**Department Meeting Notes**

8/20

Attendance: Amanda Lehrian, Thomas Mohundro, Thomas Wayne, Jennifer Grove, Keith Hunter, Ihasha Horn, Ellie Bunting, Scott Ortolano, John Pelot, Jason Calabrese, David Luther, Marty Ambrose, Rebecca Harris, Natala Orobello, Sara Dustin, Jill Hummel, Amy Trogan, Mary Vaughn, Michael Joy, Gary McClouth, Jim Langlas, and Donna Burns-Phillips

* Follow up on Assessment:
* Prof. Lehrian- She and Amy are following up on the comments from yesterday's meeting and are encouraged. Will have more soon.
* **LIT 2000 (note: this discussion recurred throughout the meeting and has been condensed into one section so that it is easier to access)** 
  + - Prof. Ortolano starts discussion by thanking co-committee members for all of their hard work during the summer: Prof. Audrey Bynoe, Prof. John TenEyck, and Prof. Christine McClure
      * General approval of work done by committee
  + Syllabi
    - Prof. Lehrian - request for immediate vote since syllabi has been available online and already been discussed and revised in that setting.
    - Prof. Ambrose- request for electronic vote for those who had not yet had a chance to view syllabus online. Electronic vote approved
    - Prof. Lehrian – established a 5pm Friday deadline for any additional commentary on the syllabus. A poll will then be posted to approve syllabus.
  + Textbook
    - Hard copies of handout created by the committee passed around.
      * Prof. Ortolano notes that the document was also sent to department electronically through Canvas.
    - Prof. Ortolano makes some quick notes about the document
      * The books that we reviewed were suggested by members of the department for this course.
      * All of the reviews are brief and follow the same format as a means of making them as accessible as possible. They are designed to be individual introductions rather than comprehensive judgments. In other words, they represent the opinion of the individual who reviewed that book rather than a committee decision about the text.
      * We hope that the document will be useful to the department as we decide what textbook best meets the needs of our students and the course.
      * Shared copies of the textbooks will be made available to faculty (the exact location of these shared texts will be determined by each campus).
      * The document also includes URLs that can be used to obtain more information about a text or to order an individual review copy of any book.
    - The Department approves of the document and there are no questions about it or the information noted above.
  + Prof. Luther and Prof. Calabrese express concern about overlap in Comp II Lit and new Introduction to Literature course
    - There is a general discussion of outcomes and assignments and emphasis being different. Prof. Ortolano notes that emphasis in Comp II is on writing and the course generally uses literature as a means of teaching students writing skills. Introduction to Literature would be a course focused on literature and students would write to demonstrate content knowledge.
      * Discussion continues around this issue.
    - Suggestion made that McMahan book should not be used for Introduction to Literature since it is already being used in Comp II (Literature).
      * General agreement to this proposal
    - Prof. Ambrose suggests reanalyzing potential overlap once the new course begins.
    - Prof. Calabrese and Prof. Luther- suggest revisiting the Comp II (Literature) across the board, including potentially eliminating it as a course
      * General discussion about this option and overlap, etc.
      * Prof. Bunting seconds the idea that we might revisit the outcomes, objectives, and course in the future
        + Prof. Ambrose emphasizes that diversity is a positive for the department and its faculty. Flexibility is a positive thing and it is important to have options.

Agreement about this point, and the department agrees to potentially revisit Comp II (Literature) in the future in a general sense.

