

## COMDIS Department Meeting Agenda

**Date:1/17/2024**

**Time: 9:00-3:00**

**Location: RS 1040**

### **Attendees:**

Approve Minutes

- [COMDIS Minutes 12\\_6\\_2023](#)

Information Items

- [Dept. Calendar](#)
  - COEPS spring forum 1/18
  - Classes start Jan 22
    - [Spring 24 Schedule](#)
    - need syllabi submitted to university & dept
    - Need office hours sent to DA
  - Grad apps assigned 2/2
    - Reviews completed by 2/10
  - WSHA Feb 1-3
  - Open House: Friday March 1 5:00-6:00
  - COMDIS 485B Capstone Seminar Interview
    - Feb 28 & Mar 6 4:00-5:00
  - Advising Dates: Graduate
    - 2nd year- Monday 3/11 1:45-2:45
    - 1st year- Wednesday 4/10 1:00-2:00
  - Advising Dates: Undergraduate
    - Wednesday March 20 1:00-2:00 (hybrid)
    - Monday April 8 1:45-2:45 (hybrid)
    - Wednesday April 10 3 3:00-4:00 (hybrid)
  - Portfolio Day
    - May 6 12:30-2:30
    - Debrief 2:30-4:30
- GA update
- HR info
  - [FMLA guide](#)
  - [Supervisor Expectations - Sick Leave](#)
- [Fall 24 Schedule](#)
- Post Bac Certificate

Experiential learning offerings

- Topics
- 4 semester sequence of offerings

## Assessment

- Undergraduate
  - [Undergraduate Research in COMDIS](#)
    - Add any projects, study teams
  - [Undergrad Assessment Plan for COMDIS](#)
    - Track changes to courses and the rationale for the change on 2023-2024 tab
  - [COMDIS 485B 2021,2022, 2023, 2024 Capstone Interview Assessment](#)
    - Due to course conflict, Gilbertson is unavailable for capstone interviews
- Graduate
  - [Graduate Assessment Plan for COMDIS](#)
    - Update portfolio assignments to reflect current course assignments
  - [2017 - 2023 Overall feedback on Portfolio Presentations and Suggested Changes](#)
  - [COMDIS Advisory Board Meeting Minutes 2023](#)

Break 12:00-1:00

## Dept Tenure Standards

- [DEPARTMENT OF COMMUNICATION SCIENCES AND DISORDERS TENURE AND PROMOTION STANDARDS](#)
- [UW-Whitewater Faculty Personnel Rules](#)
  - process of approval is in Chapter 3, section A
- [Academic Staff Personnel Rules](#)
- External Resources:
  - [Diversity, Equity, and Inclusion in Tenure & Promotion Workgroup Report and Recommendations to the Salisbury University F](#)
  - [Faculty Equity Statements for Tenure, Promotion and Review](#)

## Student Issues

- Contemplate closed session to discuss confidential student matters under Wis. Stat. § 19.85(1)(f)
- roll call vote to go into closed session
- roll call vote to go out of closed session

## Committee Updates

### Other Items:

- Summer Alumni Event
- Open House Debrief
- Advising Debrief
- Curriculum
  - Identify all programs that require a minor- provide COMDIS minor as option
  - Currency review