Announcements
The Office of Research and Strategic Partnership is moving to the Market Center Building. The office will be closed on April 8.

Enrollment
As of April 6, WLL spring term enrollment was at 12,561 SCH (3,240 students). The SCH is down 3.89% from this time last year.

Searches
- Spanish position has been released. We have made an offer and it has been accepted. We are currently processing the paperwork for the hire.
- Arabic position is still on pause and is undergoing strategic review.
- Hellenic Studies position is still on pause and is undergoing strategic review. We should have an update about these two positions in two weeks.

External Review
We received the external reviewers’ report last week. Tomorrow, Perlmutter will meet with the Associate Dean, Grant Farr, to develop some action points. The Department’s Advisory Council will review these and add suggestions next week. Perlmutter will circulate both the report and the draft of action points for discussion.

FL/WLL Prefix
Faculty determined that it is worth the effort to change the prefix of FL courses to WLL, to reflect our new name. Basci will set this process in motion.

President Wim Wiewel
The President spent about 45 minutes at the meeting to learn more about our programs and research projects. We presented each language, major/minor programs, and research projects such as the Russian Flagship Partner Program and the Online Translation/Interpretation Module for Japanese and Arabic.

Adjunct Report (Wetzel)
The Adjunct Faculty Support Committee met this winter term and adopted the following measures to help support adjunct faculty:
- Include in circulation of department meeting minutes (effective March 2011)
- Institute a buddy system with a regular faculty and/or an experienced adjunct who knows the ropes (effective April 2011)
- Create an “Adjunct Faculty” link on the WLL website with resources such as whom-to-call, major/minor requirements, FAQs. This may be redundant but it would be a good place to go for resources (effective April 2011)
- Provide orientation as a group (effective September 2011, planning in summer 2011)
- Send out a 3-5 question survey of all adjuncts at the end of each term (effective March 2011)
Questionnaire for winter 2011:

a. Do you know who to contact in case of emergency (i.e. classroom disturbance, campus incident)? Yes/No
b. Did someone on the WLL staff assist you this past term? Yes/No
c. Have you encountered any student behavior problems in the past term? (Yes/No)
d. What is your overall level of satisfaction with your work at PSU? Not at all satisfied. (Somewhat dissatisfied—Somewhat satisfied—Very satisfied)
e. Comments

CLAS/Budget

- The University recognized that CLAS has been under funded and proposed an increase of 10% in funding. This is great news for CLAS and its departments.
- The enrollment growth rate during the 2010-2011 Academic Year is approximately 2%.
- The anticipated enrollment growth rate across the University for the next academic year will be the same, approximately 2%. All CLAS departments have been asked to follow this rate for budgeting for next year.

GTAs

- Can budget for 90%; possible 10% reduction in budget allowance
- A possible solution: giving a GTA two sections to teach so that we only have one tuition remission to fund for two sections

Fixed Term

We have been told to hold off on issuing contracts for next year while CLAS is undergoing its budget review. The AAUP date for contract issuance for those who have been in full-time continuous service of 6 years or more is June 15th.

Important Dates:

4/13 Advisory Council (3:15-4:15pm)
4/27 Reception for Dean Emeritus Marvin Kaiser (4-6:00pm)
4/29 WLL Undergraduate Study Abroad Scholarship application due (see online)
4/29 Phi Sigma Iota membership applications due
5/9 Deadline for 2011-12 P &/or T candidates to get their materials to Perlmutter
5/13-5/15 Québécois film festival at 5th Avenue Cinemas
6/3 John Eliot Allen Outstanding Teaching Awards (German and Japanese) (3:30-4:30)
6/9 WLL Graduation and Award Reception (Browsing Lounge 4:00 – 6:00pm)
6/12 PSU Commencement (Rose Garden Arena 2pm)