# COMDIS Department Meeting Minutes

**Date: 5/16/2022**

**Time: 9:00-3:00**

**Location:  WH 4008 / RS 1040**

**Attendees: Swanson, Busch, Hammer, Morton, Gilbertson, Aranda, Nieto**

Approve Minutes (moved and approved 7-aye)

- Minutes 5_4_2022

Information Items

- Dept. Calendar: Calendar
  - Pedro
    - add SOAR days
    - Change COMDIS 781 to 9 week class
- COMDIS Summer Schedule 2022
  - Summer tour dates?-nothing official, use on campus availability
- Fall 2022 Orientation Week Aug 22 - Sep 2
  - All faculty/staff available
    - Monday August 22nd 9:00-10:00- meet and greet
    - Wednesday August 24th 10:00-11:30- approach to clinical practice
  - Everyone check schedule for any individual times
- Fall 22 Course Schedule

Updates

- Faculty Search
  - Initial screen this week
  - Hope to interview in June
- Grad admission
  - Pedro, re-send waitlist interest survey

Committee Updates

- IRB will meet again in fall, not meeting during summer term
- COEPS diversity committee working this summer to complete the diversity statement
  - Logan Edwards and Ola Bamgbose plan to co-chair 2022-2023
- USC award ceremony was a success and group will meet one more time this year
- EDFOUND DA search moving to completion

Move to closed session, moved and approved 7-aye

Student Issues

- Student performance plan in place
- Students missed deadline for initial placement communication, Lynn sent reminder to students on 5/16
- Student follow up meeting scheduled

Moved to end closed session, moved and approved 7-aye

Discussion
- Spring 2023 Schedule (updated)
  - Standard Start Times
- Comm Sci Dis Action Input 4/8 - Diversity mission statement COEP (updated)
- Dept meeting preferences
  - Add "classroom article" to dept meeting agenda
  - Extend dept meeting to 3:30

Advising debrief

- Undergrad Advising Survey Results (4.6 satisfaction rating)
  - Expand content related to employment post graduation
- Graduate Advising Survey Results (4.48 satisfaction rating)
  - Create conditional release of content on CANVAS
  - Create resume, interview, and conflict resolution modules in cohort page
  - Beth will send required practicum text info for June advising session

Assessment

- Undergraduate
  - Update 2021-2022 tab: Undergraduate Research in COMDIS since 2013
  - Update 2021-2022 tab changes made in assigned undergraduate spring courses: Undergrad Assessment Plan for COMDIS
    - Update key assignments map
  - Upload key assignment data for undergraduate courses (426, 481, 385, 484, 485B): 2021-2022
  - Fill in 2022 tab: Undergrad Graduates and Post Grad Plans
  - COMDIS 485B 2021,2022 Capstone Interview Assessment
- Graduate
  - Update changes made in assigned graduate spring courses: Graduate Assessment Plan for COMDIS
  - Grad Cohort Workplace Data.xlsx
  - Portfolio 2022
  - 2017 - 2022 Overall feedback on Portfolio Presentations and Suggested Changes
    - Interest in revisiting the "approach to clinical practice" and replacing with a research project of sorts

Teaching

- Share 1 teaching "nugget" from 2021-2022
  - Interest in improving teamwork skills

- - - ■ Provide instructional resources ahead of teaming events
    - ■ Ask counseling to provide their communication styles session earlier in the semester
  - ○ Efficiency of integrated CANVAS rubrics
  - ○ Peer review prior to final assignment submission can facilitate more quality final products and increase efficiency for instructor
  - ○ Consider facilitating "get to know you" activities in 272, 278, or 240 as students enter the program
  - ○ Accountability
    - ■ Set due dates at beginning of class
    - ■ Create assignments for anything you want submitted
    - ■ Create milestones leading up to completion of big assignments
    - ■ Use CANVAS messaging to to notify students who have not submitted an assignment
    - ■ Use CANVAS quiz statistics to review assessment questions

Research

- ● Share 1 research/scholarly activity "aha" or "lesson learned" from 2021-2022
  - ○ Consider opportunities to incorporate graduates in research experience

Other Items: (not discussed)

- ● Curriculum
- ● SLPA
- ● Course schedule/ 8 weeks classes?