

**DEPARTMENT OF ENGLISH AND PHILOSOPHY  
DEPARTMENT MEETING  
MINUTES**

**TUESDAY, January 20, 2009; 2:30pm; LA 256**

Attending: B. Attebery, J. Attebery, T. Engebretsen, S. Goslee, H. Hellwig, A. Johnson, T. Klein, M. Norton, A. Petit, R. Schmidt, L. Shuttters, S. Swetnam, R. Wahl, C. Whitaker, B. Wolter.

**1. Announcements**

**a. Graduate Committee**

- i. The committee is working on statements for possibly adding a one credit lab component to English 631.
- ii. The committee announced that a review of the M.A. program was forthcoming.

**b. Publications Committee**

- i. Black Rock and Sage is open for submission of all kinds of creative work.
- ii. A write-a-thon will be held Saturday, January 24 at in Rendezvous room 213.

**c. Faculty Senate**

- i. A subcommittee of the faculty senate is continuing to work on a proposed voluntary early phased retirement plan.
- ii. The senate voted unanimously to send a letter to the State Board of Education in support of ISU and President Vailas.

**d. Chair's announcements**

- i. The annual evaluations for this year will be done using the current system.
- ii. It is likely that the new university-wide policy will need to be used in the future. However, the department has been told that it can modify the workload section to meet department specificities.
- iii. In view of ii, the Chair announced that we would vote on a proposed departmental workload policy.
- iv. The chair announced that salary increases attached to promotions have not been canceled for next year.
- v. The Diversity Center has asked for the opportunity to meet with the department to discuss what the new center will do and can do for our department. Suggestions regarding the proposed visit should be given to the Chair.
- vi. Dr. Lynn Worsham's visit has been rescheduled for January 27 at 3:00. She will be giving an informal talk about her research, followed by a reception .

**2. Old business**

a. **Draft policies**

- i. Feedback is still being sought regarding the many draft policies that have been circulated amongst the faculty. Ideas can be channeled through your faculty senator, the Chair, or both.

3. **New business**

a. **Publications Committee**

- i. A draft document outlining the possibility of making the Publications Committee a standing committee was circulated. It was suggested that it may be desirable to include a graduate student as a permanent member of the committee. A movement was made and seconded to put the proposal of making the committee a standing committee to a departmental vote. Ballots will be distributed.

b. **Budget update**

- i. The Chair made several announcements regarding the current state of budget cuts. He stated that: 1) all departments had been asked to outline how they could cut 10% from their budgets, 2) the cuts are being defined as permanent reductions to the base, 3) everything would be considered as a possible target for cuts aside from tenured faculty.
- ii. In response to the requests, the Chair announced that P&P had: 1) explained to the parties requesting the cuts that a serious cut in the English budget would negatively affect goal courses such as English 101 and 102, and 2) provided evidence that confirms that all our full-time faculty are working at their full 15-credit level expectations.
- iii. In terms of specific cuts, the Chair explained that P&P had proposed a 50% cut in the travel, irregular expenditures, and material and supplies budgets. In addition, P&P proposed a reduction in the number of phone lines to 10 for the entire department, and the elimination release time for certain departmental posts..
- iv. The Chair also announced several initiatives aimed at addressing the current budget restrictions. These included: 1) the adjustment of tuition levels, 2) the development of thematic degree programs, 3) the development of fast-track programs, 4) the development of undergraduate research programs, 5) focusing on ISU advantages in health, energy, and environmental fields, 6) the development of on-line courses, 7) reducing redundant courses, 8) re-evaluating classroom space and size, 9) revising the general education requirements, 10) developing more corporate alliances, and 11) developing more career-oriented academic programs. In respect to these initiatives, it was noted that: 1) our general education requirements are beyond what is mandated by the State Board, and

2) it might be possible to attract small-scale corporate support for expenditures like travel.

Adjourned: 4:00pm

Respectfully submitted by Brent Wolter, Interim Assistant Chair