

College of Arts and Sciences Faculty Assembly

Agenda

Virtual Meeting via Zoom

October 8, 2021, 2 PM (link [here](#))

- I. Welcome—Adam Glover
- II. Approval of Minutes from September 3, 2021, meeting (Appendix A)
- III. CAS Committees
  - a. CAS Curriculum Committee—Gwen Daley (Appendix B)
- IV. Old Business
- V. New Business
- VI. Remarks from the Dean—Takita Sumter
- VII. Announcements
- VIII. Adjournment

Note: Quorum (35% of full-time faculty) is 53 faculty members for Faculty Assembly.

The minimum attendance to do business (20% of full-time faculty) is 30 faculty members.

The meeting will be streamed via Zoom and will be recorded for those faculty members who are unable to attend.

Appendix A: College of Arts and Sciences Faculty Assembly ([return to top](#))

Minutes

Virtual Meeting via Zoom

September 3, 2021, 2 PM ([link here](#))

92 individuals in attendance

- IX. Welcome—Adam Glover
- X. Approval of Minutes from August 17, 2021, meeting ([Appendix A](#))
- a. Asked for corrections
    - i. No corrections
  - b. Motion to approve (Jo Koster) and second (Greg Bell)
  - c. Minutes approved
- XI. CAS Committees
- a. CAS Curriculum Committee ([Appendix B](#))—Gwen Daley
    - i. Course actions
      1. NUTR 223, 427, 428, 521, 527
        - a. 223 new class
        - b. 521 adding 223 as a prerequisite
        - c. 427, 428, 527 are calendar changes
        - d. Motion is voted on and raised hand, motion approved
    - ii. Program action
      1. Micro-LACT Program
        - a. Motion made
        - b. Motion carries and is approved
    - iii. Blanket petitions
      1. Minor, making clarifications about delivery
    - iv. One student petition approved
  - b. CAS Nominating and Rules Committee
    - i. Elections to fill positions on CAS Personnel Committee, CAS Curriculum Committee, and Faculty Personal Committee (*Voting will be done electronically via a Qualtrics survey. The survey link will be sent to your Winthrop email account by 5pm on Friday, September 3, and the survey will close at 5pm Monday, September 6.*)
    - ii. Individuals on the ballot were announced
    - iii. Nominations from the floor for curriculum committee
      1. No nominations
      2. Nominations closed
    - iv. Nominations from the floor for Faculty Personnel
      1. Need a second nomination for this position
      2. Gwen Daley self-nominated
      3. Kori Bloomquist self-nominated
      4. Motion to close & seconded
      5. Nominations closed
    - v. Voting will be done via Qualtrics electronic survey
- XII. Update on Presidential Search—Gloria Jones
- a. Making herself available for questions
  - b. Role of the committee
    - i. People representing 5 constituencies have been charged with gathering data on what they see as the matters of most importance that they feel the new president should be prepared to address
    - ii. Experience and attributes that would like to be identified
    - iii. Once data is gathered, faculty will receive a survey

- iv. After that – opportunities for town hall meetings, expect for virtual meetings
- v. All information will be presented to the board of trustees; hopefully they use the data in their conversations
- vi. Members of the presidential search advisory committee will not be participating in choosing new president, just collecting this data
- vii. Board has asked that Peter Maroney and Gloria Jones be present at the interviews while they are on campus and will be allowed to give input but not ask questions to the candidates
- viii. Questions
  - 1. Bill Shulte: Why can't Gloria and Peter ask questions
    - a. This is the responsibility of the board of trustees
    - b. Not actually charged with selecting the president
  - 2. Matthew Stern: The most recent meeting of the faculty representatives to PSAG (4 + Gloria) was this morning. We intend to distribute a survey that is tightly aligned with the charge of the PSAG in the very near future. We'll then analyze and present the results of that survey in Zoom Town Hall meetings where we will request additional input from you all before drafting our portion of the PSAG report to the Board.
  - 3. Jo Koster: Is the faculty liaison to the Board part of the selection process?
    - a. No
  - 4. Brandon Ranallo-Benavidez: Is there an anonymous way to submit Qs?
    - a. Survey is anonymous

