

CAS Faculty Conference  
January 15, 2021  
Minutes

101 individuals in attendance

Called to order by Jo Koster (English) at 2:01 pm

- Introduction from Jo Koster
  - Welcome back
- Vote to approve minutes from October 9, 2020 – Jo Koster
  - Changes/corrections/additions/alterations
    - None given
  - Motion to approve
  - Second
  - Minutes passed
- Curriculum Committee – Dave Pretty
  - New Courses
    - BIOL 340 – Ecology Lecture
    - BIOL 532 – Cancer Biology – for med schools
      - Vote for new courses in biology passes with majority vote
    - FREN 300 – Topics for Composition & Conversation
      - Vote for new course in French passes with majority
  - Course changes: Political Science
    - FREN 360 – Special Topics in French
    - FREN 385 – Topic in French/Francophone Civilization and Culture
    - FREN 395 – Topics in French/Francophone Literature
    - FREN 405 – Topics in Advanced French Language
    - PSYC 195 – Technology Tools for Social Science Research and Personal Productivity
    - SPAN 360 – Special Topics in Spanish
    - SPAN 385 – Topics in Spanish/Hispanic Civilization and Culture
    - SPAN 395 – Topics in Spanish/Hispanic Literature
    - SPAN 405 – Topics in Advanced Spanish Language
      - All course changes above this comment were approved by majority vote
    - Physics 250 – change from C to C or S
      - Course change approved by majority vote
    - Professional Studies 302 – restricted to only those in the major
      - Course change approved by majority vote
  - Program changes and petitions
    - BA-MLAN-FREN – changing for number of undergraduate upper level courses
    - BA-MLAN-CSFR – changing for number of undergraduate upper level courses
      - No changes for French and changes pass by majority vote
    - BS – NUTR-HPRO – simplify the program
      - No changes & approved by majority vote
    - Minor – FREN –
      - No changes & approved by majority vote

- CERT – DRWR –
  - CERT – CRWR –
    - Two certificates move to grad faculty meeting for approval
  - Student petition – blanket petition from English bringing in changes for the program for writing; do not need to vote on these, this is just FYI
- Rules Committee (Jon Marx)
  - The College of Arts and Sciences Diversity and Inclusion Committee
    - **Mission:** To promote a diverse<sup>1</sup> and inclusive faculty and staff in the College of Arts and Sciences during various stages of the search process as these fall under the purview of departmental search committees. To educate and inform search committee chairs and personnel as to college, institutional, and national faculty profiles. To educate and inform search committee chairs and personnel as to the realities of **systemic structural barriers and** implicit bias; to advise chairs and personnel as to best practices for combating **systemic structural barriers and** implicit biases in search procedures; to call search committee attention to any **systemic structural barriers and** possible instances of implicit bias during search proceedings, as needed. To advocate on behalf of under-represented groups for their fair consideration at all stages of the search process, including placement in search short-lists, conversation lists, interview lists, on-campus visits, and the like. To promote diversity and inclusion<sup>2</sup> in the College of Arts and Sciences by supporting department and program efforts to retain diverse faculty and staff.
    - Roberts rules allows us to ignore the rule of putting this forward for a vote today
      - Jo Koster asks for objections for discussion/vote for today
      - No objections, moved forward for discussion on changes that occur in the third paragraph (bolded above)
        - 64 yes out of 94
        - 0 objections
        - Motion passes
  - Election of one-semester replacement on Rules for Frank Pullano (sabbatical)
    - Jessica Yang (SCWK)
    - Giancarlo Anselmo (PSYC)
    - Jessie Hoffman (NUTR)
    - Nominations from floor: none
    - Motion to close nominations; moved & second; ballot closed
- Old Business
  - Endorsement of CAS Values Statement – Takita Sumter
    - Grounded in the Liberal Arts, the College of Arts and Sciences at Winthrop University values: Academic Excellence and Integrity, Global, Cultural, and Intellectual Diversity, An Inclusive Learning Community, Critical Thinking, Creativity, and Active Student Engagement
    - Important for guiding decisions that the college will make moving forward
    - Opportunity for discussion, then asking for solicitation of endorsement for these values
    - Motion for endorsement

