

CAS Faculty Conference
August 18, 2020
Minutes

131 individuals in attendance

Called to order by Jo Koster (English) at 9:00 am

- Introduction of officers – Hope Lima (Secretary) and Josh Kirven (Parliamentarian)
- Thank you to everyone who helped getting this transitioned to the online format
- Chair's remarks:
 - Thank you for spring/summer Covid efforts
 - Fall semester meetings will be online due to University Covid protocols
- Approval of minutes from March 6, 2020 meeting
 - Cheryl Fortner-Wood - Change word "agenda"; will consider
 - Motion and seconded
 - Minutes passed
- Introduction of new colleagues, tenures, and promotions:
 - Takita Sumter (College):
 - Robin Lammi – Chair of Chemistry
 - Wanda Koszewski – Tenured
 - Darren Ritzer – Interim Chair of Psychology
 - Dwight Dimaculgen (Biology):
 - Lauren Brasington – Assistant Professor
 - Kathryn Kohl – tenured
 - Robin Lammi (Chemistry):
 - Fatima Amir – tenured
 - Athena Detrick – new instructor and chemistry instrumentation manager
 - Nick Grossoehme – promoted to professor, appointed Director of Undergraduate Research
 - Cliff Harris – tenured and promoted to associated
 - Jason Hurlburt – promoted to professor
 - Casey Cothran:
 - Dustin Hoffman – tenured
 - Don Rakestraw:
 - Greg Bell – tenured and promoted to associate professor
 - Marsha Bollinger (Interdisciplinary Studies):
 - Scott Werts – interim Dalton chair of environmental sciences and studies
 - Wanda Koszewski (Human Nutrition):
 - Jessie Hoffman – new assistant professor
 - Guy Reel (Mass Communication):
 - Aimee Meader – tenured, promoted to Associated professor
 - Darren Ritzer (Psychology):
 - Matt Hayes – promoted to professor
 - Letha Maxton-Kershaw – new associate professor
- College Awards – Takita Sumter
 - Undergraduate Research Mentor – Hye-Sung Kim, PLSC

- Scholarship Excellence Award – Dustin Hoffman, ENGL
- Lynn Harand Advising Award – Richard Chacon (Sociology), Chen Chen (English), Ty Miller (Sociology), Nicholas Grosseohme (Chemistry), Jeannie Haubert (Sociology), Sarah Hopkins (Social Work), Guy Reel (Mass Comm), Kathleen West (Psychology), Jessica Yang (Social Work)
- James Pickney Kinard and Lee Wicker Kinard Award for Excellence in Teaching – Chris Van Aller – PLSC
- Curriculum Committee – Dave Pretty
 - Undergraduate Curriculum
 - Courses
 - ANTH 540 – new title
 - BIOL 302 – lab rather than course
 - SOCL 213 – prereqs
 - SOCL 598 – prereqs
 - WMST 316 – cross listing
 - Motions pass
 - Curriculum
 - ANTH – taking out requirements for a course
 - Motion passes
 - Petitions
 - Mass Comm (2)
 - Taking into account changes in their program and the business school
 - SOCL
 - Taking into account ANTH minor, adjustments in grading for language courses
 - 2 student petitions approved
 - Deadlines for Curriculum announced
 - Get things in by Aug 18 for Aug 25th meeting, Sept 22 for Sept 29th meeting, Nov 24th for December 4th meeting, Dec 17th for January 5th meeting, Feb 16 for Feb 23rd meeting, April 22 for April 27th meeting
- New Business
 - COVID Task Force (Dwight Dimagulagan)
 - Recovery Committee
 - Document available online
 - Focus on PEE/distancing, testing, courses, etc.
 - Brief overview of coronavirus
 - Can be infectious while not showing symptoms
 - Mandatory physical distancing, mandatory mask wearing, additional PPE as necessary (gloves, shields), hand washing
 - Modification to student code of conduct to enforce the requirements
 - Shield by itself is not effective
 - Question about mask hanging below the nose – Dwight advises: Need to be covering nose and mouth
 - Question – students/faculty with medical excuse to not wear mask,
 - Dwight advises that they should not be on campus (personal opinion)

- Takita advises to refer to Office of Accessibility and Return to Learn website has guidance for students who have a medical cause for not masking
 - Jeannie states only permitted if unable to remove the mask yourself (e.g. quadruple legic)
- Spaces are being modified, up to building coordinators to do this
 - If questions/concerns, contact building coordinator
 - Deans office has a list of coordinators
- Airborne transmission is dominant route of spread of Covid-19
 - Up to 12 hours in the air
 - Buildings may be purchasing air filtration systems (may have UV light), should be in each of the classrooms, offices, etc.
 - Dwight recommends air filtering systems
 - Faculty should not be meeting face to face in the department offices (designate one area for meetings)
 - University supplies masks and cleaning supplies
 - Cleaning generates a lot of trash, add trash cans to the rooms strategically placed so students can distance when throwing trash away.
 - As soon as trash is full, faculty with gloves ties bag closed and put another bag in there
 - Helps to protect cleaning staff
 - This may be department by department
 - Responsibility is being put on faculty and students, not housekeeping (housekeeping morning/evening)
- Takita Sumter reports with most up to date information
 - Building coordinator has a schedule for each room
 - Definitely a morning cleaning
 - Mid-day empty time = cleaning by housekeeping
 - Definitely an evening cleaning
 - In between there are any number of students who can sit in the space (esp. considering aerosolized nature of the virus)
 - This is why the responsibility is on the faculty and students
- Dwight - Employee Concerns → return to learn website
 - DHEC & CDC is not recommending testing, but will refer for testing on as-needed basis
- Questions
 - Eric Birgbauer - One disinfectant bottle per room? Yes, one per classroom, but if it is a large classroom, may be able to request more than one.
 - Greg Oakes - Recommendation for cleaning? No specific guidance, some who taught this summer were doing hand washing upon entry, cleaning upon entry, and cleaning when leaving.
 - Casey Cothran - Signage in the classroom? Depends on the building, contact your building coordinator for more information.
 - Bonnye - If room is not used for 24 hours, is it virus free? Cannot guarantee, but new studies are showing the virus lives 12-24 hours –

but influenced by temp, humidity, etc.; 2-3 days very unlikely unless someone has been in the room.

- Dwight - Recommendation: act as if everyone may be infected.
- Old Business - Jo Koster
 - None
- Report from the Dean – Takita Sumter
 - Thank you to CAS Covid Committee
 - Seeing all types of things happen as other institutions are opening, hoping that we will learn from that
 - Masking
 - If faculty/student with medical cause is allowed on campus without a mask? As per policy – masking is standard requirement. If doctors note – ask students to work with Office of Accessibility and Faculty to work with HR; offering remote work/school options so they are not put at risk for contracting the virus
 - If student arrives without mask, ask them before they even enter the room. “masks are required, do you have a medical excuse for not wearing one?” if yes → documentation required
 - All desktops will be swapped out for laptops
 - If faculty has to quarantine, system will be outfitted with camera/mics to give best experience possible
 - IT will be offering training sessions
 - Office hours
 - Important to connect with students as we won’t be 100% face to face.
 - Try to have synchronous, try to meet the needs of the students
 - Institutional Zoom license forthcoming
 - Try to offer some synchronous opportunities to encourage engagement
 - Hybrid considerations
 - Important to think through who is in class when to be able to do contact tracing
 - Faculty members will not know if student is positive
 - Close contact is when you would know and be contacted (close contact = within 6 feet for more than 15 minutes)
 - Area for improvement → notification protocols, they are still a work in progress. No plan in place for intentional/proactive ability to keep campus aware of what cases are occurring on campus
 - Airborne transmission
 - HVAC are in decent shape in newer buildings, not an overuse of recirculated air
 - HVAC recirculated air in older buildings is a little more questionable
 - Working with MUSC and DHEC, building coordinators, and others in order to put air purification systems in those spaces
 - Questions on Covid:
 - Consequences for not masking – disciplinary actions
 - 1. Calm ask to put mask on
 - 2. Disciplinary action and conversation with supervisor

- Enforcing attendance – do we need to require doctors note if they miss a class? – there will be a new syllabus policy that includes attendance. Want to be sure that we are accountable, however, 14 days of quarantine could put you outside of 25% very quickly.
 - If someone is ill, you will get something from Dean of students that will outline the period of time that they will be excused for
 - Students will need to work with faculty to make accommodations
 - If someone has purchased individual zoom account, can that be wrapped into the Winthrop contract? Has information been sent out? Should I purchase my own? – Winthrop has an institutional license, not sure if contract is finalized. Please do not purchase your own subscription. Work with your supervisor to make sure you get access if you need it sooner than announcements go out.
 - How are we communicating for off campus student behavior – all campus student expectations are the same once they get on campus, look at student
 - Online students excused from assignments if sick/quarantined? – excused absences do not excuse students from completing assignments – just need to work with timeline for getting them completed.
 - Will keep the conversation going!
 - CAS Kudos
 - Everybody for Covid efforts
 - B. Collins – Dietetic internship and passed RD exam
 - H. Lima – Dietetic Internship and taking RD exam in September
 - Social Studies Education – highlighted in Winthrop Magazine Summer 2020 for remote work
 - J. Dixon McKnight – virtual sessions in response to Covid over the summer
 - W. Kiblinger and M. Fike – books published
 - Enrollment Update
 - Doing fairly well from enrollment standpoint
 - Predicted 10% decrease, College is at 3.5% decrease currently
 - Program growth for graduate programs has been substantial with school psych, social work, human nutrition
 - Student outreach for Fall 2020
 - Update syllabus – see Return to learn site
 - Synchronous office hours
 - Major meetings if necessary
 - Use of social media
 - Virtual student collaborations (mentoring, peer guidance, student groups, etc.)
 - 20-21 budget outlook
 - Current model is 10% decline in students
 - 10 million in budget gap
 - Talking about furloughs and budget cuts to cover the 10 million in budget gap
 - Enrollment looks very similar to 2018
 - Continuing to advance the strategic plan
 - AY20-21 Tagline: Teaching and learning with resilience

- Will be coming up with a meaningful values statement – will be asking faculty for help with this; will help guide with what to protect when going through difficult budget times
 - Identify areas for efficiency
 - Engage Diversity, Equity, and Inclusion dialogues
 - Remember that CAS is strong, it is not going to impact our academic freedom, intellectual freedom, etc.
 - Let Dean know if there is any way that they can facilitate that work
 - Questions (1.5 hours in):
 - How much online work can we ask students to do when it is a face-to-face course? – up to 24%, keep track of the work you are doing
 - Announcements
 - Next meeting is Friday, Sept. 4th @ 2PM via collaborate
 - Discussing diversity issues and efforts and discussing the values statement draft
 - Please plan for April 16th for SOURCE
 - There is information on the Diversity, Equity and Inclusion workshops forthcoming in faculty conference!
 - 10:36 Adjournment