

COMDIS Department Meeting Minutes

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

Date:12/7/2022

Time: 1:00-2:45

Location: RS 2007B

Attendees: Busch, Swanson, Aranda, Feggstad, Gilbertson, Hammer (WebEx)

Approve Minutes (moved and approved 6-aye)

- [Minutes 11 9 2022](#)

Information Items

- [Dept. Calendar](#)
 - Grades due 12/20
 - do not put "off contract" in automatic email reply over winterm
 - Dept meeting Jan 18, 9:00-3:00, Room TBD Roseman 1040
 - COEPS spring forum Jan 19, 8:30-3:30 UC
 - Classes start Jan 23
 - need syllabi submitted to university & dept
 - Need office hours sent to DA
- [COMDIS Admin Nov-Jan 2022 Availability](#)
- Searches
 - Chancellor: <https://www.uww.edu/chancellor-search/finalists>
 - COMDIS Clinical
 - 3 candidates approved for campus visits
 - 12/13- open presentation 2:00-2:30
 - 12/15- open presentation 10:15-10:45
 - 12/21- open presentation 10:15-10:45
 - Cody create CANVAS announcements for 4 department CANVAS pages
 - COMDIS Faculty
 - Closes 12/11
- [Admissions Office Visit Events spring & summer 2023.docx](#)
- NPC: [Notice of Performance Concern Revised 2022.docx](#)
- [Audit and Review COMDIS Graduate F2F Report DRAFT.pdf](#)
- Curricular updates:
 - COMDIS 270 listed in Liberal Studies General Emphasis as social science elective
 - Working group for grad policy on minimum grade for grad certificate
- Dept Team Building opportunity spring 2023
 - [Lampe Vita.doc](#)
 - Moved and approved (4 aye, 2 abstentions)

[Fall 2023 Schedule Draft](#)

- No simulation time on Thursday, all planning time 8:00-1:00 on R = individual clients and planning time
- Wednesday, all planning time for 661 (not individual clients)
- Clinic meeting alternating weeks of dept meeting
- COMDIS 485A (both sections online asynchronous)
- Place holder for COMDIS 371 Mon 12:30-3:00
 - Michael will ask Nicole about the impacts of this move on unique requirements for COMDIS majors

Grad Portfolio Expectations (Not discussed)

Committee Updates (Not discussed)

Move to closed session (moved and approved, 6 aye)

Student Issues

Meeting with student after grades are posted, will need to make a decision about student at January meeting

Debrief (Not discussed)

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

- Open House

Curriculum (Not discussed)

- Graduate Curriculum
 - Review draft template syllabus language regarding competencies & NPC

Completion of all course assignments is required. Each assignment is critical to learning and demonstrating the knowledge and skills outlined by INTASC, ASHA, and KASA. Receiving a passing course grade alone is not sufficient for meeting these standards.

- Research methods implementation possibilities
- Electives
- Undergraduate Curriculum
 - Course credits (COMDIS 240, COMDIS 380)
 - Review courseleaf language/titles/descriptions for currency
 - Ex. COMDIS 355 listed in catalog as “Normal Lang Disorder”
 - Elective(s)

COEPS DEI objectives and measures (Not discussed)

- All COEPS department DEI materials: [Operationalizing EDI in COEPS](#)

- COMDIS dept Documents: [COEPS EDI- Communication Sciences & Disorders](#)
 - Work as a department to complete measurable goals, times, and individual

Other Items: (Not discussed)

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