

Minutes
English Department Meeting
August 25, 2005

Attending: Chris Chambers, Barbara Ewell (City College), Ted Cotton, Dale Hrebik, Katie Ford, Paulette Richards, Phaniel Egejuru, John Sebastian, Ray McGowen, Jennifer Shimek, Kelly Wilson, Martin Pousson, Jeff Chan, Melanie McKay

Presiding: Mary McCay

Minutes of the May 5, 2005, department meeting were approved.

The Chair made the following Announcements:

- All syllabi should be posted on LORA before the beginning of classes
- Everyone has received a syllabus template. That template should be followed. If syllabi are already done for the fall, the template should be followed for the spring.
- There will be a new majors' meeting in Bobet 332 on Tuesday, August 30, from 12:30-1:45.
- There is a conflict with the November department meeting. We will change that meeting to November 10. We will try to follow it immediately with the tenured faculty meeting. If we do not have enough time, we will meet on Friday, Nov. 11 at 3:30.
- Kate Adams, who was doing placement, asked the chair to announce the FYE talk by Dr. Wright. Freshmen should be encouraged to attend.
- Kate also wanted to thank everyone who helped with placement and advising over the summer.
- Ted Cotton announced that he had very few spring 2005 papers submitted for *The Reader's Response*. He urged faculty to get papers in.

Reports: The Chair gave an advising report and reminded people of the advising session on Friday, August 26. All advisors should be available from 9:30 on. She also reminded people of the convocation and urged faculty to attend.

New Business: The Chair brought the new Honors English proposal to the department. It was unanimously approved and will be sent to the Honors Director and the Common Curriculum Committee.

The department discussed the confusion over Honors course substitutions and decided unanimously to require all Honors students to take both their Honors English courses from among the ENGL H courses. Right now we have two courses, H233 and H234. We have sent H235 to the proper committees for approval, and we will develop a fourth course this year to give students a variety to choose from.

The meeting adjourned at 12.50.