Department of World Languages and Literatures
Faculty Meeting Minutes
Wednesday, March 6, 2013
3:15 p.m. to 4:30 p.m.
NH 381

Attendance

Announcements
- A reminder to WLL committee chairs to get their one-page descriptions of what the committee does, how it does it and when it does it to Perlmutter by the end of the term.
- Evaluations are in your mailboxes
  - Due by the end of the last day of classes (March 15th), not finals week.
  - Faculty must leave the classroom when students complete evaluations.
  - Faculty may not handle completed evaluation forms.
  - Faculty must designate a student to turn in the completed evaluations to the WLL office. After 5 p.m., have the student return them to the WLL computer lab in NH 394. If after 8 p.m., have the student slip them under the door of computer lab.

There was a request to provide a summary of quantitative data for each course.

- Nominations for department chair are due to Chakerian by April 1st. Only tenured faculty are eligible for this position (must be a tenured faculty member by September 1, 2013).
- Please make sure your students know of any impending scholarship deadlines. Next year, we will have new scholarship deadlines as a result of the new centralized system.
- A reminder that the process for electing senators for Faculty Senate has changed. Faculty will have to opt in (look for e-mail).
- Encourage students to serve on committees for which they are eligible.
- April 4 Professor Massimo Lucarelli will be giving a lecture on French perceptions of Italian culture from 3:30-5:30 p.m. Details TBA.
- April 19-20, 26-28 we are hosting a French film festival organized by Dolidon. Details available on flyer on French board in the hallway outside WLL.

OIT PowerPoint workshop
What would you like to learn?
- Animation (how to drop letters)
- How to transfer presentations from Mac to PC
- How to get fancier fonts and backgrounds (aesthetics)
- Image processing
- Prezi, which is what students frequently use now instead of PowerPoint

Proposed third Wednesday of the month at 3:15 p.m.
There was a suggestion to hold a new technology workshop once a quarter

P & T
- Fixed-term faculty members being reviewed this year will receive their committee and chair letters by March 15th.
- Tenure-track faculty up for third-year review will receive their letters by April 1st.
Assessment Committee (Godfrey)
The committee evaluated student perception of cultural literacy in our courses. It surveyed students last spring and received approximately 350 responses. The report will soon be available on WLL’s Faculty Resources page. Here are some key findings:

- 19% have lived abroad apart from participation in a study abroad program for at least 3 months
- 21% have studied abroad
- 8% of WLL students have a native language other than English
- 80% reported that they are more culturally aware than before studying their main foreign language
- Majority stated that WLL courses conveyed “a lot” of culture
- Many students believe they lack preparation to present themselves as global citizens, or are still in the process of learning global citizenship skills
- Many students are not aware of opportunities WLL offers outside of class to develop language skills/knowledge
- 79% of students use their foreign language outside of class apart from the classroom and coursework
- Outside of class, students were not concerned whether they interacted with native speakers or other speakers

What should we do with this information? Suggestions from faculty:

- Hold workshop on teaching culture
- Work on raising awareness of what is available for students at WLL
- Turn this into FAQs
- Survey faculty and see how faculty perceive culture
- Create a calendar with our events
- Create WLL FB page

Boren Scholarships (Freels)
- $20,000 scholarship will support an undergraduate student's study abroad in “strategic languages”
- Requires 1 year service for the government
- Boren representative at PSU holds open meeting at PSU; students submit their application, get feedback and then it is sent to D.C.
- In September, if there is a student who is applying for a year-long program, Freels is willing to hold an orientation with the student prior to the submission of the application

Will develop a form “student nomination form” for our professors

Topics for Discussion
What topics would you like us to address in future meetings?

- Copyright law
  - Have someone from the library do a presentation at a faculty meeting
  - Include information in GTA orientation
- Ask library to send a physical copy of latest issue of journals to faculty member (Holt will address this)

Important Dates:

- 3/7 Length of Service Awards (3:00 – 5:00 SMSU Ballroom)
- 3/8 Campus-wide Student Research Symposium submissions due
- 3/15 Fixed-term review letters go to higher administration
- 4/1 Third-year review letters go to CLAS
- 5/3 Faculty Professional Travel Grant Applications Due (for travel beg. Aug. 1)
- 6/8 Graduate Student Colloquium
- 6/13 WLL Awards and Graduate Reception (4:00-6:00)
- 6/16 PSU Graduation (consider marshaling) (Rose Garden Arena)