

EGU Meeting Agenda

September 23rd, 2022

4:00 PM - 5:00 PM

Meeting Link: <https://arizona.zoom.us/j/85127486297>

Password: 3NgGR@3202

Officers Present:	Larissa, Charlie, Leah, Thir, Alyx, Mary, Josie, Griff
Visitors Present:	Kelli Lycke, Mindy Ernest (Captioner)

Online Access Statement (template provided by the UA Disability Cultural Center)

- Exist in the space in whatever ways are most comfortable to you
- Please state your name when speaking to assist the captioner (e.g., “Alyx is speaking”)
- Allow others to fully finish their thoughts before beginning to speak

Co-Chair Reports

1) Alyx (interim Co-Chair) **[VACANT]**

a) AY 2022-23 Elections

- i) Low response rate; many officers currently serving have been nominated for Co-Chair positions, concerned about transition and filling the then vacated positions
 - (1) 2 of 8 position nominations are confirmed on the ballot (9/23)
 - (2) Griff has expressed interest in one of the Co-Chair positions, but hasn't previously served in EGU
 - (3) ACTION: Is anyone opposed to them running for this position even if they don't meet the eligibility requirements?
- ii) Separate nominations form for WPC Committee Reps; **both forms close next Wednesday (9/28) at 11:59pm**
 - (1) [Nominations Form \(Vacant Positions\)](#)
 - (2) [Nominations Form \(WPC Positions\)](#)
- iii) Tentative Election Schedule:
 - (1) Thurs., 9/29: Ballot distributed
 - (2) Thurs., 10/6: Ballot closes
 - (3) Fri., 10/7: Results announced

b) [9/14 WP Director Meeting Notes](#)

i) Office Space

- (1) Upper admin has previously been informed about these concerns but haven't provided support
- (2) Undergrad complaints are more likely to be heard/addressed; solicit complaints from students or have them email Shelley directly (no official reporting form available)
- (3) Grad students send concerns to Anne Shepard (cc Shelley)
- (4) ACTION: Add feedback to doc:
 - ☑ Concerns About 1515 Office Space

- ii) WP Funding
 - (1) GATs can't teach in both Summer I & II Sessions; EGU also can't lobby for more money "for a while" due to raises
 - (2) Summer teaching "getting worse"; less sections being offered w/ full course caps (25 students); GATs still given priority
 - (3) WP funding extensions are a 2-2 teaching load
 - (4) ACTION: Add ideas to doc:
 - ☰ Possible Summer Job Opportunities
 - iii) WPC Committee Reps
 - (1) Values & Strategic Planning: EGU rep "specifically requested"
 - (2) Professional Development: EGU rep "would be nice"
 - c) [9/23 Dept Meeting Notes](#)
- 2) **[VACANT]**
- a)

Rep Reports

- Secretary (Leah):
 - I will start sending out the meeting minutes for approval next week! Please reply to those emails if you see any errors and/or want to make any changes.
 - If I don't hear back from anyone within a week, the minutes are automatically approved. If I need to make any changes, I will resend the revised minutes for approval.
- EDI Co-Chairs (Thir & Caleb):
 - Thir attended the first AIME meeting on Sept 2, 2022. It was an introductory meeting and there were no specific agendas. The next meeting is scheduled on Tuesday, Sept, 27.
- WPC
 - Assessment (Larissa):
 - This semester, we will be revising the Portfolio Teaching Handbook to better reflect the 3 kinds of portfolios (high-tech, mid-tech, low-tech) folks are already using. We'll also be building a portfolio repository so instructors have some examples to pull from for teaching.
 - Emphasis on portfolios remains that we're assessing for engagement, not understanding. We hope for this to be more equitable.
 - Awards (Mucktadir):
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 - Curriculum & Instructional Materials (Sean):
 - : ☰ CIM 22-23 Meeting Notes & Agendas
 - "The Curriculum and Instructional Materials (CIM) committee invites all instructors to participate in a [very brief survey](#) about your use of [free and Open Educational Resources \(OER\) in the Writing Program](#)."
 - Survey link: <https://forms.gle/eFyR9RFnmo4cx6f17>
 - Committee is working on selecting a platform and hosting a repository of OER that will be more sustainable and accessible

