

Department of English, Literature, and Journalism

Minutes

December 3, 2013

2:30-4:30 p.m.

26D-3411

Present: Albertson, Allende, Alvarez, Alvarez-Galvan, Aquino, Arterburn, Avila, Bartman, Brantingham, Cannon, Churchill, DePaola, Dougherty, Edson, Enke, Estrada, Farve, Frahs, Garrett, Gold Wright, Gomez, Harper, Horton, Mageean, McCormick, Myers, O'Brien, Prochaska, Quintana-Mullane, Staylor, Thomas, Whalen

Absent: Hight, Karn, Loera-Ramirez, McFaul

EDC: Olds

- I. Call to Order 2:30 p.m.
- II. Approval of Minutes: November 5, 2013.
- III. Reports
 - a. Chair: Allende: Report sent via e-mail. Two items not on e-report were discussed. There is a very real need to have English Department representation to fill the vacancies on campus-wide committees. Also, Eric Kalumagi has created a committee that will address course content review. M. Harper volunteered for this assignment. Department said farewell to Robin Tripp, who is retiring after 29 years of service to the Department and college.
 - b. Academic Senate: Cannon and Myers--Report sent via e-mail.
 - c. Faculty Association: Alvarez-Galvan, Horton, and Olds—discussion of the multiple calendar options put forth by the administration. Committee members asked for Department feedback on this issue.
 - d. Assessment and Matriculation: Dougherty—noting to report.
 - e. Writer's Day: Brantingham—announced that Writing Contest entries are due Friday, 6 December 2013.
 - f. Writing Center: Whalen—Report sent via e-mail.
 - g. Journalism: Albertson—Discussion of her recent trip to a conference where she learned of SFSU and SAC State difficulties with basic skills. Discussion of a need for entry-level exam for journalism students.
- IV. Consent Items
 - a. Arranged Hours—Department is aware of Journalism's arranged hours.
 - b. Journalism Equivalency—Department is aware and approves of Journalism's equivalency
 - c. Curriculum

1. Lit 6A—See minor changes—minor changes announced and approved.
2. Engl 1B and 1BH—Changes to update texts only—text updates announced and approved;
3. Engl 8G, 8I, and 9A—Changes to update texts only--text updates announced and approved.
4. Lit 2—Changes to update texts only-- text updates announced and approved.

V. Discussion Items

- a. Nominations for Co-Chair for 2014-2015 (to train the next Department Chair in the last year of Allende's term as Chair)—Nominations were opened. Margie Whalen was sole nomination, although nominations will remain open until 4 March 2014 meeting.

VI. Action Items

- a. POD Proposal—Tom Edson presented a curriculum POD Proposal that was unanimously approved.
- b. Election of a Hiring Committee for Spring 2014 search—Nominations and voting took place for Hiring Committee: Committee will consist of Maria Estrada, Kimmy Quintana-Mullane, Peter Churchill and Hansel Alvarez.

Respectfully submitted,

M. W. Harper