Announcements
- Amanda Dodds is back and in the position of Scheduling Coordinator and Graduate Admissions Specialist.
- Gulnara Browder in Russian Flagship is leaving WLL to be the Department Manager in Environmental Sciences. There will be a reception on Friday from 3-5.
- Talks by the candidates for the Spanish position have been scheduled for the next two weeks, all are encouraged to attend.
- Anousha circulated a flier about the Iranian Women’s Film Festival which is 2/5-2/19.
- All should have received the announcement from Martha Hickey about the upcoming Canada Days Events.
- Gina Greco reminded faculty that deluxe reviews are due to Jennifer by 2/15.
- Dean Beatty is hiring two new Associate Dean who will be in charge of two different groupings of CLAS units. There will be three Associate Deans in all, the third in charge of Curriculum Management and Enrollment. Nominations are now being taken until February 3rd.

By-Laws Discussion
- The primary differences in the proposed changes to the by-laws are: the official elimination of the Executive Head position, a clarification of the Associate Chair position and the addition of departmental committee descriptions. There are other, minor changes.
- Discussion ensued on the following topics:
  - What types of committee participation should graduate students have
    - WLL had collectively decided not to have a graduate student on its P & T committee a few years ago. We are still in accordance with the university’s guidelines which state that students need to participate in P & T decisions. We do so throughout the inclusion of an analysis and synthesis of student evaluations that becomes part of the candidate’s review dossier.
    - Currently, the Graduate Council is the only committee with a graduate student representative.
  - Whether there are situations in which fixed-term faculty should not vote
    - Perlmutter will conduct an anonymous survey regarding proposed by-law 4.2 that concerns fixed-term faculty vote on personnel matters.
    - It was noted that fixed-term faculty are eligible to be section head when there is only fixed-term faculty (and adjuncts) in the section.
Jonathan Fink, Vice President of Regional & Strategic Partnerships

- Jonathan Fink, the Vice President of Research and Strategic Partnerships (RSP) joined the meeting to introduce himself and share information about RSP. Jon came to PSU from Arizona State University, where he was chair of the Geology Department, VP for Research, and director of ASU’s Sustainability Institute.
- The role of RSP is to help grow the resources and improve the reputation of the University, outcomes which benefit all the faculty and students of PSU, not only the externally-funded faculty.
- A top priority of RSP’s focus is to identify and eliminate administrative problems faced by research-active faculty. One way this is being done is by providing seamless research administrative services across the departments, colleges, and central administration.
- RSP also helps connect faculty with other institutions and agencies in order to make the research process easier and more successful.
- RSP is working with the faculty to identify funding opportunities that take advantage of PSU's traditional focus on community-based research and teaching, as well as our expertise on understanding how cities can become more sustainable, equitable, and efficient. Historically, such studies at PSU have been aimed primarily at local examples. Moving forward, there is interest in expanding to look at how cities in other parts of the world address similar issues.
- Departments like WLL that don't commonly have access to major federal grants can find funding opportunities by partnering with other disciplines on research and training proposals. One local example, mentioned by Professor Fischer, involves assistance provided by WLL faculty members with studies of sustainability in South America. The expertise of WLL faculty in language instruction as well as cultural understanding can be helpful in a wide variety of grant proposals. Several other faculty members discussed opportunities of this type that they are pursuing.

400U/500-Level Course Discussion and Vote

- University Studies is asking us to evaluate the courses currently listed as 4xxU/5xx. There are currently three options: drop the 5xx-level component; drop the “U,” or convert the class to 300-level.
- Currently, WLL has 23 courses in this category according to the spreadsheet provided by UNST.
- Individual sections have put in their requests for courses with their prefixes.
- A vote was taken regarding FL 548
  28 in favor
  2 opposed.

Important dates:
- 2/5-2/19  Iranian Women Film festival (http://oia.pdx.edu/mesc/film_series/)
- 2/17 Professional Travel Grant deadline (for travel beginning May 1, 2012)
- 2/27 Faculty Enhancement Grants due to Jennifer for signature.
- 3/6  PSU Length of Service Ceremony including Larry Kominz and Steven Wadley
- 3/17  Content Based Instruction in Mid-Eastern Languages Workshop SMSU Browsing Lounge