

Meeting

Minutes  
September 10,

2004

Presiding: Mary A. McCay

Attendiong: K. Adams, R. Bell, J. Biguenet, C. Chambers, J. Chan, T. Cotton, K. Ford, R. Foust, T. Lala, A. Macdonald, R. McGowan, M. McKay, P. Richards, J. Sebastian, J. Shimek, M. Waguespack, K. Wilson. DSAC Reps, J. Krawczyk, CM Nemanich.

- Minutes from the May 6, 2004, approved.
- Garry Telarchek, from Grants and Leaves, visited the meeting and told the faculty about the new ATLAS grants for faculty publication of a book. This grant would allow people to get funding to supplement sabbatical or leave funding in order to finish a book. The book should be in the last stages of development.
- Announcements:
  1. New faculty members were introduced, and the party for new faculty was scheduled for September 17, 2004, at 7:00 P.M. It will be held at Mary McCay's house. It will be pot luck.
  2. Syllabi should be on the LORA site for access by students.
- Reports:
  1. Kate Adams reported on the composition program. The program will do holistic testing of 122 in the fall and 125 in the spring. Readers will be paid.
  2. There will be a Brown Bag meeting of the composition program on September 21.
  3. Mary Waguespack reported on the Writing Lab. She gave out the new schedule and announced that there was still money for one or two more tutors.
  4. Ted Cotton Reported on the Protocol, saying that we needed to add a section on evaluation for salary increases. He also passed out the Reader's Response journals for the last few years and told us we are now on track with publication. He urged faculty to submit papers for 2005.
  5. John Biguenet discussed the form for letters of recommendation that is on the web site. He pointed out that it complied with all FERPA regulations. The form is under Student Resources in the English Dept. web site.

New Business:

Mary McCay discussed the new engaged department initiative. Since the department already does team teaching with other departments, and since it also has a strong internship program, she suggested that people look over the initiative and possibly join it.

Meeting adjourned at 4:00 P.M.