

COMDIS Department Meeting Minutes

Date: 12/4/2024

Time: 1:00-2:00

- Note: Time is shortened by 30 minutes

Location: RS 2007B

WebEx: <https://uww.webex.com/uww/j.php?MTID=mc84a9d0952b9dc7c5e69525c2fac94f5>

Attendees:

- In Person: Busch, Bernhardt, Feggestad, Gilbertson, Aranda
- Remote: Hammer, Noyes

[COMDIS Info Highlights 12/4/24](#)

- Review before meeting
- No office hours from 2:30-3:30 to allow for dept end of year gathering at Warhawk Bowling Alley from 2:15-3:30. For those who plan to bowl, bring socks. Shoes and bowling balls will be provided

Action Items

Approve Minutes

- [COMDIS Minutes 11_6_2024](#) (moved and approved, 7 aye)

Curriculum

- Spring 25 updates
 - [2024-2025 Courses](#)
 - Green highlights on spring 2025 tab are the changes
- Fall 25 schedule
 - [2025-2026 Courses](#)
 - [Fall 25 Draft 2.xlsx](#)
 - [Fall 25 Draft 3.xlsx](#)
 - Changes
 - 661/662 practicum meeting time W 1:00-3:00
 - 662 individual clients on T/R from 12:30-2:30
 - 662 Aphasia Dx use individual treatment rooms on W from 9-11 while 661 AR playgroup use 1040 from 10-11:30
 - 662 St Colletta's 1:30-2:30 Monday
 - Follow-up
 - COMDIS 380 reassignment/instructor/modality
 - Reserving RS 1040 for 661/662 clinics in WINS- Pedro discuss best strategy with Eileen
 - Fall scheduling guidance
 - Limited to no approval for non-standard start times
 - Hybrid courses should be paired to use in-person times M/W or T/R

- Work towards everyone having an unscheduled day during the week (no class or clinic), can work remotely and plan day based on individual needs/tasks/role
- Work towards everyone completing clinics/classes between 8- 5:30
- Create space for experiential learning opportunities that do not conflict with required course times
- Mirror graduate cohort schedules for 661/662 both classes and clinic as much as possible to avoid comparison/perceived inequities across clinical student groups

Winther Renovation summer 26-spring 29

- Move out of Winther summer 26
- Questions
 - Parking- Will lose parking in lot 14 and 13, will need to have a plan for client access to clinic
 - Building access- Will lose access to Roseman entrance by lot 14 and gym
 - Offices (share/hybrid/open)-
 - consider if there are spaces to share during remote work days etc.
 - Roughly 90 employees with offices in Winther will need to have some office space for office hours, etc.during the renovation
 - Storage space- our storage space will be greatly reduced in the new building, as we move through the next few years plan to downsize materials, especially paper files, purge outdated items, purchase materials that will last for several years before becoming obsolete/outdated

Committee Updates (not discussed)

- Spring Grad Council: 2:15-3:30 1st Thurs of month
- Spring COEPS Grad Council: 2:30-3:30 3rd Thurs of month, Alumni Event Planning

Student Issues (not discussed)

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

Annual [Dept Goal Brainstorm](#) (not discussed)

Strategic Planning (not discussed)

- [Dr. Casey thematic analysis summary](#)
- identify priorities or goals for the Department using the strengths and opportunities to help mitigate the weaknesses and threats

Other Items: