**Department Meeting**

October 30, 2017

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

**Faculty Present:**

Aasand, Bassett, Cain, Crisler, Dehr, Elsby, Fleming, Hile, Huffman, Kalamaras, Kaufmann, Keller, Kopec, Lindley, Roberts, Rumsey, Sandman, Sun, Whalen, and White.

Guests: IRSC Group - Connie Kracher, Stephen Buttes, and Vamsi Nalam.

**Initial Business:**

Meeting called to order at 12:03pm.

Minutes from September 13, 2017 approved. Agenda for October 30, 2017 approved.

**Informational Items:**

* Kudos:
* **Troy Bassett** – “Evidence of Reading: The Social Networks of Provincial Book Clubs.”  *Victorian Studies* 59.3 (2017): 426–35.
* **Lidan Lin** – Published an essay on Virginia Woolf and Shen Congwen in Chinese at *East-West Studies: An Annual*, 2017.
* **Jori Lindley** – Had an article accepted into *Corpus Linguistics and Linguistic Theory*, called “*Discourse functions of always progressives: Beyond complaining.”*
* 2017-2018 Committee Chairs:
* Mary Ann Cain will serve on the Faculty Senate while Rachel Hile is on sabbatical.
* Troy Bassett will serve on the COAS Council while Rachel Hile is on sabbatical.
* Suzanne Rumsey will serve on the Faculty Review Committee while Rachel Hile is on sabbatical.
* Student Registration Changes (IU vs. PU degrees)
	+ Banded tuition will begin next fall for students that are enrolled for 18 or more credit hours.

Any and all changes to student records must be completed in the fall 2017 semester or students will be defaulted to a Purdue degree beginning January 01, 2018.

* OSHA HAZCOM Hazardous Waste Training:
	+ Please complete the training before the end of the fall semester.
	+ Once completed, print out the confirmation & submit it to the department office.
* IRSC Resources for Faculty:
	+ The group from IRSC presented information regarding *Investigations: The Journal of Research* and the desire to have both faculty and students publish articles in the journal. A flyer was distributed with more information and links to the journals website.
	+ Information was also provided about the *IPFW Connect Magazine* and faculty work will be in the display case on the first floor of Kettler Hall.
	+ IRSC offers travel support and grants for conference, research and training travel. Tenure track faculty can receive up to two grants in a four year period. Please see the IRSC website for more information.
* Recommendation for ENG L371 Portfolios for Capstone Assessment :
	+ No new updates

**Old Business:**

* Graduate Student Recruitment:
* Hardin Aasand and Lewis Roberts attended a meeting regarding recruitment efforts for graduate students. We should begin to work with current senior level ENG majors to suggest that they join our graduate program. If you have any students that may be a good fit for our program, please send them to Lewis Roberts. Lewis will work to advertise the program to those students.
* Please send any suggestions regarding recruitment efforts to Lewis.
* High School Intern:
	+ No new updates

**New Business:**

* General Education Committee, General Education program, Curriculum Committee:
* Hardin presented information regarding General Education courses. No changes can be made until the 18-19 school year for approval for 20120 AY.
* Kate White reminded everyone that all should now be collecting data for the Gen Ed assessment. The Gen Ed assessment report is due January 05, 2018.
* Undergraduate Assessment Projection Spreadsheet:
* Hardin suggests that the o-drive, One-Drive, or SharePoint be used to collect the artifacts and data that is need for assessment.
* This should be the practice for all assessment going forward.
* Peer Review Committee:
	+ Mary Ann presented information on the Peer Review Committee description for the *Enchiridion*. It is hoped that the committee will serve a mentoring function for peer reviews. .
	+ Mary Ann also suggests that the Peer Review Committee members should take the peer review training that CELT offers.
* Annual Report Template:
	+ Hardin presented the current draft of the 17-18 report that he has been working on. It is due to the college on November 13, 2017. He will email the draft to the faculty.
* Scheduling Classes in future distributions:
	+ Tabled until the next meeting.

**Items from the Floor:**

* Purdue new “Degree in 3” plan - The 4 year degree has been repackaged to have students take summer classes in order to finish their degree in 3 years instead of 4 years.
* Vacant Staff Position – The request to recruit has been submitted to HR. We hope to have a new staff member by the start of the New Year.
* IUSCRES: Andrew Kopec reminded all that the talk with Dr. Carla Peterson will be held Nov 1st at 7pm. There will also be a luncheon on Nov 1st from 12pm to 2pm.

**Meeting adjourned at 1:19pm Next Meeting:** TBA