

Communication Department Meeting August 21, 2015

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

I. General Announcements / Welcome Cinty and welcome back Liesel.

II. Action Items

A. **Approved** June Minutes.

III. Department

- A. Dates and times of meetings for Fall: Moved November meeting to 11/4, will check on 12/9 meeting during finals week.
- B. Requests for Full Time Positions (RFP's): John is still working on them, due August 26. Will highlight growth (94% since 2010) and is specific to SPCH 1A. Jeff emphasized the need to list it as non-forensics and highlight differences between two positions. Liesel brought up the idea of comparing our full-time faculty v. LHE load compared to other departments on campus.
- C. Winter: Discussed class assignment report.
- D. Please remember to lock doors (especially our offices).
- E. Desks in classrooms: John discussed the number of desks and trash in classrooms.
- F. British Debates – Wed 9/30 most likely date. **Danny** will update once it's confirmed.
- G. High School Tournament – Discussed potential to host a high school speech tournament on 11/20-11/21, 2015. **Danny** will look into the possibility and report back in September.
- H. Furniture:
 - WHO: Everyone is invited! In particular, we need students to attend, so please bring as many as you can.*
 - WHAT: Test out and evaluate furniture we might use in current and upcoming projects.*
 - WHEN: Tuesdays, Wednesdays and Thursdays – 11 a.m. to 2 p.m.*
 - Round 3: Classroom/Height-Adjustable Tables + Collaborative Lounge Furniture*
 - August 25–27, September 1–3*
 - WHERE: Building 28B – Room 106*
- I. Welcome brunch for Julie and Roxan on Sunday, 9/27 at 10am at TAPS.
- J. TED proposal from student: Jeff discussed email from a student trying to organize a TEDx event. Department would help assist with the event. **Department** does not approve co-hosting the event on such a short notice. We would be happy to give notice of the event to our students.
- K. PIE: John sent PIE documents via email.
- L. Success and Retention rates:
 - Fall and Spring 2012-13: Success (students passed): 88.21% Retention (all students who did not withdraw): 92.59%
 - Fall and Spring 2013-14: Success (students passed): 88.63% Retention (all students who did not withdraw): 92.44%
 - Fall and Spring 2014-15: Success (students passed): 88.35% Retention (all students who did not withdraw): 90.93%
- M. Degrees awarded: 87 ADT and 61 AA .
- N. Adjunct Evaluations: coming soon.

- O. Future agenda items to consider for this semester? Jeff brought up old large format printer, clothes drive to foundation, and counseling liaison and/or intrusive counseling.
- P. Start with Speech?

IV. Division News

- A. RFP's will be ranked Sept. 3

V. Curriculum (SIC)

- A. CID Alignment (see attached)
- B. Courses up for 4 year review:

SPCH 1B	Intermediate Public Speaking	6/25/2012	2016 – will deactivate.
SPCH 20	Argumentation and Debate	6/25/2012	2016 – Danny/John
SPCH 99	Special Projects in Speech	6/25/2012	2016 – Liesel
SPCH 17	Forensics: Debate		- Danny

VI. Outcomes (SLO/GEO)

- A. Mapping – Julie has done tons! Almost all SLOs mapped to PLO.
- B. 3, 7, 7H, 1B, 20, 20H are all up to be assessed this year.

VII. Reports

- A. Faculty Association (Roger): New contract up for approval. Contract includes a 5% raise and more money for benefits. Jeff discussed professional growth increment.
- B. Senate (Danny): nothing to report.
- C. SSSC (CLS):
 - a. Thank you to Professor Evelyn Hill-Enriquez for her training session on Audacity software and other materials for ESL students in the SSSC as well as the \$1000 increase for speech tutoring.
 - b. Speech *and Sign* a Rama is in progress.
 - c. Thank you to all who responded to my email. If you have not answered yet, you can still send me answers to these:
 - i. If you were permitted to, would you require your students visit the SSSC at any point in the semester?
 - ii. 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.)?
 - iii. What hours/days do you think would best serve your students?
 - d. SSSC Hours for spring M 9-5, T 9-7, W 9-5, Th 9-3.
 - e. We would love to have your classes come for a tour, or our tutors can come to your classroom. Please contact me if you would like to schedule one of these. cswift@mtsac.edu
 - f. We plan to have an outline workshop and a delivery workshop this semester. Dates TBD.
 - g. I have requested a number of reports from the research department to help determine correlation between lab use and student success.
- D. Leads: Nothing to report.
- E. Textbook (John, Roger, Roxan): Will report next month.
- F. SPCH 1A Coordinators (CLS, John): nothing to report.
- G. Forensics (Roger): Please send any great students – next auditions 9/1 & 9/2. Great group of students.

- H. Communication Club (Julie): Co-Advisors – Fred & Franciella will be helping out this year. Students are super organized and already working.
- I. Scholarship Committee (Roxan, Liesel, Julie): New paperwork from the foundation.
- J. Intramural (Kenny, Danny and John): Thursday before finals as usual.
- K. Part-Time Hiring Committee: Two more people need to be hired.
- L. International Travel: nothing to report.

Upcoming Events

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

September				October			
9/9	Department Meeting	4:30-6:00PM	26A-1640	10/7	Department Meeting	4:30-6:30PM	26A-1640
November				December			
11/12?	Department Meeting	4:30-6:30PM	26A-1640	12/3	Intramural	2:45-7:00	TBA
				12/4-6	Fall Champs		Mt. SAC
				12/9	Department Meeting	4:30-6:30PM	26A-1640