

Bylaws
Department of Modern and Classical Languages

ARTICLE I: Mission

The primary mission of the Department of Modern and Classical Languages is to foster students' intellectual and spiritual maturity by introducing them to other cultures and by deepening their understanding of their common multicultural heritage through language and literature.

The Department believes that the study of foreign languages in their cultural contexts liberates the student from a single pattern of thinking and acting. Having gained familiarity with another way of life and mode of apprehending reality, the mind is brought to see that patterns of thought and elements of culture can be widely variant, rather than fixed and absolute. Hence, one of the fruits of language study is a broader understanding both of oneself and of the person and customs of others.

A similar invitation to a wider view of life, culture, and reality is made by creative literature, insofar as it deals with meaning in a concrete and comprehensive manner. At the same time, by its aesthetic impact and selected, highly concentrated focus, literature can become more "real" than life, revealing things about the reader and about the human condition that are not accessible through other disciplines. Literature also fosters the development of a personal synthesis of the manifold experiences of life. Within the enduring Catholic tradition at Saint Louis University, the study of letters plays a substantive role in the development of a Christian humanism that can inform and enrich students' personal lives, as well as prepare them to make more significant contributions to society at large.

Foreign language study also helps develop analytical and synthetic reasoning and provides a better understanding of a person's first language and of language in general.

It is precisely to those college graduates who can function in more than one language and culture that greater opportunities for employment and advancement will accrue. In similar fashion scholars gain access to sources important to many disciplines which are otherwise inaccessible.

The Department of Modern and Classical Languages serves the College of Arts and Sciences by offering core courses in Chinese, Hindi and Portuguese; core courses, certificate programs, minors, and majors in the Classical Humanities, French, German, Greek, Italian, Latin, Latin American Studies, Russian and Spanish; and master's degrees in French and Spanish. English as a Second Language (ESL) and courses in Linguistics are also offered through the

Department.

The faculty participates both personally and professionally in local community organizations and projects and contributes to the University's national and international reputation through its publications and participation in learned societies.

ARTICLE II: Membership

The Department consists of tenure track, tenured or non-tenure track full-time faculty, and a full-time director of the Language Learning Center (LLC). Adjunct Instructors teach courses on a part-time basis. Graduate Teaching Assistants (TAs) are involved in the teaching of undergraduate French and Spanish. Foreign Language Teaching Assistants (FLTAs) teach and help with the cultural planning of The Global Villa. The secretarial staff also belongs to the membership of the Department.

ARTICLE III: Structure

The overall academic administrator is the Department Chairperson whose responsibilities are defined in II.C.1.2 of the *Arts & Sciences College Policy Binder*.

Chinese, Classics (Greek and Latin), ESL, French, German, Italian, Russian and Spanish are divided into Divisions, each with a Division Coordinator responsible for facilitating the day-to-day operations of the particular Division. The Latin American Studies Program has a Director. They report to the Department Chairperson.

Each Division may recommend to the Department Chairperson a further division of its responsibilities among its faculty members, e.g. Level Coordinator, Major Advisor, Minor Advisor, Global Villa Liaison, etc.

The Graduate Programs are administered respectively by the French and Spanish Graduate Program Directors, who report to the Department Chairperson and the Dean of the Graduate School.

The LLC Director reports to the Department Chairperson as does the secretarial staff.

The graduate students and adjuncts respectively elect a Graduate Student Representative and an Adjunct Representative. This process is articulated in separate documents. (Cf. "Representation of Graduate Student Interests" and "Representation of Adjunct Faculty Interests.")

ARTICLE IV: Meetings

The Department Chairperson will call Departmental Meetings of all full-time faculty six to eight times per academic year and will preside. In the Chair's absence, a full-time member of the Department designated by the Chair may preside. The Adjunct Representative and the Graduate Student Representative are also invited to attend in a non-voting capacity. Minutes are kept.

Departmental Meetings may also be called at the written request of at least 20% of the full-time faculty.

The Department Chairperson will set the agenda of the Departmental Meeting and make the agenda available at least one day in advance. The Department Chairperson will consider items for inclusion in the agenda received at least two days in advance of the meeting from full-time faculty members, the Adjunct Representative and the Graduate Student Representative. Once a quorum of a simple majority of the full-time members of the Department is present, the Departmental Meeting shall begin.

Robert's Rules of Order will be followed when proposals are to be approved. All fulltime faculty members are eligible to vote with certain exceptions placed on non-tenure track faculty (cf. "Voting Privileges of Non-Tenure Track Faculty"). A fulltime member who must be absent from a Departmental Meeting may leave a written proxy with the Chairperson indicating his or her vote for agenda items to be decided on with a vote. That proxy will count toward the quorum.

The individual Language Divisions ~~and the ESL Program~~ and the Latin American Studies Program will meet formally as needed. Minutes and/or other documents are kept within each Division or Program.

ARTICLE V: Standing Committees

The Departmental Standing Committee on Rank and Tenure considers all matters related to rank and tenure within the Department. Its constitution is governed by a separate document (cf. "Standing Committee on Rank and Tenure By-Laws"). It meets as needed.

The LLC Committee deals with matters relating to the LLC. It consists of the LLC Director as Chair of the committee, the Department Chairperson and one representative from each Division. It meets as needed.

The Library Committee deals with issues pertaining to the purchase of library books. It consists of one representative from each Division, who elect a chair.

The Department Chairperson may create search and other *ad hoc* committees as necessary.

The Division Coordinators and the Graduate Program Directors may also create *ad hoc* committees as needed.

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