* **Prof. Lehrian- Notes about ENC 0022**
  + Dr. Alford noted that registration for ENC 0022 has been extended for the semester
  + Professors can't directly advise students to take ENC 0022
  + Suggestion is to give students a self-graded diagnostic on first day of ENC 1101
    - Diagnostic resources are available and Prof. Lehrian will e-mail them around after the meeting.
    - Say something to effect of "if you didn't get a passing score on this and you feel like maybe you would like to consider a class that could give you more groundwork on grammar and writing, you might want to consider registering for 0022."
    - Don't give students any firm numbers or hard recommendations (e.g. all students who score below blank, should), but give them a range and a soft suggestion (if you got between x-y, you might want to consider).
  + There are not many sections of the class, but some additional courses will start in Fall B
  + We are banking that students will shift over towards the end of registration and will try to keep sections open as long as possible.
  + Prof. Harris- asks question about late start ENC 0022 courses, which were initially part of the department’s recommendation for how to deal with SB1720.
    - Response: this option did not make the cut but hopefully will be used in the future and something that we will continue to advocate for. Important that courses are available for those students who realize that ENC 1101 might be out of range, as this will help with overall student retention at FSW.
    - Amanda suggests a that the department recommend that such courses start three weeks after the semester begins.
      * Unanimous approval
  + Prof. Ambrose notes that it might be a good idea to have writing center people come and present to department in September meeting
    - Prof. Lehrian notes that plan was to continue to hold meetings at the start and beginning of semester. However, the department can vote on this policy and the will of the majority will be followed. Regardless of how that issue plays out, she can talk to the writing center about those kinds of resources
    - Prof. Harris suggests covering this issue as separate campuses since resources vary from campus to campus.
  + Faculty voice concerns about how many sections of ENC 0022 have low enrollment and how this will impact composition courses.
* **Prof. Lehrian- Adjunct mentoring program now eliminated and current mentors will receive information about how to finish the process**
* **Prof. Lehrian- Department service opportunities. If anyone is interested, opportunities to fill these roles, but there is also no pressure since everyone has a lot on their plate.**
  + Edison Writes
  + Illuminations
  + Research Essay Contest
  + Writing Center Liaison
    - Prof. Lehrian willing to take on Writing Center liaison if no one else wants it.
    - Prof. Ambrose says that she is interested in the Writing Center liaison position and has experience in the role
      * General approval and she becomes the Writing Center liason
  + Prof. Lehrian reiterates that she doesn't want to force people into roles with so much work on everyone's plate.
    - Prof. Bunting agrees and seconds this concern, especially with some of the other programs that our department runs
  + Proposal that the department take a hiatus from these programs and department agrees.
  + Prof. Pelot asked about stipends, etc. course relief for these positions
    - As of right now, nothing exists
* **Prof. Hummel and Prof. Ortolano now B.S. degree committee co-chairs**
  + General comments from them about committee:
    - Want to reiterate that it's an open committee
    - Waiting to have meeting with Wright to develop a schedule for the year.
    - Committee members attending SAMLA to present on our work and share experiences with other programs who are interested in creating a bachelor’s degree or in the process of doing so.
    - Request for members to stay after so a mutually agreeable meeting day and time can be established.
* **Prof. Lehrian- Textbook issue**
  + Prof. Lehrian – confusion at bookstore due to a conglomeration of factors, which caused administration to come to the conclusion that there is an issue that should be addressed
    - We are a large department and there is a request that we use the handbook as a consistent text to reduce confusion.
    - Some concern over the fact that online and ground courses have different books
    - This wasn't issue in past, but has become one now
  + Prof. Lehrian- question for department: Comp II becoming a bugaboo. Can we put handbook on syllabus as a required text?
    - Concerns aired about whether its use would be required in class
      * Answer is that can just be used as a reference text
      * Prof. Orobello asks about whether this change would apply to current semester.
        + Answer is no.
    - Department’s response is that this is fine.
  + It is confirmed that required Comp I book for adjuncts is *Norton Field Guide*
* **Prof. Lehrian- Syllabi Discussion**
  + Please send syllabi in if haven't already
  + Syllabi should have grade breakdown (refers to Dr. Alford's presentation earlier in the day)
  + Request about whether or not 4,000 word count can be required somewhere on syllabus. This request is seconded by Prof. Pelot .
    - Prof. Harris has concern about ceding control of second half of syllabus and what this might lead to in the future.
      * Prof. Ambrose agrees with Prof. Harris about these concerns.
      * Prof. Lehrian notes that word count is for her, not the administration, to help her track the syllabi. She doesn't want to establish a split precedent where full-time faculty have one system and adjuncts another.
        + Prof. Bunting notes that this split standard can be done, and it would preserve academic freedom guaranteed to full-time faculty in contract.

