Attendance

Library: Linda Absher
• The library will be facing a budget cut which means a possible reduction in staff and acquisition. If you have any materials you need the library to buy, please send them to Linda now.
• The library has begun collecting Foreign Films. The default checkout for videos is 7 days. Putting them on reserve is also possible. Students have access to a room or individual viewing stations to watch the videos.
• Please email Linda for a list of materials for each language.

Keys: Dzuan
• Dzuan, Sierra, or Gulnara now have master keys to open offices for faculty.
• The Finnish room has been re-keyed and keys are now being made.
• Dzuan proposed to use key cards when the department moves.

Enrollment/budget
• Please ask students to declare their major(s)/minor(s).
• Resident undergraduate tuition will increase 10-15% next academic year. Graduate tuition will most likely follow the same path. The tuition for next year is usually decided by the end of March.
• Applications for admission have increased.
• There is a proposal for FTE reduction plan for all OUS agencies and state employees.

Tear Sheets: Suwako
• This year’s tear sheets are completed.
• Suwako will start working on revisions for next year.

Tech fees
• The department is currently charging $10 tech fee per term for 1st and 2nd year classes for certain languages. If the tech fee was to be applied for 1st or 2nd year classes for all languages it might be enough to seed a position for someone to help with the lab/tech aspects.
Self Evaluation
• There is an external review scheduled for next year. Sandra has requested permission for a self-study to be done. Please work with the advisory committee to brainstorm categories.
• External review members will be selected from a list of names from the ADFL. It will probably consist of 3 people from different departments.

Spring Award Ceremony
• Suwako will be coordinating the Spring Award Ceremony. Please let her know the students that have received awards.
• The current goal is to get scholarships out on time so students may apply for them.
• There is a possibility for giving out awards/appreciation certificates for graduate teaching assistants for their work. It would be especially helpful for them if they were looking for jobs.

Coming Attractions
• April 13 Spring deadline for curriculum proposals
• April 15 Advisory Council, 3:15 – 4:00
• May 6 Department meeting, 3:15 – 4:45
• June 6 Steven Fuller’s potluck