

**Minutes English Department Faculty Meeting
Wednesday 16 August 2017
(Morning)**

In attendance: Glynis Ridley, Susan Ryan, Julia Dietrich, Susan Griffin, Kristi Maxwell, Mary P. Sheridan, Dale Billingsley, Bronwyn Williams, Hristomir Stanev, Beth Willey, Elaine Wise, Joe Turner, Karen Kopelson, Kiki Petrosino, Andrew Rabin, Bruce Horner, David Anderson, Ian Stansel, Paul Griner, Timothy Johnson, Mary Rosner, Karen Chandler, Matthew Biberman, Andrea Olinger, Frank Kelderman, Frances McDonald (taking minutes).

Welcome (10:05am)

Announcements

- Review process for Chairs:
 - A&S are considering changing the review process for Chairs from 5-year contracts to annual contracts. Chairs may bring a motion to Faculty Assembly to retain the 5-year contract.
 - GR will take on the position of Chair for F17 and Sp18, and so will be subject to a 5-year review this year.
- Cuts
 - There have been cuts to travel and research funds as outlined in previous email.
 - IESL has closed due to zero enrollment. GR extends her thanks to IESL Director Ann Griner.
 - Some endowments (e.g. Barker) might be used for travel monies.
- Student Numbers
 - An ongoing concern. Over the Summer, course releases have been lost and upper-level electives have been cancelled.
 - Faculty whose classes have been cancelled have been reassigned to 101 and 102.
 - GR and SR have voluntarily cancelled their upper-level Spring and Fall electives to teach 101, 102.
- Faculty hires
 - Dean will announce A&S hire permissions by October. Her priorities are lines for Biology, Criminal Justice, Urban and Public Affairs due to clusters of retirements and accreditation issues.
 - Discussed how department needs are calculated: Undergraduate numbers, gen-ed numbers, graduate numbers, and minor numbers.
 - Discussed hiring requests. A senior rhetcomp hire is a priority. KP suggests that this year may not be best year for search due to probation.
- Strategies for Increasing Student Enrollment
 - Discussed the need to increase the number of distance-ed classes. 300 and 310 potentially could be DE classes. Joe Turner suggested bringing someone in to

explain the differences between DE and face-to-face classes, probably at a future faculty meeting.

- Discussed adding a professional writing track to undergraduate major. This could be made available as an online course.
- The Undergraduate Committee will coordinate 5-10 minute Q&A class-visits to 101 and 102 to help promote the major. Beth Willey suggests www.dearenglishmajor.com as a resource, and that an honors alum (as opposed to an honors student) might be a more persuasive presence to 101/102 students at forthcoming Accolade event.
- Revamp the Department's "Tech" Committee to focus on website, social media, and digital outreach. GR requests that any interested parties email her.
- Discussed need to alter pre-recs to increase student enrollment in upper level courses.
- Vote for Personnel Committee by secret ballot.
 - Alan Golding (voted in, unanimous)
 - Susan Griffin (F17)/Karen Chandler (Sp18) (voted in, unanimous)
 - Karen Kopelson (voted in, unanimous)
 - Deborah Lutz (voted in, unanimous)
 - Elaine Wise (voted in, unanimous)
 - Alternate: Andrew Rabin (voted in, unanimous)
- **Meeting closed:** 11:15am