Minutes

Department of Communication Studies and Foreign Languages

Fernando Mayoral, Chair

Friday, February 10th, 2023, at 10:00 a.m.

Via Zoom

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| --- | --- | --- | --- | --- |
|  | 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 |  |
| Jim Acton | x |  |  |
| Ladan Jalinousi |  | x |  |
| |  |  | | --- | --- | | Myra Walters | x | | x |  |  |
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# Call to order

# Chair Fernando Mayoral calls the meeting to order at 10:02 am.

1. Approval of minutes
   1. Review of January minutes
   2. Dani motions to approve
   3. Alessandro seconds
   4. Motion passes
2. Reports from faculty
   1. Battle of the Bucs, Professor Jamie Votraw
      1. Alert excellent speakers in our courses, recruit for participant videos
      2. Celebrity judge has not responded (after two weeks)
         1. Carol suggests we call the station (WINK News)
         2. Evan suggests if they are neighbors, to try speaking in person.
      3. Need faculty to volunteer (esp. to pick up pizza)
         1. Ann volunteers to pick up pizza
   2. SPC 1017 Textbook update, Dr. Ann Eastman
      1. Textbook for the course will be out of print soon (1st Edition)
         1. 2nd Edition is out and should be released for the fall
         2. We’ve not kept up-to-date because the Online courses are so thoroughly built, and the revising work is onerous.
         3. If we don’t act soon to adopt the 2nd Edition we will miss the deadline.
            1. We should have discussed last Fall, but with the hurricane we didn’t.
         4. Textbook Representative from SAGE sent Ann a hard copy of new book, but it hasn’t arrived yet.
         5. Deadline to select Edition 2, for SAGE (Publisher), is April
         6. Dani: FSW deadline for book adoption may be end of February
            1. Double Check date with Wendie Thompson
         7. Jamie: Edition 1 to 2 is simple, changing books entirely takes more due-diligence than we have time for.
         8. Ann: we’ve missed the boat on totally changing textbooks
            1. Revamping the course will take work: quizzes, page #s, etc.
            2. Ann doesn’t plan to do the re-vamping
         9. Bill: Sounds like people don’t want to switch to a fully new textbook.
         10. Ann: in past, not enough hard copies pushed people to new editions
         11. Bill: now students all have ebooks copies
             1. Seems to be no volunteers to revamp course alone.
         12. Jamie: Can we ask about compensation for updating the course? That may get an interested party off the fence.
         13. Ann: Roz Jester or Dean Teed would know about compensation.
         14. Ann: When we make a decision, who do we tell?
         15. Fernando: Wendie Thompson
             1. It will be a bit of work to revamp the course.
         16. Ann will follow up with the SAGE rep.
         17. Fernando will follow up with the bookstore
         18. Evan: If there is no compensation to revamp course, I can join an ad hoc committee later in the semester.
         19. Ann: hopefully there will be a stipend
         20. Katie will follow up with Roz about the stipend
   3. SPC 2608 Textbook update, Dr. Katie O’Connor
      1. Katie: Bill, Jamie, and I worked on the OER
         1. With Alessandro mentoring and Jennifer overseeing.
      2. Katie will revise Online 2608 master course over the summer.
         1. 2608 has a stipend for revision, so likely 1017 will have a stipend for revision.
         2. Carol: Is there a new book? What’s the cost?
         3. Katie: No book, it is OER, so the course will be free.
         4. Bobby: When will we implement?
         5. Katie: In fall 2023.
            1. Book isn’t ready yet, but we can circulate the textbook we based ours off.
            2. This can be used in Online and In-Person courses.

Not required, but any section, any modality can use it.

1. Assessment, Dr. Bill Kelvin
   1. PD session is on:
      1. Friday, February 24th from 1:00-3:00 pm
   2. Bill: Sign-up sheet for sample lesson plans circulated in a Google Doc
      1. Link in chat and previous email
   3. Jennifer: register with TLC to get a certificate
2. Announcements:
   1. Open House on Lee Campus
      1. Friday, March 3rd, 1:00-4:00 pm
      2. Fernando: Come and promote courses, support department and school
      3. Alessandro: I’ll be there
      4. Fernando: all are invited
   2. New Chair
      1. Fernando: My term as Chair is ending in April
         1. The Union is still negotiation the Chair duties and compensation with the college.
         2. It is an opportunity to serve the college and strengthen the department.
         3. It is work, but it is worthwhile.
         4. First, the Chair position is open to those who are in continuing contract.
            1. If no one with continuing contract applies, then folks with yearly contracts may apply for Chair.
         5. If interested, submit a letter of interest.
         6. Or, you can nominate someone else, too.
            1. Either apply by contacting Dean Teed or possibly the VP of Academic Affairs: Dr. Judith Bilsky
         7. Dani: What’s the timeline for this?
         8. Fernando: Letters of intent should be submitted before end of March.
            1. Then in April we’ll find out who’s the new chair.
3. Research Expo, April 4th-5th on Lee Campus
   1. Outstanding students
   2. Faculty can also present: something new from your course.
   3. Still time to apply, Speak with Dr. Joe Van Galen
4. Summer Teaching
   1. Meet with Dean Page; he’s finalizing the schedule soon.
   2. Fall meetings/schedule coming up.
5. Faculty Survey of Student Engagement
   1. Open Feb 20th to May 10th
   2. Opportunity to give feedback to the college.
6. Miscellaneous:
   1. Dani: Film screening and discussion of “Mean Girls” upcoming.
      1. Monday, Feb 4:00 pm
      2. U-102, Lee Campus
7. Evan: What are we (individually, or as a college) doing about Chat GPT and preventing cheating?
   1. Ann: FSW’s Academic Standards Committee is devising a statement to issue and possible syllabus language.
   2. Dani: maybe invite Heather Olson in e-Learning to a PD or Dept Meeting to discuss. She’s knowledgeable and has a different perspective.
   3. Bill: PD in two weeks is quite full
   4. Evan: We could invite Heather Olson for Fall PD or a Department meeting in the meantime.
8. Dr. Jennifer Summary
   1. Will the Chair position be advertised nationwide?
   2. Fernando: We’re a little late for a national search.
      1. They will advertise, but unknown if internally only or also nationally.
9. Alessandro: The meeting of FL Teachers of Italian this year is on the other coast.
   1. Is the *Compass* still up and running?
   2. Bill: Other faculty and staff are advising it now, and trying to get it up and running: online only, and it’ll be in Buc’s Corner
10. Motion to adjourn made by Evan
    1. Seconded by Alessandro
    2. Meeting adjourned.