MINUTES
Departmental Meeting
November 11, 2013
3:00 pm
Navy Hall 107

Present:  R. Drogean, M. Karpinski, T. Knoster, J. Krause, B. Lylo, Y. Pang, D. Perner, D. Stryker, P. Tucker,
J. van der Jagt, M. Walsh, B. Wert, B. Wilson, W. Zilz

Excused:  J. Bentley-Sassaman

Recorder:  C. Andrezze

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Approval of Minutes
Minutes from October 14, 2013 Department Meeting were approved with edits
(Motion – D. Perner / 2nd – B. Wert).
  • Edits: Remove Announcement Item relative to Course Outlines. T. Knoster will clarify prospectively.

Department Leadership for Spring 2014
T. Knoster reviewed the process for electing our Interim Chairperson for the Spring 2014 semester.
  • Nominations are entertained
  • Nominees are vetted through administration
  • Approved nominees are presented for department vote

This same process will be completed in April/May 2014 to elect our Chairperson (3-year cycle).
There was some discussion of the roles/functions of the chairperson. Whoever steps into this position will have
accessibility to both previous chairpersons (T. Knoster / J. Krause).

Nominations:
J. Krause nominated P. Tucker / M. Walsh 2nd
J. van der Jagt nominated W. Zilz / D. Stryker 2nd
Both P. Tucker and W. Zilz accepted nomination.
T. Knoster will forward nominations.
Election will be held at the December 2, 2013 department meeting.

Announcements
  • D.Perner clarified that mid-term grades of D/E can be reported for anyone, not just freshmen.
  • B. Wert: Watch for email from N. Edwards relating to Holiday Social.
          Honors 101 Committee will meet immediately following this meeting.
  • D. Stryker: Two of the four proposals for the D/HH program revision passed Grad Council. Edits will be
        made and proposals re-submitted for DEAFHH 462/562 – Signing & Instruction in Educational Settings
        and DEAFHH 469/569 – Instructional Practices in Deaf Education.
  • M. Walsh brought forth for discussion the request from T. Fletcher, Assoc. VP/Dean of Extended
        Programs, related to an email he received from Pottsville Area School District requesting ongoing
        professional development for their staff. Interest was expressed by some faculty pending additional
information/clarification. Let T. Knoster know by the end of the week if you are interested and with what provisions/stipulations.

Faculty are directed to review additional Announcements included with the Agenda for this meeting related to:
- Use of NH 019 for BASD/BU Partnership and ASL/English Interpreting Program Tutorial Center this academic year.
- Advisement Issues / Updates / Timeframes.
- Electronic Voting may be used for curricular and other time-sensitive matters requiring departmental vote.
- STOP IT NOW (MCDowell Institute)
- Basic rules of confidentiality.
- COE Re-organization

Meeting adjourned 3:40 p.m.
(B. Wilson - Motion / J. Krause - 2\textsuperscript{nd})

Timothy P. Knoster, Chairperson

Date
\text{12/3/13}