

COMDIS Department Meeting Minutes

For most efficiency, items highlighted in blue should be reviewed before the meeting

Date: 11/9/2022

Time: 1:00-3:30

Location: RS 2007B

Attendees: Aranda, Swanson, Feggestad, Gilbertson, Busch, Hammer

Approve Minutes (moved and approved 6-aye)

- [Minutes 10 26 2022](#)

Information Items

- [Dept. Calendar](#)
 - Open House
 - Virtual 11/18 5-6
 - Pedro make Lynn only host
 - Cody take attendance
 - In Person 11/19 10-11
 - Cody and Lynn set up posters in morning of 19th
- Searches
 - Clinical Assistant Professor Committee Meeting: November 29th 1:00-2:00
 - Anticipated campus interviews in December
 - Assistant Professor Committee Meeting: Thursday, November 10th 1:30-2:30
 - Pedro re-post to CAPCSD and WSHA with updated deadlines
- Sign up for DEI working groups by 11/19 (link below in agenda)
- HR - Moving all annual performance reviews for non-instructional academic staff and university staff to 6/30 in 2023.
- Course Eval Software (Blue) demonstrations via Webex on Dec 1 & 2 from 12 -1 PM
- Clinic funds: ~ \$740
 - Hold these funds for 2 assessments
 - Hammer will pursue options with library and update if feasible or not

Curriculum

- Graduate Curriculum
 - a minimum grade of B- is required in all COMDIS courses to graduate with a Masters in Communication Sciences and Disorders (moved and approved 6-aye)
 - Hammer submit the courseleaf change for fall 2023 deadline meeting
 - Hammer will draft template language for department graduate syllabi related to assignment completion for competencies, and knowledge and skills
 - Cody bring NPC language from CALIPSO for inclusion on grad syllabi
 - [Clinic Directors Loop Grade Cutoff](#)
 - Feedback for graduate council
 - Grade repeat policy- currently no upper limit to course repeat

- No strong opinions
 - Minimum GPA for certificates- currently no limit other than 2.0
 - Feel 2.50 is fine for certificates which would allow programs to set their requirements higher as needed.
 - Research Methods implementation possibilities (not discussed)
 - Electives (not discussed)
- Undergraduate Curriculum
 - Admission to upper division
 - Eliminate the cap on enrollment and the number of credits required to apply for admission. (moved 5 aye, 1-ney)
 - Plan to discuss remaining admission criteria at a later date
 - Hammer will submit the courseleaf change for fall 2023 deadline meeting
 - Course credits (COMDIS 240, COMDIS 380) (not discussed)
 - Review courseleaf language/titles/descriptions for currency (not discussed)
 - Ex. COMDIS 355 listed in catalog as “Normal Lang Disorder”
 - Elective(s) (not discussed)

Committee Updates (not discussed)

Moved into closed session (Move and approved 6-aye)

Student Issues

- Student request partial participation in clinical requirement
 - Inform student of their choices and provide the grievance process
- Update provided on student with NPC

Debrief (not discussed)

- Orientation Week
- Advising
 - [Advising Surveys](#)
 - Satisfaction scores:
 - Grad- 4.9/5
 - Post Bac- 4.67/5
 - UG- 4.71/5

COEPS DEI objectives and measures (not discussed)

- All COEPS department DEI materials: [Operationalizing EDI in COEPS](#)
- COEPS DEI Working Groups: [COEPS EDI - Working GROUPS](#)
 - Sign up for those of interest by 11/19
- COMDIS dept Documents: [COEPS EDI- Communication Sciences & Disorders](#)
 - Work as a department to complete measurable goals, times, and individual

Other Items:

- Use “Planner” in WINS for BS four year planning