English Department Meeting

Friday, August 18th: 2:00 PM – 4:00 PM

https://fsw.zoom.us/j/85601034996

**Attendance:** Shawn Moore, Leonard Owens, Hannah Johnson, Victor Triay, Lynn Embick, Thomas Wayne, Sara Dustin, Laura Henning, Mark Massaro, Jill Hummel, Michael Barach, Eric Ivy, Eddie Krzeminski, Cara Minardi-Power, Jeremy Pilarski, Ihasha Horn, Tim Bishop, Jason Calabrese, Suzanne Bidenbach, Amy Trogan, Brandi George, Suzanne Gopeman

Absent: Scott Ortolono (sabbatical)

**Meeting Starts:** 2:00 P.M

**Agenda**

1. Reading and Approval of Minutes from August
   1. **Minutes Approved**
2. Adjunct Mentorship (Remind Me – 3 Volunteers)
   1. Shawn: I’ve already partnered up with one of the mentors (Chad), but I still have two. Can I have a volunteer for Marina?
   2. Jeremy: I can do that.
   3. Shawn: Can I get someone for Courtney Cassidy?
   4. Michael: I can do that.
   5. Cara: Do I need to observe them for dual enrollment?
   6. Shawn: I will check on this.
3. Update from Dr. Harris
   1. Shawn: Dr. Harris will not be able to make it today. We do have someone from advising.
   2. Suzanne: Nice to meet you all. I’m with advising now. I’ve already met some of you since I worked in adaptive services as well.
   3. Shawn: Any advising questions can go to Suzanne now.
4. Updates from the Department
   1. Curriculum
      1. Jeremy: Our first meeting is next Friday. I am finishing my term in April and I will be stepping down. I will help the next chair with the transition process. If you are interested, please let me know.
      2. Shawn: Thank you for your service, Jeremy.
   2. DE
      1. Cara: No updates as of now. Things are going smoother and syllabi are tending not to be as late.
      2. Cara: When do those notes usually get posted?
      3. Shawn: Notes are usually posted about a week or a week and a half after our meeting.
   3. GEAC
      1. Suzanne: We don’t meet till next week. We are thinking about bringing up a writing certificate again. Not too much to report yet.
   4. LAC
      1. Recap of Assessment Planning with Dr. Trogan
      2. Amy: We had a meeting Friday. We’re excited about Kelsey as the new chair. We are also developing a new focus: the relationship between AI and assessment. Two things I want to know from this department: Do you have any questions about the assessment report? Secondly, we want to find a way to assess the effectiveness of using “redlines” for AI.
      3. Suzanne: I have jumped in all the way with AI with my courses. So far, it seems to be working. My 1101 ground students love it.
      4. Shawn: How we are going to assess implement AI in our courses will be a question to tackle soon. In Spring we will have some research on this.
   5. Clubs
      1. Ihasha: The clubs are having their leadership event today. The CRW club is having their first meeting this Wednesday at 3 P.M in N-206. The Sustainability Club is meeting this Saturday at 2 P.M for a garden renewal. They meet weekly at 3-4 P.M in S-202.
   6. Creative Writing & Illuminations
      1. Brandi: We are still waiting for the website to be developed. The digital arts folks have the materials so we’re hoping to have that in the next couple of months. Lynn will also have a print component.
      2. Lynn: We are trying to get more students involved. We would like them to step into roles with Illuminations. As for a print option, we are looking to get printing funds.
      3. Jill: There will be CoP in English meetings this semester. There’s a bit of a lag in the process of transitioning between Scott and me. Sorry for the delay, hopefully we will have our first meeting next month.
      4. Shawn: Something to add for next meeting: The common course adopted text for LIT 2000 is Reading and Writing About Literature. We just need to decide whether we want to use that text or the OER.
      5. Leonard: There’s a full LIT textbook on Credo Reference that we could use as an option. It’s called the Handy Literature Answer Book.
      6. Shawn: Great idea.
5. Spring Changes
   1. Dr. Page noted that Office Hours should be included on the syllabi for full-time faculty and that Friday can and should be listed as “By Appointment” or “School Meetings” and does not expect anyone to hold office hours physically, unless they want to, on Friday’s.
      1. Shawn: On Friday’s, he wants us to specify that we do have meetings. Please update your office hours forms to reflect this.
