

COMDIS Department Meeting Minutes

Date: 4/3/2024

Time: 1:00-3:30 adjourned at 3:08 (moved and approved- 6 aye)

Location: RS 2007B or WebEx

<https://uww.webex.com/uww/j.php?MTID=mc3ddc4a881499de363834455685b88c8>

Attendees:

In person: Aranda, Busch, Bernhardt, Gilbertson, Feggstad

WebEx: Becker

Group Activity: Share projects of focus after spring break

Approve Minutes

- [COMDIS Meeting Minutes 3 13 24](#) (moved and approved, 6-aye)

Information Items

- [Dept. Calendar](#)
 - Advising Sessions
 - UG 4/8 1:45-2:45
 - UG 4/10 3:00-4:00
 - Grad 4/10 1:00-2:00
 - Advisory Board 4/11 3:00-4:00
 - Fairhaven Training 4/19 12:00-2:00
 - Portfolio day 5/6 12:30-2:30, debrief 2:30-4
- Outside activities reporting
- [Telecommuting | UW Policies](#)
 - [Telecommuting Procedures](#)
 - Per the Dean's request everyone who works remotely needs to fill out this form

DRAFT: [COMDIS Advisory Board Meeting Agenda 2024](#)

Classroom supply needs

- White board markers, cleaner, eraser
- Powerpoint/slide USB blue tooth clicker
 - Batteries: AA, AAA
- Wireless mic

[Orientation Week](#)

- Wed 8/21
 - Add tour of Fairhaven (tentative 9-10) & St. Collettas (tentative 11-12)
 - Add grad student gathering in the afternoon after discussing with GA's

Senior Seminar Debrief (deferred to later meeting)

- [COMDIS Capstone Interview Assessment](#)

Open House Debrief

- [COMDIS Open House Attendance Data](#)
- GA tours on request
- Virtual info session
- Interest survey
- Virtual office hours

Curriculum Currency Review (deferred to later meeting)

Committee Updates

- COEPS Dean Announced!
- COEPS Associate Dean internal search, encourage folks to apply
- COEPS TELCE- new evaluation form for 782 to comply with DPI
- Trans Health Committee- Quincy leading committee until 6/30, may impact orientation week participation
- USC-
 - tuition expected to increase and approval with board of regents expected in April
 - Guest wifi is updated and should be easier to access
- COEPS Admin-
 - Commencement is 5/11 3-5 – workers and marshals still needed
 - Honors Program Director will be David Welsh (Econ); Gen Ed Coord. will be Jeff Zimmerman (Geo)
 - Changes to Program Review (previously Audit and Review)
 - Next week the student engagement/climate survey will go out (similar to the one for faculty/staff done in fall)
 - Winther reno tentative plans
 - Move out required after classes end on 2026
 - Winther build: 2026-2027, 2027-2028, possibly 2028-2029
 - Preferred course times/format may not be possible, will need to be flexible
 - Student workers are beginning an inventory/photographing of all classrooms and public spaces
 - People with offices, labs, storage space should begin thinking about going through items and determining what they will want to keep/get rid of
 - DPI Visit 4/23

Student Issues

- Contemplate closed session to discuss confidential student matters under Wis. Stat. § 19.85(1)(f)
- roll call vote to go into closed session (moved and approved, 6-aye)
- roll call vote to go out of closed session (moved and approved, 6-aye)

Other Items:

- Change Grad App Fee:
 - Require \$56 for grad school app
 - DBA require \$500
 - Add:
 - \$125 per student Calipso one time fee
 - \$110 per student per year SimuCase
 - \$110 Clinic Note one time fee
- New copier tentatively scheduled for delivery on Monday 4/8