**Communication Sciences and Disorders**

**MINUTES**

**August 26, 2015**

**MEETING AGENDA: 2015-2016 ACADEMIC YEAR**

<table>
<thead>
<tr>
<th>Type</th>
<th>Department Meeting</th>
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<tbody>
<tr>
<td>Time, Where</td>
<td>2:00-5:00 pm, 1040 R</td>
</tr>
<tr>
<td>Present</td>
<td>DePaul, Gilbertson, O'Keefe, Massoglia, Woloshin, Rule</td>
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<tr>
<td>Late:</td>
<td>Swanson</td>
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<table>
<thead>
<tr>
<th>Agenda</th>
<th>Minutes</th>
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<tbody>
<tr>
<td><strong>Minutes Approval</strong></td>
<td>Motion: Miolo, seconded Gilbertson</td>
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<tr>
<td><strong>Minutes Taker Fall 2015</strong></td>
<td>Approved: <a href="https://docs.google.com/document/d/1Q63BuhWl6if7N6DtQxy54YouVnIFZ8zgs8bZ0v7kFPt0/edit">T:\COMDIS\OFFICIAL DEPARTMENT SITE\Meetings - Minutes\2015 Spring\Meeting minutes 5_6_2015.docx</a></td>
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<tr>
<td><strong>I. Announcements and Business</strong></td>
<td>DePaul presented announcements</td>
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<tr>
<td>Assignments:</td>
<td>Faculty asked to review one week for feedback. 9/2/15</td>
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<tr>
<td>Graduation December 19, 2015: O'Keefe</td>
<td>After facilities then about September 14th for camera installation.</td>
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<tr>
<td>Graduation May 14, 2016: Swanson (undergrad), Miolo (grad)</td>
<td>DVR office physical space changes to comply with ADA for office.</td>
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<tr>
<td>Calendar completion: Added: May 6, 2015 added for portfolio, 9/24 10:30-1 and 3/16/16 12-3 under grad research</td>
<td>ASHA HES: DePaul will send link for report.</td>
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<tr>
<td>Alumni survey questions See link: <a href="https://docs.google.com/document/d/1Q63BuhWl6if7N6DtQxy54YouVnIFZ8zgs8bZ0v7kFPt0/edit">https://docs.google.com/document/d/1Q63BuhWl6if7N6DtQxy54YouVnIFZ8zgs8bZ0v7kFPt0/edit</a></td>
<td>Miolo explains the IRB process and the UWS instructions. Link will be sent.</td>
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<tr>
<td>Space updates: DVR office, recording system</td>
<td>Different scenarios with class assignments and use of student data. Must ask students if you can use their work. Usually ask at the end of the semester. Gilbertson is on the committee and will serve as department consultant. Templates for research and samples.</td>
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<tr>
<td>ASHA HES</td>
<td>Informed to let Mike know M/W 10 on for clinic pictures.</td>
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<td>IRBs</td>
<td>2:58pm</td>
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<td>Undergrad research: Thursday, September 24th from 11:30 a.m. to 1:00 p.m. in the UC Hamilton</td>
<td>Beth goals: Calipso, re-establish literacy groups, CC into our clinic. Cohesion in the class. Alumni outreach for lecturing, and Facebook alumni page. Create a map with alumni. September 14th</td>
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<tr>
<td>Pictures for grad web site</td>
<td>Rule: Introducing new student systems. Training GAs and hourly. Recording system and Calipso.</td>
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<tr>
<td><strong>II. Face to Face and Peer Review</strong></td>
<td>Students: Students Assistants</td>
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<td>Purple book reflection:</td>
<td></td>
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<td>What were your goals?</td>
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<td>Did you meet them?</td>
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<td>Reflection: Teaching, Research, Service</td>
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<td>What are your new goals?</td>
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<td><strong>III. Grad Program</strong></td>
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<td>Search - headhunter</td>
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<td>Program coordinator</td>
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<td>Space renewal</td>
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<td>Calipso update and administration</td>
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<td><strong>IV. Curriculum Revision</strong></td>
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<td>Grad revision principles</td>
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<td>Presentation of proposed model</td>
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<td>Questions in the curriculum</td>
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<td>Point person for courseleaf</td>
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<tr>
<td>Minor</td>
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<tr>
<td>UG revisions/tweaks</td>
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<td><strong>V. Portfolio</strong></td>
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<td>What are portfolio due dates?</td>
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<td>What are portfolio content across the KASA areas</td>
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For example: Portfolio medical: voice skills, adult language analysis, MSD, list of formal assessment

VI. Peer Review of Master Level Personnel
Faculty peer review: Miolo, Gilbertson, O’Keefe, Swanson
Peer Review: Massoglia, Woloshin, Johnson, Carbo, Divyak (?)

VII. Undergraduate Assessment Plan
Senior Exit survey data
Procedures and timeline for completion: See link.
T:\COMDIS\OFFICIAL DEPARTMENT SITE\Assessment\2015 submitted to UG AR response\Undergraduate
Google Doc?

VIII. ASHA reports
HES and annual reports

1. Margaret Stich
2. Morgan Sailer (pending)
3. Drewshika Thorton (pending)

G.A.s
1. Olivia Bergman
2. Lauren Lanphere
3. Gwen Marrin
4. Maria Moritz

Maggie: returning.
New: Morgan S. pm.
Drewshika: am. All available on Friday.

Peer Discussion
Miolo: submit article and continue managing grant with school district (collaboration). Teaching to turn things around to students, and first year graduate curriculum. Different committees.
UG research.

Gilbertson: Collaborative research with safety and work on grant another grant, submit student article, Classroom with interactive teaching strategies. Per coaching program. Wants to undergrad research D2L

Woloshin: Try and improve level of feedback to students, especially more positive feedback. Collaborate with COEPS – consultation project may be high school level. AAC: want to support her in this endeavor with grad and undergrads.

DePaul: Publish, transition out to retirement, transition department and grad program.

Massoglia: EC4U transition, writing institute this summer higher expectations, improve student writing

O’Keefe: Student teaching with MPS, bilingual students, CESA 1 work, presentations, Advising. Teaching: increase tech level engagement, scope and sequence. Research: WSHA presentation, CESA and international conference Ireland conference in education. Portfolio development, international travel.
### Communication Sciences and Disorders

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**August 26, 2015**

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<th>IV. Curriculum Revision</th>
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<tr>
<td>Discussion: Guiding principles</td>
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<td>Clinic, Courses revision</td>
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<td>Attachment provided with course sequence.</td>
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<th>IX. Adjourn</th>
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<td>5:00 pm</td>
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<td>Next meeting 9/2/15</td>
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**Revised minutes: Committee Assignments**

- Dean’s Advisory Council: Grad – we asked Lauren Lanphere and Lynn is getting a NSSHA rep

- International Ed Committee: Casey O’Keefe
- Salary Committee: Casey O’Keefe

- Distance Ed Committee: Beth Miller Swanson
- Scholarships: Beth Miller Swanson

- Grad Program Council: Giuliana Miolo
- Assessment Committee: Giuliana Miolo

- Technology Committee: Lynn Gilbertson
- Curriculum Committee: Lynn Gilbertson

- Strategic Planning and Budget: Roxanne DePaul
- Constituency Committee: Roxanne DePaul

- Teacher Ed, Licensure & Field Experiences Committee: Ann Massoglia