Dewar COE Meeting Documentation Form

This form should be completed by all non–statutory committees/groups for meetings associated with the COE.
Statutory committees are required to maintain formal minutes.
The completed form should be filed according to approved COE policies and procedures.
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Committee/Group Name: ASL/Interpreting Program

Chairperson/Responsible Contact: Christia Williams

Purpose of the Meeting: Monthly Program meeting

Date: August 7, 2013   **Time:** 1:00pm   **Location:** EDUC 1047

Departments/Groups/Agencies Represented: In attendance: Jennifer Beal-Alvarez (guest from Deaf Education program), Nanci Scheetz, Christia Williams

Primary Outcomes:

- Clarification and correction of program requirements in catalog copy and program of study sheets
- Clarify for faculty whether cross-listing is necessary for small numbers or if students can just be added to course shells
- Address marketing and recruitment strategies for the fall
- Review the program's LiveText portfolio assessments
- Planning for program improvement

Actionable Items/Planned Follow-up:

- CW will complete the necessary contacts and forms to correct catalog issues and bring to next meeting for review.
- Emailing Vince Spezzo in eLearning about cross-listing
- GoReact piloting has been successful and it will be implemented in fall coursework as the video assessment tool for ASL/I.
- Both program faculty are attending GaRID conference which Dean has agreed to sponsor at level that enables us to have a booth and market at the conference. Program faculty will recruit

student volunteers to staff table in addition to faculty presence.

- Website: CW will meet with GA to begin process of separating, clarifying, and correcting program information available on the MSRD site.
- CW will follow up with adjunct faculty and consult SOIs on the effectiveness of DEAF 3150 which was offered for the first time this spring as part of the ASL/I major and the Deaf Studies minor.
- NS and CW will meet August 18 to finalize IEP goals for 2013-14.
- Discussion has begun on competency-based learning revisions to the coursework and portfolio that would more closely align to CCIE. September and October meetings will focus on analyzing and aligning COE Standards with CCIE Standards. Portfolio Assessment will be addressed after coursework; target effective date for program revisions is Fall 2015.