**English Department Meeting Agenda**

8/22/16

**Meeting Begins:** 2:50

**Meeting Ends:** 3:45

**In Attendance:** Amanda Lehrian, Natala Orobello, Thomas Mohundro, Martha Ambrose, Ellie Bunting, Scott Ortolano, Amy Trogan, Thomas Wayne, Keith Hunter, Rebecca Harris, Jill Hummel, Ihasha Horn, John Pelot, Shawn Moore, Sara Dustin, Jim Langlas, Jason Calabrese, Jennifer Grove, David Luther, Jeremy Pilarski, Gary McLouth

**Excused:** N/A

**Absent:** N/A

* Library RI Presentation- Prof. Arenthia Harren and Prof. Jane Charles
  + Prof. Harren and Prof. Charles outline the services that the library offers to students and discuss the importance of acquainting students with benefits of the library. They emphasize that research shows creating a face-to-face interaction with librarians can greatly enhance a student’s chance of success—in the course and beyond. They also note that they are happy to create tailored workshops/activities for our courses. Really, they want to do whatever might help our students. Just let them know if we have any ideas.
* Assessment Updates / Discussion- Dr. Amy Trogan and Dr. Rebecca Harris
  + Dr. Trogan
    - Everything is going really well. The baton is being passed to Dr. Harris and Prof. Ambrose will also remain as a strong, essential contributor to the Learning Assessment Committee.
    - Assessment reports for ENC 0022 have been distributed, and we will revisit them again next semester. The hope is that reviewing the materials will allow us to improve the experience for students going forward.
  + Dr. Harris
    - Will be taking over for Dr. Trogan for ENC course-level assessment as Dr. Trogan moves on to chair the Learning Assessment Committee.
    - New Gen Eds will go live for our courses in the spring, and we need to think of ways to effectively assess the effectiveness of the Gen Ed requirements.
    - She and Dr. Trogan will be forming an assessment team to think about how to do assessments in the spring. They are looking for members to join this process. Everyone is welcome.
  + Department expresses thanks to Dr. Trogan, Dr. Harris, Prof. Ambrose and everyone else involved for the incredible job done with assessment.
* Scheduling- Prof. Lehrian
  + If anyone has an extra burst of energy, we could use more sections of Composition.
  + The dean has asked for tentative schedule by the end of August. Please fill out the scheduling forms and submit them to Prof. Lehrian as soon as you have a chance to do so. The earlier, the better.
  + When Prof. Lehrian gets the schedule, she will try to plug in everyone’s requests. If there is a conflict, she will speak to the faculty members involved so that a solution can be reached—but that should be a rare event.
  + The schedule will be sent to the department before it goes out to the dean.
    - Prof. Bunting- Has a question about scheduling online courses. The cap on online courses is being lifted, and she is curious about how many online courses we can request.
      * Prof. Lehrian- Dr. McClinton does prefer that faculty do not request a load that is too heavily dominated by online courses (e.g., a schedule that consists completely of online courses would probably not be accepted).
      * Prof. Bunting and Prof Ambrose- Specify that we need to be careful because the contract is changing, and that is going to alter the number of online courses that people are able to teach. Full-time faculty do have preference over adjuncts, and we just need to make sure that people aren’t shortchanged. The situation is just a little tenuous because the new contract hasn’t been approved yet.
      * Prof. Lehrian- Notes that she appreciates this concern, and the hope is that sending the schedule back around to faculty before it goes to the dean will help to make sure that people get what works best for their schedule.
      * Prof. Bunting and Prof. Ambrose- Express that they completely understand this and just want to make sure that faculty feel comfortable requesting more online courses than they have in the past because they are needed by students.
  + Prof. Ambrose- Wants to add that the Comp II Lit online course is up and running, and they will hold a workshop later in the semester to help people become acquainted with it. Any parties that would like a sneak peek into the class can be added to the online Canvas shell now.
  + Prof. Lehrian- Enrollments in 0022 have been declining, and she was wondering if people might be interested in setting up an optional 4-credit version of Comp I that incorporates a tutoring session. It would probably help student success rates and also address the credit issue.
    - There is general agreement about exploring this option. More information will be provided at a future date.
* Course Enrollment Overrides- Prof. Lehrian
  + Courses are full and Dr. McClinton is happy to allow additional students into courses in small, reasonable numbers.
* Online Development- Prof. Lehrian
  + It has been suggested that we work on developing LIT 2000 online, and we will be looking for volunteers to help with this process. Stay tuned for an email/Canvas announcement about this.
* Mentor Opportunities- Prof. Lehrian
  + We have hired a number of adjuncts so there are a plethora of mentoring opportunities. Please contact Prof. Lehrian if you have any interest in serving as a mentor.
* Next Meeting- Prof. Lehrian
  + Everyone agrees to cancel the September meeting since it would be just over a week away and nothing very significant is likely to take place in the interim.
* School Structure- Prof. Lehrian
  + Prof. Lehrian will send around Dr. Stewart’s questions regarding the future structure of the college in a survey format, and people can respond anonymously if they are interested in doing so. This way everyone will have a chance to provide feedback.
* Rose Koches Update- Prof. Ambrose
  + Prof. Ambrose looks forward to another great year and has former reviewers returning.
* Peace River Update- Prof. Pelot
  + Have been doing some great work in the community. Press has now published three books and is continuing to grow.
* Serendipity Update- Prof Orobello
  + Still going strong!
* FSW Writes / Creative Writing Club- Prof. Hummel / Prof. Horn
  + Prof. Hummel- FSW Writes group has a great event set up for October 29th. It is a writing symposium that will bring in a number of well-known writers and artists to give talks/readings and host workshops for students and faculty. However, there is still a need for funding. We were curious about whether the department would be amenable to allowing us to tap into the endowment money for the event.
    - Prof. Pelot asks about the amount needed.
      * Prof. Hummel- $3,500
    - Prof. Ambrose- Makes a motion to use J. Howard Wood funds to support FSW Writes, specifically for this event.
      * + The vote is taken and everyone is in favor of using the funds in this way.
  + Prof Horn- Asks about interest in using funding for other events throughout the semester, maybe also to help restart *Illuminations*—assuming that there is enough left over. General agreement that this is a good idea and should be explored further.
* FLAC Prof. Pelot / Dr. Ortolano / Dr. Langlas
  + Dr. Ortolano- Lee Campus Event- Novelist Maile Chapman’s reading is scheduled for Monday, September 26th. The event flyer is available on Canvas and has also been posted around the campus. The bookstore is selling her books, and she will do a book signing at 4:30 just before her reading at 5:00.
  + Prof Pelot / Dr. Langlas- There will also be a great event on Charlotte’s campus on October 31st and in Collier this April. More information about these events is forthcoming.
* New Business
  + Prof. Ambrose’s ARC presentation is scheduled for 10:15 tomorrow morning. It should be fantastic!
  + Prof. Lehrian reminds everyone to please send in their syllabi as soon as possible.
    - Also, please make sure that the withdraw and drop dates are in the syllabi as well as an overview of how the grade is determined and a plagiarism statement.
  + Prof. Ambrose- wants to emphasize how incredible Bonnie Lawler has been during her tenure with the School of Arts, Humanities, and Social Sciences. Overwhelming agreement from the department.