College of Journalism & Communications Faculty Senate
Minutes of the March 15, 2018 meeting

Members attending: Carla Fisher, Eunice Kim, Kay Tappan, Wayne Wanta, Michael Leslie, Mary Ann Ferguson, Norm Lewis, Churchill Roberts

Members not attending:

Others attending: Houston Wells, Diane McFarlin

Agenda Item	Discussion and/or action taken	Follow-up
Call to order	Tappan called the meeting to order at 2 p.m.	
Meeting minutes	• The minutes from the 2-22-18 meeting, with one mechanical edit, were unanimously approved.	
University course evaluation project	• Tappan met with Angel Kwolek-Folland and was briefed on potential new course evaluation systems, which she shared. The potential new systems are more robust. • Faculty feedback was requested. Tappan will relay this feedback to Kwolek-Folland and invite her to an upcoming Faculty Senate meeting.	Invite Angel Kwolek-Folland to the next Faculty Senate meeting
Search updates	• McFarlin feels confident we will be able to fill most of these positions (14) this year. • The Advertising lecturer position is being carried over to next year because there is not a diverse pool.	
Weimer retrofitting	• McFarlin related we are adding 21 offices to Weimer Hall. Weimer 2066 will become four offices, as an example. • We have 15 new positions this year, and there will likely be more in the future (though not 15). • The Provost gave us a $200,000 allocation to cover this remodel and furnishings.	
Reaccreditation process	• McFarlin said that the CJC passed with flying colors but got noncompliance in assessment. We do well with assessment according to SACS, but these standards are different from ACEJMC standards. Kiousis is working with department	

	chairs to improve assessment. • We were cited for diversity. We were in compliance but it was observed that current faculty are not reflective of the student body. With the 15 new positions, we hope to address that. • We were in compliance but were also cited on facilities.	
Technology Committee	• Wells outlined a standardized student hardware requirement that has been drafted by the Technology Committee. • It includes a hot link to Adobe requirements, which will allow this policy to be updated as often as Adobe updates its requirements. • The question was raised about how this relates to the University-level student computing requirement. The posted University requirement has not been updated since 2013. • It also appears that there are navigational issues on the CJC website in regard to this policy. • Lewis made a motion to approve this updated hardware requirement as presented by the Technology Committee. Ferguson seconded the motion. It was unanimously approved.	Follow up with Kiousis with regard to procedures for approving this policy.
Committee elections	• Tappan noted that the Committee will meet this Tuesday to review election-related policies and to draft an electronic nomination form.	
Open forum	• With regard to facilities, the issue was raised that our classrooms no longer reflect the way that we teach. Classrooms should be updated to accommodate how we teach, rather than the opposite. • A faculty member suggested that we have a College-wide conversation about accreditation standards, as many faculty might not be familiar with the 12 standards. This could be done via a meeting or even an email when faculty are putting together their syllabi. It would also be helpful to have examples of what these standards look like on a practical level.	

	- It was also suggested that we create a faculty handbook (currently there is only one at the University level). Accreditation standards could be included in this. - The previous discussion raised the issue of website navigation. It is in need of some improvement. Potential graduate students often have questions about the location of information. It is difficult to find information for faculty (such as governance and perhaps a place with information on, for example, accreditation standards). It was suggested that next year a sub-committee under the Faculty Senate be formed to address these navigational and informational weaknesses in the website.	

The meeting was adjourned at 2:45 p.m.

Respectfully submitted by Kay Tappan