English Department Meeting

Monday, August 18th: 2:30 PM – 4:30 PM

Building U

Room 106

## Agenda

1. Reading and Approval of Minutes from April
2. Welcome Back & Updates from the Chair
3. Adjunct Mentorship Opportunities
	1. New Adjuncts for Fall
		1. Chad Brodbeck—Lee
		2. Courtney Cassidey—Online
		3. Marina (DeVito) Chanclor—Lee
	2. Lewis Perkins—Temporary Full-Time for Collier—Fall 2025
4. The Administrative Big Picture
	1. Each Chair has been tasked to guide departments through a review of course learning outcomes. No direct timeline was given, but at least one course review and change are expected. Dr. Harris provided a rubric for grading outcomes and a framework for identifying potential revisions. Dr. Harris will help departments navigate any curriculum challenges and change approvals we find necessary.
		1. Since we are redoing the LIT 2000 Online Master Shell this semester we will focus on the course outcomes for LIT 2000 as department in meetings. This will coincide with our assessment discussions (see below) and with the online shell redesign.
	2. Dr. McClinton has also charged departments with closing their assessment feedback loops. Specifically, departments are asked to think about what exactly we do with the assessment data given. How do we determine and implement changes?
		1. Again, since we already began this discussion last year, we are well on our way to creating this exact process. We agreed that we would focus assessment on 1102, online asynchronous, and AI. Elijah Pritchett will be our Assessment Effectiveness Coordinator this year and will be helping our department began that work. I want to setup one assessment task force to focus on this process. The goal will be to assess the data we have, figure out the data we need, and then start mapping ways we can implement or discuss possible changes based on our assessment reports.
5. Departmental Discussions
	1. Review of the new ENC 1102 Online Master Shell
	2. Review of the proposed LIT 2000 Online Master Shell
	3. Thinking ahead for the next cycle of online master shell developments
		1. ENC 1101
		2. CRW?
	4. Current LIT 2000 outcomes and grading rubric
		1. September meeting will be all about LIT 2000 outcomes so come ready with your suggestions and edits
6. New Developments
	1. While Fall meetings will focus heavily on the LIT 2000 online shell development, course outcomes, and assessment, Spring will focus on supporting individual projects from full-time faculty.
		1. What’s something you’ve always wanted to do in the department? Homework for the fall is to think about how the department can help you bring one, financially reasonable, idea to fruition. I want us then as a team to help make those ideas sustainable or build to one large collective action.
	2. Chair Nominations
		1. Nominations are due to the Dean and VPAA by December 1st. Any full-time faculty member already on continuing contract can be nominated (ask first, please) or nominate themselves.