XIII. Report from FCUP—Ginger Williams, Leslie Bickford, and Amanda Hiner

- a. Leslie Bickford
  - i. CAS member in the English department
  - ii. Charge for FCUP: responsible for meeting once per semester with president and other executive officers to provide faculty perspectives
- b. Amanda Hiner
  - i. Encourage faculty in CAS to come to representatives with concerns
  - ii. All concerns will be anonymous
  - iii. Presented to entire committee and then reviewed and researched, then take up the chain
  - iv. Will bring reports to faculty about what they have brought up, what responses/resolutions have occurred
- c. Ginger Williams
  - i. Issues sent are confidential, presented as “a member of CAS is concerned about...”
  - ii. Topics addressed in Summer 2021
    - 1. Clarity for faculty and campus community on COVID-19 protocols for fall semester
      - a. Things have changed, at the time there was no mask mandate
      - b. FCUP did ask that there be consistent messaging about COVID protocols
      - c. Now there is a masking mandate, and deans have allowed us to have virtual office hours
    - 2. Enrollment and impact of enrollment on institutional budget
      - a. Considering a number of ways to enact budget cuts due to declining budget numbers
      - b. Adrienne McCormick and Justin Oates will visit each college with more data
    - 3. Compensation salary study
      - a. Discussed timeline moving forward
      - b. Hiring an outside company to update the numbers which are now “out of date”
        - i. Takita Sumter clarified that updates are just being made for changes that have happened during the lapse in time since the completion of the study
      - c. Proposed five-year pay-out to make needed adjustments
      - d. Told that FCUP will be updated during fall semester
    - 4. Questions

- a. Jo Koster: At the first FC meeting the President didn't directly answer Ginger's question about how much input faculty are going to get into program cancellation (lead time, reasoning, etc.). Can FCUP try to press him on that and get some answers?
      - i. Yes, we can
    - b. Leslie Bickford: So that means the data will be updated, but not all completely new? Would that mean the study will possibly not take as long at the last one did?
      - i. Correct – it should not take as long
      - ii. Asking for plan for as early as December
    - c. Wanda Koszewski: I would like FCUP to push more about marketing plans for WU and the programs? Our enrollment levels are down but our sister institutions are not down as much as we are.
      - i. FCUP will bring forward
- XIV. Report from the Committee on Diversity and Inclusion—Monique Constance-Huggins, Aimee Meader, and Jennifer Dixon-McKnight
  - a. Aimee Meader
    - i. Positive report on work that diversity and inclusion committee has done
      - 1. There has been a great amount of work and we would like to recognize individual work
      - 2. Inclusion, Diversity, and Equity Award (IDEA)
  - b. Monique Constance-Huggins
    - i. Committee developed this award to recognize work that is already being done and encourage continued work
    - ii. Criteria inspired by the University of Pittsburgh
    - iii. Departments chosen on any or all of the following:
      - 1. Consistent record of commitment to DEI
      - 2. A consistent record of success with DEI efforts
      - 3. Innovative approaches to increasing DEI
      - 4. Innovative plans for future efforts
        - a. Departments cannot win the award only by having future plans
  - c. Jennifer Dixon-McKnight
    - i. How are we going to process this award?
      - 1. Department chairs will bring forward work in their department reports
      - 2. Takita will then send this information on to the training sub-group of the diversity and inclusion committee
      - 3. Training sub-group will review and choose top 3, which will then be brought to the broader committee and the winner will be chosen by the committee
      - 4. Department will be highlighted in the following fall meeting
      - 5. With everything difficult that is going on, we feel that it is important to highlight this good work
  - d. Questions
    - i. LaShardai Brown: Are we able to highlight initiatives from the past that were implemented? Previous successes?
      - 1. If it is a part of the consistent record of success and you are continuing to develop this, then yes! We will also look at future plans as well.
- XV. Old Business
  - a. No old business
- XVI. New Business
  - a. No new business
- XVII. Remarks from the Dean—Takita Sumter
  - a. Thank you for giving up your Friday afternoon
  - b. COVID/back-to-school

