

## Communication Department Meeting November 13, 2013

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

### I. General Announcements

- A. Welcome back Phil!
- B. Guest(s): SPCH 6 students discussed part-time appreciation event. Department **approved** funding not to exceed \$700 for the event. \$100 additional money could be available if needed. A second group presented information about the department re-design. Department **approved** John giving the final approval for the design and funding.

### II. Action Items

- A. **Approved** October Minutes
- B. Equivalency: **Approved** current equivalency and minimum qualifications.
- C. Verify Arranged Hours: Reviewed hours provided by the division. **Approved** hours.
- D. **Approved** funding for Black History Contest (Feb. 5<sup>th</sup> 2014)
  - a. 1st- \$300
  - b. 2nd- \$150
  - c. 3rd- \$75
  - d. Finalists (3)- \$25

### III. Department News

- A. Hiring Committee Needed: Comm department was approved for a full-time position. **Liesel, John, CLS, Jeff** all volunteered. Discussion of adding Roger and Danny as non-voting members.
- B. Spring Textbooks were **approved**.
- C. Summer Schedule was passed out.
- D. Updates on PT Evaluations: CLS did Tony's. Kenny did Julie's class and will send to division shortly. John is done.
- E. Top Interpreter at Intramural (CLS): Top interpreters will sign during the final round of the spring intramural. Interpreter students will get practice doing signing during speeches. Sign department would take care of their own judges. Department **approves** looking into the idea. CLS will interface with sign department and report back.
- F. Hayden-McNeil Publishing (self-publishing): Representative came by and dropped off information. Not aware of costs or details. Discussion of whether it would be feasible with workbook. Day N Nite has worked well in the past. Department happy with current publisher.
- G. Meeting with Journalism: John is meeting with Journalism tomorrow about creating multiple page handout.
- H. Meeting times for Spring: Time will be the same for spring.
- I. GEO Workshop : John attended several hour GEO meeting. We could help with public speaking across the curriculum. Phil brought up the idea that more classes may be doing group presentations.

### IV. Division News

- A. Title V: Start with speech is in title 5. Discussion of linking up with other departments to create cohorts. Roger discussed his positive experience at CSULB with cohorts. Jeff brought up report from Senate discussing closed classes. Discussion of having faculty doing education advising being controversial.
- B. 9 Hires College-Wide, 2 from Humanities (ENGL, COMM).

#### V. Curriculum (SIC)

- A. The following courses are at stage 5: 1A, 1AH, 4, 6, 7, 7H, 8, 8H, 30, 90; SPCH 10 is at stage 7

#### VI. Outcomes (SLO/GEO)

- A. Thank you to John and Danny for working on rubrics.
  - a. John: Eye Contact and Five Speeches—John and I will complete these as a pilot
  - b. Danny: Impromptu—Danny and I will complete these as a pilot
  - c. CLS: Delivery—I have 90 of these completed so far
- B. SPCH 15, 16, 17, & 18 are also up for assessment this year. It would be ideal for the forensic coaches to be in charge of their own SLOs. Let CLS know if you need assistance.

#### VI. Reports

##### A. Faculty Association (Jeff)

1. Eric Kaljumagi was elected VP of the Faculty Association. He will be beginning duties shortly, and officially stepping into the role in January.
2. The Representative Council voted to keep our existing dental plan. We were the only employee group to vote to keep it, but all groups had to agree for the switch to happen.
3. Please take the Negotiations Survey before November 18. The link is in your portal. The FA will be sunshining our negotiations items in December to the Board of Trustees.
4. Laura Santos and Robert Hidalgo won the Board of Trustees elections. The FA leadership is in the process of reaching out to them to begin a productive relationship.
5. The 2015-16 academic calendar will be coming up for a vote soon. 3 options include the standard district recommendation (4 weeks between Summer and Fall 2016); an option to begin Spring later (2 weeks between Winter and Spring); and an option for 2 “mini” Spring breaks (long 4 day weekends around Cesar Chavez Day and Memorial Day)
6. A commencement task force was approved by the Representative Council last week. If you’re interested in participating, contact Lance Heard.

##### B. Senate (Jeff)

1. Due to his election as FA VP, Eric Kaljumagi will be leaving the Presidency soon. Dan Smith will ascend to the presidency (per the constitution). An election for Vice President will begin this Thursday.
2. At the October 24 meeting the Senate approved its 2013-14 strategic objectives plan to meet its previously approved goals.
3. The Executive Board met on October 25 to rank position requests. After ranking at AMAC and going to the President, our position was ranked 8<sup>th</sup> college-wide. The President has authorized 9 positions so far.

4. Our Department position on SPCH 2 and 8 counting for the oral communication requirement was discussed and accepted at AMAC. Students can use these courses to satisfy the requirement regardless of their catalogue year.

C. SSSC (CLS)

1. We are picking up for speech, and we are steadily serving sign students.
2. I am interested in starting a Speech *and Sign* a Rama for spring. There is interest from the Sign Department. How do we feel about this?
3. We have had a total of 2576 visits thus far this year, and logged 2353:12 hours.
4. I am emailing out some questions, the answers to which we will include in our ePIE this year.
  - 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?

D. Textbook: No report.

E. SPCH 1A Coordinators (CLS, John): Working on SLOs. With new part-timers being hired we need to make sure they all get course requirements and sample syllabi.

F. Forensics (Roger): Evening with Forensics Tuesday 11/19 in 13-1700 at 7pm. Won 40 awards over the past weekend including a special award named after former Palomar DoF. Request put into for IFA tournament.

G. Communication Club (Danny): 12-15 members at meetings; quite a few events planned.

H. Scholarship Committee (Roger, Liesel): Received 1 scholarship so far; Scholarships due 11/19

I. Intramural (Danny): 9 rooms reserved.

J. Part-Time Hiring Committee: Thanks to Roger and CLS for volunteering.

Upcoming Events/Future Meetings

September				October			
9/11	Department Meeting	4:30-6:30PM	26D-1220	10/3	British Debates	7:00-8:30PM	28A-103
9/25	NWC	1:30-2:30PM	Clarke	10/9	Department Meeting	4:30-6:30PM	26D-1220
November				December			
11/13	Department Meeting	4:30-6:30PM	26D-1220	12/5	Intramural	3:00-7:00PM	TBA
11/19	Evening with Forensics	7:00-9:00PM	TBA		PT Recognition	7:00PM	TBA
				12/8	Fall Champs (IE)		CSULB
				12/11	Department Meeting	4:30-6:30PM	26D-1220
January				February			
	Department Meeting	4:30-6:30PM	26D-1220		Department Meeting	4:30-6:30PM	26D-1220
March				April			
	Department Meeting	4:30-6:30PM	26D-1220		Department Meeting	4:30-6:30PM	26D-1220
May				June			
	Department Meeting	4:30-6:30PM	26D-1220		Department Meeting	4:30-6:30PM	26D-1220



Department of Communication

Updated Rotation Chart under construction!