

9-2-2015

September 2, 2015

Communication Disorders & Sciences

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Communication Disorders & Sciences
Faculty Meeting Agenda
September 2, 2015
11:00 – 12:30

Jean Smitley was unable to attend the meeting.

- I. Communications – none
- II. Approval of minutes from August 18, 2015
- III. Announcements
 - a. Calendar of Events
 - i. Wednesday, September 9, noon: CFR applications due to Research & Sponsored Programs
 - ii. Wednesday, September 16: submissions for Publishing Scholars due
 - iii. Saturday, September 19, 8:30 a.m.: COS Advisory Board Meeting
 - 1. At the request of Dean Ornes, the Autism Center and STEP program will be highlighted. Gail will give a presentation and invite one or more of the STEP program participants to speak as well.
 - iv. Friday, September 25, 9:00am-3:30pm, Autism Conference
 - 1. Please announce this event in classes and remind students that they can go online to register. Some faculty have already announced this, but if we repeat in multiple classes, students are more likely to attend. Also let students know that it is ok to attend a part of the event; if they need to leave for a class, they can do so.
 - v. Monday, October 5, noon: President's Fund for Research and Creative Activity (PRFCA) applications due (hand delivered to Research & Sponsored Programs)
 - vi. Wednesday, October 7, 11:00 – 12:30: Faculty Meeting
 - vii. Friday October 9: COS Early Research Support Grant, COS Seed Grant, COS Visiting Scholars Grant applications due to Chair; COS Interdisciplinary Research in the Sciences (IRIS) applications due
 - viii. Saturday, October 24: Homecoming
 - ix. Wednesday, October 28: Celebration of Publications, Creative Works, and Grants reception
 - x. Wednesday, November 4, 11:00 – 12:30: Faculty Meeting
 - xi. Wednesday, December 2, 11:00 – 12:30: Faculty Meeting
 - xii. Grad Visit Days: 10-12:00 on Friday September 18, November 6, January 15
- IV. Discussion Items
 - a. Chair
 - i. President Glassman will visit the department on Wednesday, September 9 at 11:00. Becky shared a handout that was given to Dean Ornes on his initial visit, as well as a draft of an updated version. Faculty discussed revisions to the handout; it will be updated and shared with President Glassman at his visit along with a copy of the Alumni Newsletter. As part

of the discussion, faculty shared ideas for areas of growth and opportunities for increasing enrollment.

- ii. A committee meeting schedule for the semester was recently distributed, and dates are posted on the CDS Calendar. Angela shared this calendar at the beginning of the semester so everyone can access it.
- iii. Jean will contact Bev Cruse to schedule a time for a new faculty picture on October 7 or 14 during the faculty/committee meeting time.
- iv. Please inform Sandi when you are out of the office during regular business hours. Faculty should give Sandi a copy of their weekly schedule showing available times, classes, meetings, etc. Please notify Sandi of deviations from the typical schedule.
- v. There are still students who are unaware of the changes in advisors that occurred this summer. Please make announcements in sophomore/junior/senior classes that changes have been made. Students can log in to PAWS to see who their advisor is.
- vi. IDFPR is no longer sending out reminder cards regarding license renewal. Portals are now open for renewal. Current licenses expire on October 31, 2015.
- vii. ASHA Membership Renewal is now open as well. The department will pay for dues and the \$25 CE registry fee. SIG memberships, PAC contributions, or other fees will not be paid by the department. You may ask Sandi to use the P-Card for dues; a check may be written back to the department for any additional fees.
- viii. The Geology-Geography Department has 3D Printers available, and is exploring bringing a printing center to campus. They are interested in ideas about how other departments may be involved.
- ix. ASHA Reaccreditation
 1. Faculty vitas need to be updated for the ASHA Reaccreditation report. Angela distributed copies of previous vita for those faculty who were here during the previous visit, and an example for new faculty. Please prepare to update this information; the report forms are not yet available, but should be soon. The report will be due February 1st.
- x. The department Policy Manual was distributed at the August faculty meeting. Please review the manual and send any changes to Angela by Monday September 28.

V. Other

- a. Becky reviewed procedures for graduate student research projects and collaboration with clinical supervisors. Right now students should be identifying what the client's main need would be, and focusing on evidence based summaries. Meetings should be scheduled with Becky, the students, and the supervisor within the next week or two to begin to focus on a topic. Let Becky know about any concerns, or talk with her directly if needed. She thanked everyone for their support of the student projects.
- b. Jill shared feedback from the current graduate students in medical internship

- c. Nichole asked for updates on advisees related to changes in major or graduation date.
- d. The Autism Center/STEP program will be highlighted on the WCIA news.

2015 -2016 Coordinators/Committee Chairs

- 1. Clinic (Trina)
- 2. Autism Center (Gail)
- 3. Curriculum (Jill)
- 4. Assessment (Nichole)
- 5. Alumni/Special Events (Jean)
- 6. Recruitment (Beth)
- 7. Awards (Rebecca)
- 8. Website (Naomi)
- 9. Library Coordinator (Heidi)

cc: Provost Lord
Dean Ornes
Booth Archives