

English Department Faculty Meeting

Tuesday, April 24, 2018

4:15 p.m. – 5:30 p.m. – JUB 100

Attending: Mohammed Albakry, Maria Bachman, Aleka Blackwell, Will Brantley, Jimmie Cain, James Comas, Shaun Cullen, Eric Detweiler, Ellen Donovan, Kevin Donovan, Tricia Gaitely, Elyce Helford, Frances Henderson, Martha Hixon, Marion Hollings, Bob Holtzclaw, Brett Hudson, Mark Jackson, Jennifer Kates, Ron Kates, Becky King, Alfred Lutz, Candie Moonshower, Julie Myatt, Michael Neth, Carl Ostrowski, Kate Pantelides, Bob Petersen, Mischa Renfroe, Ted Sherman, Warren Tormey, and Laura White. (27/44 in attendance – No Quorum)

Absent (T/TT): Fred Arroyo*, Claudia Barnett, Poushali Bhadury, Pat Bradley, Gaylord Brewer, Elvira Casal, Laura Dubek, Allen Hibbard*, Tina Johnson*, Justyna Kostkowska, Jid Lee, Bill Levine*, Jennifer Marchant, Pete McCluskey, Rhonda McDaniel*, Sheila Otto, Kathleen Therrien, and Christopher Weedman*. (* designates teaching conflict)

- I. Meeting called to order at 4:18 p.m. by Maria Bachman
- II. Approval of the March Faculty Meeting Minutes (sent via email on 4/12/18).
- III. Action Items**
 - A. Revised T & P Policy Document (sent via email 4/17/18)**
 - Discussion was held concerning clarifying language on pages 4 & 6-8
 - Invite questions/concerns before voting
 - Insert “Peer review language” in discussion of books
 - Ted Sherman moved to approve with 48-hour online voting
 - Seconded by Mischa Renfroe. All approved; no opposed or abstentions
- IV. Discussion Items**
 - A. Instructor Promotion Criteria (sent via email 4/19/18)**
 - Discussion was held concerning frequency of observations, removing language to enhance clarity and deleting the section on evaluation materials on page 2
 - Satisfactory annual evaluation is required for continuation of employment
 - Discussion was held adding language that advancement in rank is not time sensitive
 - Time-sensitive document needs approval prior to Fall 2019 semester
 - Motion was made to revise document within the next week, and hold an online vote by faculty. Once approved, the document will need to be approved by the Dean and Provost. Motion was made to move item to an action item at next meeting prior to Fall semester
 - Via email –suggestion to revise references to “annual departmental evaluations” to “annual chair’s evaluations” (assuming that is what that refers to) and email regarding questions about MTSU Policy 202 and the conversion process of Lecturer to Instructor track.

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- Vote held to move item to an Action Item. All were in favor, no opposed or abstentions

B. T & P Committee Review Guidelines

- Discussion was held concerning the process for reviewing candidate applications as well as suggestions for changes in wording in the document

C. Proposal for Reviewing Candidate Survey Results

- Purpose of proposal is to distribute quantitative information only
- No university-wide or state law current exists prohibiting the dissemination of this information.
- Currently search committees provide a report to the Dean, detailing the strengths and weaknesses of candidates (which may or may not contain confidential information). The Dean then selects the candidate based on all the information available
- Point was made that reviewing survey information should be on an individual basis
- Suggestion was made to create a proposal to standardize the search process

D. Quorum Revision: Faculty Voting Policy

- A. Current policy requires 2/3 of Tenure-Tenure-Track to be present at the meeting
- B. There are 27 T-TT present at today's meeting. To meet quorum we need 29 of the 44 T-TT in attendance
- C. Faculty Governance Committee is discussing revision of quorum to 2/3 of the faculty who actually vote by the deadline. This would not count failure to vote or abstentions in the quorum
- D. Quorum Revision proposal to be drafted by FGC to be discussion item at September Faculty Meeting

E. Nomination Processes for Directors and Advisors

- Develop a Statement of Departmental policies regarding appointments of directors and advisors.
- Discussion ensued encouraging leadership, specifically mentoring faculty who would be interested in eventually stepping into advising and leadership roles.
- Discussion was held regarding renewable term limits and an application process which would include a short letter of interest to the Chair along with a letter or two of support from peers.

F. Faculty Senator Nomination Form

- Sent out by email on 4.20.18

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- V. Information Items – to be sent via email due to meeting running over time**
- A. Dissertation Fellowship Candidate: Akia Jackson (May 1)
- Finalist for the University's Dissertation Fellowship will be on campus on Tuesday, May 1.
 - Ms. Jackson, a Ph.D. candidate from the University of Iowa, is completing her dissertation on African-American and Afro-Caribbean women writers.
 - She'll be in PH 302 from 10:00-10:45 on Tuesday, please stop by
- B. Faculty Evaluations**
- The CLA department chairs have adopted a common faculty evaluation rubric
 - Evaluations will be sent to faculty in late May
- C. Tennessee Philological Association Conference (2021)**
- The department will be hosting the conference in February 2021
- VI. Faculty Governance Committee Updates (to be sent via email)**
- Currently working on T & P Committee review guidelines, the proposal for reviewing candidate survey results, and the quorum revision
 - Developed a faculty senator nomination form
 - Committee elected a chair for AY 2018/19 at the April meeting
 - New Committee Chair: Alfred Lutz
 - If anyone is interested in serving as department's parliamentarian, contact Alfred Lutz
- VII. Director Reports (to be sent via email)**
- A. Graduate –
- B. Undergraduate Studies –
- C. Gen Ed English –
- D. UWC –
- VIII. Announcements/Reminders**
- A. Year-End Committee Reports Due: April 30
- B. Welcome Back Party, Friday, August 24 (Foundation House)
- C. Symposium on Sound, Rhetoric, and Writing, September 7-8
- IX. The meeting was adjourned at 5:48 pm**
- Becky King made motion to extend the meeting which was seconded by Martha Hixon and approved by all