Minutes

Department of Communication Studies and Foreign Languages

Fernando Mayoral, Chair

Friday, December 9th, 2022 at 10:00 a.m.

Via Zoom

|  |  |  |  |
| --- | --- | --- | --- |
|  | Present | Absent | Excused |
|  |  |  |  |
| Faculty |  |  |  |
| Fernando Mayoral | x |  |  |
| Alessandro Cesarano | x |  |  |
| Ann Eastman | x |  |  |
| Evan Johnson |  | x |  |
| William Kelvin | x |  |  |
| Katharine O´Connor |  | x |  |
| Dani Peterson | x |  |  |
| Jennifer Summary | x |  |  |
| Jamie Votraw | x |  |  |
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|  | Present | Absent | Excused |
| Adjunct Faculty |  |  |  |
| Bobby MacPhail | x |  |  |
| Carol Roark | x |  |  |
| Norm Toback | x |  |  |
| Marisol Hernandez Soto | x |  |  |
| Ladan Jalinousi | x |  |  |
| |  |  | | --- | --- | | Myra Walters | x | | x |  |  |
| John Pause | x |  |  |
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# Call to order

## Chair Fernando Mayoral calls the meeting to order at 10:01 am.

# Approval of minutes

## Faculty members review the September minutes.

## Dani Peterson moves to approve the minutes.

## Alessandro Cesarano seconds the motion.

## September minutes are approved.

# Reports from the Department

## Dani Peterson reports on the Curriculum Committee.

### Syllabus, course proposals, or changes should be submitted by December 12th to be approved during the February 2023 meeting.

### Changes will go in effect Fall 2024.

## Bill Kelvin reports on the Learning Assessment Committee

### The LAC completed the calibrations for visualize and engage competencies.

### Scoring for these competencies are up in the air for spring 2023.

## Fernando Mayoral reports on the department’s spring semester items.

### Contact your students before the semester begins to inform them about the format of your course.

### Check the document manager for updated syllabi.

### Add important dates to syllabi (e.g., drop dates, etc).

## 4. H 22 grade can be accessed on the dropdown menu.

# Announcements

## Capstone Opportunities for Faculty

1. Faculty in AHSS and SoPAS are eligible for the “Inquiring Minds General Education Innovation Prize.” This is based on the five principles of the Capstone course, derived from all the general education competencies/rubrics, and will be selected by the Deans based on the full-time faculty member’s self-evaluation. As part of the prize, faculty will receive up to $500 in support funding for course materials such as equipment or books.
2. The next “Behind the Research” event will be January 25th at 2:30 PM (J-103 Lee Campus/Zoom), on “Love and Pleasure.” Potential panelists should submit their interest statement by 12/9. **Panelists are paid a $150 honorarium for their participation.**
3. **The Cornerstone or Capstone faculty member who brings the most students to the event will win a $10 Starbucks gift card.** On the honor system, have your students check in with you and then send a head count to [rebecca.harris@fsw.edu](mailto:rebecca.harris@fsw.edu).
4. Two study abroad sections of IDS 2891: CREATIVE Capstone are being offered in Summer 2023. Please share these opportunities with your students.
5. The Office of Student Engagement is getting ready for Spring 2023 and will have a “Welcome Back Department Fair” at the Lee Campus from 9:00 am to 1:00 pm on Monday, January 9th and Tuesday, January 10th. Let Professor Mayoral know if you are interested, so we can reserve a space.

## Dani Peterson reminded everyone to join and attend union meetings during our contract negotiations.

# Other business

## Communication Studies voted to keep the “attire” scoring for informative speeches at the discretion of the professor.

## They also voted for students to embed PowerPoint slides.

# Meeting adjourns

## Roark motions to adjourn the meeting.

## MacPhail seconds the motion.

## Mayoral adjourns the meeting at 10:33 am.

(Minutes respectfully submitted by Jennifer Summary.)