

## Dewar COEHS Meeting Documentation Form

This form should be completed by all non-statutory committees/groups for meetings associated with the COEHS.

Statutory committees are required to maintain formal minutes.

The completed form should be filed according to approved COEHS policies and procedures.

Committee/Group Name: CSD Monthly Faculty Meeting

Chairperson/Responsible Contact: Dr. Corine Myers-Jennings

Purpose of the Meeting: Update CSD Faculty on upcoming events and discuss any concerns in regards to the CSD Program

Date: September 1, 2017 Time: 10:30 AM Location: HSBA Room# 2005

Departments/Participants/Groups/Agencies Represented: Dr. Corine Myers-Jennings, Mrs. Laura Mullis, Dr. Katherine Lamb, Ms. Tanya Enloe, Mrs. Lora Backes, Dr. Matt Carter, Mrs. Melissa Carter, Dr. Ted Johnson, Dr. Crystal Randolph, Dr. Renee Hannibal, Dr. Gorham-Rowan

### Primary Outcomes:

#### I. Updates from Odum Library ~ Ms. Deborah Van Patten

Handouts for library instructions were handed out. Ms. Van Patten showed faculty how to navigate on the website and informed faculty that you are able to view the VSU web library as well as the University of Georgia. Ms. Van Patten reminded faculty that library personnel will gladly visit any of the classes and show the students how to navigate on the library website as well as answer any questions that the students may have.

Dr. Gorham-Rowan reminded faculty that library selections are due and to please send faculty request.

#### II. Approval of Minutes from August 2017 Meeting

Dr. Myers-Jennings asked faculty to review the meeting minutes from the faculty meeting held in August 2017 and to send an email to Dr. Myers-Jennings with any suggested changes or your approval.

#### III. 55<sup>th</sup> Celebration of Valdosta Speech and Hearing Clinic

Mrs. Cole and Dr. Randolph have been working extremely hard to get everything lined up for the reception that will close out the ongoing celebration. Val-Del will prepare a cake for the celebration. We will need Grad Assistants and NSSLHA Volunteers to participate in the reception as tour guides for the guests that are attending and would like a tour of the clinic. We have a sample of the invitation for faculty to review. Invitations will be mailed out at the beginning of next week. Dr. Randolph and Mrs. Cole are getting a list of guest together and would like faculty to review the list to ensure that no one is left out. Mrs. Cole and Mrs. Backes will interview Ms. Diane. Ms. Diane and Ms. Alice Andrews were key players in the Speech and Hearing Clinic.

#### IV. Faculty Position

Please review the notes on the agenda. These are the questions that Dr. Myers-Jennings must answer in an effort to keep the three faculty positions open. Mr. Barry Fitzgerald gives us the data. The money line is still there, thanks to summer faculty. The summer semester that we had only 20 students begin the program skewed our numbers tremendously.

#### **V. Creating Rubrics for the Clinical Evaluation Sheets**

Any forms that we have, we need rubrics for. We need 2 Clinical and 2 Teaching Faculty to make up the committee to work on the rubric. If we need to bring in someone from the College of Ed we can. The College of Ed has someone that specializes in this area and can be available for input. The rubrics need to be Beginner, Intermediate, and Advance instead of Intern or Extern. Dr. Randolph has notes from the meeting that discussed rubrics and what it should consist of. Dr. Carter has 6 years' worth to look out and we need to take out what does not have variations. Dr. Hannibal feels that there is inconsistency from Beginners, Intermediate and Advance students. Dr. Myers-Jennings does not believe that this particular system is used to determine if a student stays at a level or moves to the next. We do need volunteers today that will make up this committee and we will look at creating a committee to work on a way to evaluate a student's performance to move to the next level. That will need to be separate from this committee. Dr. Myers-Jennings asked for volunteers for the Rubrics Committee; 1. Dr. Gorham-Rowan 2. Dr. Lamb 3. Dr. Carter 4. Mrs. Carter 5. Mrs. Cole  
The rubrics is immediate.

In regards to Dr. Hannibal's concern, Dr. Johnson informed faculty that medical schools have qualifying exams for students that the student must pass in order to move to the next level. Dr. Hannibal said that some students test well but are not good in clinical setting. You have to have knowledge and skills, you cannot have one or the other. Dr. Myers-Jennings asked for volunteers that would like to work on brain storming and coming up with ideas to present in an effort to evaluate a student's competency in an effort to determine if the student is ready to move up to the next level. We need 1 Faculty and 1 Clinical person to look at what we are doing and what we can do; 1. Dr. Hannibal 2. Mrs. Mullis

#### **VI. Departmental Committees will be changing and becoming only what is needed.**

Dr. Myers-Jennings will send a list around for you to volunteer and some people will be appointed. 2 years will be the limited time you can be a member unless it is an ex-official member

#### **VII. Open House**

I need volunteers for the open house dates below. Grad Assistants will help as well.

October 14, 2017: Dr. Lamb and Mrs. Mullis

February 3, 2017: Dr. Hannibal and Mrs. Backes

April 7, 2017

#### **Announcements and Reminders:**

1. IER's & IRP's due to Dr. Myers-Jennings by September 15<sup>th</sup>
2. 55<sup>th</sup> Clinic Celebration is September 14, 2017
3. Please see handout on purchasing, registration fees and alternative payment options