

**Communication Department Meeting
June 10, 2015**

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

I. General Announcements / Welcome and Thanks for a GREAT year.

- a. Welcomed Jen Malke (prefers Fred). Fred is interested (along with Tony Costello) in doing textbook revisions. Fred shared revisions.
- b. Congrats to Roxan and Sara for delivering happy & healthy baby boys!

II. Action Items

- A. **Approved** May Minutes
- B. Requests for Full Time Positions
 - a. Department **approved** John submitting two new full-time positions for next year.
 - b. Department **approved** focusing applicants on primarily teaching SPCH 1A courses. Discuss need for other courses as well (interpersonal, argumentation, forensics) on the brochure.
- C. British Debates: Department **approved** the forensics coaches submitting a bid to host the British National Team again this year for a September visit. Danny will coordinate funding with VP of Instruction.

III. Department

- A. Sections of 1AH-John met with Maryann of Honors to discuss honors students. Limited relevant information to us. Maryann did like the three sections of SPCH 1A in winter. Discussed offering only one section in Fall, Spring & Summer to have the three in winter which would equal six total for the year. Discussed option of offering one section and then adding a second section if there is demand. Discussed option of offering SPCH 20H in spring 2016.
- B. International travel task force: Discussed meeting notes. Thanks to John who compiled some notes.
- C. Supplies ordered: John has gotten supplies, clickers, pens, certificate paper, dry erase markers, etc. Check the supply closet. John also ordered a new shredder for the department.
- D. Meeting times for the Fall: Discussed moving back to the second Wednesday. May need to reschedule November.
- E. Costume sale- tabled until next meeting.
- F. PIE: John continues to work on PIE. CLS will send information for SSSC, Danny will send information on Forensics. Will focus on facilities. Jeff brought up the class utilization study which may impact where classes are scheduled. Discussed need to move SSSC to third floor and give SSSC for writing center.
- G. Start with Speech: nothing to report.

IV. Division News

- A. Division Retreat: John attended retreat. Discussed program learning outcomes for degree and the new forms.

V. Curriculum (SIC)

- A. CID Alignment-John is working with Jamaika

VI. Outcomes (SLO/GEO)

- A. John has written 7 PLO's and mapped
- B. SPCH 26 is finished and entered in tracdat.
- C. SLOs are complete for this year; CLS will be working with John to transition to mapping.

VII. Reports

- A. Faculty Association (Roger): Julie joined the governance committee. Adopted the conflict of interest statement with minor wording change. Negotiation team members, if applying for administrative position, must announce to executive board and recuse themselves from negotiation. Voting over summer is still OK if contract is not approved in time.
- B. Senate (Danny): New social media policy approved and sent forward.
- C. SSSC (CLS)
 - a. Thank you to Julie Laverty, the Communication Club, John Vitullo, Bob Stuard, Robert Augutus, and everyone who sent students for making our second Speech and Sign Soapbox a success!
 - b. The LLC is providing a budget for mentoring tutors this summer. I could use one or two more speech tutors, especially non-forensic tutors. Please give me recommendations.
 - c. The SSSC will be open half staff the first week of summer, and full staff starting the second week 10-4 Mondays and 10-5 Tuesdays, Wednesdays, Thursdays. Our tutors for summer will be Matthew Schaupp (Speech Mentor), Jessica Saucedo (Speech & Sign), Amanda Rubio (Speech & Sign), Alex Romero (Speech & Sign), and Artie Anchondo (Sign Mentor).
 - 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. Fall Workshops: Thank you to Roxan Arntson for volunteering for PowerPoint, Danny Cantrell for volunteering for Research, Julie Laverty for volunteering for outlining, and Roger Willis-Raymondo for volunteering for delivery.
 - f. This semester, the SSSC served 559 unduplicated students for a total of 421 hours of sign tutoring, 192 hours of speech tutoring, and 4180 hours of lab usage total.
- D. Leads: nothing to report.
- E. Textbook-We have divided up the Chapters to review. Already getting advice from adjuncts.
- F. SPCH 1A Coordinators (CLS, John): nothing to report.
- G. Forensics (Roger): Had a nice banquet to celebrate the season. Auditions went well. Please send any students from the summer to audition in September.
- H. Communication Club (Julie): Tied with AFM for club of the year, comm. club ended up runner-up for the year! Comm. club will be working with voices committee. Interest from a few adjuncts for co-advisor.
- I. Scholarship Committee (Roger, Liesel): nothing to report.
- J. Intramural –Thank you Kenny! Thanks to Comm. Club for their assistance.
- K. Part-Time Hiring Committee: John could use some assistance.
- L. International Travel: discussed above.

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	26 Quad
5/20	Department Meeting	4:30-6:30PM	26A-1640	6/10	Department Meeting	1:00-3:00PM	26A-1640
				6/12	Graduation		