

Overview of Departmental Structure and Governance

Leadership of the Department of English and Philosophy includes the Chair, Vice-Chair and Director of Philosophy, Director of Undergraduate Studies in English, Director of Graduate Studies in English, and Director of Composition. Duties of these positions are outlined on pages 80 to 90. The Department of English and Philosophy meets as a faculty during the academic year once monthly on second Tuesdays at 2:30 p.m. The Department Chair prepares agendas and presides over faculty meetings. Agendas are sent to faculty on the Friday before the meeting. Business may be brought to the faculty by submitting agenda items to the chair at least one week before a scheduled meeting. The Director of Graduate Studies in English calls meetings of the English graduate faculty as needed.

Most agenda items go through considerable study and preparation by the department's committees before coming before the faculty as a whole. Committee membership is determined at the beginning of each academic year by the Policy and Personnel (P&P) Committee, a committee consisting of mostly elected members. With the exception of P&P, the English Undergraduate Committee, and the English Graduate Committee, whose members serve three-year terms, membership on committees is set in one-year or one-semester terms that may be renewable. The department's standing committees are:

- Policy and Personnel Committee
- Undergraduate Committee
- Graduate Committee
- Composition Committee
- Publicity and Professional Development Committee
- Early College/Dual Enrollment Committee
- Philosophy Committee