COMDIS Department Meeting Minutes

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

Date: 10/20/2021
Time: 1:00-3:00
Location: RS 2007B

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

Guests: Matt Vick, Elizabeth Watson

Guests: Matt Vick and Elizabeth Watson present on Chapter 14, Chapter 17, and Code of Conduct

Chapter 14 & 17 are state statutes- law, and any changes have to go through legislative body

- Professional programs often have professional conduct that is not included in academic misconduct or campus misconduct
- Third party locations can dismiss a student without going through our campus due process
- The department is required to document the process of notification/remediation and provide reasonable opportunity for student to remedy the issue.
- Use tools to hold students accountable (syllabus/grades)
- Never diagnose a student in documentation, describe behavior

Integrate code of conduct template into the handbook revision.

Approve Minutes from 10/6 meeting (moved and approved 7-aye)

- Minutes 10_6_2021
  - Hammer adjust commencement to May

Information Items

- Dept. Calendar: Calendar
- Feedback on academic calendars by end of month (send input to Lana)
  - 2023-2024 CALENDAR-8.21 Working Copy Version B.docx
  - 2023-2024 CALENDAR-8.21 Working Copy.docx
- Updates on e-reimbursement: October 2021 PUM SFS Expense Module Changes.docx
- Adult and Non-traditional student Celebration on November 3rd at 5pm. This event will be in Webex: https://uww.webex.com/uww/j.php?MTID=mcc5dceecbde607712a4fb9411c5622bc
- 06. Joint Letter on Early Tenure.pdf
- Department Halloween celebration on Oct 27 3:15-4:00
  - Bring something to share as you are able
  - Dress for halloween theme (rock stars/music legends) as you are able - we will be taking a group photo for social media posts
  - Dept GAs, student workers, student volunteers are welcome
  - Roseman 2007B reserved from 3:15 pm - 4:00 pm

Committee Updates
● Graduate Council
  ○ Exploring development of Diversity and Inclusion Leadership Graduate Certificate- if interested in engaging in this work email Courtney Luedke (luedkeCL26@uww.edu) by 10/22

● COEPS Admin
  ○ Reminder Interim Chancellor staying on until new Chancellor is named. Search planned to start Fall 2022
  ○ 30% of 2% salary increases need to be covered by campus budget, budget team is working on plan
  ○ Modality proposal.docx- feedback needed by 10/27

● Strategic Planning and Budget
  ○ College program array committee, provide updates on items proposed in 2019
    ■ May need input in the future as expectations/needs are communicated

● Inclusive Excellence and Diversity (IED)
  ○ Discussed spring forum will likely be hybrid

● Academic Staff Assembly
  ○ Concerns of terminology- use academic staff and instruction academic staff
  ○ Updating academic staff portfolio process
  ○ Considering tenure for long term academic staff

Student Issues

● Concerns of undergraduate student completing work and not responding to instructor reach out
  ○ Per registrar- cannot submit an incomplete without student request
  ○ Dean of students/Care team reports were submitted
  ○ 8 wk course instructors send student a final email with 3 options with concrete dates (complete work, request an incomplete, do nothing- may not pass course/cannot complete degree without these courses)
  ○ Academic adviser reach out to discuss career goals and options

● Concerns of graduate student at school placement
  ○ Perhaps additional conversation/resources on conflict resolution
  ○ Working with both student and field supervisor to address concerns

● Concerns with cohesion of graduate cohort and a students ability to navigate ambiguity
  ○ Cody and Lynn schedule a conversation with the student to support success

Graduate exit survey results (not discussed)

● Class of 2021 Graduate Student Exit Survey

Plan and Goals (not discussed)

● Department Strategic Plan- 2019-2025
● Annual Dept Goal Brainstorm

Practicum Supporting Supervisor Evaluation- determine process for clinic supervisor evaluation when they are not instructor of record (not discussed)
Course format/program delivery *(not discussed)*

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

Other Items *(not discussed)*

- SLPA summer clinic and seminar
  - Pathways: Speech-Language Pathology Assistant Certification
- Off-Site Supervisor Manual and CANVAS Course