



Welcome to the first newsletter since I have become chair of the Department of Writing Arts.

I plan to use this as a means to keep information flowing your way.

Dates and an index to the rest of the newsletter will always be on the first page.

Please contact me if you have anything you would like to see in future issues.

Sandy

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FALL INITIATIVES:

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- WPA EVALUATORS' VISIT
- HIGH SCHOOL WRITING CONTEST

PLEASE REVIEW THESE!

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PERSONNEL NEWS and NOTEWORTHY ITEMS

SELECTED SEPTEMBER DATES

T 9/3 Classes start

W 9/4-F 9/6 Rosh Hashanah

See page 4 for more info

R 9/5 CCCA Meeting, Bozorth Aud.

Provost Jim Newell will speak to college concerning strategic planning and other initiatives.

R 9/5 Intent to apply for sabbatical due

W 9/11 Dept. Meeting, 3:15-4:30 pm

2097 James Hall

All full- and ¾-time faculty expected to attend, if possible. Adjuncts invited. Tentative agenda on page 2.

R 9/12 CCCA Welcome Back Reception and Art Gallery Opening, 5:30 Westby Gallery

See *Dialogic* exhibition, meet with colleagues, and enjoy spoken word performances.

F 9/20 President's Inauguration

Line up at 9:30 am outside Pfleeger Concert Hall.

W 9/25 Dept. Advising Information Meeting. 3:15-4:30 pm

Room to be determined. To discuss revised major.

By W 9/25, T&R/Promotion document has to be ratified

NOTE: Please check your course information on Banner shortly before you go to class. Some rooms have changed recently and others are still being assigned.

All Fall department meetings are from 3:15-4:30 pm and will be held in 2097 James Hall:

Wednesday, September 11

Wednesday, October 9

Wednesday, November 6

Wednesday, December 4

We have a busy semester before us—and that doesn't even include our teaching assignments.

Our department meetings need to be efficient and productive. If there is something you would like to have discussed or brought before the department at a meeting, please let me know so I can put it on the agenda.

TENTATIVE ITEMS FOR 9/11 MEETING

- Introduction of new faculty and staff
- T & R committee election
- Discussion of new T & R document to be ratified, especially student evaluations. See next page for more information on this.
- Need to decide when to do Instructorship search for position starting Fall 2014 and possibly elect search committee.
- Discussion of WPA Self-Study. See next page for more.
- Discussion of High School Writing Contest. See next page for more.
- Curriculum proposals: Deadline to Senate: Thursday 10/17 at noon. These are for fall 2014 implementation. Needs to be to dept. committee long before this.
- Writer's Mind as prereq for Magazine Article Writing

Tenure & Recontracting / Promotion Doc

Note: Jeff has been working on this and would appreciate help. Contact him to contribute.

As it does every year, the TRP doc (also known sometimes as the RTP doc) needs to be ratified by Sept. 25. This year, there will be several changes to be made and items we need to discuss at the department meeting. These include:

1. General housekeeping: updating of name of college, etc.
2. Use of Blackboard by candidates.
3. Adding in of criteria concerning instructorship position.
4. Increasing response rates on student evaluations.
5. Possible streamlining of ¾-time candidate folders.

Other items to discuss:

- Dean's tip sheet
- Candidate group sharing of folders
- This year's workload

WPA Evaluator's Visit

Note: In the email this newsletter arrived in, I have attached the document Laura and I have been working on. Please review and comment!

As announced previously, the WPA Evaluator's on-campus visit is scheduled for Sunday, October 20-Tuesday, October 22.

There will be meetings aplenty. At our last visit in 2004, there were a total of 15 meetings. In addition to meeting with many people outside the department (including half an hour with the president), the evaluators met with the MA and UG major faculty, education-related faculty, FYW faculty, Adjuncts, students, Camden faculty, etc. As we start to put the schedule together, we'll let you know what is going on when.

We have also begun a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis of our Department and would like to hear your views on this. Laura has put it up here:

<http://tinyurl.com/ml6wom9>

Please comment prior to the 9/11 department meeting.

High School Writing Contest

It would be of great benefit to our program to have more incoming freshmen entering Writing Arts. To have this happen, we need to have greater visibility in the schools.

At our all-day meeting, the idea of a high school writing contest was raised.

To this end, VP for Strategic Enrollment Management (SEM) Jeff Hand has graciously agreed to provide a scholarship that we would sponsor.

Hand offered to sponsor a two-year full tuition scholarship to a winning student, with lesser awards for second and third place. Of course, if the students don't come to Rowan, then there are no awards.

Note: I have attached a document proposing what this would look like and various permutations it might take. Please review and comment to me, or hit reply all, or bring to the department meeting.

