Minutes of the February 16, 2012 Meeting  
UWW Department of Communication  
Andersen Library Room 1205  
3:35 pm


Meeting was called to order at 3:45 pm.

Penington welcomed Provost Kopper and Dean McPhail to the meeting.

Penington gave a brief overview of where the department is at with enrollment and reviewed goals and how they are being met.

Question/answer session followed.

The agenda was approved unanimously on a Robinson/Lowell motion.

The January 26, 2012 minutes were approved with one spelling correction and one omission by a Herriott/Lucas motion.

Updates:
Brady reminded faculty of upcoming advising dates: March 15th 9 am to 6 pm and March 16th 9 am to 1 pm. All faculty are required to help when they can. This year we will be advising all students with 24 or more credits.

Brady also announced that scholarship information has been sent via email to our students and posted on our website. Deadline is March 23rd.

Mancl gave an update on the scholarship reception set for April 30th. More information will be sent via email to faculty.

Penington said the online teacher evaluation response rate was over 50% and there were several classes that had a 70 to 90% response rate. There was only one class that was 46%.

Curriculum proposal was presented by Wildermuth/Penington on the Spring 2013 travel study to Ecuador. The first reading was done at the International/Intercultural Committee meeting. The trip is identical to the one they took in Spring 2011. Motion made and seconded by Lucas/Herriott to approve the curriculum proposal as presented.
Penington announced that there will be one small curriculum proposal to correct the prerequisites listed for Journalism/Comm 352. Motion made and seconded by Robinson/Wildermuth to make the correction.

**Committee Reports:**
Davis announced that they had 12 submissions for the Liberal Arts writing award but unfortunately none were selected. He encouraged faculty to let their students know about this award. The University Writing Awards deadline is coming up and again faculty are encouraged to have students submit papers.

Wildermuth.....

Brady gave an update on faculty senate discussions regarding balancing family and work life.

Hixson reported that the search committee for the TV Director search has identified some finalists and they will be looking at bringing them to campus very soon.

Baus reported that the search committee for the Communication Generalist position is also at the point of bringing candidates to campus. Detailed dates with itineraries will be forthcoming.

Robinson said that she is on the ad hoc parking committee and to please let her know if there are concerns/suggestions that faculty want brought forth.

February birthdays were observed.

**Announcements:**
March 6th – There will be an advising meeting conducted by Bob Mertens regarding issues on the AR. Everyone is encouraged to attend.

March 8th – The Graduate Faculty meeting has been rescheduled to this date due to the March 6th advising meeting.

March 12th – Creative Enterprise Symposium. More information will be sent via email.

March 15th & 16th – Advising.

Lucas announced that the new travel study website is uploaded now to the department website. Much thanks to Fishburn’s student for assisting in this project.

Robinson thanked those that were able to help with her classes while she was gone.

Disrude announced that the State College Forensics meet will be held this weekend at UWW.

Penington said that our lab technician Paul Usher said he would conduct training workshops for students on Adobe Premiere if interested.

French discussed issues with note taking on students that have ESL issues. It was suggested she check with the Center for Global Ed.

Motion to adjourn at 5:10 pm by Lucas/Herriott