

# Memo

To: Rosemary Drohan

From: Sarah Shin, Ph.D. *Sarah Shin*  
Associate Provost for Academic Affairs

Cc: Dr. Orienne Smith, President, Faculty Senate  
Dr. Charles Nicholas, Chair, Academic Planning and Budget Committee  
Dr. Janet Rutledge, Dean and Vice Provost, Graduate School  
Dr. Lisa Morgan, Assistant Dean, Graduate School  
Dr. Patrice Mc Dermott, Vice Provost for Faculty Affairs  
Dr. Elizabeth Feeser, Chair, Undergraduate Council

Date: August 6, 2020

Subj: Year Three Review for English (2019-2020)

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The materials required by the Academic Planning and Budget Committee, Undergraduate Council, Graduate Council and Faculty Senate for the Year Three Review of the English program are available for review on the Blackboard site: Academic Affairs Electronic Archives/Year Three Review Report and Data/English.

These include:

- Report from the Chair
- Year Three Action Plan

I would appreciate your coordination of this review for a final recommendation by the Faculty Senate to the Provost.

Thank you.