

Minutes: English Department Meeting August 24, 2006

Attending: J. Jeanfreau, T. Cotton, M. McKay, A. Macdonald, J. Mosier, B. Ewell, J. Biguenet, M. Smith, C. Chambers, T. Watts, K. Wilson, J. Sebastian

Presiding: Mary McCay

Minutes for April Meeting posted on Web. We will approve them with these minutes on September 14.

Announcements:

1. Office network printer has 10 people networked. If your document does not print immediately, please DO NOT continue to press the print button. Each time you do, you are requesting another copy. Just wait. You are in a queue.
2. PLEASE DO NOT PRINT DIRECTLY FROM THE INTERNET. USE PRINTER FRIENDLY VERSION OR CUT AND PASTE INTO A WORD DOCUMENT.
3. If you are having trouble with your computer, call IT directly at X2255. Please let office know that you are expecting a tech, so we can open your office if you are not in.
4. Department budget slashed by \$4,000.00. There will be no individual copy cards. If you need a copy card take it from the desk in the office. THERE WILL BE NO LAST MINUTE WORK ORDERS. PLEASE RESPECT THE FACT THAT CAREY HERMAN IS NOW DOING ERIN'S JOB AS WELL.
5. Please notify Carey of Mary McCay if you need to make a bookstore purchase. Bring receipt to Carey if your purchase is approved.
6. Please submit office hours to Carey Herman and post them on your door.
7. New Majors Welcome reception on Tuesday August 29 in Bobet 332. All faculty should attend.
8. Some people have not jj emergency preparedness documents. Please do so immediately
9. WAC has Starboard installed. Please make appointments for class use. Call Robert Bell at 3094.
10. John Sebastian is the new Library Liaison. Congrats to John. Please let him know what you want or what you are ordering.
11. Course proposals for new courses will be posted on the dept. web page, and we will vote on them at the Sept. 14 meeting.hh

New Business:

John Mosier's four motions—passed out to faculty before the meeting.

Mary McCay noted that motion # 4 had been discussed and approved by the department five years ago. That motion, dealing with the number of advanced common curriculum courses English courses an English major may take for the major (only 1 with approval) will be posted on the department web page to remind students. Students may take as

many ENGL advanced cc courses as they want for general elective credit. Students may not receive credit for a course in their major and minor at the same time. This notice will be posted on the web for students. I will also send it out on the ENGL listserve and announce it at the meeting on Tuesday for our new majors.

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Motion #2: Attendance and Timetable for turning in work:

- ❖ Andrew Macdonald spoke for the motion, saying that the department needed some policy regarding attendance to show we were serious. He noted that the Business School often has no attendance policy, so students assume they have no attendance obligations in other colleges—despite syllabi.
- ❖ Barbara Ewell noted that so much was already standardized that she would prefer to make her own rules for her students (who are non-traditional) and note them on her syllabi.
- ❖ Mary McCay noted that we have contractual obligations about our syllabi, noted in Laurie Joyner's memo sent to all faculty members. She reminded the department that the university policy regarding syllabi would cover attendance policies we made individually, so we did not need a department policy. She reminded all members of the department to follow the policy established by the university.

Motion # 3: Disability Accommodation Requests

- ❖ Marcus noted that there are certain legal ramifications to creating a policy that might conflict with Accommodation policy.
- ❖ Someone noted that we have to put an accommodation notice on our syllabi to inform students to see Sarah Spain if they need testing or accommodation.
- ❖ Mary McCay reminded people to have students do that at the beginning of the semester.

Motion #1: Course Evaluations:

- ❖ Andrew Macdonald indicated that the evaluation instrument was faulty.
- ❖ Mary McCay noted that it “sucked”
- ❖ Andrew said it was worse than that.
- ❖ Mary then noted that tenured people would not lose their jobs if the department did not do evaluations; they would only lose some possible raise. Extraordinary and untenured faculty, however would be put in the unfortunate position of possibly losing their positions. She was not going to support any policy that did that.
- ❖ Discussion continued and there was no move to vote on any of the motions.

Andrew Macdonald then said that we needed to discuss motions one and two further. Mary suggested that we could do that at the next meeting on September 14.

Martin moved to adjourn the meeting. At 1:35.