   2. Dr. Page indicated that SoHASS will no longer open online classes and wait for them to fill based on the previous schedule (schedule rollover). Online classes will be opened strategically and as needed. Dr. Page thanked our department for committing to more ground classes this semester.
      1. Shawn: We are teaching more ground courses than before and everyone seems to be enjoying it.
6. LIT 2000 Outcomes (Discussion)
   1. Department will review and determine changes to learning outcomes for LIT 2000. We will use the rubric provided by Dr. Harris (<https://docs.google.com/document/d/1-HvHC0aTWhfFUvZnF-eUA-b9WvND2Xnk/edit?usp=sharing&ouid=105280676861212051905&rtpof=true&sd=true>) – Note: must be using FSW email login for FSW Google Drive Access.
   2. After rubric grading, department will rewrite any outcomes as needed and talk about curriculum specific needs as we continue to develop the new online master shell as well.
      1. Shawn: Here’s the integral course outcomes so far (*shows screen*). All the chairs had to do this grading rubric. After I graded it, I determined number 3 was good, but 1, 2, and 4 need to be revised. How we will do this: I will break this up. These groups will work on these until the next Dept. Meeting.
      2. **Number 1 will be Collier.**
      3. **Number 2 will be Lee.**
      4. **Number 4 will be Charlotte/H/G.**
      5. Shawn: Once we’ve set these and decided them, Eric and Mark will finish the online LIT 2000.
      6. Mark: Are we keeping the same focus but changing the verbs?
      7. Shawn: It’s really about whether these are things that can be done in our course. For instance, students becoming fluent in LIT terms can be difficult in an intro LIT course. Number 1 needs to be revised completely. Number 2 needs less editing. Number 3 has everything that is required so use that one as a guide. Number 4, “demonstrate” is vague. Demonstrate how exactly? That is unclear. As a reminder, you want to be using Bloom’s verbs when doing this.
7. Chair Nominations
   1. Please bring your nominations for chair to the next meeting. If you’re nominating someone other than yourself, please ask permission from that person first.
      1. Shawn: In the new contract, whoever wants to be chair has to give them notice by December 1st. It’s not entirely clear how we submit this memo.
      2. Jill: I will reach out and get clarification about this process.
      3. Shawn: Do we have any self-nominations for department chair? How about other nominations?
      4. Shawn: As I said before, whoever wants to be chair should have a vision for the department.
      5. Jill: I have avoided being the chair for the last fifteen years. I have zero interest in moving to administration. I also feel like everyone should take a turn at it for a healthy department. I am willing to do my three years.
      6. Shawn: I will agree with you that three years is a good amount of time.
      7. Lenny: A few people have reached out to me about this. Thank you so much for your confidence in me. Right now, I think having someone at Lee campus is very smart. . .(*Lenny gets disconnected*).
      8. Shawn: We currently have a good relationship with Dr. Page. We want to continue with that. With that said, it also should be someone that is okay with saying “no” to things.
      9. Lenny: What I was trying to say before is, being chair temporarily was good for me, but since I was not on Lee I felt like I wasn’t privy to all the things that were happening. With that said, I will support Jill’s nomination.
      10. Jill: Thank you, Lenny. I want it on the record that it’s less self-nomination but more offering myself as tribute. It will be good for the order for me to volunteer now. If anyone else wants to volunteer alongside me, feel free.
      11. Shawn: Technically we can have a “vice-chair” but it won’t be an official position. Brian says we can do that.
      12. Lenny: I would be willing to do that.
      13. Shawn: Any other nominations? Do you accept yours, Lenny?
      14. Lenny: I do not accept unless Jill’s application does not work out.
      15. Shawn: Noted. Let’s do a vote on Jill’s nomination.
          1. **Vote passes.**
      16. Jill: Thank you, question mark?
      17. Shawn: Alright everyone, I’ll send out those LIT outcomes.

**Meeting Ends**: 2:50 P.M