

MINUTES

English Department Meeting

Thursday, November 6, 2003

Presiding: M. McCay

Attending: K. Adams V. Adams R. Bell J. Biguenet C. Chambers T. Cotton
K. Ford R. Foust A. Frey A. Lala A. MacDonald R. McGowan
P. McCormack M. McKay M. Smith P. Swartzfager M. Waguespack K.
Wilson

Absent: J. Chan P. Egejuru B. Ewell J. Mosier P. Richards J. Shimek

[Students in attendance: Joanna Krawczyk]

I. MINUTES

Unanimous approval of minutes from the September 4, 2003 meeting.

II. ANNOUNCEMENTS

A. M. McCay requested advising lists from English faculty members so she can be prepared for the Spring 2004 semester.

B. M. McCay stated that seat cards should not be signed for either 125 or 205.

C. M. McCay related that 210 has been approved.

D. A. Macdonald and other faculty members thanked P. Egejuru for bringing Wole Soyinka to the Loyola campus.

III. REPORTS

A. A. Frey of the Library committee said that the Music Library is now located in the Monroe Library. The Monroe Library has a new Mac lab. Video conferencing rooms are available in the library. The library has a collection of rare letters and papers of Southern authors that is catalogued online. The library book budget has decreased this year, but requests are still being taken.

B. M. McCay initiated a discussion concerning English honors thesis credit. She believes that the six credit hours currently being given for the two semesters of writing the thesis are too much. K. Adams, J. Biguenet, C. Chambers, T. Cotton, K. Ford, and M. McKay stated that they are overwhelmed with trying to advise and grade the work of their current load of English honors thesis advisees. Each faculty member supervises an average of 3 students. M. McCay related that honors thesis advisors need to check their honors thesis advisees GPAs; the GPAs need to be a 3.0 in their general coursework and a 3.5 in their major coursework. She suggested that the qualifying honors thesis GPA

of a student might be raised. Various faculty members also mentioned possibly shortening the length of the English honors thesis from the current 50 pages. J. Biguenet proposed that literature and writing students first engage in a semester long research methods course, then write their honors thesis during a second semester. K. Adams agreed with this idea, stating that the proposal was along the lines of the Capstone program. T. Cotton emphasized the necessity of faculty members recording advising independent study and English honors thesis students on their vita update forms. He also mentioned the difficulty of combining English literature and writing honors thesis students together in one course because of the diversity of their topics. J. Biguenet stated that English literature and writing honors thesis students could be divided into two separate groups. M. McCay supported the idea of a first semester research methods course for English honors thesis students to reinforce their research skills. She said that faculty members need to think about how the English department should proceed with administering honors thesis credit. T. Cotton will look into drawing up a proposal for a Capstone course where English honors thesis students will take a research methods course for the first semester and will write their honors thesis during the second semester.

B. M. McCay reported on the status of the English department's protocol document. She thanked R. Bell for putting the document on Blackboard. She related a brief history of the protocol document: in 1992, the current Dean received and approved the document; by 1994, the Provost still had not approved the document; in 2002, the document was passed back to the Dean, with no response; in 2003, the document was still believed to be with the Dean, who at a Council of Chairs meeting stated that he had not received it. M. McCay, with the help of R. Bell, has put the protocol document on Blackboard so that the Dean will look at it. M. Smith mentioned the possibility of litigation problems with the document being up on Blackboard and available for potential public perusal. M. McCay stated that she would send a memo to the Dean stating that the English department will abide by the current protocol document and act as if it has been approved until otherwise notified. M. McCay added "210" to page six of the document; faculty members unanimously approved. Regarding material on page 24, she related that each individual faculty member was responsible for ordering his/her own office/computer equipment. M. McCay asked faculty members to look over the protocol document on Blackboard, paying particular attention to protocol section, mentoring section, and the appendix. T. Cotton reiterated the changes that had been made to the mentoring section. J. Biguenet stated that in his position as mentor to K. Ford, he has been abiding by those changes; he is serving as a resource and not an evaluator to K. Ford. Any official English department business that K. Ford has to deal with goes through the chair, M. McCay. M. McCay asked faculty members to read through the entire protocol document on Blackboard and make suggestions via Blackboard that can be discussed at the next English department faculty meeting.

V. NEW BUSINESS

A. P. Swartzfager made an announcement about the racial affairs forum. She related that the students attending the forum felt the need for a continued dialogue with the faculty and administration concerning the recent on-campus incidents involving racially charged language and symbols.

B. M. Smith announced that five faculty members would be elected to a committee to select a new Loyola President. One of these faculty representatives will come from the Arts and Sciences division.

C. M. Smith suggested that institutional connections be explored and encouraged between Loyola and Lahore, Pakistan, as well between Loyola and universities in Iraq.

D. J Biguenet stated that advanced writing courses for Spring 2004 have been filled. Internships and teaching assistantships (for 122 and 125 through the PIES grant) are available. He also announced the upcoming reading by a Hungarian poet on November 10.

E. M. McCay said that she needs all vita updates by December 1. She also requested that all faculty members attach a one page letter describing any additional work details that they deem significant.

Meeting adjourned at 1:15 PM.