COMDIS Department Meeting Minutes

Date: 9/25/2024

Time: 1:00-2:30

Location: RS 2007B

WebEx: https://uww.webex.com/uww/j.php?MTID=m3c8a24fdf828f8ec46df577e7cd49df7

Attendees:

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

COMDIS Info Highlights 9/25/24

- Review before meeting and use office hours after dept meetings from 2:30-3:30 for clarification/questions/conversation

Action Items

Approve Minutes (moved and approved, 6 aye, 1 ney, 1 abstention)

- COMDIS Minutes 9_11_2024

Curriculum:
- 2024 ComDis Course Titles and Course Description Updates
  - Hammer provide syllabus 385, 585 (Pedro has in folder)
- Grade Basis List
  - UW-Whitewater Registrar Policies
  - Grade Basis Policy Clarification.pdf
  - Undergrad: Major/minor courses grade basis (motion & second, 8- aye)
    - 485A/B- currently (S/NC)
    - 491 - travel study (Graded)
    - 492 - field study (S/NC)
    - 493 - internship (S/NC)
    - 498 - independent study (Graded)
    - 498R - independent study research (Graded)
  - Graduate: major and non-major requirements grade basis (moved & second, 8-aye)
- All check current syllabus for grade basis accuracy, send any updates/changes to Lynn by 9/27
- Lynn will submit in courseleaf on Monday 9/30
- Michael let committee know to look for submissions for inclusion on 10/3 agenda

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 & second, 8-aye)
- roll call vote to go out of closed session (moved & second, 8-aye)

Committee Updates

- COEPS TELCE: Need to add courses to DPI website that meet statutory requirements (PI-34); equivalency form (for supervisors in school settings) does not meet DPI requirements- needs to be revised

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
- Annual [Dept Goal Brainstorm](#)

Other Items: