

## **Department of World Languages and Literatures**

Faculty Meeting Minutes

November 2, 2016

3:15 p.m. to 5:00 p.m.

NH 491F

### **Attendance**

Gina Greco (Leading), D Aleeva, A Alsufieva, P Basci, S Boero, C Breedlove, J Ceciliano, J Coleman, C Collenberg-Gonzalez, W Comer, E Cortez, L Cosgriff, K Curtin, C de Oliveira, J Eleweke, C. Epplin, N Friedberg, K Godfrey, Y Hanoosh, J Holt, I Jaen-Portillo, T Menke, T Nidever, N Nunez, J Pease, L Quiroga-Gonzalez, M Rachmuth, R Sanders, D Sbait, A Sedighi, C Sloan, M Tsyliina, S Wadley, S Walton, I Warnock, J Waruhiu, S Watanabe, K Yoon,

### **Leave reporting—clarification**

- AAUP represented faculty are not required to use the HR reporting mechanism
- If you do not use the university's HR website to report leave, let John know

### **Travel reimbursement—clarification**

- Department funding is only for those who are presenting a paper
- When attaching your conference agenda, please highlight your name/panel where you are presenting
- Support also available to GTAs and adjunct

### **Working with Honors**

- French is going to pilot a first year French Honors course
- Basci will be offering an Honors film course Winter term
- Cannot mix H with U cluster
- Heritage Spanish 'H' might have to be changed

### **1<sup>st</sup> year Spanish and handling gender in the language classroom (Ceciliano)**

- Spanish section attended the Queer Resource Center's workshop and shared the survey that discusses gender in gendered languages
- The QRC is happy with the survey and the way this is approached in the classroom
- Ceciliano to forward the survey

### **Holiday families**

- Sponsoring 4 families again
- Kelli accepting cash donations and has binder with family profiles

**Documents we need to produce/revise: Milestone Review for NTTF CA (P&T will draft); bylaws (Greco drafting/ will work with Advisory and then with the department as a whole)**

**Course planning for 2017-19: as per Dean Marrongelle, only increase in funding to departments will be for "roll-up" costs (contractual raises and promotions)**

**Discussion of Minors in ASL and Korean; new policy at dean's office**

**Textbooks (4pm, Taylor Dall-Angelo, [thepsubookstore@gmail.com](mailto:thepsubookstore@gmail.com), 503-546-1764)**

Comments and updates from Dall-Angelo:

- Get book orders in as soon as possible, especially with international books
- Can turn in order for entire academic school year- [tinyurl.com/psutextbooks](http://tinyurl.com/psutextbooks)
  - Can also submit supplies, software, etc.
  - The system should reply with a confirmation e-mail of the order, but Bookstore staff will get back when order is confirmed/entered
  - Need clear protocol on how to follow up if you don't hear back about your order, idea: call Taylor Dall-Angelo if you do not get a response back regarding your order
- Use the comments box to note the problems that have existed
- She would like to meet about special situations independently to discuss how to get the exact books the instructor would like to use
- The Bookstores will now have two people working with WLL orders
- Will now be over-ordering books for extras and back stocking any extra books
- Started direct sourcing from international publishers, no longer using the middle man
  - Does slightly lower the price of the book, but the shipping cost gets a bit higher, so doesn't affect the overall cost

**Important Dates:**

**TUESDAY:** every Tuesday, Faculty Lunch in the Simon Benson house, 11-2, drop by with your lunch

11/9 Advisory Council (3:15 p.m. – 4:15 p.m.; Greco's office)

11/10 Drop-In Conversation with the Provost, (2-2:50, Smith 258)

11/10 Second Thursday Social Club (4-6:30, OAI)

11/16 WLL Roundtable (3:15 – 4:15; NH 491F)

11/21 official date, final dossiers to dean for promotion and tenure reviews

12/3 WLL Holiday Party at John's house

11/30 WLL Department Meeting (3:15-4:45)

12/8 Drop-In Conversation with the Provost, (3-3:50, Smith 258)

12/8 Second Thursday Social Club (4-6:30, OAI)

1/13 Sabbatical applications due to Greco

1/15 Textbook orders due for Spring 2017

2/1 Deadline for most student scholarship applications (centralized)