English Department Meeting

Friday, September 8th 2:00 PM – 4:00 PM

Zoom: <https://fsw.zoom.us/j/89352840631>

**Agenda**

1. Reading and Approval of Minutes from August – Dr. Shawn Moore
2. Updates from the Dean – Dr. Deborah Teed
3. Updates from Assessment – Dr. Joseph Van Gaalen
4. Updates from the Writing Center – Laura Price (may join around 2:30)
5. Updates from Curriculum – Dr. Rebecca Harris (may join around 2:30)
6. Updates from DE & Curriculum & Updates from OTOC
7. Updates from Creative Writing, Illuminations, CRW Club
8. Unfinished Business
   1. Three New Hires
      1. Will meet with Dr. Teed on 9/5 regarding new hires (updates to come)
         1. Met with Dr. Teed and Dr. Page and have contact Robert Taylor to begin the process. An ad will be drafted and presented to the department (two hires for sure)
      2. Mentors still needed for new adjuncts: please email [shawn.moore@fsw.edu](mailto:shawn.moore@fsw.edu) if you’re full-time and willing to mentor
      3. Professor Wayne has agreed to add LIT 2120 (World Lit II) for the Spring schedule to see if the class makes (if it does then LIT 2120 will not be removed from the curriculum
   2. Suzanne has added everyone to the 1130 Canvas (if you need added please email)
      1. A department goal is to develop interest in an 1130 Community of Practice
   3. ENC 1102 and Course Development (open discussion)
      1. Met with Dr. Teed and discussed the desired changes to 1102 to bring it in-line with other state offerings and she gives her full support
      2. Initiated the first processes with Dr. Harris and Curriculog. A request for action was submitted for 1102 and the process was discussed regarding the changes for the course description, which would move our target from Sept curriculum meeting to October
      3. I have reached out to faculty who indicated interest in working on 1102 and after this meeting this team will begin working to prepare for the October curriculum meeting
      4. I have a meeting set for 9/5 to meet with Deans regarding the creation of a full 2000 level (ENC 2210) Technical Writing course (updates to come)
      5. Multimodal Composition and Digital Literacy (ENC 1136) will be developed with the help of Digital Arts
      6. All of this work, Dr. Harris believes, can be completed to set us up for Fall 2024 implementation
9. New Business
   1. Need a group to form and begin collecting general course assessment statements from SimpleSyllabus for revision (if needed)
      1. I think this is best done with two or three people who can organize these statements and then create a space in Canvas for department discussion with revisions being sent for approval by the October department meeting
   2. We need to spend time next department meeting discussing our assessment needs and goals for the year
      1. Monique will be our Effectiveness Coordinator and we discussed organizing a meeting later this month to make a plan (need volunteers to help guide the discussion)
10. Announcements and Important Dates
    1. 9/21 OTOC: The Secret of Happiness (J-103 & zoom 2:00 PM)
    2. 9/22 “Show Me the Money” Funding Updates with Scott AA-168 9:00 AM)
    3. 9/29 initial continuing contract applications due
    4. 9/29 Faculty Symposium/ARC Presentations/Lightning Talks/Wine (U-102 presentations start at 1 PM with wine and discussion at 3:30 PM)

**Notes:** Professor Ivy is teaching a course Friday afternoon so he should marked as excused for attendance. Eric and I will meet regularly to make sure he is included and has a voice in the meetings for Fall.