The Dean's College Information Packet is attached and accessible on the College website. I encourage you to use this as a resource, as it discusses practical aspects of teaching and navigating your way through university, college, and department policies and procedures.

The packet includes information concerning all sorts of practical things, such as what you should do if you are going to miss a class or what has to occur during finals week in your classes. Yet, it also has other valuable information, such as the recent addition of a Distinguished Lecture Series for CCCA. The Art Dept. brought in glassmaker Paul Stankard last year. Apps due Oct. 1 for a spring visitor, by the way.

Also, at the chair's retreat, we were informed about several things not included in the packet:

1. **Bringing External Speakers to Campus**

A new university-wide policy is in place concerning external speakers. In short, it states this: "Any time a non-Rowan employee or student is invited to campus (whether to a single class or as part of a larger event), the dean of the involved college must be informed *prior to an invitation being made.*"

This will affect, at the minimum: Intro, Professions in Writing Arts, and Seminar in the M.A.

2. **Students Attending but Not Registered for your Course**

Be sure not students are sitting in your class who are not registered for it, and be especially sure not to evaluate any work by students not registered for a class.

3. **Dean's Office Workflow Chart**

If you've ever wondered who does what over in the dean's office and whom you should talk to about this or that, a Workflow chart will be coming soon.

More info on Rosh Hashanah (from page 1 calendar and official university statement on this:

Rosh Hashanah will be observed from sundown on Wednesday, September 4th to sundown on Friday, September 6th. Students, faculty, and staff should follow the appropriate policies regarding accommodation. Faculty who will be observing the holiday should notify students of how they are handling their classes. Students must notify faculty if they will be missing class to observe the holiday (see the [Attendance Policy](#)). Faculty should note that given the early timing, advance notification may not be feasible and flexibility may be necessary.

Drop/add will be extended to accommodate students who are unable to attend class until the following week. Students who are observing the holiday and who are enrolled in classes that meet Monday/Wednesday evenings, Thursdays only, or Fridays only will be permitted to drop/add classes through the day following the first class meeting they attend.

PERSONNEL NEWS

Please welcome the following new people to the department or people in new positions:

Full-time Assistant Professor
Cydney Alexis

Full-time Instructors
Laura Mangini
Amy Woodworth

Three-quarter-time
Nicole Cesare
Katie Delhagen
Jason Freeman
Joe McGee
Jude Miller
Amanda O'Sullivan
Myrna Rodriguez
Kate Selfridge
Gerry Williams

Adjuncts
Bonnie Brady
Christine Bryant
Heather Camlin
Andrew Davison
Tim Donaldson
Ana Hartman
Ben Heins
Rachel Howe
Jody Kolodzey
Walk Kruc
Linda Lee
Jana Llewellyn
Nazneen Mandviwalla
Jennifer McKim
Andrea Mings
Abby Orenstein
Kerri Rizzotto
Angela Speakman
Sam Starnes
Bruce Walsh

*My apologies for any misspellings or omissions.

For those of you who are new, positions in the department include:

Chair: Sandy Tweedie

Grad Advisor: Ron Block

Coordinators:
Jeff Maxson, Undergrad Programs

Ron Block: Creative Writing

Writing Center: Sharada

Krishnamurthy

First-year Writing: Erin Herberg

And within FYW, course coordinators include:

Foundations: Cindy Kopp

ICCI: Marie Flocco

CCI: Loriann Fell

CCII: Amy Woodworth

Our secretaries are:

Theresa Lappe

Jan Lockhart

Kristine Gross, on leave

NOTEWORTHY

Congratulations to **Bill Wolff**, whose son Seeger Reyes Wolff, was born August 14. All are doing well.

Julia Chang's short story *Dancing with NED* will be published in the spring 2014 *Alaska Quarterly Review*. And her second novel, *Mimi Malloy at Last*, will be published by Picador in April 2014.

Drew Kopp received an *It's All About ME (Meaningful Employment)* grant from the Provost's Office. The monies allow Drew to hire a student to work with and train other students creating the department videos for the website.

Jackie McCafferty, Director of English Language Programs and currently housed in Camden, will now oversee English Language Programs at Camden, Stratford and Glassboro. Jackie has long been affiliated with our department because of this work and will become more so—official status to be determined at a later date—as she is now part of Strategic Enrollment Management on the Glassboro campus. From this, we will see an increase in students to our English Language Programs.

Jason Cantrell, a 2013 graduate of Writing Arts, has been named the Toni Libro Scholarship winner. Given to an incoming graduate student of the M.A. in Writing, the award provides \$1,000 to the winner.