

COMDIS Department Meeting Minutes

Date: 11/1/2023

Time: 1:00-3:30

Location: RS 2007B

Attendees: [Busch](#), [Gilbertson](#), [Swanson \(WebEx\)](#), [Aranda](#), [Becker](#), [Feggstad](#)

Group Activity

- Mid semester check in
- Moment of mattering & noticing share out
- [Conflict Resolution Checklist](#)

Approve Minutes (moved and approved, 7 aye)

- [COMDIS Minutes 10 11 2023](#)

Information Items

- [Dept. Calendar](#)
- PDP request forms due 11/1: [COEPS PDP-Research Diss Form 2023-24](#)
- Supporting Distressed students: [Faculty Training Flyer](#)
- Open House Nov 17, 5-6, In person & Online
 - Confirm commitment by 11/15 meeting
 - Cody lead in person (2 GA's attend)
 - Lynn lead online (1 GA attend)
 - Beth represent clinical team online
 - Kaia out that day
- Review CAA report by 12/1: [Spring 2024 CAA Annual Report - Speech-Language Pathology](#)
- Instructional Staff Performance review materials:
 - Peer Eval of Teaching: [COMDIS Peer Review Form Blank](#)
 - Performance Evaluation Form (retrospective): [Blank Performance Evaluation Form](#)
 - Draft Document of Intent for 2024-2025: [Document of Intent Blank](#)
- DA will be off every Friday until 2024, Thanksgiving week and last two weeks of December
- COMDIS spring travel study canceled

Plan and Goals

- Annual [Dept Goal Brainstorm](#)
 - Determine 3-4 priority goals & write an objective for each
 - 2024-2025 Dept Goals
 - Build community, help students establish relationships
 - Continue development of clinical experiences to help cover the "Big 9"
 - Review curriculum for currency
 - Increase and implement more undergraduate experiences throughout the year to support current program and experiences
- [2023-2028 strategic plan](#)
- [Department Strategic Plan- 2019-2025](#)

Updates

- Dept meeting room location
 - DA look at room options for meetings in the future (large table(s), comfy chairs, wifi, working outlets, hyflex option)
- Hearing Screening Hours & Courses
 - Add assignment in CANVAS in COMDIS 482 and COMDIS 371 for students to submit their hours
 - SLP supervisors have 2 hours of supervision CEU
- Curriculum (Michael leading submission)
 - Deactivate EDFOUND statistics course, remove from unique requirements
- Orientation week
 - Losing a week due to 2024-2025 calendar, will need to trim down the schedule
 - Considering using online modules through advising in the summer vs in-person in August
 - There is a possibility of extending the start date and covering orientation items with 12 month administrative positions before the 9 month contract starts.
- Committees
 - COEPS IED spring forum survey coming soon
 - USC drafted resolution in supporting chancellor related to pay plan
 - COEPS Dean search committee held first meeting, anticipate candidate visits in March
 - COEPS TELFE hoping to update supervisor observation forms
 - Licensing transparency requirement (clearly state what license the students eligible for, especially online programs)

Student Issues (not discussed)

- 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

Other Items: