

Department of English Meeting
August 25, 2011
CH-326
Minutes

The meeting began at 10:40am

1. May 20, 2011 minutes were approved.
2. Announcements:
 - a. Nandita Batra will be offering INGL 6055/56/58 Studies in Literature: **Literature and Popular Culture of the Victorian Fin-de-Siècle** in the spring 2011-12 semester
 - b. Linda Rodriguez was accepted to a 3 week residence at the Atlantic Center for the Arts with playwright Heather Woodbury
 - c. INGL 3296 - World Englishes was approved and it is scheduled to be taught next semester
 - d. Over the summer we offered 4 sections (3201, 3202, 3225 and 3345) as well as one successful section of Pre-Basic.
 - e. Both Ellen Pratt and Nancy Vicente helped coordinate the MWWP with the successful completion of its 4th Summer Institute and summer camp for local children.
 - f. The director's old office has been converted into a new research laboratory for graduate students with USDA funds from Cathy and Rosita's grant. The room will also allow a space for smaller meetings.
 - g. Over the summer a new "switch" was installed to provide more reliable internet access to classrooms on the second and third floors of Chardón.
 - h. We have installed 9 new computer towers and 4 new flat screen monitors in various classrooms.
 - i. Kevin was named the Co-chair of Division G - Social Context of Education, Section 5: Social Context of Research on Schools and Communities for the American Educational Research Association's Annual Convention in Vancouver.
 - j. Many thanks to Rosita Rivera who did an excellent job holding down the English Department throughout the month of July.
 - k. Please send your most current syllabi to _____ before the end of the week.
All syllabi should be submitted via email.
 - l. Please send your updated CV to _____ by the end of the month. Student workers will be compiling a "Departmental CV" in the month of September and your CV is necessary to complete this task.
 - m. Please submit your updated "Programa de Trabajo" ASAP so that Daly can start working on everyone's "programa docente".
 - n. Please remember to shut off computers if you are the last person to teach in a room. There is no need to turn off computers if you are teaching in the middle of the day.
 - o. During welcome week Rosita oversaw an excellent new student orientation for 24 of our 27 new English Majors. Visits from both Mary Leonard and Roberto López were greatly appreciated.
 - p. Please square up with Larry Chott regarding the snacks served at Department Meetings throughout the year.
 - q. Jocelyn Géliga has recently been named an official staff contributor to **80 Grados**, take a look at her most recent publication which has to do with media, advertising, gender, race and cultural policy:

Department of English Meeting
October 27, 2011
10:30-12:00PM
Minutes

1. September 29, 2011 minutes were approved.
2. Announcements:
 - a. Special Topics INGL 3000 proposals are due November 1st by noon. Proposals should be emailed to Rosita. This course proposal is for Fall 2011
 - b. The Special Topics course proposals at the Graduate Level are due November 23rd please email proposals to Ricia
 - c. PC Deadlines:
 - i. Licenses Monday, October 31, 2011
 - ii. Sabbaticals (August 2012) Monday, October 31, 2011
 - iii. Promotions: Monday, November 21, 2011
 - iv. Tenures Effective July 2012: Monday, November 21, 2011
 - d. Rosita, Nancy and Kevin all spoke at different times at the Inter American University of Puerto Rico in San Germán as part of a speaker series for a Political Science student group.
 - e. Welcome back to Prof. Tirú!
 - f. Congratulations to Jocelyn Géliga and Christopher Powers on their adoption of a beautiful two-year-old named Ámbar.
 - g. The final exam schedule and proctoring assignments will be released very soon.
 - h. Please complete any pending professor evaluations by the end of the week we only have a few left undone.
 - i. The next round of student attendance confirmations are set for Wednesday, Nov. 2nd. Please confirm student attendance within the first few days.
 - j. COE results from spring 2011 are now available via mi portal
 - k. This Boricua Life - Esta Vida Boricua - a life narrative/auto-ethnographic and literary journalism publication/installation. 300 plus manuscripts - Written by students with a forward by Dra. Norma Cantu. Blog prototype to debut by Christmas 2011. Sonja Mongar;'s research project in collaboration with, LOWAC, Sea Grant and Department of English. (Please see the Press Release for Story Corps
 - l. Congratulations to Cathy Mazak who published an article accepted by the Journal of Language, Identity and Education: My cousin talks bad like you: Relationships between language and identity in a rural Puerto Rican community.
3. Vote on Curriculum Committee's motion: to change the number of credits for INGL 3300 (Special Topics) from 3 credits to 1 thru 9 credits. L. Flores informed that it was unanimously approved by the CC Committee. After a lengthy discussion a friendly amendment to the original motion was accepted and the new motion reads: to change the number of credits for INGL 3300 (Special Topics) from 3 credits to 1 thru 6 credits.

4. Discuss Department's stance regarding sabbaticals (document sent out before the meeting)

Motion: English Department Professors are formally requesting a copy of the Chancellor's Presentation given at the Extraordinary Arts and Sciences Meeting on October 13, 2011.

Motion: English Department Professors are requesting an Extraordinary Meeting to discuss different aspects regarding sabbaticals and departmental policies to be reorganized. Linda Rodríguez will be receiving recommendations from the Faculty and she will make a draft to be presented at the meeting. K. Carroll will schedule the meeting when Linda will be ready.

5. Update on *Programa CRECE21*

Motion: The English Department will follow other departments in the writing of the resolution expressing our concerns regarding Programa CRECE 21. B. Morales volunteer to draft the resolution.

6. Strategic planning document update

7. New business

University of Puerto Rico Mayaguez

Department of English Meeting

January 31, 2012

10:30-12:00

Minutes

1. Minutes from December 8, 2012 Department Meeting were approved with minor changes to spelling
2. Announcements were abbreviated as they had been previously circulated:
 - a. White boards were installed in all but CH-318 and CH-124. The remaining boards will be installed shortly.
 - b. A new AC unit is scheduled to be installed in CH-318 in the coming weeks
 - c. We are trying to convince the administration to replace the AC unit in CH-319
 - d. The AC unit in CH-005 was fixed at the beginning of the semester
 - e. Please remember to turn off all computers and lights after finishing your classes
 - f. The English Writing Center saw a total of 2,957 students last semester and is open with more tutors than ever. Please recommend your students attend. Located in the Admissions Building – Office 7.
 - g. From Feb 13-17 CeIBA will be hosting a week of activities related to language research. Dr. Shannon Bischoff (IUPUI Fort Wayne), Dr. Maria del Carmen Parafita Couto (ERSC Bilingualism Research Center, Bangor, Wales), and Claudia Francom (PhD Candidate, U of Arizona), along with several students from IUPUI will visit our campus for research training, to run experiments, and to give talks. More specific information TBA.
 - h. Linda Rodriguez's story "First Memory" received an honorable mention in *Glimmer Train's Family Matters* October 2011 publication
 - i. Jocelyn A. Géliga Vargas was a guest speaker at the "Afro-Latin@s Now! Strategies for Visibility and Action," a three-day international conference held from November 3-5, 2011 at the
and the
 - j. Her article "Afro-Puerto Rican Oral Histories: A Disruptive Collaboration" was published in the most recent issue of the international journal Collaborative Anthropologies (University of Nebraska Press), in a special volume dedicated to collaborative ethnographic research in Latin America.
 - k. The Graduate Committee will hold a Graduate Student Meet and Greet on February 10th at 4:00pm in CH-326.
3. Dean Juan López Garriga, addressed faculty members of the department stating the various characteristics that he would like to see in the future director. He also gave the department two options. Option 1: The department can provide a list of three candidates of which he will pick one. Option 2: The department can decide on one candidate, which he promised to recommend for the position. After answering questions the dean opened up nominations for the Consultation Committee, which will be responsible for drafting a letter recommending multiple candidates or one candidate depending on which of the options the department chooses.

4. After the nominations for the Consultation Committee two motions were approved
 - a. Motion 1. That the top four vote getters are placed on the Consultation Committee
 - b. Motion 2. That there be at least two alternates to replace any elected members of the Consultation Committee who accept nomination for the directorship.

After an original vote, where the top three positions were filled, a tiebreaker vote was held to decide the final open position and the two alternates.

The Members of the Consultation Committee are as follows:

1. Linda Rodriguez
2. Judith Casey
3. Rosa Román
4. Gayle Griggs
- 1st Alternate: Sonja Mongar
- 2nd Alternate: Larry Chott

The members of the committee will meet on their own and work with undergraduates and graduate students to fill the final student member spot.

5. Leonardo Flores presented and facilitated questions regarding 3 motions brought from the Curriculum Committee
 - a. **Motion:** That course INGL 4207 Introduction to Syntactic Theory be approved as a borrowed course from UPR – Rio Piedras (**Motion Passed**)
 - b. **Motion:** That the proposed Curricular Sequence in Writing and Communication be created as developed by the Writing and Communication sector (**Motion Passed**)
 - c. A discussion was had regarding another motion brought from the Curriculum Committee regarding placing INGL 3211 and INGL 3212 (Advanced English I and II) under the Literature Sector and making INGL 3103 and 3104 (Intermediate I and II) under the Writing and Communication Sector. No vote or decisions were made on this motion and it was decided that the discussion would be tabled until the next department meeting.
6. The remaining items on the agenda will be moved to the next agenda. They are:
 - a. Presentation Survey Results / Discussion of Undergraduate Ad Hoc Committee
 - b. Presentation of new course planning document
 - c. New Business

7. The meeting adjourned at 12:00pm

Minutes respectfully submitted by Kevin Carroll

University of Puerto Rico Mayaguez
Department of English Meeting
February 16, 2012
10:30-12:00
Minutes

1. Approval of minutes from January 31, 2012
2. Announcements
 - a. Please confirm student attendance by Thursday, February 16th at noon
 - b. Please submit nominations for the director's position in the department office. Nominations will close on February 23 at 4:00pm
 - c. Sonja Mongar's *Esta Vida Boricua - A Life Narrative Installation* - abstract was accepted for the 8th Biennial Conference of the International Auto/Biography Association
July 2012, in Canberra, Australia.
 - d. We hope to finally have the AC unit for 318 installed by the end of the month
 - e. We are starting the long process to purchase a new AC unit for 319. We hope to have this done before next fall
 - f. Kevin Carroll was invited by a USDA funded project to speak about resume writing for two groups of students at the Inter American University of Puerto Rico in San Germán
 - g. The Graduate Committee will host an informational meeting for graduate students regarding the new changes to the comprehensive exam. The meeting will be held on Feb. 24th at 4:30pm in CH 326. All are welcome to attend.
 - h. Both Ricia Chansky and Eric Lamore had papers accepted at the 8th Conference of the International Auto/Biography Association - 17-20
 - i. Both Ricia Chansky and Eric Lamore have been invited for another year to be judges for the NCTE National Student Writing competition.
 - j. The CEIBA Research Lab had a successful ribbon cutting on Tuesday, February 13th
 - k. Name tags with your email and office hours will be placed on all of your office doors. We would like a uniform look that distinguishes the offices of all of our professors. We request that you keep your name, email and office hours on your office door until the end of the semester
 - l. The *Del otro la'o* Conference will be held February 28 to the 1st of March on campus
 - m. Leo Flores is the Fulbright Campus Representative for UPR-Mayaguez
 - n. Personnel Committee Announcements – Please complete the evaluation of the Interim Director and return to Daly

3. A motion along with its justification was presented by professor Raymond Knight regarding JA-86-87-476. After a lengthy discussion the motion below was passed unanimously. A copy of the motion will be sent to the Dean of Arts and Sciences, Directors, Chancellor and the Interim director will present the motion in an upcoming Arts and Science's Faculty meeting

Motion Passed:

The English Department adopts the position that, for those professors previously, currently, or potentially in a ranked list or "escalafón" for their promotions, their evaluation period for any subsequent promotion begins upon their inclusion in the ranked list or "escalafón" where their merit for promotion has already been determined. The Department fully supports all professors who intend to request their next promotion using achievements and performance during their period in the ranked lists or "escalafones."

