

**Communication Department Meeting
December 11, 2013 - 26D 1220 4:30-6:30PM**

In attendance: Roger Willis, Danny Cantrell (notes), John Vitullo, Liesel Reinhart, Kenny Klawitter, Jeff Archibald. Meeting started at 4:30pm

I. General Announcements

- A. Guest: Michael Pusnik made a presentation regarding retirement financial planning.
- B. Guest: Evelyn discussed the non-native speaker project including the youtube channel, baseline data, links with writing center & language learning center, software in the SSSC, equipment, and handouts.

II. Action Items

- A. **Approved** November Minutes
- B. Suggestions from Journalism
 - 1. Language in the AA and AAT Descriptions
 - a. They would like to cut references to Journalism and RTV
 - b. Language was created by senate appointed task force, submitted to Ed Design, C&I, Senate, approved by board, and sent to chancellor's office - which cannot be easily undone. Request could be made to reconvene task force to relook at language.
 - 2. They would still hand out their own transfer sheet created and maintained by the department. Journalism can hand out material to its students but should be careful that it doesn't contradict counselors.
 - 3. Should Counseling have an overall Transfer Major Sheet for Communication? Yes, one for communication studies would be helpful. We should request transfer department to update the materials.
 - a. Is the current one confusing?
 - 4. They agree that Counselors should make sure they have the most current and accurate information regarding transfer.
 - 5. They are proposing an AAT in Journalism.
- C. Textbook Funding for International Forensic Travel (Paris and China). **Department approves** \$8,000 funding for three coaches to Paris for IFA. **Department approves** \$7,000 for 2 coaches and 4 students to attend China.

III. Department News

- A. Assist.org: Great website for students to find out what classes to take.
- B. Thank You:
 - 1. Liesel and SPCH 6 for decorating.
 - 2. Liesel and SPCH 6 for the Part Time Appreciation Dinner.
 - 3. Liesel and Roger for selecting the scholarship winners.
 - 4. Danny and Roger for an excellent intramural.
 - 5. Everyone for a great semester!
- C. Congrats to Jeff, our new VP of Academic Senate.
- D. **Approve** giving shelves to Kevin Sanford.
- E. Discussed what we are looking for in our new hire. Liesel and Kenny are considering attending HFO in Austin, TX to recruit. We should post on IE-L and Parli-L information about the position.

F. Info of the Upcoming Events? Get to John.

IV. Division News

- A. Requests to Fill (we will start in the Spring this year).
- B. Tech and Instruction needs (will prioritize in the Spring).
- C. Report from Honors task force

V. Curriculum (SIC)

- A. Nothing new

VI. Outcomes (SLO/GEO)

- A. Rubrics
 - 1. John has distributed “5 Speeches” rubric for faculty to complete for Fall 2013.
 - 2. John will do the “Eye Contact” SLO during the Winter session. Any other takers?
- B. Thank you to everyone for helping to complete SLOs this semester!
 - a. John: Five Speeches—John put these
 - b. Danny: Impromptu—Danny and I have completed/will complete these
 - c. CLS: Delivery: Thank you Tony Damico and Danny Cantrell for completing these.
 - d. Roger: 15, 16, 17—is tallying all students who attended a tournament.
 - e. SPCH 20—I would love for Danny and I to collect pre-test/post test on the ARG & VA scales in winter and spring.

VI. Reports

- A. Faculty Association (Jeff): Nothing to report. Sun shining information about negotiations at tonight’s board meeting.
- B. Senate (Jeff): Nothing significant to report. Jeff was elected VP. Spring Flex-Day registration is open. On-Course workshop registration is open.
- C. SSSC (CLS):
 - 1. We have had over 2800 visits this semester.
 - 2. I would love to co-direct the Speech *and Sign* a Rama for spring, if someone else is also interested.
 - 3. I found out today that the LAC is giving us an additional \$1,000 for tutors for winter and spring, thanks in big part to Professor Evelyn Hill-Enriquez.
 - 4. Thank you to all who responded to my email. If you have not answered yet, you can still send me answers to these:
 - a. If you were permitted to, would you require your students visit the SSSC at any point in the semester?
 - b. If so, for what purpose (i. e. film a speech, work on delivery with a tutor, view speeches, have outline reviewed by a tutor, etc.)?
 - c. What hours/days do you think would best serve your students?
 - 5. SSSC Hours for winter: TWTh 10-3.
- D. Textbook: Nothing to report.
- E. SPCH 1A Coordinators (CLS, John): **John** will make a hiring packet specific to Comm Department & SPCH 1A.
- F. Forensics (Roger): Fall Champs, took 4th in the community college student, 67 students total.
- G. Communication Club (Danny): Had great events and setup spring semester. Most officers will be back next year.

- H. Scholarship Committee (Roger, Liesel): Great applicants, awarded at part-time recognition ceremony.
- I. Intramural (Danny): 40 students, great final round. Recommended food options beyond Pizza.
- J. Part-Time Hiring Committee: John is hiring lots of people for winter/spring classes.

Upcoming Events/Future Meetings

January 2014				February 2014			
1/18	Winter Session	1/6-2/13		2/5	Black History Contest	11:30-1:00	26D-1220
1/25	Close to the Coast - @ OCC			2/7	Pt. Loma Tournament		
	CSU Long Beach Tournament			2/12	Department Meeting	4:30-6:30PM	28A-103
				2/14	Cerritos Tournament		
				2/21	PSCFA Spring Champs @ Mpk		
March 2014				April 2014			
3/12	Department Meeting	4:30-6:30PM	26D-1220	4/4	Phi Rho Pi @ Denver		
3/12	CCCFA @ Solano			4/16	Department Meeting	4:30-6:30PM	26D-1220
3/16	IFA @ Paris			?	Evening with RT		
?	Evening with Forensics						
May 2014				June 2014			
5/3	ARTA			6/5	Intramural		26D-1220
5/7	Department Meeting	4:30-6:30PM	26D-1220	6/11	Department Meeting	4:30-6:30PM	
5/10	China			6/13	Commencement		

Updated Rotation Chart under construction!