- than the Google Sheet (possibly something like Wix or Weebly), and floating the idea of a WP focus group on OER for SP22
 - Timeline/feasibility of replacing the required handbook with OER to reduce student costs remains unclear; the procedures and requirements behind these approvals are not transparent; also unclear where/how proceeds are allocated (and what impact reducing incomes from the handbook might have)
 - [COMMENT: might be interesting to survey instructors on how they use the handbook; the data might push toward getting rid of it]
 - Difference & Inequality (Griffin):
 - Identified that the committee as currently formed has no mission of representation or advocacy
 - Discussed a yearlong project of conducting a Climate Survey to determine D&I goals and efficacy; discussed soliciting involvement from methods class and/or soliciting feedback from faculty/GAs as to *what* information we should be collecting in the survey
 - Discussed possible collaboration between EGU/DCC/English Dept/D&I to invite Sami Schalk to campus for Spring
 - [Meeting Notes](#)
 - Values & Strategic Planning ([VACANT]):
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 - Professional Development ([VACANT]):
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- GPSC (Kriti):
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- Social Chair (Josie):
 - Currently working on the logistics for the Welcome Social
 - Target venue: ENR2 building roof
 - Any ideas about scheduling (day/time) are welcome.
- First-Year Rep ([VACANT]):
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- CW ([VACANT]):
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- EAL (Maria):
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- LIT (Mary, Interim [VACANT]):
 - Faculty would love to hire somebody new, and they're trying to figure out funding for that. Two possibilities would be to make a pitch for an [SPFI](#) hire (which I think EAL and CW are doing?), where basically the department decides ahead of time one candidate that they want to hire and make their pitch for that person to the higher admin (the dean, I think?). Another possibility is to accept someone via the President's Postdoctoral Fellowship Program (PPFP).
 - BTW, [the PPFP](#) is a good thing to apply for at other schools! There are a bunch of UCs that participate and some universities on the east coast.

- Faculty know that students are frustrated with the limited course options. It's a complicated issue because the higher admin requires 5 students to be enrolled for it to "make." We're super close to the wire, but they think they can run all three courses in the spring with five students in each class.
- On that note, don't forget that (sometimes) we can take classes in other programs! CW students can take lit classes (and lit faculty are frequently open to letting them submit a creative work as a final project)! Lit students can take RCTE classes!
- Other course-related stuff: one idea that was floated was changing the 1 unit Colloquium class that first years take and revamp it to be an actual 3 unit course (with input from multiple professors) to act as kind of an Intro to Literary Studies course. It would help first years get a feel for the program, meet professors they might want to work with, etc. It could also help give more breadth to our course offerings since right now they are extremely specific and possibly not relevant for everybody taking them. I think it sounds like a good idea, but I'm not sure how close we are to implementing it. At this stage it seems like an idea without a clear action program. Does this sound good to folks? If so, I can talk to Melillo and give him a push in that direction.
 - [COMMENT: sounds like a great idea; previous cohort was frustrated with the way that the colloquium class had to trade off weeks with the job market course and that there was no real room for development because the course was so short]
- Regarding the future of the program, the faculty is talking about lowering our standards for who is allowed to apply. For example, lowering the required GPA from 3.5 to 3.0 and not requiring a BA in English. It seems like the faculty is generally in favor of both of these because they want a bigger pool of candidates to draw from.
- RCTE (Charlie):
 - Next meeting is on October 5th. Here again are my notes from the previous RCTE Faculty Meeting:
 - There are some major changes coming for RCTE. There were less graduate student applicants, less funding for the program, and increased accountability measures from the Dean's office. The RCTE faculty discussed a series of plans to address these challenges:
 - Revise Curriculum in RCTE Graduate Program
 - Offer hy-flex classes that are exclusively offered during the evenings (4:30-7:00)
 - [COMMENTS: could be good for those working 9-5 hours but also problematic from a marginalization perspective: students who have evening jobs, childcare needs
 - RCTE meeting included conversation about accessibility for parents and offered hyflex courses as a workaround]
 - Cross-list all classes so that upper level undergraduates can boost enrollment
 - Shift recruitment efforts to serving working professionals, international students, and students that do not need funding.

- [COMMENTS: disappointing and opposite direction of inclusion and access; questions about whether this is advisable for students to enter a program without funding considering how it might affect their CV/skills for job market
 - RCTE meeting conversations said that folks that would join the program would be looking for industry jobs or increased professionalization as secondary teachers, so the concerns about the academic job market would most likely not apply to this demographic of student]
 - Reduce admitted Phd students to 2-3 each year. Focus on building a Masters Program.
 - Replace the Immersive Cultural Requirement with a different process
 - Language Requirement
 - Computer language requirement
 - Workshopped publishable paper
 - Craft a themed syllabus around students' interests
 - [COMMENT: sounds like they are going to give students a choice between these options]
 - Thinking about Revising the Comprehensive Exam Process to be over the course of one year.
 - Provide additional structured steps after exams are passed to help students write their dissertations and go on the job market.
 - Outside of the discussion about these revisions to the program, RCTE faculty will send out scheduling information about the Jobs Workshop for Fall 2022.
 - SLAT (Ahn & Mariana):
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 - Undergrad Curriculum (Laura):
 - UCGG Meeting 09/15
 - Proposal #1: Add ENGL 100-level courses to the list of accepted lower-division elective credits for the English and PTW majors/minors
 - Motion approved (Vote: 7-0)
 - Proposal #2: For the English Literature major/minor, change the exclusions of the following classes for credit – "May not use ENGL 201, 209, 210, 301, 304, 309, 401, 404, 409" – to "May not use 301, 304, 309, 401, 404, 409" (i.e., 200-level CW classes, including 215, may now count toward to the Lit major for lower-division elective credit)
 - Motion approved (Vote: 7-0)
 - Proposal #3: Officially add ENGL 215 to the ADVISP report so that, as a Gen. Ed., it can be used for double-dipping purposes with the major/minor.
 - Motion approved (Vote: 7-0)
 - Lit Grad Curriculum ([VACANT]):
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Project Reports

