

## January 2013 Faculty Meeting Minutes

*Present: Deni Elliott, Tony Silvia, Bob Dardenne, Monica Ancu, Casey Peterson, Loretha Cleveland, Casey Frechette, Mark Walters*

*Absent: Paul Wang (Working Remote)*

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CP: We're getting a new printer / copier. It can do a lot. Lots of features; fax, duplex, color. Permissions can be assigned on a per-user basis.

DE: We'll have a department account and figure out what to do with grad students.

CP: Hopefully we'll have it in the next couple weeks.

DE: Let's schedule training immediately as soon as we have it.

CP: Will do. It's part of the deal.

CP: Yesterday, I sent an email out to grad students about projects I have for them. Your assignments take precedence, but these are assignments they should be working on these as fill in work.

MA: Is it a problem if GAs have access to grads after enrolled via Canvas?

DE: No, it's part of their official work for the department/university.

DE: Comps are two Fridays from today. I'll start them off and Bob and I will talk about where we go from there.

DE: Syllabi to Casey and office hours posted.

CP: I'll send syllabi to Casey F. for review on competencies, then forward to Jennifer Woroner.

DE: Lotti Watts is looking for interns

TS: She got one a few days ago – from our undergrad program.

DE: She'd really like to come into your class for 5 or 10 minutes. She can take up to four in the summer and the fall.

CF: *Competencies update...*

MA: Undergrad program: Lots of advising these days. Lots of meetings on last-minute changes.

DE: Handbook is getting posted to site?

MA: Yes, it's gotten posted. I'll send an email to everyone with the reminder.

LC: Not a problem but an observation – I've had several students in senior seminar asking about graduation procedures.

BD: We can't do anything but journalism. Joan does everything else.

LC: A couple had the science writing class, and they were trying to use it as an elective.

BD: It's a course for non-majors. Can't be used as an elective.

DE: Casey P, can you see if we can clarify if it's for non-majors on Oasis?

MA: I had a case where an undergrad tried to register to the grad section, so be sure to monitor this.

BD: We have four new grad students in the traditional program. Each has an advisor. Nine are taking comps this semester. Many of these are on track to graduate this semester.

We're likely not to have many traditional grad students in the next two years. Paul says we have 31, but if you look at the list, we have 9 graduating in the next few semesters. I'd say we're down to 10 without a big influx.

It's a class scheduling challenge and a big accreditation challenge (with the necessity for mixed classes).

DE: Let's schedule time at a follow-up meeting to talk about recruitment efforts.

MA: Undergrad open house is on Jan. 27 and we're working on some promotional materials.

LC: Thanks all for signing up for senior seminar.

BD: I've setup long-distance arrangements in the past, and once word gets out everyone seems to want it.

DE: We're being flexible, but we're also trying to enforce attendance as best as possible.

BD: Is that true for every class?

DE: Well it's the one class that can't be differed to a later semester.

DE: ARP/Thesis – let's give people a chance to look through. Provide feedback right on the hardcopy.

DE: We have new rooms – we need to do something with them, so we don't lose them. But we have to figure out how to use.

TS: One for WUSF, one as a Journalism Library. That could even help with accreditation.

BD: We could call it a "Reading Room."

MA: Put a couple computers in, as multimedia production room. We could maintain access with the key, which we hand out.

BD: Could also use an office as a permanent place for adjuncts.

MW: 102 has a big closet, without a vent. This could be a really nice studio space – outside for meeting and editing, and closet for recording. And, we have funds to do this.

DE: In the short term, we'll work toward 102 for WUSF and 103 for adjuncts, at least in the short term, though I really like the idea of a reading room.

DE: Let's put off summer/fall schedule until next time.