

English Department Minutes: 4/12/13

In Attendance: Maria Cahill, Amy Trogan, Ihasha Horn, Keith Hunter, Thomas Wayne, Marty Ambrose, Ellie Bunting, Sara Dustin, Jill Hummel, Rodney Dennison, Amanda Lehrian, Scott Ortolano

Absent: David Luther, Rebecca Harris, John Pelot, Natala Orobella, Jim Langlas, Jason Calabrese

English 2013-2014 Budget: Dr. Dennison will provide percentages based on how much each campus contributes. Maria noted that we have \$20,000 in reserves and another \$10,000 that Maria recommends we spend before June 30th. Some ideas on how the department could spend that money include the following:

- L-110 improvements
- Mini library on each campus- basic Composition textbooks that students can borrow
- Portable White Board (Amanda will research)
- Add more computers to the Writing Center. Specifically, faculty members indicated that we could use Macs. Ellie will put the Mac issue on the Academic Technology committee's agenda
- Book Club

Writing Center: Marty reported on the two-hour training she provided to the tutors during the fall semester. She mentioned the need for online tutoring with real-time conferences. An informal committee composed of Marty, Sara, and Ihasha will look into this issue.

Assessment: Amy reported that she received 80 artifacts. Based on the rubric the Assessment committee used, the essays received scores of mostly 2s and 3s.

Gen Ed Update: The most recent reports indicate that everything will stay the same.

ENC 1101, Syllabi, CLAS: Maria noted that the CLAS reference will continue for the next year.

Syllabi Review: Over the summer, different committees will work on syllabi revisions. In August, the committees will present their drafts, and Amy will then help with moving the syllabi onto the Curriculum committee agenda. The following committees were formed:

- 1102 Essay- Natala, Amy, Jill
- 1102 Tech- Amanda, Maria, Sara
- 1102 Lit- Tom, Marty
- 1101- Keith, Ellie
- Faculty members who generally teach literature courses will also work on those syllabi

English Department Course Schedule: Amy proposed the need for MW classes. Discussion ensued. Anyone who wants to teach a MW class, particularly in the afternoon, is encouraged to request it. Faculty also discussed the need, at this time, to continue offering some morning MWF classes.

AA Track: Maria reported that we can now pass out the AA requirements to our students as long as the word “Tentative” remains on the copies.

Illuminations: Maria announced that the Illuminations reception will be on Thursday, 4/25, at 6 p.m. in J-117.

Online Course Development: Marty and Maria reported that online course development is going well. Marty and Maria continue to work on the online literature course and Maria and Amy are working on the online 1101 course. (Note: literature is being postponed. For more information, contact Marty or Maria.)

Next Year’s Meeting Schedule: Maria proposed to have a 1 day workshop in August and then another full day workshop in January. She also mentioned the possibility of having a small workshop at the end of the spring semester (in early May) in lieu of having our April meeting.

Campus TLCs: Maria suggested that individual faculty members volunteer to hold English-related workshops in the TLC. She noted that we could make these workshops interdisciplinary to attract faculty from other departments and that holding workshops would count as college service.

English BA: Scott reported that the English BA is in the groundwork phase. He would like for faculty members to encourage students to enroll in the English AA to help with our numbers. He noted that when he spoke with Drs. Dennison and Rath, they recommended that the English degree have a Professional Writing emphasis and that we look for the workforce demand. Currently, the BA committee is awaiting feedback from Dr. Rath. Scott also mentioned the SAMLA conference and noted the panel he proposed is awaiting final approval, though he is optimistic.

Meeting adjourned 2:30pm

Minutes submitted by Sara Dustin