

**Communication Department Meeting
May 20, 2015**

Present: John Vitullo (Chair), Julie Laverty, Roxan Arntson, Danny Cantrell (notes), Ken Klawitter, Roger Willis-Raymondo, Jeff Archibald, Crystal-Lane Swift Ferguson. On Sabbatical: Liesel Reinhart

I. General Announcements / Welcome

- A. Thank you to Ralph for his years of service.
- B. New Department Assistant- Please welcome Cinty Sanchez.
- C. Congratulations to Danny on winning an educator of distinction award. Three former forensics students were also recognized (Jendi, Jasmine and Ayo).
- D. Liesel will be doing a TED themed based SPCH 1AH this summer. If you are interested in sending students to the presentations extra credit will be available.

II. Action Items

- A. **Approved** April Minutes
- B. Department Chair Election: **Elected John Vitullo by acclamation.**

III. Department

- A. Fall Textbooks- We were the first! We get cookies!
- B. Winter Schedule was distributed and reviewed.
- C. Adjunct Evaluations –thank you – one more remaining to be done.
- D. Sections of 1AH-**John** is meeting with Maryann next week. Honors did a study on what honors students wanted and the results will be discussed.
- E. June meeting: Department **approved** moving start time to 1pm on Wed 6/10.
- F. Costume sale: Discussed idea to sell extra costumes/clothes from the closet. Concerns over selling district property and getting income. Discussed need to contact Fiscal services to make sure everything is OK. Possibility to work with communication club and partnering with career services on the event. **Roxan** will work with **Julie** on this project.
- G. PIE: Will need information from forensics team, SSSC, and comm. club reports to submit to PIE.
- H. Start with Speech: nothing to report.

IV. Division News

- A. Resource Requests – Needed to be above \$500. Comm department was ranked at the top for furniture for 26D-1411. Discussion whether there is need/desire to change furniture in 1411.
- B. Dual Enrollment: Starting in Fall 2016, Mt. SAC classes will be taught at high school campuses.
- C. Curriculum-Course rotation should include outcome assessment. Our department usually does curriculum and then outcomes the next year.
- D. Division Retreat: John is going next week and will discuss new mapping program.
- E. Department Minutes
 - 1. Should be sent to division as a PDF from the Chair.
 - 2. Discussed need to indicate those present and who is on leave or sabbatical on minutes.

V. Curriculum (SIC)

- A. CID Alignment - John is working with Jamaika on aligning SPCH 1A and other courses with CID.

VI. Outcomes (SLO/GEO)

- A. Roxan, John, and CLS have assessed SLOs for 26 this semester. CLS will input them to tracdat before the next department meeting.
- B. John and CLS are learning the new SLO mapping, the new process for SLOs campus wide.

VII. Reports

- A. Faculty Association (Jeff): All major officer holders re-elected. See Jeff for more detailed information. Meeting schedule set for first Tuesday of the month. Dues will be the same. Upcoming discussion involve voting on the contract in fall, faculty must declare if on negotiating team and applying for administrative positions, and conflict of interest statements. Puttin' on the Hits was successful. Task force will be formed to get higher participation and more attendance. Negotiation updates available from Jeff. Scholarships will be available for students.
- B. Senate (Jeff): Senate elections: Dan was confirmed, Jeff re-elected as VP, Michelle Sampat was re-elected as secretary, full-time directors and Senator-at-large elections were held. Doubled the size of educational design committee. Idea was to have a more thorough campus wide discussion. By next meeting we should decide the number of full-time positions communication department needs.
- C. SSSC (CLS)
 - a. Speech and Sign Soapbox is next Wednesday, May 27th 5-7 pm in 9C staging area. Please send your students for extra credit. They can watch and/or perform. We have Professor Robert Augustus as our featured presenter, and we are looking forward to the students who want to take part in our open stage to speak or sign!
 - b. The SSSC has an intern, Jessica Saucedo. She will be with us until the end of summer. If you have any special requests for resources or services through the SSSC, please let me know. She and I are currently working on improvements.
 - c. The LLC has approved a \$3000 budget for the SSSC to be open in summer. We will open the second week 10-4 Mondays and 10-5 Tuesdays, Wednesdays, Thursdays. If you need the center the first week, let me know and I can open it for your class. Our tutors for summer will be Matthew Schaupp (Speech), Jessica Saucedo (Speech & Sign), Amanda Rubio (Speech & Sign), Alex Romero (Speech & Sign), and Artie Anchondo (Sign).
 - d. I have requested a budget for tutoring for next year that would allow us to be open three days a week 9-6, one day a week 9-9, and Fridays 10-1. We need great speech tutors. If you have any suggestions, please email me to set up an interview. cswift@mtsac.edu
 - e. I have also requested a budget to pay adjuncts to lead workshops. If any full time or part time professor would like to lead a workshop in the fall, please let me know! Thank you to Roxan Arntson for volunteering for PowerPoint and Danny Cantrell for volunteering for Research.
- D. Leads: nothing to report.
- E. Textbook: summer revision team members will meet shortly.
- F. SPCH 1A Coordinators (CLS, John): nothing to report.
- G. Forensics (Roger): China trip was very successful – students competed well and learned a lot from the cultural experience. Banquet will be Tues 6/2 at 5:30pm at Founders Hall. ARTA was successful. Doing auditions for 2015-2016 – please have students contact Roxan.

- H. Communication Club (Julie): Club is doing well! Students are very enthused – Julie is requesting an additional two co-advisors for the club who could potentially come from adjunct faculty. Discussed potential for limiting scope of the club. Department **approves**.
- I. Scholarship Committee (Roxan, Liesel): nothing to report
- J. Intramural (Kenny, Roger and John): email went out and seeking forensics students to serve as judges. Many have already volunteered.
- K. Part-Time Hiring Committee: Additional adjunct are needed. Jeff recommended seeking adjunct from additional schools outside our immediate area. Jeff brought up faculty mentorship program for master's students. John went through HR to advertise part-time positions via more additional channels. We have not heard back yet about additional channels.
- L. International Travel (Roger, Liesel, John, Jeff, Roxan): nothing to report. Will meet soon.

Upcoming Events

(Let me know if you would like something added.)

March				April			
3/18	Department Meeting	4:30-6:00PM	26A-1640	4/15	Department Meeting	4:30-6:30PM	26A-1640
3/24	Evening with Forensics	7:00-8:30PM	13-1700	4/1-12	Phi Rho Pi Nationals		Cleveland
3/31	Poster Session for BOT	5:30-6:30PM	FH	4/28	Evening with Readers Theatre	7:15-9:00PM	13-1700
May				June			
5/1-3	ARTa		Mt. SAC	6/2	Forensics Banquet	5:30-7:00	Founders
5/4-13	China		China	6/4	Intramural	3:00-7:00PM	TBA
5/20	Department Meeting	4:30-6:30PM	26A-1640	6/10	Department Meeting	4:30-6:30PM	26A-1640
			FH	6/12	Graduation		