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March 2, 2016

Communication Disorders & Sciences

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**Communication Disorders & Sciences**  
**Faculty Meeting Agenda**  
**March 2, 2016**  
**11:00 – 1:00**

- I. A motion was made (Edgington) and seconded (Ramrattan) to approve minutes from the February 2016 meeting. Motion was unanimously approved.
- II. Communications
  - a. Booth Library Awards
  - b. Special Olympics Volunteers
- III. Announcements
  - a. Calendar of Events
    - i. Saturday, March 5: Admitted Student Day
    - ii. Wednesday, March 9, 11:00 – 1:00: Graduate Applications Meeting
    - iii. Friday, March 11 9:00 – 11:00: Possible Graduate Applications final meeting
    - iv. March 14 – 18: Spring Break
    - v. Monday March 28: Undergraduate Visit Day
    - vi. Thursday, March 31: Sigma Xi Banquet
    - vii. Thursday, March 31: Autism Center Advisory Board meeting 7-9pm
    - viii. Friday, April 1: Student Research & Creative Discovery Conference
    - ix. Friday, April 1, 3:30-4:30: College of Sciences Awards Ceremony
    - x. Wednesday, April 6: Faculty Meeting
    - xi. Wednesday, April 13: Clinic Scheduling Meeting 11:00 – 12:30
    - xii. Friday, April 15: Undergraduate Visit Day
    - xiii. Wednesday, April 27: Faculty Meeting
    - xiv. Thursday, April 28: NSSLHA Banquet @ U Hotel, Charleston
    - xv. Friday, April 29: Honors Presentations, 10:00 – 12:00
    - xvi. Thursday, May 5: Undergraduate Visit Day
    - xvii. Saturday, May 7: Graduation and Department Reception
    - xviii. To be scheduled: Admitted Graduate Student Day (late March/early April)
- IV. Discussion Items
  - a. Chair
    - i. Angela provided updates from the College. She noted the planned schedule changes for Summer 2017, moving up the start date of the 8-week session so that it will end at the same time as the 6-week session. This will lead to an overlap of two weeks with the 4-week session. No negative impacts on CDS courses were noted.
    - ii. Potential dates for the CAA reaccreditation site visit include: October 27-28, November 3-4, or November 7-8, 2016. Final dates will be confirmed by April 15. Please hold these days open from 8:00 a.m. – 5:00 p.m.
    - iii. Summer & Fall registration dates were distributed. The summer and fall class schedule was also distributed. Please notify Angela ASAP of any conflicts or changes that need to be made to the Fall schedule.
  - b. Clinic Director
    - i. A departmental policy approved about a year ago requires students to provide documentation of immunizations. This requirement was supported by the CDC recommendations for all health professions, specifically those

for our clinical setting, and was also supported by Dr. Baker in Health Service. In addition, internship sites frequently require proof of immunizations; Jill has been asked to verify proof of immunizations for medical interns. When the current documentation was sent to Dr. Baker, she informed Frank that the requirement includes proof of immunity (by a blood test) or proof of immunization. This modification to include proof of immunity or proof of immunization will be added to the form.

- ii. The replacement camera for the classroom has been ordered. When it arrives, it should be able to be plugged in and work immediately.
  - iii. The pending layoffs in March will likely impact the BSW assignment in our building. Last summer we went from one BSW for our floor, to one for our building. With the expected cuts as of March 12, teams of 3 BSWs will be responsible for 3 buildings. Frank has asked if our GAs can do some occasional tasks such as vacuuming the classroom and wiping down tables. During the meeting, Angela received a reply that assigning GAs cleaning was not allowable. Frank asked that faculty do as much as possible to clean up after themselves, and will also ask students to do the same. Having a clean space is important for us, as well as for the clients and families we serve in our clinic. Families and clients will also be asked to do what they can to keep public areas clean.
- c. Committee Updates
- i. Naomi presented the list of Departmental Honors applicants and the committee's recommendations for admission. Five students were recommended for admission, and approved. Naomi will email students regarding acceptance and copy current advisors. Those students who were denied will be informed of other research opportunities, including independent studies. Naomi also collected information from faculty regarding interest in advising an Honors thesis or an alternative project.
  - ii. Three nominations for the NSSLHA Distinguished Graduate Student Award were presented. Rebecca reviewed award criteria and paper votes were submitted. Mary Beth Xenakis was chosen as the recipient
- d. Graduate Coordinator
- i. Becky presented the list of EIU undergrads who have applied for our graduate program. Discussion followed regarding strengths and weaknesses of candidates. Frank reminded us to keep these discussions confidential among faculty. Information from these discussions should not be shared with students.

The meeting adjourned at 12:50 p.m.

cc: Provost Lord  
Dean Klarup  
Booth Archives