**Department Meeting**

February 05, 2018

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

**Faculty Present:**

Aasand, Bischoff, Cain, Crisler, Dehr, Elsby, Fleming, Huffman, Kalamaras, Kaufmann, Kopec, Lin, Roberts, Rumsey, Sandman, Thompson, Whalen, and White.

**Initial Business:**

Meeting called to order at 12:03pm.

Minutes from December 04, 2017 approved. Agenda for February 05, 2018 approved.

**Informational Items:**

* Kudos:
	+ **Carrie Adams** – Hardin Aasand welcomed and introduced Carrie as the departments’ newest staff member.
	+ **Mary Ann Cain** – Received the Featured Faculty award for Engagement based on 20 years of work with community arts programs.
	+ **Shanté Howard** - January 18, 2018 marked 10 years of service in the department.
	+ **George Kalamaras** – Published his One-Thousandth poem in literary journals and anthologies.
	+ **Elizabeth Keller -** **1.)** Received an IRSC faculty travel award for the 4Cs conference this spring. Will be presenting on a round table and a workshop, both dealing with preparing graduate students for research and teaching in rhet comp.**2.)** Received an inaugural COAS START program grant. W367/C567 is benefiting from the funds, and will be working with the Children’s Hope House (hospitality house for local hospitals) in Fort Wayne to create infographics, PSAs, and other materials for them.
	+ **Andrew Kopec** – Published an essay, "Finance, Fiction, and Eliza Wharton's 'Awful Futurity,'" in the winter 2017 issue of *ELH*.
	+ **Lidan Lin** - Article Published: “The Novel or the Garden?: Borges's Postmodern Dialogue with China.” *Journal of East-West Thought* 7.4 (2017): 83-94*.*
	+ **Hao Sun** - Publication “Framing and Interaction on the Air” accepted for publication by East Asian Pragmatics, to be published in 2018.
* Meeting with the Dean:
* The meeting with Dean Link to discuss the department’s annual report was rescheduled.

The meeting has been set for February 23, 2018 in LA 136 from12pm until 1pm.

* Requests for Potential Equipment Purchases for Student Learning:
	+ The dean has put out a request for suggestions of equipment that can be purchased to help with student learning.
	+ Send your ideas to Hardin and he will send them on to the dean.
	+ Please note that the suggestions cannot pertain to personal or research-oriented work..
* New Purdue Course Numbers:
	+ The new Purdue course numbers are now listed in the distribution sheets. Shanté will send out the link to list of the new numbers.
* Dashboard with Current Department Data :
	+ The faculty was shown the Purdue Dashboard that contains current departmental data. Hardin explained a few areas of the data regarding credit hour production, the number of classes that are being taught to ENGL majors, and the ENGL classes in the Gen Ed. Program.

**Old Business:**

* ENG L371 Portfolios for Capstone Assessment:
* No new information presented.
* Program Review (2019):
	+ The department’s program review will begin in January of 2019. Hardin will begin to work on the review process during the spring 18 semester.
* General Education Committee Report:
	+ Hardin gave thanks to everyone that took the time to complete and submit reports.
* Scheduling Classes Going Forward:
* Hardin will email to the Literature faculty the course rotation that he created.

**New Business:**

* Scheduling Regular Assessment Protocols:
	+ Hardin will create a template for the assessment reports.
* Applied Humanities Center – List of Projects:
* Hardin announced the name for the center will be The 3 Rivers Center for Humanities and shared the center’s mission statement. Hardin explained that this will be a center for resources for scholarships and student support. The center will also provide funding for seminars, workshops, and research. It will also provide support for things like Appleseed, Visiting Writers Series and will work with IRSC.

**Items from the Floor:**

* Suzanne Rumsey gave information on her work with “Factory Families” and announced that they have several events planned for the semester.
* Lidan Lin announced that there is still time for students apply for awards & scholarships. She asks that the faculty encourage students to apply.
* Hardin Aasand announced that the department needs to create a committee for recruitment and retention. This committee will also help the department’s faculty lead advisor. He will contact the coordinating committee regarding this new committee.
* Suzanne Rumsey will send all faculty a list of their current advisees. She will work out a process that does not go against FERPA regulations.
* Mary Ann Cain announced that Arline Standely is celebrating her 100th year birthday. She suggests that the department send her a card. There will be a card on the front desk in LA 145 for anyone that would like to send her good wishes.

**Meeting adjourned at 12:55pm**

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