Minutes of the Program of Communication  
Meeting of January 25, 2008


The agenda was distributed by email prior to the meeting.

1. Coordinator Report: Quintanilla asked for and received approval of the minutes of the December 7, 2007 minutes.

Quintanilla reminded the faculty that annual reports were due to Luna by Jan. 30 and faculty should schedule meetings with Luna and Quintanilla after Exonerated is over. She also discussed peer teaching observations with the group. No one disagreed with the merit of having peers observe classes and most said they planned to work with another in the department to review each other. Quintanilla announced that there were scholarships from Scripps/Howard coming to the university because of the provost’s association with the organization. She will distribute information to students and faculty. Quintanilla and Luna announced that the new proposed arts building has a 3800 SF TV studio in the plans. The building is on the list of new construction that will be submitted when appropriate. She also announced that she has secured a bulletin board for the program that should be up soon.

2. Reports – Hansen reported that the changes in graduate course syllabi have been submitted to the Graduate School. If further changes are needed, faculty responsible for the particular course will be contacted and they should respond directly to Canales with copies to Hansen and Quintanilla. The group discussed the need for a recruitment plan and how to develop a graduate culture in the department when the program is offered. Luna said it was his understanding that beginning next year, faculty would teach a 3-3 load to prepare for the graduate program. There was also discussion about creating a publication “So You Think You Want to Go Graduate School” for our students so they can see how to prepare for graduate studies.

Wheeless reported that she is happy to help with the alumni award committee, but someone who knows the students needs to help. Quintanilla offered to assist. Faculty who have nominations should send them to Wheeless.

Thompson reported on the communication web site. Faculty should send him vita, syllabi, and a statement on research. He also urged faculty to have their own web pages.

Assessment of Program: Quintanilla led a discussion about how to assess the communication program. Faculty were in general agreement that using 3310 & 4395 as quasi-capstone courses could work. Some felt that students liked the legal studies part of the class, so it may not work as a capstone. Hansen, Wahl, and Huie offered to help
Quintanilla develop a statement on assessment and bring something back to the group at the next meeting.

3. The group discussed COMM 1370 as a requirement for majors. After some talk, Ivy agreed that the course would eliminate the section on media and be a true introduction to speech communication and theory course. The new orientation at the beginning of the fall semester for freshmen and transfers who think they want to be majors would cover some of what is currently in 1370, i.e., introducing faculty, degree requirements, etc. The group also discussed the need to look at the undergraduate program to see if courses have correct numbers and perquisites and the number of courses available at the upper-level to meet accreditation standards.

The meeting adjourned.