Department agrees that this is the best course to follow.

Prof. Joy notes that, speaking from an adjunct’s perspective, he would like a syllabus that is clearer about expectations. Perhaps some sort of template and sample assignments

Prof. Lehrian notes that this gives further impetus to develop a repository of syllabi and assignments.

This repository would be open to both adjuncts and full-time faculty. There used to be a similar resource in Portal, but it no longer exists.

General agreement about this.

* + Slight issue with textbook for 0022, which is also being used in an EAP course. This is fine, but there are some strange inconsistencies. ENC 0022 book has Connect and a different cover. Important that ENC 0022 students have connect and EAP students don't overpay for resources that they don't need.
    - Talked to bookstore and EAP people about this issue so it should not be a problem.
* **Prof. Ambrose- Rose Kosches-**
  + Notes that program still running strong and has a great crew (assuming they are willing to stay on). Prof. Pelot and T-Wayne say they are happy to continue in current roles.
* **Prof. Pelot- FLAC** 
  + FLAC still going strong. Great authors coming in. First one already in the books for Lee. One or two on Charlotte and Tampa Review winner will go to Collier
* **Prof. Pelot- Peace River Press**
  + Going strong, agreement with college has been renewed. Dr. Alford very supportive.
  + Will be coming out with a third book and an anthology.
  + Information will be put in weekly announcements as they occur.
* **Prof. Lehrian- Grad student interested in finding students to work on research project.** 
  + Project is on first-generation Haitian-Americans in writing courses.\
  + Dr. Alford okay about us working with her, but just wants an announcement with no follow ups so there is no undue pressure on students.
  + Announcement will be forwarded by Prof. Lehrian and professors will have the option of passing it along.
* **Prof. Pelot , Prof. Horn , and Prof. Ambrose working on a grant project**
  + Some unfortunate luck with first submission, but in process of reapplying and built in extra time for this kind of situation.
  + Partnering with Calusa Nature Center, bringing in guest writers, etc. some really great stuff
  + Positive comments and feedback that indicate revisions will allow the document to carry the day. They will resubmit and are cautiously optimistic.
  + Most importantly, the event is going to happen one way or another. Project itself great and there are other ways to get it done.
* **Prof. Ambrose- Portfolios**
  + Process has changed and a workshop will take place at 2pm (on same day) to help everyone. Very important that everyone is supported as they make their way through the process.
* **Prof. Lehrian- Potential change to Brit Lit, American Lit, and World Lit courses- making them Gordon Rule courses.**
  + A follow up to last semester’s discussion and vote to look into this option and consult with Humanities Department
  + Dr. Alford supports making them Gordon Rule courses
  + Prof. Wilkins and Humanities Department had some concerns about Part A.
    - But Part A changed which shifted landscape a bit.
  + Prof. Lehrian- Would like to go ahead and have a vote to make the courses writing intensive
    - Do we want to discuss? Do we want to vote?
      * Permission granted to post an electronic vote
* **Prof. Lehrian- Question about whether electronic voting system works** 
  + Adjuncts able to provide feedback via this system, not as votes but just so they can register opinion.
  + Department agrees that system works.
* **Prof. Lehrian- Very happy with adjunct participation.** 
  + Adjunct faculty introduce themselves
    - Prof. Mary Vaughn
    - Prof. Michael Joy
    - Prof. Gary McClouth
    - Prof. Donna Burns-Phillips
* **Prof. Lehrian- Full-Time Faculty Position likely to become available on Lee to replace Prof. Cahill.** 
  + Prof. Ambrose notes that full-time faculty have first option of transfer when a job is announced.

Meeting Ends

Notes Prepared by Prof. Ortolano