

## COMDIS Department Meeting Minutes

Date: 2/1/2023

Time: 1:00-3:30

Location: WH 1013

Attendees: Busch, Swanson, Gilbertson, Feggstad, Aranda, Hammer

Approve Minutes (moved and approved 5-aye)

- [Minutes 1\\_18\\_2023](#)

Information Items

- [Dept. Calendar](#)
  - All syllabi and office hours should be posted
  - Spring Advising Dates
    - Undergrad:
      - Wednesday March 15 4:00-5:00 (hybrid)
      - Wednesday March 22 2:00-3:00 (hybrid)
      - Monday April 3 3:00-4:00 (hybrid)
    - Grad:
      - 2nd year- 3/13 5:30-6:30
      - 1st year- 4/4 6:15-7:15
  - Open House
    - WebEx 3/17 5:00-6:00
    - In Person 3/18 10-11:00
    - [COMDIS Tours Page](#)
    - Will be updating dept tour video for web page
  - Capstone Dates
    - [final exam schedule](#)
    - Undergrad interviews:
      - 3/1 4:00-5:00
      - 3/8 4:00-5:00
    - Portfolio Day- 5/8 12:15-2:15 (Pedro reserve 1040)
      - Debrief 2:30-4:30 (Pedro reserve 2007B)
- Searches
  - COMDIS Clinical
  - COMDIS Faculty- extended posting to 3/5/23, updated requirements, added postings
    - [UWW Posting](#)
- [Summary of Strategic Plan Themes](#)
- [Dept. Key Audit](#)

Grad Apps

- Grad apps assigned 2/2 and reviews completed by 2/10

- Process & Language: [Prospective Students | Department of Communication Sciences & Disorders](#)
- Check Access to 2022-2023 cycle: [WebAdMIT](#)
- Return reviews Feb 10 by midnight
- Connect with review partner to discuss dissonance b4 2/15 meeting
- Full review committee discussions/decisions Feb 15
  - Update decline letter and waitlist letter
- GA offers & student hourly funds
  - [GA Handbook](#)
    - Handbook contains expectations as well as GA review form
  - Move to 1 year GA offers for 1st year students
  - Utilize student hourly funds for 2nd year student needs

#### 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)

#### Committee Updates

- Grad Council-
  - Min GPA for grad certificate subcommittee created proposal for programs to set own min GPA, with 2.75 as global requirement
- COEPS Strategic Planning & Budget-
  - met with campus strategic planning leaders to update college plans in alignment with campus plans
  - Send recommendations to Michael for undergrad or grad students to serve on committee
- COEPS Admin
  - Key retirements
  - PD money expected to be the same for 2023-2024
  - Winther renovation project update- contact Jim Disrude

#### Curriculum

- Graduate Curriculum
  - Clinic team is considering adjusting summer practicum and incorporating camps
  - Research methods implementation possibilities (not discussed)
  - Electives (not discussed)
- Undergraduate Curriculum (not discussed)
  - Course credits (COMDIS 240, COMDIS 380)
  - Review courseleaf language/titles/descriptions for currency
    - Ex. COMDIS 355 listed in catalog as “Normal Lang Disorder”
  - Elective(s)

COEPS DEI objectives and measures (not discussed)

- All COEPS department DEI materials: [Operationalizing EDI in COEPS](#)
- COMDIS dept Documents: [COEPS EDI- Communication Sciences & Disorders](#)
  - Work as a department to complete measurable goals, times, and individual
  - [COMDIS Recruitment and Diversity Initiatives](#)

Debrief (not discussed)

- Advising
- Open House