English Department Meeting Notes

8 November 2019

1:15-3:00 PM

Lee: U-102; Charlotte: E-105; Collier: A-103; Hendry/Glades: A-106

**In attendance:** Ellie Bunting, Amy Trogan, Rebecca Harris, Shawn Moore, Thomas Mohundro, Scott Ortolano, Thomas Wayne, Jeremy Pilarski, Jennifer Grove, Jill Hummel, Cara Minardi-Power, Ihasha Horn, Michael Barach, Mark Massaro, Suzanne Biedenbach, Jason Calabrese, Laura Tichy-Smith, Patricia Crowe, Sara Dustin, John Pelot, Eric Ivy

**Excused:** Catherine Gooch, Katie Waddell, Ellie Bunting, Brandi George

**Absent:** David Luther

Starts: 1:15

Ends: 2:45

1. Approval of October Minutes.
	1. Approved, pending minor amendment by Dr. Grove
2. Hiring: Charlotte/Hendry Updates
	1. Committees are progressing. Campus visits are being scheduled/have been scheduled, and it looks like both searches will be completed on time.
3. Committee/Subcommittee Updates
	1. Prof. Horn and Prof. Hummel-- J. Howard Wood Endowment update:
		1. Request to use funds to contribute to literary endeavors for this year’s Humanities Colloquium, which is featuring a poet as the keynote figure.
			1. Unanimously approved
4. LIT 2000 Update- Dr. Harris
	1. Prof. Bunting has finished updating the online LIT 2000 class as an OER text.
	2. For faculty teaching the ground courses, online modules with OER resources are now available on Canvas.
	3. Free resource comes with our writing about literature handbook—which includes writing resources, author bios, additional stories, etc. Publisher will provide a web tutorial for this program, and Dr. Ortolano will post this to Canvas once it is available.
5. Curriculum Updates
	1. New course in African-American lit has been passed and will be available in the fall.
	2. We hit some hurdles with the updates to Contemporary Lit and Women’s Lit. These problems are due to paperwork issues from when we made updates to the class a few years back—when the current learning outcomes were approved. The latest updates were not in Curriculum Committee’s system or in advising’s system either, but they were updated in the college’s system as a whole. After quite a bit of digging, Prof. Hummel has straightened all of this out, and Dr. Moore and Dr. Ortolano will bring the new changes to Curriculum now that everyone is on the same page.
		1. Our deepest thanks to Prof. Hummel for investing so much time into figuring all of this out and putting these classes in a good position going forward.
	3. Some concerns are expressed about enrollments in elective literature courses
		1. General discussion follows about how to increase enrollments in these classes.
		2. Dr. Grove suggests having a flow chart of what courses count for in the different degree programs posted to Canvas.
		3. General agreement to keep promoting our courses and letting students know what they count for via every avenue possible.
6. QEP Update
	1. More is happening on the QEP front. In January, there will be a day to work on this across all campuses. We are hopeful that the QEP will involve writing and research in some capacity.
7. Assessment: Dr. Amy Trogan--What is college-level writing? Who is our student at the end of 1101/1102?
	1. Please see the agenda announcement for links to resources to help inform our discussion of “college-level writing.”
	2. Our February meeting will be “Assessment Palooza.”
		1. This meeting will take place in the TLC, and we will have a draft of our rubric by this point. This information will be projected on the screen and used to help shape the assessment process.
	3. SOS surveys begin next week. Please remind your students to take them. That information is very useful for us.
	4. A new Canvas site has been created for DE instructors and regular faculty as well. This site provides innumerable resources to faculty, and it also might be the place where we post PD updates for our peers—so that such updates are not lost in the general run of English Department announcements.
	5. Dual Enrollment
		1. There are some concerns about making sure students are adequately prepared and dispersed on manageable levels across courses. All of this is being worked on, and everyone’s input on this has been really helpful.
	6. General thanks expressed to department for such a vibrant online discussion about what should go into the rubric.
		1. This thanks is especially warranted for so many of our adjuncts, who took the time to contribute knowledge and share their insights.
8. Faculty Announcements/Updates & Additional New Business
	1. We’ll have a Winter/Holiday Potluck lunch at our December 13th Meeting. Look out for an email about bringing a side dish to share. We invite everyone to the Lee campus for this meeting.
	2. Black Maria Film Festival: 11/8, Edison and Ford Winter Estates ([https://www.edisonfordwinterestates.org](https://www.edisonfordwinterestates.org/))
	3. Creative Writing Club:
		1. Poetry, Prose, and Rhythm event is happening on Thursday, the 14th. Please come out and encourage your students to attend!
		2. Creative Writing Club is partnering with the Book Club for an active mind event—stay tuned for that
		3. Sustainability Club is on the lookout for any interested gardeners as they prepare to launch the FSW food garden!
9. Dr. Moore
	1. Informal meeting with faculty members on Nov. 22nd from 3-5pm at the Hilton Garden for a professional development discussion about general education.
		1. The writing group will be meeting at 2pm on the same day and in the same location.
10. Dr. Moore
	1. Need to design specific courses for mini-semester, so we are not just shrinking large-scale classes to those smaller time frames. This is something that would help our students. Talk to Dr. Moore if interest.
11. Prof. Hummel
	1. There are some concerns that students aren’t being adequately prepared for ENC 1102 for one reason or another.
		1. Prof. Bunting and Prof. Hummel- suggest creating a pre-test in Comp II that assesses where students are skill-wise and what gaps they have in their knowledge (thesis statement, source introduction, MLA knowledge, etc.). Ideally, such a pre-test would be a way of trying to figure out what is (and isn’t) occurring in the Comp I classes.
		2. Dr. Trogan and Dr. Harris- Wildly different things are occurring in ENC 1101. While nothing is necessarily wrong with that, it is important to figure out what skills are (and are not) being taught.
			1. Regardless of what is occurring, the same competencies should be taught.
		3. Dr. Minardi-Power
			1. Expresses concern about assuming that student assessments will be an accurate indicator of what is taught in the prior classes—especially for students coming from underserved communities, who may be especially underprepared.
		4. Dr. Harris
			1. Another option might be to use the QEP to obtain funds for projects on this front—perhaps via focused writing boot camps or other such projects. It’s definitely something to keep our minds on moving forward.
		5. Dr. Moore-
			1. One issue is that when students are severely underprepared, it is very difficult to get them up to speed in one class if concepts are not being reinforced across all of their courses.
			2. We, as a department, are doing quite a bit of this, but this often is not replicated in other departments.
			3. We might want to invite other departments to our meeting to talk about how assessment can be turned into data that then helps improve how the writing process is taught.
	2. Some concerns are expressed about ENC1102-Lit as a course and whether or not the emphasis might sometimes turn it from a writing/rhetoric course into a literature course. This is a rather significant issue, and it is something that everyone agrees to think about and revisit later.
		1. Dr. Harris will put together a study group on this issue. More information will be available as it becomes available.

*Notes prepared by Dr. Scott Ortolano*