

## Meeting Minutes

English Department Meeting

14 September 2018

Lee: U-102, Char: E-105, Collier: A-103, H/G: A-106

1. Approval of August Meeting Minutes. No amendments - approved in full
2. Spring Scheduling Update: Spring schedule will run through optimizer next week.
  - 2.1 Prof. Feemster has asked if he can design or work towards an 1102-Journalism focus (similar to the essay structure)
  - 2.2 CRW II syllabus was never updated. There are outcome ideas on the discussion board. This will need to be done and taken to curriculum as an information item.
    - this should be done by the upcoming fall semester.
3. Hiring Updates: Lee/Collier/Charlotte
  - 3.1 Advertisements for the positions will go into the CHE this week. Phone interviews will take place before Winter Break, with campus interviews immediately following. If you'd like to serve on a committee send Dr. Harris an email.
4. ENC 1102 Technical Emphasis: Vote on OER resources: The goal is to write our own OER resources and supplement the ground with chapters as needed and write our own as the class continues to develop to be 100% OER written by our faculty. Prof. Bunting mentioned there can be compensation for this development (including Essay emphasis), so we should consider finding a way to get those in the pipeline. Motion supported by Prof. Hummel, seconded by Dr. Trogan and approved in full.
5. ENC 1101 Textbook Discussion: Norton Field Guide in new edition for Fall 2019. Dr. Harris will send a survey to adjuncts to get their feelings about either adopting the new Norton Field Guide or changing to something like They Say/I Say (possibly including a sample syllabus) - the result will be shared.
6. ENC 0022 Textbook Discussion: Faculty teaching 0022 want to switch to the Little Seagull Handbook. 0022 also needs a new textbook, so Jeniffer Groove would like a committee for a new textbook. A motion carried to change the handbook to the Little Seagull in Spring. Dr. Groove is going to start the process of looking for new books and if anyone is interested in being on the committee should contact Dr. Groove directly.
7. Update on Collier Library issue: the lab is not run by the library, so Dr. Teed is going to try to get that lab run under the library.
8. Writing Center Liaison: If anyone has issues they should reach out to Dr. Ortolano. He has a meeting scheduled with the writing center next week. In that meeting they will discuss alternative methods to keep records of student visits.
9. Reminders from the Dean: SENSE survey, Gen Ed Assessment, email, Curriculum deadlines
  - 9.1 Tuesday, November 13th is the deadline for course proposals.
10. Creative Writing new course: Dr. George and Dr. Ortolano: Dr. Trogan moves to approve and Dr. George seconds the motion, which carries to move the process forward for creation and discussion for the next meeting.
11. Committee/Subcommittee/Working Group Updates

12. Faculty Announcements/Updates

12.1 Dr. Trogan has been nominated to take over as assessment coordinator.

12.2 Dr. Trogan updates about assessment.

12.3 Don't forget about the mixer! 9/22/18 at Dr. Harris and Dr. Moore's house.

13. Additional New Business

13.1 Oct. 17th 11:30-12:30 PM a research event will be taking place (featuring Dr. Trogan and Dr. George)

13.2 Briefly meet in working groups to discuss next steps.

Meeting adjourned at 2:00 PM. Notes prepared by Dr. Shawn Moore.