

**Journalism Department Meeting  
October 11, 2021**

**ITS/Computer replacement:**

- 23 computers of them without the terabyte drive
- about 50% of what we need

**Counselor Update:**

- J12 approved for the critical thinking portion for CSU?
- Sabra will reach out to Lori S. and what we have to do

**Photo:**

- Check-in process to return/access the photo gear
- Photo equipment not covered by insurance

**IA training/hours/hiring for spring:**

- Discussed staffing for IA positions

**Follow up to newsroom prep for spring:**

- Will get a list to Deb regarding hybrid / f2f / online
- Plexiglass ordered on request
- Masks required as of today
- Cleaning protocols will be in place

**Conference/awards:**

- National College Media Conference all day Thursday thru Saturday
- New York conference in Spring

**Demands on time:**

- Tasks keep increasing

**Student Media Digital Archive:**

- Will get the link and have Tracy add it to the department web site
- Maybe eccunion.com site
- Kate will get the info from PTFS

**ASU has a satellite campus locally:**

- Job opportunity with Zócalo
- Meeting to see what opportunity and synergy exists

**Reimbursements:**

- Stefanie is awaiting reimbursement

**Spring plan:**

- Publication classes will be in person
- J8 will be all online
- J1 Hybrids (to bolster internship program. One day lecture, one day online work or optional/come to lab)
- J12: half the courses will be offered hybrid, half the courses will be offered all online