Approval of Agenda – A motion was made from the floor, seconded, and the agenda was approved by voice vote.

Welcome - Chair Goen-Salter welcomed everyone back from summer break and noted that we have three new tenure-track faculty joining us this year:
1. Jim Gilligan (Assistant Prof., English Ed) beginning this semester
2. Robert Kohls (Assistant Prof., TESOL) beginning spring 2016 (but is visiting for this week’s faculty orientation)
3. Anastasia Smirnova (Assistant Prof., Linguistics) beginning spring 2016
4. Sugie also noted that we’ve been approved for another search for 2015-2016, which will help us replenish our ranks.

Lecturers – Sugie noted the extraordinary number of new lecturers this fall, including 14 GTAs.
1. Angus Dunstan – English Ed
2. Philippa Kelly – Literature
3. Aaron Marks, April Shandor, Tom Recht and Liz Boner – Linguistics
4. Karen Wiederholt, Julia Schuelte and Stephanie Trujillo – CMS
5. Regina Neu – TPW
6. Sugie expressed her appreciation to Tara Lockhart for hiring a number of Comp lecturers:
   1. Balthazer Becker, Sarah Cox, Joshua Edwards, Janet Goldberg, Anthony Jones, Rimpa Khangura, Margaret Seelie, Matthew Suazo and Brian Unger.

Congratulations, appreciation and best wishes:
1. Congratulations to Jennifer Trainor (Comp) on being promoted to full professor
2. Appreciation and best wishes to retiring faculty member (TESOL) Elizabeth Whalley
3. Congratulations to Troi Carleton, new Academic Senate Chair
4. Congratulations to Sara Hackenberg, new Academic Senate Vice Chair
5. Best wishes to FERPing faculty (not teaching) this semester: Bev Voloshin (Lit) and Lu Rehling (TPW).
6. Best wishes to faculty on leave this semester: Kory Lawson Ching (Comp) and Jennifer Mylander (Lit)

Fond Farewells:
1. Best wishes and appreciation to retiring Comp lecturer Joan Flippen and to retiring Comp staff member Ernie Vasquez.

Changes in office staff:
1. Katie Salazar (ETC office) resigned to return home to San Diego
2. Tyler Heid (former grad student worker in the English office) has been hired as the new ETC staff coordinator
3. Kitty Quinn-Friel, formerly of the Humanities Resource Room, has been hired as the Writing Program AOC.

In memoriam:
1. Sugie reported the sad news that longtime lecturer Wendell Douglas passed away in July.
   1. The English Dept. would like to start a fund to Wendell’s young daughter. Details forthcoming.

Technical & Professional Writing (TPW):
1. Sugie introduced Neil Lindeman, Coordinator of the TPW concentration within English. TPW, formerly its own department, merged with English last year.

   1. David and Jennifer called everyone’s attention to the handout outlining the new list of departmental committees
   2. Committee elections typically occur in English in the spring but, since we voted on new departmental By-Laws in spring, we need to elect members to the new committees this fall, ASAP.
   3. David and Jennifer asked for people to volunteer for each of the vacant seats in the committees.
   4. After volunteers were noted, David and Jennifer thanked those present, and said the English office will send out a ballot to confirm.

10. ANNOUNCEMENTS:
   1. Sugie, co-chair of the College of Liberal & Creative Arts (LCA) Dean Search Committee, asked everyone to make a point to come to the on-campus interview days of each candidate:
      1. Nov. 6 & 9, Nov. 12 & 13 and Nov. 16 & 17 and Nov. 18 & 19.
   2. Sugie reported that the search committee hopes to have an offer extended and accepted by the end of the fall semester.
   3. Finally, Sugie noted that it is imperative that all faculty and staff attend the job talks and any other part of the visit that they can.
      1. This is a very important search.
      2. EAB will be taking questions and suggestions to ask the candidates.
      3. There will also be a student open forum.
   4. Georgia Gero-Chen (CFA rep) reviewed the current state of negotiations between the CFA and administration, and urged those present to be involved.
   5. Amanda Bent explained the new conference room reservation system (online system)
   6. Amanda directed everyone’s attention to the handouts with our College Withdrawal Policy
   7. Mary Soliday noted that Program Outcomes are supposed to be on syllabi, but no one knows where they are. Sugie noted that English Dept. staff will help with this.

