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Communication Disorders & Sciences

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Communication Disorders & Sciences
Faculty Meeting Minutes
April 26, 2017
11:00 – 12:00

- I. Minutes from April 5, 2017 were approved.
- II. Communications
 - a. CALIPSO Brochure
 - b. SLACK Incorporated Textbooks
- III. Announcements
 - a. Calendar of Events
 - i. Thursday, April 27, 6:00 p.m.: NSSLHA Banquet at Brick House
 - ii. Friday, April 28, 10:00 – noon: Departmental Honors Presentations & Reception
 - iii. Saturday, May 6: Commencement & Department Reception following 9:00 Ceremony
 - iv. Monday, May 8, 4:00 p.m. – Grades & Formative Assessment Ratings Due
 - v. Friday, September 29: Autism Conference & CDS Alumni Reunion
- IV. Discussion Items
 - a. Chair
 - i. Final exams must be given at the final exam time unless an exception is approved by the Chair and Dean. Projects due at the final exam time are acceptable.
 - ii. After grades are released on Tuesday, May 9, please remember to check grades for undergraduate students. Students admitted to the major must maintain a 2.75 MGPA and 2.50 CGPA to remain in the major. Notify Trina if any students planning to take 4900 in the fall semester fall below GPA requirements. Also, submit to Angela updated major and cumulative GPAs for students who applied to the major and were denied in February.
 - iii. Three students retook Oral Comprehensive Exams on April 17th. Two passed, and one failed. One student retook the written exam and passed. The student who failed orals the second time will receive recommendations for remediation; she may not retake the exam until December, and this will be the final opportunity to pass.
 - iv. Please let Angela know if you are having any issues with computers, printers, or other technology. There is no money to replace machines, but there may be other machines on campus that we can get.
 - v. The camera in 2702 is not working. It will be fixed or replaced for summer session clinic.
 - vi. Accommodations for students are required when notification is received from the Office of Disability Services. Accommodations requested from the Counseling Center or other offices are not mandatory. Any student requesting accommodations from other offices should be referred to the Office of Disability Services. Angela attended sessions at CAPCSD related to working with students experiencing anxiety and will share the handouts. One speaker noted that a student should be able to be successful without accommodations; however, the accommodation should help a student improve performance. Appointments in the Counseling Center may take more than a week to schedule; however if a student is in crisis or immediate need of assistance, walk-ins are accepted. Discussion included reference to the Essential Functions document and how mental health challenges may impact a student's ability to meet these functions.
 - vii. In order to most efficiently assign and use our GA time in the coming year, Angela is collecting information about how GAs are being used. This will be considered as assignments are made for the 2017-18 year. Please email Angela the following information:
 - 1. Types of tasks you typically use your GA for, divided by semester
 - 2. Estimated number of hours per week you need GA help in each semester
 - viii. Angela shared information about the CALIPSO software she obtained from the CAPCSD conference. We will transition to using this software this summer. Interested faculty can

log in to the CALIPSO webinar on Thursday 11:00 – 1:00. If interested, Angela will send the link to join.

- b. Clinic Director
 - i. The diagnostic schedule for summer is full, including several individuals with suspected Autism.
 - ii. The summer clinic schedule is almost finished.
- c. Graduate Coordinator
 - i. Becky noted that several of the graduate students graduating next week have already secured jobs.
 - ii. The new graduate class has been finalized and student are beginning to enroll.
- d. Committees
 - i. Curriculum
 - 1. Model syllabi for CDS 5800 (revised), 5170 (revised), 5981 (new), 5971 (new) were reviewed and discussed. These will be put into full course proposal documents for approval early in the fall semester. As a result of changes to these courses, Professional Regulations (CDS 5600) will be deleted, as content has been incorporated into CDS 5800, 5981, and 5971. Grand rounds will increase to 3 credits, and be scheduled in the summer 8 week session.
- e. Other
 - i. Jean asked for recommendations of local juniors who might be willing to help with the graduation reception.

Meeting was adjourned at 12:05.

cc: Provost Lord
Dean Klarup
Booth Archives