

Minutes of WLS Kick-Off Department Meeting

Monthly meeting held on August 22, 2019 at Edinburg, Texas ELABS 351 called to order at 1:10 pm by Dr. Charlton

In attendance: Jeffrey Doyle, Dr. Maggie Shelledy, Carmela Garcia, Dr. Maria Mendiola, Dr. Dania Lopez Garcia, Ana Pena-Oliva, Dr. Jose E. Hernandez, Miriam Herrera, Brittany Ramirez, Charles McGregor, Dr. Jack Newman, Evert Villarreal, Danyal Howard, Dr. Alyssa G. Cavazos, Nayelly Barrios, Bonnie Garcia, Nicole Nicolson, Dr. Irina Armanu, Jose E. Salinas, Marcela Hebbard, Dr. Amanda Kay Cruz, Dr. Julio Ciller, Dr. Ramses Ortin, Cynthia L. Guerrero, Tomas Guerrero, Dr. Marshall Saenz, Dr. Katherine Christoffersen, Dr. John Foreman, Norma Dibrell, Dr. Beatrice Newman, Valerie Ortiz, Marlene Galvan, Thomas de la Cruz, Andrew Hollinger, Shaun McCrory, Yanina Hernandez, Dr. Randall Monty, Topacio Santivanez, Dr. Sarah Warren-Riley, Yemin Sanchez, Jose Lujan, Shoney Flores, Joshua Gray, Ayla Galvan, Monica Reyes, Crystal Bazaldua, Adela Tamayo, Dr. Minhee Eom, Lupita Strong, Dr. Mark Noe, Stefanie Herweck, Dr. Tekla Hawkins, Mijin Oh-Villarreal, Dr. Colin Charlton, Sarah Munoz, Elma Duran, Luz Ramos, and Dr. James Frost

1. Departmental makeup
 - a. We have surpassed the 100-person mark. Go us!
2. UTRGV Partners
 - a. WLS wants to know who you are operating with and collaborating with, especially partnerships that are 3 years strong and more. We can utilize these to possibly get money from UTRGV to further them and to find intersections that could be productive.
3. Teacher Excellence Academy
 - a. There will now be a yearly thematic event to focus on for the year. #UTRGVTeaching
4. WLS is looking to do more grant writing, looking to double the \$75,000.00 of the current grant money we have received.
5. Welcome new faculty members!
 - a. Dr. Ramses Ortin-Linguistics
 - b. Dr. Warren-Riley-English
 - c. Dr. Julio Ciller-Spanish
 - d. Dr. Luis Castañeda-Spanish
 - e. Jeffrey Doyle-Writing Program
 - f. Ayla Galvan-Writing Program/Linguistics
 - g. Dr. Marshall Saenz-Writing Program
 - h. Liza Soria-Writing Program
6. Promotions
 - a. Dr. Alyssa Cavazos is the new Director for the Center for Teaching Excellence
 - b. Dr. Dania Lopez Garcia is the new Spanish Coordinator
 - c. Dr. Randall Monty is now an Associate Professor
 - d. Ms. Miriam Herrera is now a Lecturer III
7. Meetings with Dr. Charlton will take place over the course of the year. These meetings will include discussions about teaching, dossiers, workloads, reviews, etc. Higher ranks will go first. Nora will be sending Outlook invites on behalf of Dr. Charlton
8. Administrative Announcements

- a. Office hours must be posted on doors. Please send your hours in if you have not. We will get them posted as soon as we can.
 - b. Room change requests- All Edinburg room requests will now go to Luz, and Brownsville room requests will go to Sarah.
 - c. Department and Professional Development meeting save the dates are done. They will be held on Fridays.
 - d. International Travel requires at least 6 weeks of notice. If traveling to Mexico or a place under Travel advisory, and IOC form needs to be filled out and if approved, faculty member needs to download and set up the SOS app.
 - e. We have not received our budgets yet however we are assuming the 800.00 for tenure and tenure track faculty members will stay the same. Do not bet all your jelly beans, however, until we receive the budget.
 - f. All final travel reimbursements must be done by July 2020
 - g. Dr. Charlton/Dr. Frost will be at the Brownsville office on Mondays-Dr. Charlton, Thursdays-Dr. Frost
9. Spring registration will open October 28th
 10. Peer Observation-we will be testing out an electronic form for the department
 11. The SB212 Senate Bill has gone into effect. We are now required to report absolutely everything we witness to the Vaquero Portal. If we fail to report an incident, and we are later tied to being present, or a witness, we will lose our job immediately and charges will be brought against us. Please complete the mandatory training on Blackboard.
 12. FPT is due September 12. No extensions. New people and one years will turn in FPT by January 22, 2020. Tenure track faculty (new or advanced) will be required to be reporting on scope of tenure (whether it's been 6 months, or 6 years, you must report on the entire time). If you're wanting feedback from Dr. Charlton, it is available 1st come 1st serve basis.
 13. Assessment-OSAS will be sending out core assessment report for our discussion.
 14. Climate Change plans are still in play: currently-revamped WP professional development, coordination of dual campus Spanish events, and Engagement Committee work.
 15. Reports
 - a. Dr. Foreman—Linguistic Seminar Series will once again begin in September. Seminars will be held every Wednesday from 12:30p-1:45p. Attendance is taken for faculty who want to send students for extra credit.
 - b. Dr. Monty/Dr. Noe—New Minor in Professional Writing. Please discuss this with students in classes.
 - c. Dr. Lopez Garcia—Spanish will be pushing to build new partnerships this year. Sigma Delta Pi has received a National Award for their high caliber projects and activities. Only 16 chapters in the US have received the award!
 - d. Dr. Eom—Enrollment for Asian minor increased by 150%. All study abroad programs—Korea, China, Japan—have been successful! Multilingua Fest will be in Edinburg on Nov 13, and Brownsville on Nov 14. Visiting scholars—10 from China, 1 from Turkey.
 16. Miscellaneous reports, notices and announcements
 - a. The removal of the language proficiency requirement has not impacted our Fall 2019 language acquisition course enrollment
 - b. Dorian Vasquez and Dr. Mendiola worked to create a 2-week Spanish for Doctors course for the School of Medicine. It was well received.
 - c. Please upload syllabi! We must do this to be in compliance.
 - d. Dr. Newman would like to call attention to the issue of a resolution passing (41 to 1) regarding the San Francisco Declaration on Research Assessment. 18 points related to

tenure issues. The favoring of non-open access journals vs open access, for example, needs to be addressed.

- e. Dr. Cavazos (CTE): #UTRGVTeaching can be used on social media whenever discussing teaching activities inside or outside of the classroom. The Faculty Spotlight series will continue. There is a call for presenters. If you would like to present through CTE, the space can be used. There will be 2 CTE Open houses on Sept 3 in Brw and Sept 15 in Edin.
- f. Charles McGregor would like to remind everyone that anyone can order library books to add to library holdings. Charles will be figuring out a process and budget and will soon communicate that.
- g. Handouts from Dr. Charlton with list of departmental committees and programs.
- h. Split into committees to prepare this upcoming year's agenda.

Meeting adjourned at 3:01 pm