- Second in chat
- Further discussion: none
- 69 yes out of 97 present
- 0 no out of 97
- Motion passes
- Report from FCUP – Ginger Williams, Amanda Hiner, Leslie Bickford
  - Role of FCUP representative is to bring concerns to FCUP and then to the president
  - Met yesterday and narrowed down to 13 issues that have been brought to FCUP so far this year, and they would like to discuss these today
    - 1. FCUP members have asked why a more progressive plan for furloughs was not implemented; as furlough may be on the horizon again, representatives are asking for more conservative for lower earning individuals
    - 2. Faculty/staff were given only a few days to consider when they were taking their furlough days (as a whole or over the year); not given support with how to apply for unemployment; requesting this is corrected
    - 3. Meaningful ways to cut workload due to furlough; feel that this has been dealt with in our college appropriately
    - 4. Option to postpone pre-tenure/tenure applications by 1 year – this has been approved
    - 5. Faculty communication pathways to the board of trustees; FCUP has asked the president twice to convey to BOT that faculty/staff have access to the meetings/portions of these meetings; so far this has not happened; also brought up the limitation of faculty/staff/community feedback to 3 minutes each which had not been done in the past
    - 6. COVID response – mandatory testing; COVID positivity rate has remained surprisingly low considering York County & state levels
    - 7. Deans and Chairs reviewed (360 review) including faculty and staff below them; chairs will be reviewed every year & deans every 3 years on a rotating basis
    - 8. Mandatory HR trainings – released around midterms & finals; brought issue to administration and are supposed to be lengthening time for turnaround; slips, trips, & falls training was an exception due to legal action
    - 9. Ongoing need for more technology support and infrastructure; provost is creating an ad-hoc committee for support & should be addressed with Federal Support
    - 10. Telecommuting/remote work policies – has been updated per the president
    - 11. Summer school pay changes; provost McCormick will be releasing this plan soon
    - 12. Emergency Fund for faculty & staff – FCUP requested an emergency fund be set up for faculty & staff; president Hynd suggested working with development on this

- 13. Growing Pay Gap – new excel spreadsheet showing that administration hiring is increasing, faculty/staff hiring decreasing
  - Brought this to FCUP 2x over the past year
  - This week – McCormick states that this is determined by market median salary & she believes that this is unfair; many faculty pay gap has not been addressed due to budgetary issues
  - Concern for lack of roll out on the faculty compensation study is being brought forward
  - Concern for extreme salary depression in order to get individuals hired
  - Open for discussion
    - Jennifer Disney: When you shared the data you are about to share with us with the President and the Provost, what were their responses?
      - Basic response: market medians determine pay
    - Michael Lipscomb: Ginger, would we need you to formulate a resolution in order to consider an endorsement?
    - Sarah Hopkins: Instructor level has been impacted too. We have a higher teaching load and are involved in other work too making a heavy lift. I am not sure if it was not considered because of the \$50k and/or if we are few and far between.
    - Jennifer Disney: We might need more time to look this over, but we also might consider drafting a resolution that might be brought before Faculty Conference...
    - Wanda Koszewski: I think we need to protect our tenure track folks and our instructor level faculty
    - Padmini Patwardhan: May it be possible to expect administrative positions to have more of the responsibility for enrollment, recruitment, etc? Why are we being penalized for lowering enrollment when this is not our responsibility
    - Maria Gelabert: We should connect our arguments to higher tiers in furlough
    - Wanda Koszewski: Administration positions go up and faculty/staff go down – that impacts student enrollment and quality
    - Jo Koster: feel that a faculty conference resolution would be more impactful
    - Ginger Williams: wanted to start in the CAS college and then will bring forward when having more momentum
- New Business
  - Adria Belk – new policy for advising
    - Qualtrics form has been created for a substitution or exceptions
      - Needs to be completed by the advisors of the student who is requesting the substitution or exception
      - Info will be provided to advisors

