

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-8.2.21 Working Copy Version B.docx](#)
 - [2023-2024 CALENDAR-8.2.21 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)

- [CALIPSO Supervisor feedback - blank.docx](#)
- [Practicum Course Evaluation.docx](#)

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