**Department of Asian Languages and Literature**

Faculty Meeting: 4 October 2019

Minutes

Voting faculty in attendance (26): Ahmad, Atkins, Bi, Boltz, Cao, Cho, Cox, Dubrow, Hamm, Handel, Iwata, Jesty, Kim, Mack, Marino, Matsuda-Kiami, Nishikawa, A. Ohta, K. Ohta, Pahlajrai, Pauwels, Sandjaja, Takeda, Turner, Won, Yu

Also present (2): Self (staff), Yoon (staff)

*Meeting called to order at 3:32 pm by the chair, Paul Atkins.*

**Introduction of new members**

 *Joe Marino, Lecturer of Sanskrit*

 *Fumiko Takeda, Lecturer of Japanese*

**Newly promoted faculty**

 *Zev Handel, Professor of Chinese*

 *EunYoung Won, Senior Lecturer of Korean*

**I. Approval of minutes from previous meeting, held May 10, 2019 (Handel)**

 Minutes are approved by unanimous consent.

**II. Renewal of authorities (attached) (Atkins)**

 *A. Annual renewal of chair’s authority to recommend certain appointments and* renewals.

 *B. Biennal renewal of chair’s authority to recommend competitive counter-offers.*

 The two renewels were moved as a single motion by Mack; seconded by Jesty. The motion passed unanimously.

**III. Report on majors and SCH for previous academic year (Self)**

 Self walked us through the multi-page handout of statistics related to our departmental majors. The total number of majors has been steady, and we already have 10 degrees granted in our new AL&C major, which is very promising. This suggests that the new degree is already proving successful.

 Liz added that the latest issue of the newsletter is ready. It will be printed and mailed soon. At 16 pages, it is our biggest issue ever.

**IV. Faculty Senate update (Jesty)**

 Jesty is our new senator, and is on the executive committee. The FCAS council on academic standards, which approves new programs, is revamping the approval process to make it more collaborative, so that proposals get revised in discussion with a lower-level body before going up for final approval. There will also be some work in the senate on clarifying issues related to free speech and academic freedom.

 Jesty invited faculty to bring issues to him to raise with the senate.

 Atkins pointed out that the Board of Regents has declared that the university is governed by the faculty, defined as president plus professors (and lecturers). It’s important that we recognize and use that power, and Jesty is our conduit.

**V. Summer Quarter (Hamm)**

 Student credit hours for summer quarter have been dropping over the last 10 years. Nevertheless, we are offering summer courses: six language and three content this past summer, with six faculty and several TAs teaching about 125 students. There have been some changes to how summer quarter works: (1) Summer salary is higher, credited for 50% more time. (2) Courses will not run unless enrollments are 10 or higher. (3) Our department is committed to using summer quarter to support as many teaching assistants as possible, so we have a policy to maximize TA appointments at 50% (not 100%) as long as we have enough qualified graduate students.

 K. Ohta asked if the department can set a firm date by which summer TAs will be informed of their application status, since otherwise anxious applicants keep asking the faculty what is going on. Hamm and Atkins said they would do that if possible.

 A. Ohta asked that the department specify the amount of instructional minutes per credit that we should be offering in the summer, so that we can correctly schedule our courses. Right now it seems that our department faculty are teaching more hours per week than faculty in other departments. Hamm said he would consult the summer school to find out.

**VI. Revision of merit review procedures (Atkins)**

 We need to create a written departmental policy on how to carry out merit reviews. We need it in place by the spring merit review. We might start by simply writing down what our current practice is.

 We will also be asked, separately, to come up with our own set of requirements for promotion that are compatible with the university’s and college’s guidelines.

**VII. Reviving our department colloquium (Atkins)**

 The Asian L&L Department colloquium used to happen regularly, usually with presenters drawn from the faculty and graduate students. It is a good venue for intellectual stimulation, building community, and helping us understand what our colleagues are working on. Atkins proposed we revise the pratice. There was a general consensus that this would be a good idea. Atkins proposed that the Graduate Admissions Committee run the colloquium.

 We voted unanimously to entrust the committee to get it going, with a trial colloquium in winter and in spring.

**VIII. Starting a pedagogy forum (Atkins)**

 Atkins proposed a forum on pedagogy, which could involve practical issues of classroom instruction as well as theory. This would be of benefit to all the faculty and student instructors, who would learn from their experienced colleagues. This could be entrusted to the Undergraduate Education Committee.

 We voted unanimously to entrust the committee to get it going, with a trial colloquium in winter and in spring.

**IX. Chair search (Atkins)**

 Atkins is currently in the final year of his five-year term, which ends in June. He does not want to be considered for a second term. There will be a search. The Deans of the College and the Humanities will appoint a three-person search committee, two outside the department and one inside. The inside member will be someone not under consideration for the position. The committee will probably be established this quarter, and will then conduct extensive discussions with stakeholders in the department. The committee will provide a list of unranked candidates to the deans, with a bias in favor of full professors.

 If nobody from the department becomes chair, someone from outside will be appointed. This is usually not a good thing, it’s called “receivership”. We hope for an orderly succession.

**X. Search updates**

 *A. Lecturer of Vietnamese (Sandjaja)*

 The ad has been completed and is nearly through the university’s approval process. Once it’s ready, we will cast as wide a net as we can. Because we are running a search for a full-time lecturer this time, not a part-time lecturer, we hope for a successful result this time. The application deadline (for priority consideration) is December 15.

 *B. Assistant professor of Buddhist studies (Cox)*

 The ad has been completed and was approved about a week ago. The committee has met with Divisional Dean Brian Reed and Associate Vice Provost for Advancement Chad Allen to discuss the search procedure. The ad has been placed in a number of venues. Cox has already received several email inquiries about the position. The application deadline (for priority consideration) is December 1. Note that the position does not require a South Asian focus.

**XI. Hiring plan (new item that was not on agenda) (Atkins)**

 Our updated 5-year hiring plan is due December 15. We have a recent hiring plan from the spring, so it shouldn’t take too much work to update it. The main thing that has changed is that we have been granted a Buddhist Studies position, so we need to re-prioritize our other proposed hires. The executive committee will propose a revision and bring it to the faculty in November. Any faculty member who wishes to propose a change should inform the Chair.

 Boltz motioned to adjourn. Approved by unanimous consent.

*Meeting adjourned at 4:43 pm by the chair.*

Respectfully submitted,

Zev Handel (Associate Chair)