

**Minutes of Department of English virtual (Teams) meeting of
tenured and tenure-track faculty on 8/18: 11:00-noon**

Attending: David Anderson, Matthew Biberman, Karen Chandler, Amy Clukey, Alan Golding, Paul Griner, Tim Johnson, Frank Kelderman, Karen Kopelson, Deborah Lutz, Mark Mattes, Kristi Maxwell, Andrea Olinger, Megan Poole, Andrew Rabin, Glynis Ridley (Chair), Susan Ryan, Stephen Schneider, Mary P. Sheridan, Hristomir Stanev, Joe Turner, Beth Willey, Bronwyn Williams.

1. Announcements: Chair welcomed Joshua Adams and Mark Mattes as newest tenure-track faculty. Reminder that Bruce Horner began phased retirement in July 2021 and so is now a non-voting member of the department for personnel decisions and policy actions. Ian Stansel is on sabbatical in F21.

1.1. Online elections to Department Personnel Committee unanimously confirmed election of Paul Griner as full PC member and Karen Hadley as alternate. 21 “yes” votes were received – no other votes were cast. Composition of PC for 21-22 is therefore as follows:

Matthew Biberman, Amy Clukey, Paul Griner, Deborah Lutz, Andrew Rabin (PC Chair)
Karen Hadley (alt.)

1.2. Freshmen enrollments surged in the weeks before the new academic year started. Chair thanked Andrea Olinger, who was interviewing and adding part-time instructors as recently as the week before orientation week, and thanks to Linda Baldwin who was processing new contracts as recently as 8/16.

1.3. Committee assignments and dept meeting dates promised by end of orientation week.

1.4. Chair confirmed faculty travel/research money for 21-22.

1.5. Chair explained that dept had successfully requested to use “gainshare” money (formerly DE revenues – now departments’ share of tuition revenues) to fund purchase of new computers for all faculty whose office computers were assessed by Tier 1 tech Hung Nguyen to need replacement. The dept spent approx. \$50k on tech for faculty and staff. A similar amount would be required to update computing labs for which the dept is responsible in Bingham Humanities. Such labs predate the construction of the BAB. Few English instructors ask that their classes be scheduled in Bingham’s computer labs. The dept will therefore not replace tech in Bingham computing labs when it becomes too old to use. Future use of current computer lab space to be determined in consultation with other departments in the building.

2. Major numbers

Ridley to attend meeting on 8/31 called by Dean David Owen with the chairs of BIOL, COMM, ENGL to discuss declining major numbers in these areas.

UG Committee will be asked to organize classroom visits to promote new major and its tracks, with as many members of the department participating in classroom visits as possible.

3. Presentation from Vice Chair Andrew Rabin on scheduling needs. The dept's request to search for an asst prof tenure track in poetry is not among the requests recently forwarded by Faculty Affairs to the Provost. Dept will continue to ask for a tt poet but faculty asked to consider other areas in which hires might be requested.

There being no further business, the meeting ended at 11:45 a.m.