

DEPARTMENT OF FOREIGN LANGUAGES & LITERATURES

FACULTY MEETING MINUTES

Wednesday, February 6th, 2008
3:15 PM, NH 393

Attendance:

S. Freels (Chair), D. Nguyen, M. Balland, P. Basci, C. Breedlove, L. Cosgriff, O. Fernandez, W. Fischer, N. Friedberg, S. Fuller, K. Godfrey, G. Greco, M. Hickey, G. Kogan, L. Kominz, T. Menke, E. Nunez, D. Oslund, J. Pease, G. Perez, J. Permuter, M. Rhee, F. Sanchez, R. Sanders, A. Sedighi, C. Sloan, D. Thompson, A. Wales, S. Walton, I. Warnock, J. Waruhiu, S. Watanabe, P. Wetzel, M. Wubbold, A. Yariv, A. Zagarella, and I. Olsen.

Congratulations

- Kathie Godfrey, Manya Wubbold, and Ines Warnock were promoted to Senior Instructors.
- Jennifer Perlmutter was recommended for indefinite tenure and promoted to the rank of Associate Professor of French.
- Anousha Sedighi's new book, *Agreements Restriction in Persian*, has just been released.

Updates

- **Old Courses:** OAA is updating courses that haven't been offered for four years or more. Sandy will send to each Section Head a report of the courses. Each section head should indicate courses that are still needed for the program. If we don't respond, the courses will be deleted from the University system.
- **French search:** The search went very well. Thank you to the Search Committee members: Steve Walton (Chair), Jennifer Perlmutter, Fernando Sanchez, Gina Greco, and Maude Hines. Annabelle Dolidon was one of the two final candidates who has been offered the position. (Annabelle has accepted the offer and will join our department as of Fall of 2008)
- **Spring FLL Newsletter:** FLL is preparing to produce its Spring 2008 newsletter. Please send information to the Department Chair, Sandra Freels.

Planning 08-09

- Budget Planning for fiscal year 2008-2009 is in the process. FLL is the largest department at PSU. The Department Chair asked that faculty and Section Heads coordinate to provide accurate information on courses, instructors, and funding needed for the budget & planning purposes. The Department Chair will meet with the Dean on February 20 for FY09 budget.
- A Master Course Planning spreadsheet will be distributed and used throughout the Department. Dzuan Nguyen will send this spreadsheet to each Section Head this week. To get an accurate budget for FY09, it's very important that Dzuan, Nick, & Sierra receive all the courses, faculty, new and returning TAs, and funding information in the Master Course Planning spreadsheet.

Issues

- **Home Phones:** Faculty voted to have a list of faculty names, email, offices, PSU extensions and home phones to be available to faculty to use. Faculty who wish not to have their home phone numbers on the list may request to have their home phone number

removed. The list will be distributed to current department faculty only, and it will not be available to the public.

- **Study Abroad Scholarship:** \$1,000 per academic year. Application and guidelines will be available to the faculty and students on the Department's website.
- **Department Scholarships Deadline and Application:** Department faculty voted to have one scholarship deadline and one scholarship application for all the departmental scholarships. The selected deadline was April 15. Gina Greco is in the process of collecting area scholarship applications and guidelines to design one scholarship application that will meet the needs of all scholarships in all areas.
- **GSFLT:** Per department faculty, this test should be for graduate students only. No undergraduate students.
- **Testing Fees:** There was a new policy suggested by Nick Miller, and it was adopted by the department faculty as of Feb 6, 2008: "Students needing language testing in a language in which the instructor is teaching at .49 FTE or less (or outside the department) will need to pay the \$125 fee."

Coming attractions

- **T February 12 Faculty Enhancement Grants**
- **W February 13 3:15-4:45 Advisory Council**
- **F February 29 Peer Review**
- **W March 5 3:15-4:45 Department meeting** is scheduled in NH393A
- **F March 14 Fixed Term Reviews**

Peer review and fixed term reviews are going well per Jonathan Pease and Ann Wales.