**Speaking Intensive Committee**

**Minutes for March 15, 2023 Meeting**

**Meeting began**: 12:00 PM

**Members present**: Adria Goldman (Chair), Erin Devlin, Leanna Giancarlo, Erin Palmwood (Secretary), Leah Schweitzer

* **Old Business**
  + Discussed options for course instructor hoping to get SI approval. Voted to send various suggestions to this instructor and ask for revisions prior to approval.
* **New Business**
  + Inquiries from Biology Department
    - Voted to approve retroactive SI designation for BIOL 428 on a case-by-case basis. Approved this designation for one student.
    - Voted to share suggestion that another student in question should either (1) follow the department’s recommendation to the committee to take BIOL 451 and count it as SI in the major or (2) submit to the SI committee the paperwork required for Transfer Credit Re-Evaluation to seek possible SI designation for courses completed through the Smithsonian-Mason School of Conservation
  + Process for transfer credit evaluation approval
    - Historically, the chair of the SI committee has approved these submissions independently. Voted to keep this procedure in place.
  + Language on SI application in CIM
    - Voted to (1) remove question asking “how often will this course be taught,” as it is redundant with an earlier question on the form, and (2) add language instructing faculty to clarify how SI assignments build on one another in their applications.
  + SI program updates
    - There is an SI workshop on 03/27/23 at 3:00 PM in the HCC Digital Auditorium, with RSVPs due on 03/20/23 by 12:00 PM. This is a continuation of an ongoing series exploring oral communication and accessibility. Committee members are asked to help promote this workshop.
    - The SI program will be co-sponsoring an event with the Center for Teaching about Speaking Coach, an AI program that provides feedback to students on oral presentations. Information about this event will be disseminated soon.
    - Committee members are encouraged to contact Adria with ideas about SI workshop topics.
  + Speaking and Writing Center announcements
    - The Speaking Center and the Writing Center have merged. After this semester, all consultants will be cross-trained to provide both speaking and writing consultations to students.
    - Beginning this summer, Adria and Leah will be training consultants in two week “bootcamp” sessions. This will replace the traditional semester-long training course for consultants.
    - The Speaking and Writing Center will be purchasing presentation clickers and disseminating them to all instructors who teach SI and FSEM courses.
* **Next Meeting**
  + Adria will send committee members a Doodle Poll to schedule the last meeting of Spring 2023.

**Meeting Adjourned**: 12:40 PM