

**College of Journalism & Communications**  
**Department of Public Relations**  
**Minutes of the February 22, 2013, meeting**  
**Weimer 2066 at 2pm**

**Faculty members attending:** Spiro Kiouisis, Linda Hon, Mary Ann Ferguson, Kathleen Kelly, Ann Christiano, Sora Kim, Moon Lee, Juan-Carlos Molleda, & Deanna Pelfrey.

**Others attending:** Martha Collada

Agenda Item	Discussion and/or action taken	Follow-up
Call to order	<ul style="list-style-type: none"> <li>• Dr. Kiouisis called the meeting to order and welcomed the group.</li> </ul>	
Approval of minutes	<ul style="list-style-type: none"> <li>• Dr. Kiouisis stated that the minutes from the last meeting needed to be approved and Dr. Molleda moved for approval of the minutes. Dr. Lee seconded the motion. The minutes were approved unanimously by the faculty present.</li> </ul>	
Leadership Transition	<ul style="list-style-type: none"> <li>• Dr. Kiouisis said that the approval of the minutes was his last action item as former department chair and that he would now pass it over to Dr. Molleda who has taken the position as interim department chair.</li> </ul>	
Student Awards	<ul style="list-style-type: none"> <li>• Dr. Molleda told the faculty that nominations were needed from the faculty by March 1<sup>st</sup>. He explained that once the nominations had been collected, that they would then be reviewed by the committee members and decisions would be made. He informed the group that the committee consisted of Dr. Kim, Dr. Kim, and himself.</li> </ul>	Results of the students receiving awards would be communicated via email to the faculty.
Faculty Line Proposals	<ul style="list-style-type: none"> <li>• Dr. Molleda informed the group that the objective today regarding this item was to come to an agreement on the type of positions the department we would like to present proposals on and to have discussion on what we think the needs of the department would be. Dr. Molleda spoke about suggestions made by Dr. Treise and Dr. Weigold for a position which could also be part of a cross-departmental collaboration effort both at the graduate and undergraduate levels. It was stressed by several faculty members that finding someone who can teach VisCom should be a priority and then there was some discussion on the two possible positions which can be proposed using the guidelines of the faculty position request process overview submitted by Dr. Kiouisis via email earlier. Discussion took and several suggestions were made by faculty. The view of the faculty was to try to propose two positions, one for a professional lecturer position and the other for a tenured assistant professor track. Discussion took place on some highlights and qualifications needed for these positions. Dr. Molleda asked for a volunteer to write up a draft of the proposals</li> </ul>	Dr. Molleda will collaborate with Dr. Lee and Prof. Christiano to draft these two proposals and they will email the proposals to the faculty for feedback before he finalizes them and presents them to the Dean of the college.

<p>Faculty Line Proposals <b>continued....</b></p>	<p>and it was suggested that the department chair do the draft. Dr. Molleda then said he would prepare something based on the discussion that took place and that he would then present it to the group via email for review and feedback. Prof. Christiano then volunteered to help Dr. Molleda draft the professional lecture position proposal and Dr. Lee volunteered to help Dr. Molleda develop the draft for the assistant professor track position.</p>	
<p>SLO Data Discussion</p>	<ul style="list-style-type: none"> <li>• Dr. Molleda explained that the idea of this discussion is to see how we summarize this data and to look at how our curriculum looks based on the data, so that we could look at trends and monitor them in the future to see what conclusion can be made regarding our curriculum. Some discussion took place on what are learning outcomes are and how they are currently assessed each year. It was said that we should use this data to also assess our student grades and the instructor's performance and maybe look at the criteria the instructors are using to assess students. It was determined that the data should be summarized and presented for review.</li> </ul>	<p>Dr. Molleda said that we would revisit this item at a later date.</p>
<p>Graduate Program</p>	<ul style="list-style-type: none"> <li>• Dr. Ferguson discussed the process for reviewing applications and shared that 98 out of the 145 applications had already been reviewed. She stated that 17 had been admitted and that most of the applicants were from China. She also stated at they trying to be more rigorous on the SPEAKING score and not approving students who don't meet the minimum requirements. They are still taking applications and reviewing the files continuously. She stated that she would take a look at the applications and try to see if we could gather some information about what other schools the domestic students are applying for. She presented a draft of the letter going out to the graduate students and wanted to discuss the issue of project committees and how many members have to be on the committee for this initiative to take place. She stated that our college has a requirement of 3 committee members for a project. It was also clarified by her that if we will be teaching these courses as a capstone project that then a chair has to be involved and stated that the University policy requires that they have a chair declared by the end of the second semester. Some discussion took place about this and Dr. Kiouisis moved that we adopt the proposal presented by Dr. Ferguson. Dr. Lee seconded the motion however it was then suggested that we make amendments to the proposal presented before any votes took place. The amendment to the proposal was to assign the person teaching the course as the chair for the</li> </ul>	<p>Dr. Ferguson said that the proposed amendments would be made and that she would then email the faculty a new draft to be presented for review and to be approved.</p>

Graduate Program continued....	project and that 2 other committee members would be appointed. Dr. Ferguson said she would make the suggested amendments to the document.	
College 4-1 Program Proposal	<ul style="list-style-type: none"> <li>• Dr. Molleda informed the group that a student could choose to be considered for a 4-1 program and that the credits from their undergraduate curriculum would be applied towards their MAMC graduate program degree. Some discussion took place about this subject and the question was raised as to why the college needed the department's approval on this. Dr. Molleda said he would go back to Dean Weigold and ask this question.</li> </ul>	Dr. Molleda will discuss this with Dean Weigold and revisit this item at a later date.
Old Business	<ul style="list-style-type: none"> <li>• None</li> </ul>	
New Business	<ul style="list-style-type: none"> <li>• Dr. Kelly told the group that Tim Sorel would like feedback from them on tech issues, needs, or innovations for the college so that they could be discussed in their committee meetings.</li> <li>• Professor Pelfrey asked that we all wear orange next Wednesday to support the Bateman Team "Stop It" campaign.</li> <li>• The meeting was adjourned.</li> </ul>	

**Respectfully submitted by Martha Collada**