

Journalism Department
Meeting Minutes
September 10, 2014

Attendees: T. Lew, E. Geraghty, K. McLaughlin, S. Frith

SLO UPDATE

- September 18 is deadline to enter SLO assessment reports for spring semester. SLO coordinator, Kevin Degnan, notes that J 7 and J11 look great. J1 and J9 are not yet done but will be.
- Kate and Stefanie will come up with plan for managing adjuncts during SLO assessment so that everybody is on the same page in terms of assessing students.

ACCREDITATION

The accreditation team will be here October 6 to October 9. Kate and Stefanie will review the most recent Program Review and the prioritized recommendations in it.

OFFICE SPACE

Kate and Stefanie struggle with constant interruptions in their office and the lack of privacy for office hours. One solution is to consider the former *Myriad* office (which is used in spring only for *Myriad*) as a possible secondary office for Kate and Stefanie. The room, however, was recently designated as a lactation room for the department's many new mothers. We will revisit this issue.