11. Next meeting: Fri. 12/11 from 2-3 p.m. in HUM 485, followed by a Holiday Gathering 3-5 p.m.
12. 1:30 adjournment

Coordinator Reports

CMS – LISA HEYER

Advising: Over the summer, Barbara Cooper and Tara Lockhart worked with Early Start instructors to devise and implement a system for advising students who choose CMS as their DSP option. Barbara read all of the CMS-identified essays, and advised them into a combination of reading/writing and grammar courses. This early intervention meant that our English 201 classes were filled long before the first day of class; we added one section of 201 to accommodate the international freshmen who arrived the week of August 17. 9 sections of 201 x 18 = 162 multilingual FTF

Classes: Classes are still being added as of this writing, but CMS is offering at least 50 sections of CMS courses.

Placement Test: 165 international students took the CMSPT

Teachers: Two new teachers joined the CMS faculty:
   • Stephanie Trujillo
   • Julia Schulte
Both are senior teachers at the American Language Institute

**UNDERGRAD COMP – KORY LAWSON CHING**

- 104s = 56 sections
- 114s = 111 sections
- 214s = 58 sections
- New Lecturers = 10
- Returning Lecturers = 6
- GTAs = 14
- Continuing Lecturers = 53
- GTAs = 14
- Michelle Carbajal
- Raina Celnik-Hickey
- Hazel Crawford
- Daniel Curtis-Cummins
- Ileana Da Silva
- Renato Escudero
- Megan Garcia
- Tyler Heid
- Zachary Knowlton
- Ashley Lunsford
- Alexander Mejia
- Gabriella Solis
- Matina Tryforos
- Timothy McCutchan (4th semester)
- New Lecturers = 9
- Balthazar Becker
- Sarah Cox
- Joshua Edwards
- Janet Goldberg
- Anthony Jones
- Rimpa Khangura
- Margaret Seelie
- Matthew Suazo
- Brian Unger
- Returning Lecturers = 7
- Roberta D’Alois
- Hollie Hardy
- Ruby Hernandez-Frischer
- Susana Leong
- Nathan Maertens
- Leonora Willis
- *9 instructors teaching 114 and 214 with Metro
- *3 instructors teaching 214 hybrid sections

**New things!**

- FYC book now online
- Improved placement process for Early Start students entering CMS
- More balanced schedule fall to spring last year
New Eval procedures go in to effect this year – it’s a pilot year…

ENGLISH EDUCATION – PAUL MORRIS

It has been a big year for English Education, with major changes in curriculum and faculty.

In the grad program, 20 candidates in total received a credential in English Education (4 in the fall, 16 in the spring). There are currently 24 students enrolled in the credential program, and this is likely to rise. These numbers continue an upward trend, with a heartening number of undergrads continuing on to the grad program.

In the undergraduate program, 25 students graduated in the spring and about 8 in the fall, some 33 in total. There are presently 218 students enrolled as majors in English Education.

As you know, Nelson Graff moved on to lead the writing program at CSU Monterey. He instigated two major projects which will continue to move forward this year.

First, a new emphasis area is being created for English Education majors in order to accommodate a statewide focus on English Learners in secondary schools — "World Language: English Language Development."

Second, in celebration of TPW’s entry into the English Department and to meet interest in the subject, we are also working on a new emphasis in Technical and Professional Writing.

Finally, onto faculty changes. For this semester, in order to cover our undergraduate curriculum, we are lucky to have hired Angus Dunstan who has just retired after 40 years of college teaching, most recently at CSU Sacramento, where he taught a wide variety of English Education classes.

After a rigorous search last semester, we are very lucky to have a new member of the English Education faculty. It is my pleasure to welcome Jim Gilligan who graduated from Purdue University with a dissertation in queer theory, addressing how teachers negotiate their private and public identities. He will be a wonderful addition to our program, where he is well-equipped to fulfil a variety of teaching and administrative roles. It’s been a big move for him, so please make him very welcome as he adjusts, say “hi” if you pass him on the corridor and, of course, tap into his expertise!

