COMDIS Department Meeting Minutes

Date: 2/23/2022

Time: 1:00-3:00

Location: RS 2007B

Attendees: Busch, Nieto, Hammer, Gilbertson, Swanson, Aranda, Kieck

Nicole Weber from COEPS advising- canceled

Approve Minutes from 2/9 meeting (moved and approved 7-aye)

- Minutes 2_9_2022

Information Items

- Dept. Calendar: Calendar
- Dean's advisory council: recommendations for SLP member (one meet a year, May 2, 9:00-11:00)
- Additional commencement ceremony Sunday 5/15

Updates

- Graduate application decisions sent 2/18
    - For 2023 review cycle create a "Not Verified Email" (applications not looked at)
- Undergrad enrollment/upper division admission
    - Undergraduate enrollment changes, future agenda item to discuss dept strategies
- Clinical Assistant Professor Search

Morton joined meeting remotely at 1:50PM

Advising

- Undergrad
    - Update CANVAS content (videos, links, assignments) by 3/9
    - Collect authorization to release information forms in fall semester
    - Tentatively planning to have therapy animals at in person event
    - All advisees will be assigned to Ian, Michael, and Lynn in March
- Grad
    - 2022 cohort: updates on graduate application, portfolio (day and progress); checkout process/needs, code of conduct, and praxis score submissions
    - 2023 cohort: updates on the COVID vaccine language, the split in placements second year, code of conduct, resume, summer placement info, and new CANVAS assignments

Assessment

- Revised exit surveys
    - DRAFT COMDIS Senior (BS) Exit Survey.docx (Suggested revisions at end in purple text) (moved and approved, 8-aye)

- - Create a separate survey to request contact information post graduation
    - DRAFT COMDIS Grad Exit Survey.docx (Suggested revisions at end in purple text) (moved and approved , 7 aye, 1 abstain)
  - UWW Field Placement Coordinator Eval
    - 782/783 Course Eval Questions (Draft) (moved and approved 8-aye)

COMDIS 485B Interviews

- See CANVAS for student materials (job posting, cover letter, resume, portfolio)
- March 2 and March 9, WH 2010, 2015, 2013: 4 pm - 4:50 pm
- 10 minutes max
  - Start with a brief introduction (1-2 minutes)
  - Remaining time is faculty panel asking questions
  - Enter rubric scores in the shared google sheet

Faculty Search

- 2022-2023 Courses
- DRAFT Position Description Assistant Professor
  - Options -use current draft that matches staffing request or write a generic description that casts a wide net
- Lynn will ask other COEPS Dept Chairs for volunteers to serve on the search committee in addition to those who have identified interest from the department, once volunteers are identified the committee will meet to determine who the search chair will be

Committee Updates (not discussed)

Student Issues (not discussed)

Curriculum (not discussed)

- Professional Issues Coverage: Professional Issues and Environments in Speech Topics.docx
  - COMDIS 710
  - COMDIS 780
  - Advising
  - Orientation

Course format/program delivery (not discussed)

- COVID-19: Distance Education/Alternative Delivery
- COVID-19 Guidance From CFCC

Other Items (not discussed)

- 2023 Diversity standards & curriculum
- SLPA summer clinic and seminar
  - Pathways: Speech-Language Pathology Assistant Certification
- Off-Site Supervisor Manual and CANVAS Course