

## College of Arts and Sciences Faculty Assembly

### Minutes

Kinard 018 (and on Zoom)

January 13, 2023, 2 PM

- I. Welcome—Adam Glover
  - a. Call to order at 2:03 PM
- II. Approval of Minutes from October 7, 2022, meeting (Appendix A)
  - a. Minutes were approved.
- III. Update from the Office of the Dean of Students—Amber Slack
  - a. Information about services from the Dean of Students' Office
    - i. Support for Students in Distress (Medical, Mental, Life)—CARE referral
    - ii. See diagram Winthrop Alert Protocol for instructions
    - iii. Report an Incident website offers various forms to report issues
    - iv. Discussion of Student Advocates and Faculty Engagement: note that faculty will get information about issues, but faculty retain autonomy in the classroom.
    - v. Student Emergency Funds—not publicized to students, but be aware that it exists. There is an application on the website, or submit a CARE referral.
    - vi. Food Shelf: donations welcome (toiletries not needed at the moment; detergent and simple foods are needed)
    - vii. Absence Notification
    - viii. Academic Integrity Case Management
      1. Submit Incident Report first for an academic offense. Then meet with the student. Sanctioning process will follow with coordination between faculty and Dean of Students, including a formal sanction letter. (Some discussion ensued about this process. The point is to deal with repeat offenders properly. Suggestion: create a consistent syllabus statement.)
    - ix. Student Conduct and Title IX Support: see the Report an Incident site if a conduct violation is involved.
- IV. CAS Committees
  - a. CAS Curriculum Committee—Margaret Gillikin
    - i. Motion passed (see Appendix B)
- V. Introduction of New Faculty and Faculty in New Roles—Takita Sumter
  - a. New Faculty
    - i. Biology—Dr. Jena Chojnowski
    - ii. Social Work—Alicia Tetteh (currently ABD)
  - b. New Roles
    - i. Dr. Jason Hurlbert—Assistant Director of Eagle-STEM
    - ii. Dr. Adam Glover—Director of HMXP
    - iii. Dr. Greg Oakes—Associate Dean of CAS
- VI. Report from the Diversity & Inclusion Committee—Hope Lima
  - a. Reminder about D&I Award

- b. Syllabus Diversity Statement proposal: feedback will be requested and put to a vote in March. The goal is to have standard language for the College to speak with one voice.
- VII. Update on Provost Search Committee—Brent Woodfill (Nominating and Rules)
- a. Frank Pullano won the vote for CAS representative.
- VIII. Report from FCUP—Eric Birgbauer
- a. Submitted Issues—see the accompanying report.
    - i. Possible need to correct the delay of post-tenure review timeline for major award winners to six years (not five).
    - ii. Discussion of end of life issues, in addition to birth/adoption/foster care, as grounds to postpone tenure clock.
- IX. Old Business
- a. None
- X. New Business
- a. None
- XI. Remarks from the Dean—Takita Sumter
- a. Discussion of duties assigned to Greg Oakes and remaining areas to be filled
  - b. Travel Authorization: next deadline Jan. 31 (paper process still used in Tillman)
    - i. \$900 per fulltime faculty member
  - c. 709 students matriculated in the fall class; optimism for larger class next year.
  - d. Discussion of facilities:
    - i. Improvements to many classrooms planned for the summer.
    - ii. Upgrades to science facilities coming
  - e. Research Council grant applications due by Jan. 27 to Takita’s office
  - f. Comment on Gray and Associates process; report due in February.
  - g. Suggestion to create/update syllabus statement template and to ensure exam schedule is available earlier.
  - h. Dean’s comments on faculty annual reports—deadline extended for some of them until Feb. 28 (instead of Jan. 10).
- XII. Announcements
- a. Movement Conference
  - b. Undergraduate research (abstracts and SOURCE)
  - c. African-American Studies exhibit at Louise Pettus Archives
  - d. Next meeting March 3
- XIII. Adjournment at 3:17 PM