**Department Meeting**

March 04, 2015

12:00pm – 1:15pm, LA 148

**Faculty Present:**

Aasand, Amidon, Anders, Bassett, Bischoff, Dehr, Fleming, Kopec, Lin, Roberts, Rumsey, Stewart, Sun, Webb-Sunderhaus, White

**Initial Business:**

Meeting called to order at 12:10

Agenda for March 04, 2015 approved. Minutes from February 02, 2015 approved.

**Informational Items:**

* **Kudos to:**
* **Andrew Kopec** – **1)** Summer Research Grant at IPFW. **2)** Elected Program Chair by the Herman Melville Society for the American Literature Association Conference in Boston this May. **3)** Essay entitled “DH, Inc. Literary Criticism and the Fate of a Profession” has been accepted by *PMLA*
* **Honors Banquet:** The 28th Annual Honors Banquet will be held Thursday, April 23, 2015.
* **Scholarships:**
	+ Kate White gave updates and reminders regarding scholarships and deadlines.

She asks that you share the entire list of scholarships with students.

* **Announcement:**
	+ We will have a card in the office for Dr. Ann Livschiz and collect donations for flowers to express condolences for her loss.
* **Committee Reports:**
	+ **Status of Position Search:**

Elizabeth Keller was chosen for the new position in the department and has accepted the position. She will begin in the fall.

* **Accelerated TENL Certificate:**
	+ Hao Sun presented information regarding the accelerated TENL certificate. The program will allow teachers to gain the certificate quickly by attending an intensive program over the summer. The program was approved in the fall and the first semester begins this summer. Please spread the word about the program. Information regarding the program can be found on the ENGL website.

**Old Business:**

* **Enchiridion Revisions:**
	+ The Enchiridion needs to be revised so that Qualtrics can be used for voting.
	+ Hardin would like the Ad hoc committee to consider research (option A) and teaching (option B) criteria. Hardin would like to have this on the table by the April Meeting.

**New Business:**

* **New budgeting and scheduling process for Summer 2016 classes:**
	+ DCS is being reconfigured, which will lead to a reconfigured summer semester.

Starting summer 2016 there will be a new budget process with targets established for each department. Conversation Ensued

* + Planning sheets for spring/summer 2016 will be sent to out by Fri, March 13th.
* **Exploratory Committee:**
	+ Shannon Bischoff proposed the possibility of forming a committee to explore faculty teaching loads. Conversation Ensued. There are concerns about the affect it would have on part time Instructors
	+ The senate document says that teaching loads are decided by the Chair and the Dean. Hardin says that the senate would still need to have some input.

**Items from the Floor:**

* **COAS Requirement Work Group:**
	+ Troy Bassett is part of the work group that looks at COAS requirements for Gen Ed. Please see the email that was sent regarding the work group and answer the questions. Email Troy with any suggestions or ideas. Suggestions can be offered anonymously.
* **Pride Plus Award:**
	+ Shanté Howard gave information regarding the purpose of the award and the nomination form. The Pride Plus Award is one of the few ways for clerical and service staff to be recognized outside of their own departments for excellence in service. Shanté will send an email with the nomination form attached.

**Meeting adjourned at 1:10 PM**

**Next Meeting:**

* April 22, 2015 at 12pm in LA 148.