

**Communication Department Meeting  
December 9, 2015**

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

**I. General Announcements**

**II. Action Items**

- A. Department **Approved** November Minutes
- B. New Position
  - a. Search Committee members: Department **approved** Jeff Archibald, Liesel Reinhart, Crystal-Lane Swift Ferguson, and John Vitullo as voting members. Department **approved** Julie Laverty will serve as a non-voting member.
  - b. Brochure: Discussed elements of the brochure. **Approved** as amended including:
    - i. Changing teaching experience
    - ii. Updating teaching experience and academic expertise areas
    - iii. Directing a student club/forensics team, etc...
  - c. John and the department compliments HR for providing a helpful timeline for faculty recruitment.

**III. Department**

- A. Fall 2016 Schedule: Please contact John regarding changes. Must be submitted by 12/20/15.
- B. Black History Month – Phil Maynard contest: Roxan has been working with J. Edward and Aspire to coordinate the contest. Updated flyer for 2016. Department **Approved** prize money up to \$750 for winners of the contest. Distinguished judges have been arranged. Evaluators have been arranged. Roxan and Julie will be the communication department faculty experts.
- C. Invitation for Public Safety to visit our space-*postponed*. Department **approves** first Wed. of Spring if possible.
- D. Search Committee members must be EEO trained. We can do it as a group.

**IV. Division News**

- A. Job Fair (see handout): **John** plans on attending event 1/30/16 at Hilton LA Airport.
- B. HR timelines for Faculty Recruitment (see handout)
- C. English handout- John handed out a worksheet for checking prerequisites.

**V. Curriculum**

- A. CID Alignment – *no new updates*
- B. Courses up for 4 year review:

SPCH 20	Argumentation and Debate	6/25/2012	2016
SPCH 99	Special Projects in Speech	6/25/2012	2016
SPCH 15, 17	Forensics Fundamentals and Forensics: Debate Team (can they be audition only?)		

**VI. Outcomes**

## VII. Reports

- A. Faculty Association (Roger): Approved option B for 2017-2018 – pushing the start date later. Puttin' on the hits coming up.
- B. Senate (Danny)
  - 1. Updated mission statement – it's now a paragraph.
  - 2. Student equity plan discussed and likely to be approved. Includes an LGBTQ center.
  - 3. Many coordinator positions are open if anyone is interested. Please contact Dan Smith.
- C. SSSC (CLS): Open in winter M 10-4, T-Th 10-6.
- D. Leads: nothing to report.
- E. Textbook (John, Roger, Roxan): nothing to report.
- F. SPCH 1A Coordinators (CLS, John)- CLS and John will work on new packets for new hires.
- G. Forensics (Roger)
  - 1. Fall Semester
    - i. Attended multiple tournaments, had 41 students audition for winter. Advanced 24 students.
    - ii. Planning on attending HFO (MLK, Jr weekend). No longer attending VA & NFA due to scheduling.
    - iii. Hosting Close to the Coast with OCC Jan 23-24, 2016.
  - 2. Fall Champs
    - i. Thanks to SSSC for use of the room for tab.
    - ii. 40 colleges, 680 students, 150+ judges attended.
    - iii. Thank you to John for serving as Tournament Director.
    - iv. Thank you to Roger, Roxan, and Danny for helping.
    - v. Mt. SAC placed second overall and second in novice.
  - 3. Julie suggested indicating more clearly whether students should be recruited for forensics. Could add a pamphlet/postcard to the students' ballots with forensics team information.
  - 4. Forensics adopted a family for holiday presents. If anyone would like to contribute please see Roxan.
- H. Communication Club (Julie): Thanks to Franciella and Fred for serving as co-advisors during Fall. Both will continue to co-advise during the Spring 2016 semester. Students did public service including at boys & girls club. Retreat planned for winter intersession.
- I. Scholarship Committee (Roxan, Liesel, Julie): Seven Tan-Goulet and four forensics scholarships were awarded. A lot more applications than usual.
- J. Intramural (Kenny, Danny and John): Thanks to Danny & Kenny for helping to run the tournament. Was able to videotape two prelims and finals. Students loved the recycled PSCFA sweepstakes awards.
- K. Part-Time Hiring Committee: nothing to report. A couple part-timers will be returning.
- L. International Travel: nothing to report.
- M. NCA: Julie and CLS attended NCA and found it to be a very positive experience. Both shared information about panels she attended. CLS and Julie gave a presentation on the SSSC. Room was full with 20+ attendees. Co-sponsored with disability, basic skills, and community college section. CLS learned a lot from management presentation.

## Upcoming Events

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

Department of Communication

September				October			
9/9 9/30	Department Meeting British Debate	4:30-6:30PM 7:00PM	26A-1640 28A-103	10/7	Department Meeting	4:30-6:30PM	26A-1640
November				December			
11/4 11/17	Department Meeting Evening With Forensics/ Alumni Reception	4:30-6:30PM 7:00-8:30PM (before)	26A-1640 13-1700	12/3 12/4-6 12/9	Intramural Fall Champs Department Meeting	2:45-7:00 4:30-6:30PM	TBA Mt. SAC 26A-1640