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Faculty Meeting Minutes & Agendas

Communication Disorders & Sciences

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February 4, 2015

Communication Disorders & Sciences

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Communication Disorders & Sciences
Faculty Meeting Agenda
February 4, 2015
11:00 – 1:00

- I. Minutes of the January 14, 2015 meeting: Motion to approve by Wilson; second by Mulvey; faculty unanimously approved.
- II. Communications
 - A. Chicago Speech Therapy CF Program
 - B. ProEd Speech & Language Desk Copies
 - C. COS Graduation Speaker Competition
 - D. Carle Neuroscience Symposium
 - E. Advisor Coffee
- III. Announcements
 - A. Spring Calendar of Events
 - i. February 11 – Wednesday: Years of Service Luncheon 11:30 – 1:00
 - ii. February 12-14 – Thursday-Saturday: ISHA
 - iii. February 16 – Monday: Admitted Student Day (Academic Fair 9:30 – 10:30) (Mulvey)
 - iv. March 4 – Wednesday: Faculty Meeting 11:00 – 1:00
 - v. March 7 – Saturday: Admitted Student Day
 - vi. March 11 – Wednesday: Faculty Meeting 11:00 – 1:00
 - vii. March 13 – Friday: Faculty Retreat 8:30 – 2:00
 - viii. March 16-20: Spring Break
 - ix. March 26 – Thursday: Sigma Xi 5:00
 - x. March 27 – Friday: Sciencefest 12:30 – 4:00
 - xi. April 1 – Wednesday: Faculty Meeting 11:00 – 1:00
 - xii. April 2 - Thursday: Transfer Advisement
 - xiii. April 8 – Wednesday: Clinic Scheduling Meeting 11:00 – 1:00
 - xiv. April 10 - Friday: Transfer Advisement
 - xv. April 18 - Saturday: Transfer Advisement
 - xvi. April 27 - Monday: Transfer Advisement
 - xvii. April 29 – Wednesday: Faculty Meeting 11:00 – 1:00
 - xviii. April 30 – Thursday: NSSLHA Banquet
- IV. Discussion Items
 - A. Chair Discussion Items
 - i. Two names may be submitted for Attainment Fund Scholarship nominations. One student was chosen by the group; Angela will identify the student with the highest GPA to choose a second student from the remaining nominees.
 - ii. Two candidates for the SLP faculty position are scheduled to visit on February 16 and 17. Faculty reviewed candidate itineraries. One additional SLP candidate will be invited. Audiology applications are still in review.
 - iii. Summer & Fall Schedules were included in the meeting packet. If you have questions or concerns about assignments, speak with Angela individually. Angela noted that the fall schedule is a draft which covers necessary teaching assignments with current staffing. Assignments may be shifted based on the outcomes of our faculty searches.
 - iv. A draft of the Admission to the CDS Major list was distributed. Angela asked that advisors review the list for accuracy and notify her of any students whose names were not on the list. Discussion occurred regarding the number of EIU credit hours required for incoming freshmen to be accepted in the major. Currently 45 EIU hours are required by the time a student applies. Options for AP credit hours and dual credit from high school may impact number of EIU hours

obtained at the time students apply for the major. Angela proposed that the department consider reducing the number of EIU hours required for incoming freshmen. This topic will go to Curriculum Committee for further discussion.

- v. Naomi brought a list of applicants for the Departmental Honors program. Seven applications were received, and were discussed by faculty. Naomi will follow up on current grades for eligible applicants and bring an updated list to the March faculty meeting.
- vi. Angela asked that faculty review the department website for accuracy of information, and also consider updates that are necessary to reflect our current mission and vision. The College of Sciences is in the process of doing this as well. Departmental committees are asked to review sections of the website pertinent to their actions. Clinic committee has already begun these discussions. Becky will examine the Graduate Program site now that applications are closed. Other specific areas to be addressed include: organization of the department home page, addition of an Autism Center link and/or page, and addition of an Audiology Clinic link and/or page.
- vii. The English Language Learner Center in Thomas Hall will have an Open House on Friday February 20, from 10:00 – 11:00 a.m.
- viii. Karri Edens will return from her maternity leave on Tuesday, February 17th. She will be in the front office on Tuesday, Thursday, and Friday.

B. Graduate Program

- i. Becky shared updates on the Graduate Applications Review process and distributed a timeline for the review. For the hybrid program, 40 applications are being reviewed. Traditional applications are still being finalized, but 280-300 total applications are expected. Jill and Frank are in the final stages of reviewing the hybrid applications. Faculty reviewing traditional applications are asked to complete the initial review by Friday February 20. Becky will distribute a list of candidates for a second round review based on the first round rubric score and return to the faculty review committee for ratings. Second round ratings will be reviewed in faculty meetings on March 4 and March 11.

C. Clinic Director

- i. Frank asked faculty who are going to the ISHA Convention to let him know when they are leaving so he can develop a master coverage schedule for Thursday, February 12. Friday February 13 is a holiday.
- ii. Graduate assistants should not be making personal copies in the front office. They may use the copier only for faculty assigned duties. Sandi is monitoring students' use of the copier.

D. Committees

- i. Curriculum: Graduate Catalog revisions are in progress, but are still in review at the committee level.
- ii. Special events:
 - 1. Save the date postcards are being printed for the fall 2015 Autism Conference, which is scheduled for Friday Sept. 25. Postcards will be distributed to faculty to share with alumni. Those attending the ISHA Convention are asked to distribute postcards there.
 - 2. NSSLHA Banquet will be on Thursday, April 30; start time TBA.

E. Announcements

- i. Send names to Brenda to nominate for the NSSLHA Distinguished graduate student award. Nominations are due by Feb 28th. Criteria for this award focuses on service and clinical work; if a nominee also has a 3.75 GPA and is conducting research or creative activity, he or she could also be eligible for the Hammond Scholar award.
- ii. SURE and GSI applications are due Feb 13th.
- iii. Summer research GA applications are due late February. See Becky if you are interested in GA support for research.
- iv. Brenda noted that an email was sent out from UPI about offices available on the board. Faculty are encouraged to apply if interested.

F. Retreat Agenda

- i. Angela invited faculty to share topics for the Retreat agenda. An agenda will be drafted next week for faculty to review and add to.

Meeting was adjourned at 11:30 a.m.

cc: Provost Lord
Dean Ornes
Booth Archives