- i. What is happening with efforts of back-to-campus
  - 1. We have returned, there have been some challenges that are being navigated
  - 2. Having conversations about how to keep students on campus safely
- ii. COVID-19 Vaccination Incentives and Clinics
  - 1. Aug 27
  - 2. Sept 9
  - 3. Sept 14
  - 4. 59% of on campus students have been vaccinated!
- iii. Please speak with HR before moving any course online. If faculty needs to quarantine, the instruction should decide on course of action and communicate to students
  - 1. Whether or not you quarantine based on COVID exposure will be based on vaccination status, masking, social distancing, etc.
  - 2. HR can give guidance
- iv. Work-related travel can resume with prior approval from the vice president in the division the traveler is employed
  - 1. If you are interested traveling domestically, submit TA to college
  - 2. There will be budget restrictions that will limit what we can do far more than the pandemic will
  - 3. No information about budget landscape for travel/professional development
    - a. Provost is advocating that money for growth and development of faculty should be set aside
- v. International travel must be approved by the president
- vi. Question: HR gives permission to quarantine, not the supervisor, right?
  - 1. Individual classes are ok with supervisor, long term is HR
- c. Academic Master Plan
  - i. The new program mix and program elimination plan will be shared by late September/early October
    - 1. Key metrics: 3-5 year enrollment, degree completion, student/faculty ratio, student credit hour production
  - ii. Recruitment, marketing, and facilities remain a high priority for the college
    - 1. Sept 1 new access and enrollment manager began their job
    - 2. Takita will be meeting with him so he knows what is going on in CAS
    - 3. 9 million (one time money for the state) – significant facilities upgrades with focus on Bancroft, Kinard, Sims
  - iii. Reminder: laptop roll out
    - 1. This fall, students were encouraged to bring a laptop
    - 2. Next fall, students will be required to bring a laptop
      - a. When laptops are required, they can provide financial aid to cover the cost of laptops
      - b. Then subsequent conversations about software needs & what happens to computer labs
  - iv. Goal: tie the educational experience to employability, especially in liberal arts
    - 1. CAS Careers collaborative
      - a. More robust employment connections on the website
      - b. Review model in MCOM for broader implementation
      - c. Supports QEP
  - v. Budget restructuring
    - 1. ~9% decrease in enrollment
    - 2. Still looking at a lot of changes about how to manage while protecting permanent positions
      - a. Staff, non-tenure track, non-tenured, and tenured
    - 3. Emphasizing structural/organizational alignment to bridge the gap

- vi. Continue to make this a place where students want to learn and grow
- d. Questions
  - i. Kristen Kiblinger: I just wanted to express a concern about IT support services. A number of us in Kinard have reported problems (for ex., with smart podium equipment) in a variety of classrooms, and we just aren't getting responses
    - 1. A problem in kinard, owens, Bancroft
    - 2. Thought to be due to a power outage
    - 3. Send concerns to Takita if there are still issues
  - ii. Jo Koster: Takita, are there any plans for CAS to get involved with offering those new professional-focused PhDs?
    - 1. CHE has approved comprehensive schools to get involved with professional-focused PhD programs
    - 2. This is a part of the master plan
      - a. Provost will be speaking to key individuals
      - b. Focus on what the cost of startup/maintenance is
      - c. Goal of not changing who Winthrop is

#### XVIII. Announcements

- a. Wanda Koszewski: Human Nutrition is going to be doing a food drive in two weeks
  - i. Excess will go to the American Red Cross to help with flood victims
  - ii. Students will be reaching out to different individuals on campus
- b. Stay for graduate faculty assembly after this meeting
- c. Jeannie Haubert: DEI workshops are open for registration on CPE website
  - i. Diversity Dialogue Circles for DEI certified faculty are up as well
- d. Siobhan Craft Brownson: director of the MLA program; Hornsby-MLA Lecture Oct 4 7 PM, Zoom event open to all of Winthrop and Rock Hill; Dr. Heather Lineir about "Raising a Rare Girl"
  - i. Hopefully will have cultural events credit
- e. Next meeting is Friday, Oct 8<sup>th</sup> at 2 pm
- f. If you have an item for the agenda send to Adam Glover by Thursday, September 30
- g. If you have anything in presentation, send by Thursday Oct 7

#### XIX. Adjournment

- a. Motion & second
- b. Meeting adjourned 3:17 PM

Note: Quorum (35% of full-time faculty) is 53 faculty members for Faculty Assembly.

The minimum attendance to do business (20% of full-time faculty) is 30 faculty members.

The meeting will be streamed via Zoom and will be recorded for those faculty members who are unable to attend.

