  |
| Alessandro Cesarano | x  |  |  |
| John Connell | x |  |  |
| Ann Eastman | x |  |  |
| Ron Feemster | x |  |  |
| Dan Maguire | x |  |  |
| Katharine O’Connor | x |  |  |
| Katie Paschall | x |  |  |
| Dani Peterson | x |  |  |
| Jennifer Summary | x |  |  |
| Myra Walters |  | x |  |
|  |  |  |  |
| **Instructional Assistant****Victor Strasburger** | x |  |  |
|  |  |  |  |
|  |  |  |  |

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| --- | --- | --- | --- |
|  | Present | Absent | Excused |
| **Full-Time Temporary and Adjunct Faculty** |  |  |  |
|  |  |  |  |
| Jim Acton | x |  |  |
| Vernita Batchelder | x |  |  |
| Phil Bickel |  | x |  |
| Alessandro CesaranoJerry Elam | x | x |  |
| Eliut Gonzalez |  | x |  |
|

|  |  |
| --- | --- |
| Bobby MacPhail | X |

 | x  |  |  |
| Courtney Lanute | x |  |  |
| Dan MaguireRuth Miller | x | x |  |
| Joyce Puls |  | x |  |
| Penny Ranson | x |  |  |
| Carol Roark | x |  |  |
| Roy Samuelson |  | x |  |
| Norman TobackJosh Youakim | x | x |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. **Call to Order**: The meeting was called to order at 9:00 am by **Fernando Mayoral**, Chair.
2. **Approval of Minutes**
	1. **Norman Toback** made a motion to approve the minutes from the August 14th meeting.
	2. **Dr. Jennifer Summary** seconded the motion.

 **III. Guests**

1. **Dean** **Deborah Teed** stopped by the meeting to greet and encourage participants.
2. **Dr. Martin McClinton**, Vice Provost, reported that he was tending to state regulations and SACS requirements, translating them to the individual level. He was heartily congratulated by the group on his new position with the college.

 **IV. Information/Discussion:** Presented by **Dr**. **Ann Eastman**

* 1. SPC 1017 online has been completed over six months. This hybrid course introduces theories.
	2. SPC 2608 online will be redeveloped, due November 1.
	3. SPC 2608 uses the Lucas text.
	4. The department is becoming a COM department.
	5. **Dr. Eastman** encouraged all faculty to become online certified and teach speech courses online.
	6. Videos are rich in SPC 1017.
	7. **Bobby MacPhail** asked if ground instructors can access the videos. The answer was not at present.
	8. It was noted that the Speech Resource Page needs to be cleaned.

**V.** **Victor Strasburger** reported on **The Oral Communication Center.**

 a. All stages of speech development are supported.

 b. A 5-10 minute orientation can be provided to classes.

 c. The opportunity to practice speeches is provided.

 d. Caltura help is provided.

 e. It was recommended that students be encouraged to go the the OCC, but not required to do so.

 f. Concerns about support for Charlotte, Collier and Hendry-Glades were expressed.

 **VI. Announcements**

**a. Conferences with Dr. Teed.** Dr. Teed will be reaching out to new faculty, faculty who are renewing their contracts annually, and those faculty who are up for continuing contract, to speak about the faculty evaluation process. Any other faculty members who would like to meet with Dr. Teed are welcome to schedule a meeting.

 **VII. Speech Saturday Workshop**

* 1. A department-wide professional development workshop in Speech will be held September 28, location TBA.
	2. Agenda to come.

 **VIII. Spanish Saturday Workshop**

1. **Dr. Joseph van Gaalen** will interpret statistics and graphs.
2. **Professor Mayoral** will send email to Spanish instructors.
3. The workshop is being planned for October. Date and location to be determined.

 **IX. Other Announcements**

1. **The Assistant Dean** will schedule full-time faculty.
2. **Florida System Brain Bowl-**If professors are interested, contact Dr. Teed. To be held March 29-30, 2019. Update coming.
3. **Funding and Travel Form** on document manager1-1 to 1-31, Deadline last Friday in November or last Friday in February (February 28).
4. Faculty are encouraged **to suggest TLC topics to Professor Dani Peterson.**
5. Some faculty are participating in a panel discussion at The Florida Communication Association.
6. Roy Samuelson will take some FSW students to F.C.A.Convention, a first for the department.
7. **Faculty Award**

 **Dr. Carol Roark** received her 11th award from The American Speech and Hearing Association for outstanding . . achievement in continuing education.

1. **Adjournment**

 a. **Dr. Jennifer Summary** moved to adjourn.

 b. **Dr. Ann Eastman** seconded the motion.

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

Respectfully submitted,

John Connell