

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