GRAD LITERATURE – JULIE PAULSON

The Graduate Literature Program gave its first two CE exams last spring. GLCC business for this semester includes continuing to assess how we might better support students in our portal course, Eng 741, and in the two CE options our program now offers, the thesis and exam. Last spring, we had 43 applicants for the fall semester, we admitted 25, and 18 are attending.

UNDERGRAD LITERATURE – BILL CHRISTMAS

• Lecturers teaching this semester. Returning: Ben Lempert (ENG 259); New: Philippa Kelly (ENG 584). We bid a fond farewell to Mary Ann Koory, who has accepted a full-time job elsewhere.

• Literature Program enrollments are more robust this Fall.

TESOL – DAVID OLSHER
Recap of Spring 2015 graduation: 15 students completed the M.A. TESOL program in May 2015. We ended the semester with a professional student-run conference, supervised by Dr. David Olsher, with each graduate delivering a professional-style presentation based on their capstone projects. View the Conference website.

Fall 2015 admissions: We had 43 applicants, 25 students admitted, and 15 are currently enrolled. (In addition, two more are delaying until Spring 2016). This group includes students from China, Iran, and Hong Kong as well as California residents.

Fall 2015 courses: Of the upper-division prerequisite courses, English 424 and 425 (Sec. 1) are filled to capacity. There are some open spots in English 425 (Sec. 2) and 426.

Of the core courses, English 731 Teaching Speaking and Listening has 3 seats open, and there are more open spots in English 653 Pedagogical Grammar, 724 Tech for TESOL, 726 Practicum, 732 Teaching Reading and Writing, 733 Student Teaching, 832 Immigrant Literacies, and 891 Culminating Seminar.

New graduate student peer mentoring program: Last fall, our graduate students initiated a peer mentoring program, the “Buddy Program,” which pairs returning students with new students. This has been very successful with universally positive reports in a feedback survey, and a new set of student leaders are continuing this program with the Fall 2015 incoming cohort.

Curricular initiatives: The TESOL program is planning to submit several changes this fall that will streamline our pre-requisite courses, expand advanced coverage of pedagogical grammar, and focus the Culminating Experience more explicitly on the Capstone Projects.

Working with new Development Office staff on fundraising: Following the TESOL Program’s 50th Anniversary event in Fall 2014, we have been working with the development office on a follow-up fundraising initiative. Our main contact has been Kate Morris, who left SF State during the summer and we will follow up this semester with the new staff working with the LCA College, Eric Talbert. We will be glad to share our progress with other programs in the department, if that is useful.

Student recruitment initiatives include: (1) Opening Spring 2016 Admissions; (2) New program flyer; (3) Recruitment video and YouTube tagging/indexing; (4) Renewing Listing in Graduate Program Directory on International TESOL Association Web site.

Departures and arrivals:

Retirement: Elizabeth Whalley, long time TESOL Professor, who taught many MA TESOL students over more than 20 years, coordinated the program, taught nearly every class in the curriculum and was known for creating courses in Workplace English and Performance for TESOL. She will be missed by students and colleagues.

The MA TESOL Program is delighted to welcome our newest hire, Robert Kohls, who will officially start in Spring 2016, Ph.D. from the University of Toronto and former faculty member at the Monterey Institute of International Studies.

Lecturer: Esther Chan, a long time lecturer in the Composition for Multi-Lingual Students Program, has officially joined our lecturer pool and will teach English 732: Seminar in Teaching Reading and Writing.
- Starting last summer, we began the process of merging with the English department and have progressed to the point of having our proposals (for a new TPW concentration & discontinuance of TPW major/minor) ready to submit to the relevant committees once the fall semester begins.

- TPW’s transition to a fully online program is almost complete. Courses for which online versions have been developed and taught at least once: 400, 470, 550, 555, & 600. Remaining courses that will be developed and taught online for the first time this fall: 480 and 490. Last spring TPW received a Promising Course Redesign grant from the Chancellor’s office to support development of online courses for 480 and 490.

- Longtime TPW faculty and Program Director for many years, Lu Rehling, began her FERP fall 2014.

- We welcomed two new lecturers to our ranks: Megan Little, who taught our promotional writing class last spring, and is teaching our GWAR class in the fall, and Regina Neu, who is taking over our grantwriting class now that our much-loved lecturer, Frances Phillips, has decided to step down from teaching the class.