- Form will be used for *most* CAS substitution/exceptions except for things like language proficiency
- When students need to request sub/excep:
  - Refer to student services and if requires a Qualtrics request, will help students complete the form that gives the advisor the information they need; then form will be forwarded to the faculty advisor; then forward to chair for approval and then back to student services
  - Form will go out to Faculty and staff soon from Gina Jones
  - Any questions?
    - Jo Koster: When does this begin? – Any day now, as soon as the form is complete
    - Hye-Sung Kim: Is this applicable to courses/requirements for CAS only? I have an advisee that needs a substituted requirement for CBA for her minor. – CAS only
    - Marsha Bollinger: will it always be primary advisors or can secondary advisors handle – right now only primary; will see if secondary can be added
    - Eric Birgbauer: Is the goal to make it more complex and make faculty do more work? – question skipped
    - Amanda Hiner: Will faculty receive some guidance or training on what types of courses can count as exceptions for other courses? – they will try to work on this
    - Matt Hayes: what problem is this supposed to solve? – makes it easier for records & registration to go to one place to get this information instead of different emails from different people; hopefully apply these substitutions more quickly
    - Padmini Patwardhan - Do I still have my lifelines? Can I still phone a friend i.e. you as I have done in the past to discuss substitutions? – yes you can still call Adria Belk
    - Matt Hayes – how have students been informed – Adria will look at this because she is not sure
- Report from the Dean – Takita Sumter
  - Happy New Year!
  - Want to go back to some of the FCUP issues that have been brought up. Takita believes that compensation conversations as well as other FCUP issues are important and should be at the forefront of efforts.
    - Try to get on the next FCUP meeting agenda?
  - Getting ready for return to in-person instruction on Tuesday
    - Reminders
      - Use blackboard as instructional homebase
      - Plan to hold virtual or remote office hours
      - Support and model the campus masking requirement
      - Self-evaluate for COVID-19 symptoms & wash hands frequently
      - Continue to disseminate and collect assignments electronically
      - Review the notice from the Dean of Students
  - Enrollment update:
    - 85 students lower than last year; not too bad considering the pandemic
    - Auxillary income is lower too because less students are on campus
  - Good news in CAS

- Online MS in HNUTR will start Fall 2021
    - WLAC has entered an agreement with the RHSD to offer Dual Enrollment as a part of its language immersion program
    - New program and scholarship donations exceeding 110,000 since Nov!
  - Work Relief Efforts
    - Academic program reviews deferred
    - Tenure and post-tenure reviews deferred across the division (thanks to the provost)
      - Many individuals have declined for February, there will be another opportunity to decline in May 2021 – watch for that from Kat
    - CAS annual reports have been streamlined for FT-tenured faculty
      - Greg Oakes did the heavy lifting
      - Allow you to submit a CV only for annual reports for 2020-2021; pre-tenure individuals will need to still use faculty 180
      - Have until next year to update Faculty 180
    - OARS reports will be due Sep 15 2021 this year
    - Can continue to omit student course evaluations
    - Questions:
      - Kristin Kiblinger: Do you mean the CVs that are generated thru Fac 180 anyway? – No you can use a regular CV
      - Kori Blomquist: How should folks who are up for P&T this year (May 2021) proceed with annual reports? CV-only or streamlined report for probationary folks? – if you are up for T&P (e.g. if you receive it) – do a CV
      - Ginger Williams – can we still update F180 if we want? Yes you can
      - Shardai Brown - To be clear, for Pre-tenure faculty, the annual report is due September 15? – No, still due May 15
      - Kelly Richardson – for adjunct faculty, may they also submit a CV? – no, FT faculty only (non-tenure track OR tenured); adjuncts not part of furlough plan so this was an accommodation just for FT
  - Remember: you can do your small things well if all you can do is put one foot in front of the other, that is OK!
  - Open the floor for questions:
    - No questions
- Thank you to Jill & Takita for all of their hard work!
- Announcements
  - Graduate Faculty Committee Meeting Today
  - SOURCE (Nick Grossoehme)
    - Please encourage your students and mentees to submit their work to the Undergraduate Scholarship and Creative Activity Compilation book. The submission page is accessible from [undergraduate research](#) website.
    - We are planning for SOURCE to be a hybrid event this year with options for in-person and virtual presentations. Students can indicate their preference on the submission form.
    - We are in the process of finalizing a searchable database that will allow the Winthrop community to quickly identify a faculty member based on their research interests - we now need to build the database. We are asking faculty to complete a short Qualtrics survey to help us make the database as

comprehensive as possible. Be on the lookout for an email from me with the link to this survey.

- Questions:
  - Can Dec graduates still participate in Sp 21 SOURCE? Yes
  - Date? April 21
- Another diversity training at the end of the month
  - Classism and Ageism
- Food Box is open in the Human Nutrition Department
  - Running short on vegetables and canned meat
  - Donations can come to 302 Dalton Hall in the box outside
  - Online sign-ups for picking up food
  - Cash donations can be made online
- McNair is looking for more applicants – please see email from Cheryl Fortner-Wood

Meeting adjourned at 3:39 PM