

Department of World Languages and Literatures

Faculty Meeting Minutes
Wednesday, October 7, 2015
3:15 p.m. to 6:00 p.m.
NH 491F

Attendance

Jennifer Perlmutter (Leading), P Basci, S Boero, C Breedlove, J Ceciliano, J Coleman, C Collenberg-Gonzalez, W Comer, E Cortez, A Dolidon, L E, J Eleweke, C. Epplin, K Godfrey, L Gomaa, G Greco, Y Hanoosh, M Hickey, J Holt, I Jaen-Portillo, G Kogan, L Kominz, T Menke, T Nidever, D Ostlund, J Pease, L Quiroga-Gonzalez, M Rachmuth, S Roulon, R Sanders, D Sbeit, A Sedighi, C Sloan, S Thorne, S Walton, I Warnock, J Waruhiu, S Watanabe, E Wilkins, A Zagarella

Announcements

- Introductions of new faculty (Carrie Collenberg-Gonzalez (German); Li E (Chinese)) and returning
- Associate Chair 2015-16: Gina Greco
- Create a faculty profile. Please send picture with neutral background, blurb, and link to personal site to our webmaster, Mark Wubbold: wubbold@pdx.edu.
- Register for PSU's Faculty Experts database: experts.pdx.edu.
- Anytime you publish, present your work, or receive grant, send to currently@pdx.edu and copy Perlmutter.
- Anything to advertise on our social media pages, send to Kelli Martin: wllmedia@pdx.edu

Enrollment

- 14,147 SCH as of today; almost met our target
- CLAS is down about 4% while other units at PSU are up

Top enrolled classes this term:

- Languages of the World (Thorne), 55 enrolled
- Japanese Lit in Translation (Kominz), 47 enrolled

Top five section enrollment:

- Spanish (4,658 SCH)
- French (1,810 SCH)
- ASL (1,424 SCH)
- Japanese (1,339 SCH)
- German (1,248 SCH)

Courses 2016-17

Grid will be due early fall; sections should begin planning for next year

Library update (Linda Absher 3:30)

- PSU subscribes to the streaming media service Kanopy (vendor provides film, documentaries, television shows, etc. for classroom instruction):
psu.kanopystreaming.com
- There have been Kanopy to D2L linking issues reported; some issues include stability and copyright
- If you do not see something you want, let Absher know; might be able to obtain license
- Contact Absher if you have issues or questions: absherl@pdx.edu

→ Faculty asked to receive a list of all books received in their sections when a shipment arrives

Searches

- New procedure: chair puts in writing to the dean's office a request to hire
- A committee in the dean's office reviews request and brings in chair for discussion
- Current searches underway: a non-tenure track position in Russian and a tenure-track position in Russian

Farrens Endowed Study Abroad Scholarship

- Donors continue to contribute to this account; this is our only viable internal scholarship for study abroad
 - Deadline for applications is 4/1/16. We are not yet sure of the exact amount available for student this year, but last year student received \$5,000
- Note: Most other scholarship applications due 2/1/16, but applications can be submitted as of 10/1/15. See <http://www.pdx.edu/scholarships/home>.

Campus Safety

First steps:

- Opt in to PSU alerts in Banweb
- Any class interruption call 911 or CPSO: 503-725-4404 (emergency), 503-725-4407 (non-emergency)
- Any concerns about a student (non-emergency), contact the Office of Dean of Student Life: 503-725-4422

Questions/ideas from faculty:

- Looking for faculty, staff, and student training; Perlmutter will be in touch with the dean's office.
- (Free) CPR training
- Informing faculty about students with violent incidents on their records who are in their classes
- In-class warning system, including visual warning for the deaf
- Door locks in classrooms
- Update on concealed weapons on campus
- Module on D2L

Open Textbook Project

Gomaa-Moulds, Sanders and Yoon received grants to produce open access textbook through a library re-THINK Project

Post-Tenure Review

- Post-tenure review is starting this year.
- Perlmutter is working on a draft of department guidelines using provided template. WLL's P & T committee will review. All tenure-track faculty will then review.
- The guidelines must be ratified by a 2/3 vote of all tenure-track faculty.
- Deadline for submission to CLAS is 11/16.
- Faculty in quintiles 1 and 2 have received notification.

Academic Program Prioritization

- APP Committee decided not to proceed with pilot, scoring, evaluation, and recommendations
- Committee proposed creating an *Atlas of Academic Programs*
- Committee expects to complete its work by end of winter 2016

Neuberger Hall Programming Committee

- Perlmutter and Dean Marrongelle, among others, are members
- Recently given 4 options/scenarios, 3 of which include WLL on fourth floor; Perlmutter to forward options by e-mail
- Move out and renovations to occur in stages, to begin in 2017
- Anticipated completion date sometime in 2019

→ Faculty requested participation on classroom design committee. Perlmutter has confirmed this is possible and will forward information once available.

Committees (see other side)

Bargaining update (Greco)

WLL welcome reception

Important Dates:

10/9	Coffee with the dean (2:30-3:30; CH 335)
10/12	Proposals to WLL Curriculum Committee due to chair of committee (due to CLAS 10/19)
10/14	Advisory Council (3:15 p.m. – 4:15 p.m.; Perlmutter's office)
10/21	WLL Roundtable (3:15 p.m.-4:15 p.m.; NH 491F)
10/15	Textbook orders due for winter 2015
10/19	Education Abroad Fair (11 a.m. – 2 p.m.; SMSU Ballroom, 3 rd floor)
10/19	Drop-in discussion with provost (2:00 – 3:00 p.m.; SMSU 326 PacificRoom)
10/21	WLL Roundtable (3:15 – 4:15 p.m.; NH 491F)
10/24	Dr. Zs-Ming Ge "Chinese Responses to New Qing History: Bridging the Gap Between Both Sides" WLL and IAS co-sponsors (2:00 p.m.; SMSU 298)
11/6	Drop-in discussion with provost (1:30 – 2:30 p.m.; SMSU 326 Pacific Room)
11/6-11/8	PAMLA Conference co-hosted by ENG and WLL (pamla.org/2015)
11/18	Budget Open Forum (10:00 – 11:20 a.m. SMSU 333)
12/3	Drop-in discussion with provost (1:00 – 2:00 p.m.; SMSU 326 Pacific Room)
2/1	Deadline for most student scholarship applications (centralized)