**Items requiring a vote:**

- I. The following course changes were approved.
  - a. Department of Biology –These concern removing HMPX 102 as a pre-requisite.
    - i. Modify course: BIOL301, Natural History of the Carolina Piedmont
    - ii. Modify course: BIOL303, Field Botany
    - iii. Modify course: BIOL304, Insect Field Studies
    - iv. Modify course: BIOL305, General Botany
    - v. Modify course: BIOL306, General Zoology
    - vi. Modify course: BIOL307, Human Anatomy
    - vii. Modify course: BIOL308, Human Physiology
    - viii. Modify course: BIOL309, Economic Botany
    - ix. Modify course: BIOL310, Microbiology
    - x. Modify course: BIOL314, Animal-Plant Interactions
    - xi. Modify course: BIOL315, Cell Biology
    - xii. Modify course: BIOL316, Principles of Human Genetics
    - xiii. Modify course: BIOL317, Genetics
    - xiv. Modify course: BIOL321, Microscopic Anatomy
    - xv. Modify course: BIOL323, Tropical Watershed and Coastal Ecology
    - xvi. Modify course: BIOL390, Departmental Seminar
    - xvii. Modify course: BIOL403, Ecology
    - xviii. Modify course: BIOL405, Freshwater Ecology
    - xix. Modify course: BIOL407, Environmental Biology
    - xx. Modify course: BIOL422, Developmental Biology
    - xxi. Modify course: BIOL440, Readings in Biology
    - xxii. Modify course: BIOL450H, Select Topics in Biology
    - xxiii. Modify course: BIOL480, Integration of Biological Principles
    - xxiv. Modify course: BIOL490, Biology Departmental Seminar
    - xxv. Modify course: BIOL505, Primate Biology
    - xxvi. Modify course: BIOL507, Advanced Environmental Biology
    - xxvii. Modify course: BIOL508, Invertebrate Biology
    - xxviii. Modify course: BIOL510, Vertebrate Natural History
    - xxix. Modify course: BIOL511, Ornithology
    - xxx. Modify course: BIOL513, Organic Evolution
    - xxxi. Modify course: BIOL517, Human Genetics
    - xxxii. Modify course: BIOL518, Animal Behavior
    - xxxiii. Modify course: BIOL519, Mechanisms of Disease
    - xxxiv. Modify course: BIOL522, Immunology
    - xxxv. Modify course: BIOL524, Advanced Botany
    - xxxvi. Modify course: BIOL525, Mycology
    - xxxvii. Modify course: BIOL526, Applied Microbiology
    - xxxviii. Modify course: BIOL528, Biology of Bone
    - xxxix. Modify course: BIOL529, Stem Cell Biology
      - xl. Modify course: BIOL530, Current Methods in Microscopy
      - xli. Modify course: BIOL539, Neuroscience and Disease
      - xl.ii. Modify course: BIOL540, Special Topics in Biology
      - xl.iii. Modify course: BIOL551, Conservation Biology
      - xl.iii. Modify course: BIOL552A, Conservation Biology Practicum A. Travel Field Conservation Biology

- xlvi. Modify course: BIOL552B, Conservation Biology Practicum B. Field Conservation Biology in the Local Community
  - xlvi. Modify course: BIOL555, Molecular Biology
  - xlvii. Modify course: BIOL560, Bioinformatics
  - xlviii. Modify course: BIOL570, Introduction to Biological Statistics
- b. Department of Human Nutrition
    - i. New course: NUTR608, Nutrition Communication
  - c. Department of Philosophy and Religious Studies
    - i. New course: RELG380, Liberation Theologies: Black, Feminist, Queer, Disabled

II. The following program modification was approved.

Department of Human Nutrition:

- i. Modify program: BS-NUTR-DIET

**Items not requiring a vote: Blanket Petitions**

- a. Department of Biology
  - i. BIOL 302 course (Ecology and Evolution of Mammals, 4:3:3) will count towards the Biology major as follows:
    1. For the 2018-19 catalog and earlier, it will satisfy Area A (Ecology, Evolution, and Field Biology) and Area C (additional courses) \*LAB\* courses.
    2. Note: For the 2019-20 catalog and later, this course already satisfies the equivalent Areas (Area A, Ecology and Evolution, and Area D, additional courses). We have recently noticed this change was not submitted for older catalogs so we are closing the gap with this request.
  - ii. The Biology Department created the 1-credit BIOL 371 course (Undergraduate Research in Biology) to give students another option to get credit for participating in research with a faculty mentor. This course provides an opportunity to get students to get research experience when they have a limited amount of time in their schedule. BIOL 371 includes some of the same goals and learning outcomes as the 3-credit Biology research courses (BIOL 471 and BIOL 472). Therefore, BIOL 371 should count in the same areas (Area D) as the other Biology research courses. This applies to all catalogs.
- b. Department of Political Science
  - i. PLSC 353 Conservative Political Thought should count toward the Political Theory subfield within the Political Science major and the Political Science minor.

III. Student Petitions: One student petition was approved.