Motion Passed:

That the director of the department will take the previously passed motion to the dean and request that it be put on the agenda for the upcoming Arts and Science's Faculty Meeting

4. The Dean of Arts and Sciences has still not ratified the Consultation Committee because we are still missing a student representative. The chair of the committee, Dr. Linda Rodriguez will be meeting with the dean later to see how to proceed with getting having a student representative placed on the committee. Nevertheless, the nomination box is open in the Department and the committee will be continue working after it is ratified by the Dean of Arts and Sciences.
5. Drs. Mary Sefranek and Gayle Griggs presented the Ad-hoc Undergraduate Committee's Survey Results. Questions were fielded from faculty members and the committee promised that they would forward their report to the interim director.
6. The remaining items on the agenda will be moved to the next department meeting
 - a. Continued discussion regarding Curriculum Committee's Motion Regarding Advanced and Intermediate English
 - b. New Business
7. The meeting adjourned at 12:00pm

Minutes respectfully submitted by Kevin Carroll

Department of English Meeting
April 20, 2012
9:30am – 12:00pm
Minutes

Minutes from March 13, 2012 Department Meeting were approved.

Minutes from March 29, 2012 Extraordinary Department Meeting were approved.

Announcements:

1. A total of 21 students completed the application to the MAEE. The Director informed Teaching Assistants who had been teaching for two years that they would not receive an assistantship next year.
2. Kevin Carroll chaired various panels at the American Educational Research Association (AERA) in Vancouver, Canada
3. Rosita Rivera, Cathy Mazak, Lisa Ortiz and former student Sandra Soto represented the Department and CeIBA at CALPIU in Denmark
4. Jadira M. Traverso Vargas and Mara M. Delgado Sánchez will be co-recipients of the Mellows Award this year.
5. Tuesday, May 1st at 10:30am in CH-326, the Department's Consultation Committee will host a series of talks from the three professors who accepted nomination for the Director's position (K. Carroll, M. Ortiz, R. Román).
6. Kevin Carroll and Rosita Rivera will be out of the office from Monday, April 23rd until Friday, April 27 to present and attend the Comparative International Education Society's (CIES) annual meeting. Ricia Chansky, N. Vicente will help at the office.
7. Rosa Román, Cathy Mazak, Lisa Ortiz, Kimberly Santiago, Stephania Uwakweh will also be presenting at the conference.
8. M. Leonard announced the UPRM Film Certificate students who were awarded at the Rincón International Film Festival, April 9-15.
9. S. Mongar talked about her project titled: "Esta Vida Boricua".
10. The Personnel Committee completed all of the professor evaluations and promotion paperwork on time. Files were submitted to the Dean of Arts and Sciences for continued processing.

Approved Motion: The department approved the Curriculum Committee's motion regarding the offering of Hybrid Courses. The approved courses and professors are:

INGL 3103 by Ellen Pratt
INGL 3231 by Sonja Mongar
INGL 3236 by Sandra Ríos
INGL 3345 by Nancy V. Vicente
CINE 4001 by Mary Leonard

Revised syllabi and justifications will be kept on file in the department. The approved hybrid courses will be scheduled with the Director of the Department and the Dean's office. Once a course and professor is approved to teach a hybrid course, they will not be required to seek departmental approval to teach the same course in the hybrid format.

(Motion passed with one abstention)

A discussion was had regarding having a formal rotation of professors to teach freshman service courses but no motions were presented. The consensus was that as a faculty we should make sure that there is a larger presence of tenured faculty teaching first and second year courses but no policy would be presented. The interim director said that he would do his best to make sure that more tenured faculty be assigned freshman level courses.

New Business

- Aixa Rodríguez informed the department that our Departmental Resolution regarding “Cambio de Rumbo para dar Pertinencia a la Educación Superior en el siglo 21” was handed over to two faculty members from the board of trustees.
- Leonardo Flores talked about the Fulbright internship and exchange programs
- Nevin Leder requested that something be done with the new whiteboards
- Betsy Morales spoke regarding the Personnel Committee and the importance of recommending an approved list of part time hires to the interim director.

Approved Motion: The the Personnel Committee recommend to the Department Chair temporary or part time hires. (Passed Unanimously)

Meeting adjourned at 12pm

Minutes submitted by E. Martell