

**Communication Department Meeting
September 9, 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

I. General Announcements

II. Action Items

- A. Department **Approved** August Minutes

III. Department

- A. Spring Schedule: discussed course offerings. Discussed option of offering a one night a week class including adding arranged hours as part of the class.
- B. Closed Captioning: Julie presented an option for closed captioning videos with 3C Media Solutions. **Danny** will work with Julie to create a trial to show at a future meeting. **Julie** will coordinate taping and video release at the fall 2015 intramural to share with adjuncts.
- C. Study Abroad: Jeff and CLS shared that the China trip with Prof. Rybold (IVC) has been approved for Spring 2016 cohort with 15-20 students who will enroll in SPCH 20 and SPCH 7. Department is willing to help with funding if necessary.
- D. Equivalency: Discussed current equivalency wording and need to update degree titles. Department **approves** equivalency update to be a MA in [appropriate degrees (using list from NCA)] and **removing** additional elements "[and Ed.D, Ph.D. in Education OR J.D. degree] and a minimum of one year of college-level teaching experience."
- E. Requests for Full Time Positions (RFP's): John submitted request for two positions.
- F. SPCH 1A is a big deal : John discussed how SPCH 1A is one of the largest classes on campus.
- G. Phil Maynard Black History Month Speech Contest: **Roxan** is interested in assisting. John will discuss DeRod and Amy helping as well. Feb 3 or 4, 2016 would help. Will need to check with ASPIRE as well.
- H. Textbook suggestions
 - a. Discussed proposed changes. Will review and return to this at the next meeting. Discussed deadline of January to go to print in May.
 - b. Discussed hiring a professional editor if this will be a major revision.
 - c. Do we want a new publisher: discussed options but do like Day 'N Nite.
- I. Small white boards for groups: Roxan brought white boards in (borrowed from Physics) that are helpful for group activities. Department **approves** purchasing boards.
- J. Course rotation: Roxan and John are looking into course rotation.
 - a. Fast track: Plan for how students could finish quickly – similar to Pathways.
- K. British Debates (September 30 - 7:00 PM, 28A): still planning but plan on 9/30 at 7:00pm in 28A-103
- L. High School Forensics Tournament: postponed to hosting it in Fall 2016.
- M. Brunch for Julie and Roxan
Sunday September 27, 10:00AM-Taps 101 E Imperial Hwy, Brea, CA 92821 Phone:(714) 257-0101
- N. Counselor assigned to COMM: **John** will follow up to get a comm. counselor.
- O. Website (Danny): Big changes are coming. **Danny** will make sure update goes smoothly and update pages. Please send any proposed changes to Danny.
- P. Distance Learning: nothing happened. **John** will contact the appropriate person.

- Q. Adjunct Evaluations: **John** will send out an email and start scheduling.
- R. Start with Speech: The department discussed start with speech and hopes it will come back one day.

IV. Division News

- A. RFP's will be ranked Sept. 10: Ranking will happen tomorrow.

V. Curriculum (SIC)

- A. CID Alignment: Department agrees not to update names.
- B. Courses up for 4 year review:

SPCH 1B	Intermediate Public Speaking	6/25/2012	2016
SPCH 20	Argumentation and Debate	6/25/2012	2016
SPCH 20H	Honors: Argumentation and Debate (update textbook)		
SPCH 99	Special Projects in Speech	6/25/2012	2016
SPCH 15, 17	Forensics Fundamentals and Forensics: Debate Team		

VI. Outcomes

- A. Mapping
- B. 3, 7, 7H, 1B, 20, 20H are all up to be assessed this year.
- C. Thank you Jeff and Danny for participating in SLOs for SPCH 20!
- D. CLS has requested help from Steven Nahabidian for SPCH 3, and Roxan Arntson for SPCH 7.
- E. We also need to assess 7H & 20H this year—please contact CLS if you are teaching any of those.

VII. Reports

- A. Faculty Association (Roger):
 - a. BJ Restaurant Fundraiser on 9/21/15
 - b. Dental insurance change: more economic version of better plan. Will be available starting in January.
 - c. Faculty role in Sexual violence reporting/prevention task force convening.
 - d. Various part-time committee openings.
- B. Senate (Danny): nothing to report.
- C. SSSC (CLS)
 - a. Thank you for attending our open house yesterday!
 - b. Upcoming Events
 - i. Outlining Workshop with Julie Laverty: Thursday, 9/24 1-2 pm in 26D 1831
 - ii. Research Workshop with Danny Cantrell: Wednesday, 10/7 3-4 pm in 26D 2220
 - iii. PowerPoint Workshop with Roxan Arntson: Thursday, 10/22 3-4 pm in 26D 2220
 - iv. Outlining Workshop with Julie Laverty: Thursday, 11/5 1-2 pm in 26D 1831
 - v. Delivery Workshop with Roger Willis-Raymondo: TBD
 - vi. Speech & Sign Soapbox: Tues 11/3 5-7pm
- D. Leads: nothing to report
- E. Textbook (John, Roger, Roxan): addressed earlier.
- F. SPCH 1A Coordinators (CLS, John): nothing to report.
- G. Forensics (Roger)
 - a. Auditions were successful – all classes are filled or over-capacity.

- b. Coaches conference this weekend at Irvine Valley
- c. Fall retreat in San Diego 10/2-10/4
- d. British Debate 9/30 at 7pm in 28A-103
- e. Evening with Forensics & Alumni event 11/17pm
- f. Discussed whether SPCH 15 should/could be audition only and ways to manage large team.
- H. Communication Club (Julie): underway. Students will be contacting professors about visiting classes.
- I. Scholarship Committee (Roxan, Liesel, Julie): will be updating for Fall 2015.
- J. Intramural (Kenny, Danny and John)- Department supports recycling old PSCFA trophies for awards.
- K. Part-Time Hiring Committee: nothing to report.
- L. International Travel: nothing to report.

Upcoming Events

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

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