**Department Meeting**

February 20, 2019

12:00pm-1:15pm, LA 136

**Faculty Present:**

Aasand, Bassett, Bischoff, Dehr, Encabo, Elsby, Fleming, Hile, Huffman, Kopec, Lin, Sandman, Whalen, and White.

**Initial Business:**

Meeting called to order at 12:03pm

Minutes from January 23, 2019 approved. Agenda for February 20, 2019 approved.

**Informational Items:**

* Kudos:
  + **Lidan Lin–** Reviewed an essay for *The International Journal of Literature and Linguistics*.
* myBLUEprint Training Sessions:
  + Andrew Kopec gave information and a reminder about the upcoming myBLUEprint refresher training. He requests that anyone that plans to attend be sure to take the quiz that was sent out before the training. Lunch will be provided for those that RSVP by February 25, 2019.
* New Departmental Monitor for Hallway:
  + Our new monitor is up and running. Please send PowerPoint slides to Carrie Adams to advertise your events and classes.
* Faculty Annual Reviews:
  + Annual reviews have been distributed. Please let Hardin know if you find any issues.
* Compensated Independent Studies:
  + Compensation for Independent Studies will be handled on a case-by-case basis. It has not yet been decided the nature of the compensation.
* Program Review 2019:
  + Hardin will draft the review over the summer and have it ready for faculty to review in the fall. The report structure has been condensed but more statistically driven.
* The membership of Ad Hoc Committee for Curriculum Revision was provided ( names here);
* OSHA Compliance:
  + There is a new system for the OSHA training modules. Hardin has an upcoming meeting where he will learn more about the changes. He will share more information on the new modules.
* Departmental Student Awards (2019):
  + Please encourage students to apply for the department awards. Please post the informational flyers on your doors.
* Linguistics faculty Search:
  + Shannon Bischoff announced that the search is progressing. The search committee is set to meet tomorrow to discuss the on campus interviews.

**Old Business:**

* Committee on Committees
  + Thanks to Lachlan Whalen for sending out the ballot for the committee assignments. Lachlan asks that you please check your clutter/junk mail if you did not receive the email for the Qualtrics Poll.
* Peer Review:
  + Tabled at the request of Mary Ann Cain.

**New Business:**

* Faculty Senate (2019-22 term):
  + A replacement is needed for a faculty senate seat while Mary Ann Cain will be on sabbatical during fall 19. Lidan Lin agreed to serve for the fall 2019 semester. Mary Ann will serve her three-year term beginning in January 2020. Unanimous consent was given.

**Items from the Floor:**

* **The Student Advising, Recruitment, and Retention Committee:**
  + The committee is hosting a showcase for student work on Friday, March 29, 2019 11am – 3pm. The showcase will feature work from students in ENGL 371, Advanced PHIL students and upper level TENL students.
* **Departmental Travel Money:**
  + Lidan Lin asked how the yearly travel funding amount is determined. Hardin gave a brief explanation of the new policy.
  + Shannon Bischoff also gave information about IRSC’s policies for travel money for faculty. More information is available on IRSC’s website. Shannon also mentioned that funding may be available in OSP and the dean’s office as well.
  + Karol Dehr asks if funds roll year to year. Hardin explained that this will be dealt with on a case-by-case basis given the new budgeting model.Discussion ensued.

**Meeting adjourned at 12:46pm**

**Next Meeting:** **TBD**