

**Minutes, Deans and Chairs Meeting  
October 7, 2019, Weimer 1213**

**Diane McFarlin** called the meeting to order at 2:00 p.m.

**Home Departments**

- Dave Ostroff discussed home departments at CJC for adjuncts.

**International Educator of the Year Awards**

- Spiro Kiousis encouraged faculty to apply for the International Educator of the Year Award.

**Grateful Gator Day**

- Margaret Gaylord discussed plans for the upcoming Grateful Gator Day. They plan to get students, faculty and staff involved in thanking alumni and donors.

**Institutional Effectiveness**

- Mike Weigold discussed Institutional Effectiveness activities and outcomes and measures for the future.

**Room Scheduling**

- Ted Spiker led a discussion of room scheduling at CJC to inform the work of the room scheduling task force.

**Open Discussion**

- No items

McFarlin thanked the Deans and Chairs and closed the meeting.

**Attendees:** College of Journalism and Communications Deans and Chairs

Meeting Adjourned at 2:38 p.m.