

COMDIS Department Meeting Minutes

Date: 9/11/2024

Time: 1:00-2:30

Location: RS 2007B

WebEx: <https://uww.webex.com/uww/j.php?MTID=m1a6c5741e9765160655324a831bf30da>

Attendees:

- In Person: Gilbertson, Busch, Aranda, Feggestad, Bernhardt
- Remote: Hammer, Noyes, Swanson

COMDIS Department Information Highlights 9/11/24

- Review before meeting and use office hours after dept meetings from 2:30-3:30 for clarification/questions/conversation
- Document of intent to dept chair for 2024-2025 by Sep 20

Action Items

Approve Minutes

- [COMDIS Minutes 8_28_2024](#) (Moved and approved 7 aye, 1 abstention)

COEPS Committee Assignments: [COMMITTEE MEMBERS 2023-2024.docx](#)

- COEPS tech committee: Michael Fall, Anna Spring
- COEPS elections committee rep- not from COMDIS at this time

Removing GPA barriers for transfer students: [COEPS Degree Requirements](#)

- COMDIS endorses this change

Curriculum: grade basis change

- [2024 ComDis Course Titles and Course Description Updates](#)
 - Hammer provide syllabus 385, 585, 355
 - Kaia provide syllabus 484
 - Busch provide syllabus 270 & 426
 - Noyes provide syllabus 481
 - Gilbertson update all syllabus & submit to Courseleaf
- [Grade Basis List](#)
 - Revisit grade basis at next meeting

Student Issues (No student issues to discuss)

- 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

Assessment - plans reviewed, everyone update their course learning outcomes and key assignments

- Undergraduate
 - [Undergraduate Research in COMDIS since 2013](#) (everyone update with student projects)
 - [Undergrad Assessment Plan for COMDIS](#) (everyone update with learning outcomes, changes, key assignments)
 - [Undergrad Graduates and Post Grad Plans](#)
 - [COMDIS 485B 2021,2022, 2023, 2024 Capstone Interview Assessment](#)
 - [SOAS 2023-2024 - CommSciDis](#) (campus undergrad exit survey comments)
 - [Undergraduate Exit Survey](#) (4.67/5 satisfaction rating)
- Graduate
 - [Graduate Assessment Plan for COMDIS](#) (everyone update with learning outcomes, changes, key assignments)
 - [Grad Cohort Workplace Data.xlsx](#)
 - [2017 - 2024 Overall feedback on Portfolio Presentations and Suggested Changes](#)
 - [Summer 2024 Graduate Advising Survey Results](#) (4.81/5 satisfaction rating)
 - [Graduate Exit Survey](#) (4.13/5 satisfaction rating)
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- Post Bac
 - [Postbac Exit Survey](#)
 - [Need to develop assessment plan for post bac](#)

Strategic Planning (not discussed)

- [Dr. Casey thematic analysis summary](#)
- identify priorities or goals for the Department using the strengths and opportunities to help mitigate the weaknesses and threats
- Annual [Dept Goal Brainstorm](#)

Other Items: