DEPARTMENT OF COMMUNICATION

December 8, 2011
3:35 pm
Heide 113

I. Call to order

II. Approval of agenda

III. Minutes of Nov. 10, 2011 meeting (sent via email)

V. Old Business
   A. Advising Report; verbiage for Spring syllabi
   B. Assessment
      *Workshop on Nov. 12
      *Assignment for our curricular teams during Spring orientation week
   C. Online Course Evaluations (Dec. 7-14)
   D. Searches (Comm Generalist and Director of Cable TV/Academic Staff)
   E. Andersen Offices Open House on Dec. 13!
   F. Digital Measures
   G. Preference Sheets for Fall teaching due tomorrow to Julie.

VI. New Business
   A. “Creative Endeavors Workshop” on Monday, March 12.

VII. Committees: Reports
   A. Faculty Senate Report (Brady)
   B. Visiting Artists temporary replacement for Linda Robinson
   C. Other

VIII. Birthdays and Other Announcements
   A. Birthdays
   B. Semester Exams
   C. Marching in Graduation
   D. The Chancellor, Provost, and Dean will visit our dept. meeting in February!
   E. Other

IX. Adjournment

The next meeting is Jan. 26 in Heide 113.