- EGU Constitution Revision:

- Procedural/Clarification revisions were approved in-house in SP 2022; **revisions to be updated on the website by Sept. 16th ~~Sept. 2nd~~ (oops, lol)**
 - [COMMENT: Website updates are on hold for the moment due to Denise being out]
- Structural/Position-Related Revisions were brought to a vote in SP 2022, and all five passed; **revisions for the exact language needed before being updated on the website**
- EGU Archive Organization:
 - Jazzie, Claire, and Alyx began the process of documenting everything in the EGU GDrive Archive, and began the process of deleting/merging duplicate items
 - Alyx would like to continue this project; any others interested in this project are welcome to contribute
 - [COMMENT: Project likely on hold until after elections or until next semester]
- Directory/Newsletter:

Projects & Tasks:

- URGENT: Fill vacant officer positions (especially, EGU Co-Chairs)
- URGENT: Add concerns about 1515 office space to this doc:
 - ☰ Concerns About 1515 Office Space
- ONGOING: Add ideas for alternative summer jobs to this doc:
 - ☰ Possible Summer Job Opportunities
- ONGOING: Revise language for Structural/Position-Related Revisions
- ONGOING: Remind people of travel, research and professional development funding with low-stakes application processes!
 - [EGU Travel Awards for “official university business” travel](#) - \$325 to cover costs of presenting work at a conference
 - [English Graduate Student Research Fund](#) - \$500 for research travel/field work. Money can no longer be used for local research costs as of Spring 2022 (including buying books, transcription software, etc.).
 - [GPSC Travel, Research, and Professional Development grants](#). Three separate applications for different types of opportunities; up to \$750 for eligible research travel or research project costs, up to \$1500 for eligible Professional Development costs

Questions:

- ONGOING: How do we continue to maintain the care systems we’ve begun working on in AY 2022-23? How can these care systems continue to evolve going forward, and what can future care systems look like?
- ONGOING: What is a good funding model? What could help us, the GATs, as the structures shift?

Conversations:

- Rep Reports:
 - Lit Report

- Curious about survey for ENGL 280 (intro to Lit) courses - Will instructors of 280 have agency to determine content of courses taken away?
 - Discussed at dept meeting: 280 is trying to offer themed sections to make it more inviting for majors and non-majors
 - About marketing to more students
 - Survey is trying to narrow down potential topics that could be offered for the course
 - Think there will still be some 280 courses where instructors can determine content
 - Don't think they will go back on approved syllabi and take away autonomy
 - Instructors can sign up to teach themed courses
 - Like faculty courses where there is a broad theme (British courses) but instructor chooses content
 - Dennis approachable and likely will be open to other topic ideas → contact with concerns about any content you are teaching
- Idea of changing 1-unit colloquium into 3-credit intro to literary studies course
 - Know some students are coming in without a lot of experience from undergrad
 - Same problem in RCTE, especially for those coming in without Master's
 - Intro to literary studies, inviting professors to come in and discuss their field
 - Is this something that sounds good / desirable?
 - If more theoretical content was covered in this course, folks might have an easier time with the program in general and the existing theoretical class likely wouldn't have to cover as much
- D&I committee:
 - Reviewed mission statement and charter
 - Current structure has no focus on advocacy → only focus is pedagogical training on D&I issues
 - Committee is focusing on climate survey, but unclear about focus and purpose
 - Dept meeting: Emma Gomez said it was specifically focused on WP
 - Hoping it will actually be used as guiding tool to address concerns brought to WP
 - Let us know if EGU can support this endeavor - AIME has solicited feedback about questions in the past
 - Possibility of soliciting help with coordination of survey from GATs and lecturers
 - Possibility of partnering with RCTE methods course to code data and distill results

