

Journalism Department Meeting Minutes

April 4, 2022

Debra, Scott, Stefanie, Kate

- **ITS/Computer update:**
 - Francis is continuing to service Journalism computers. There are a lot of technical needs.
- **Adjunct hiring pool:**
 - We will extend the application deadline.
- **Access to sources:**
 - The program is still struggling to access sources.
- **Fall schedule:**
 - It was submitted to Deb, and we are waiting on the hiring pool for additional staffing.
- **English 100:**
 - We will begin registering students soon. Hours are being tracked.
- **Equipment:**
 - Camera lenses in need of repair (follow-up process discussed)
- **FSW/travel/reimbursement:**
 - Office student workers will assist on select dates.
- **Conferences/awards:**
 - Update on awards
 - Ceremony on 6/8 from 11:30-1:30
- **Journalism majors/LCJ Success Team:**
 - Deb will follow up with Dipte about access to student Ed Plans.
- **Section caps:**
 - Still waiting for a final outcome
- **PT evaluations:**
 - Evaluation assignments discussed
- **Curriculum:**
 - SLOs and PLOs updated
 - J11 and J12 submitted for course review
 - Certificates submitted to DCC
- **Program plan:**
 - Updates to the plan submitted
 - Scott will follow up in Nuventive.
- **IR success and retention/completion forms:**
 - Scott will email update to Kate.