- Both as a learning opportunity for students and way of not limiting data to just the committee
 - At a stage of looking at examples of climate surveys and not yet discussing formation of survey
 - Dev will not be in the position in the spring, unsure of who will be in his place
 - Could bring questions to EGU about what needs to be asked, seeking to increase engagement
 - Will keep updating us in meetings
 - Question about circulating program updates / meeting updates with larger audience of grad students
 - RCTE has major changes → is there a way to circulate this more widely to RCTE students? Have other programs done this?
 - Past:
 - Directly email program listserv with info
 - Directly emailing grad listserv has typically been a quick process → admin typically pushes it through quickly
 - Put RCTE listserv in the “to:”
 - Can also forward to Alyx who can be the admin body who sends the email to grad students
 - Some concern about message getting censored / or program faculty possibly wanting to shape message differently
 - Faculty should not be on the grad student listserv
 - There are lists of all listservs on campus that might include who all is subscribed
- Elections
 - Response rate is low
 - Two different forms
 - One for vacant positions from last election cycle
 - One for WPC positions
 - Encourage people to nominate / run
 - Nominations close Wednesday 9/28
 - Ballot will be distributed next Thursday 9/29 and close Thursday 10/6
 - 2 positions have people running
 - Lit rep
 - WPC Values & Strategic Planning Committee Rep
 - Griff has offered to run for co-chair
 - Has not been a rep for EGU
 - Has been at the university for 5 years
 - Alyx: not opposed to them running even if not meeting eligibility requirement
 - Any major concerns?
 - None voiced
 - Can make a revision to the constitution to adapt
 - Amendment process from constitution: A proposed amendment to this Constitution must be signed by at least ten members of the

Voting Membership of the English Graduate Union and submitted in writing to the senior Co-Chair. Upon receipt of the proposed amendment, the senior Co-Chair shall immediately distribute the proposed amendment to the Voting Membership and call a meeting to be held in the second week after its distribution. A proposed amendment will be adopted upon approval by an absolute majority of the Voting Membership. If an absolute majority is not present at the meeting, the vote shall be taken by mail ballot.

- ACTION: Pick this up in the next meeting
- Griff: defending dissertation / moving out of AZ in the spring, cannot continue or mentor beyond that point
 - Alyx: speaks to longer problem of longevity / continuity
 - Many current officers are 3rd year or beyond, likely cannot continue in our positions
 - Alyx will be here for at least another year, can help with transitions and keep supporting / mentoring co-chairs
- Consensus from group approves: Griff will be added to ballot
- WP Meeting
 - Concerns with office space came down to soliciting undergrad complaints
 - WP has been aware of issues for a long time, has pushed upper admin to make changes but has not gotten response
 - Not a clear delineation between work orders (broken things, cleaning schedules) and safety concerns (gates being left unlocked)
 - Not sure how to proceed
 - Can continue to think about it over the next few weeks
 - Undergrad involvement needed to make it a priority
 - No official reporting form
 - Undergrad reaching out to Shelley
 - Cc you as the instructor on the email
 - Shelley envisions essentially concerned parents might have to get involved to get attention of upper admin
 - Grad students / GATs reaching out to Anne and cc Shelley
 - Start sending messages and hope action is taken
 - Work orders go to Anne since she is still over the space
 - Unclear what is a work order concern and what is a safety concern
 - Taking concerns to Dean of SBS about state of office space and procedure
 - Concern about overstepping, but might be a good next step
 - Concern about how English department is seen by upper admin
 - Example: Lit program is careful about how they propose need for additional hires
 - New dean → first time a dean has reached out because they want to hear what grad student reps have to say
 - Can we reframe as faculty doing what they can, but 1515 is older space with issues?

- Is there space in Modern Languages that can be used for student conferences and coworking?
 - Might be an alternative / solution for access needs
 - Can talk to other SBS reps about their office space and ask about working conditions more widely
 - Removes focus from English specifically
 - Can start a Google doc to collect ideas to take to meeting with the Dean
 - [Concerns About 1515 Office Space](#)
 - Will take this information to other SBS reps first
- Funding
 - Because we just got raises, we are unable to argue for raises for grad students in near future
 - Summer funding will get worse because course cap will go up to 25
 - Shelley doesn't anticipate conversation about getting paid at full capacity to go well
 - Will start focusing on external funding going forward
 - Would it be useful to start compiling a list of alternative summer jobs?
 - Getting hired by WP is difficult / it doesn't pay enough
 - Could be another Google doc that goes out
 - [Possible Summer Job Opportunities](#)
- Emergency fund for grad students
 - Reaching out to sponsors about raising money for this
 - Know other depts have these → will see if there are models for this in other places
 - Currently have a version of this → reach out to Susan Miller-Cochran
 - She has been good with supporting students and has good contacts
 - Will ask her to find out how we can get official information and process to apply that we can share information about more widely
 - Cap might be \$1200 - \$2000
 - GPSC got money from the student icourse fee fund and now has \$60,000 to fund basic needs micro-grants
 - Can apply starting next month
 - Possible to receive money quickly
 - Undergrads can also apply for these
 - Kelli will add link to meeting notes when applications open