

College of Arts and Sciences Faculty Assembly

Agenda

August 15, 2023 10:00 AM

Kinard 018

I. Welcome & Introduction of Officers – Dave Pretty

Chair – Dr. David Pretty

Secretary for today – Dr. Margaret Gillikin

Parliamentarian 2023-24– Dr. Sara English

II. Minutes from the March 3, 2023 Meeting ([Appendix A](#)) were approved.

III. Celebration of College Award Recipients – Dean Takita Sumter

2023 College of Arts & Sciences Scholarship Excellence Award – Dr. Amanda Hiner, *English*

2023 Lynn Harand Outstanding Advisor – Dr. Nathaniel Frederick II, *Mass Communication*

2023 Outstanding Undergraduate Research Mentor Award – Dr. Mike Sickels, *Sociology*

IV. CAS Curriculum Committee

There was no curriculum action. Members for the 2023-24 academic year are Dr. Jason Hurlbert, Dr. Valerie Jepson, Dr. Jennifer Schafer, Dr. Sara English, Dr. Tom Polaski, and Dr. David Pretty. The next meeting will be August 22, 2023 at 11am in Kinard 105.

V. Nominating & Rules Committee

There is no business from the Nominating & Rules Committee. Current membership is Dr. Brent Woodfill and Dr. Bill Schulte. Additional members will be added to this committee.

VI. New Faculty, Newly Promoted/Tenured Colleagues, Faculty in New Roles – Dept. Chairs

New Faculty

Dr. Heather Listhartke holds a Ph.D. from Miami University in Oxford, Ohio and is our new Assistant Professor of Professional and Technical Writing. Dr. Listhartke just defended her dissertation last month and walked to receive her degree on Saturday! Her Ph.D. is in Rhetoric and Composition with a focus on professional and technical writing. Her dissertation was “Communities and Cultures of Making: The Material and Social Effects of Space on Composition.” Her areas of expertise are Technical and Professional Communication, Digital Rhetoric, Cultural Rhetorics, and Public/Social Rhetorics. Her research includes research on pedagogical applications for digital literacy, technology and disability, information literacy, public access to makerspaces. She has worked as a technical writer, editor, and content writer in corporate settings in addition to her work as a writing consultant at the Miami University Howe Writing Center.

Dr. Katharine Hubbard earned her Ph.D. in 2016 in Advertising from The University of Texas at Austin. Her research focuses on framing knowledge gaps between consumers, advertising practitioners, and academics. She also has a research interest in health communication. Katharine comes to us from Sam Houston University where she taught courses in public relations, advertising, and writing and brings a wonderful balance of teaching and professional experience. She has worked on agency campaigns for the Nebraska Tourism Commission, Nebraska Game and Parks, AT&T, and Black People Meet. In the Mass Communication department, Dr. Hubbard will teach the IMC Capstone (now called Winthrop Creative) as well as other courses in the IMC and MCOM curriculum. We are very happy to have her and look forward to contributions to our new curriculum, which will take effect in Fall 2024.

Dr. Tony Hobert was born in New Orleans, and grew up in Louisiana and Kentucky, has spent extensive time in Oregon, and has family here in SC. He graduated with a Philosophy Degree from Berea College and a Master's Degree in the Art of Teaching (Social Sciences) from the University of Southern California. He just earned his PhD in Political Science at the University of South Carolina. His primary field of interest is public law, specifically U.S. Supreme Court indigenous rights jurisprudence, but he also has interests in just war theory, fringe political movements, constitutional theory, political legacies, judicial decision making, and forms of political reasoning. Tony has a diverse and interdisciplinary background, including working in hospice care, teaching ecology, astronomy, history and American government and has a lot of experience with the Boys & Girls Club. If he were not studying Political Science, he would likely be studying mythology, religion, English literature, physics, and/or cinema. He is perfect for our new department: Political Science, Philosophy, Religion, and Legal Studies. He and his wife Sarah have two children, Louis (7) and Judith (5).

Aubrey L. Sejuitt, PhD, LISW-CP, LCAS, MEd, GCDF is a graduate of Penn State University, where she earned her Associate of Arts degree in Letters, Arts, and Sciences, Bachelor of Arts degree in History, Bachelor of Arts in Sociology degree, and Master of Education degree in Teaching & Curriculum. She is also a graduate of Syracuse University, where she earned her Master of Social Work degree, and the University of South Carolina where she earned her Doctorate in Counselor Education & Supervision. As an Operation Iraqi Freedom veteran, she served as an Intelligence Analyst with the 203D MI BN and the Intelligence Security Command. She is also a graduate of Cochise College where she earned her Associate of Applied Science degree in Intelligence Operations Studies with honors. Dr. Sejuitt is president of the National Association of Social Workers (NASW) South Carolina Chapter.

Julie Orme, PhD, LCSW-C is a licensed clinical social worker and has been practicing for more than 15 years. She received her Ph.D. from Howard University and went on to complete a post-doctoral research fellowship at the University of Fort Hare in South Africa. She received her bachelor's degree and master's degree in social work from Brigham Young University. Her research interests include gender-based violence, human trafficking, displaced populations and international social work. She has worked as a licensed clinical social worker for several years in the areas of foster-care, mobile services, outpatient mental health and employee assistance programming. She currently works in a private practice providing telebehavioral health services. She values helping students identify their passion in the field of social work and helping them discover how they can make a difference in the lives of those they serve.

Dr. Veronica Ahadzic is joining the Sociology, Criminology, and Anthropology Department this year. She has successfully defended her dissertation "Exploring how Geographical Location, Trust among Neighbors, and Trust in Police Impact the Fear of Crime in Ghana: A Test of Social Disorganization Theory" and earned her PhD at the University of Akron. While at University of Akron she also

earned her Masters in GIS. She is a Sociologist with a specialization in Crime and Deviance. Her other areas of research are Medical Sociology, Race, Gender, and Equality. In addition to these areas, she will be contributing significantly to our Quantitative Research Series, teaching Social Statistics and Quantitative Methods.

Narada Diaz de Lang joins the Department of World Languages and Cultures in a one-year Instructor of Spanish position. Narada is originally from the Dominican Republic, and received her M.A. degree in Teaching/Learning the Spanish Language and Culture from the University of Granada, in Spain. We are particularly excited to have her joining our faculty, as she has extensive training and experience at the K-12 level (including Classroom Management and Content Area Reading and Writing for Adolescents), and will thus be ideal for responsibilities included in this position as Director of our Language Learning Center—where 6 sections of French and Spanish dual credit high school students will be on days when they are not in class with our faculty this fall.

Dr. Jena Chojnowski is our new Assistant Professor of Biology. She holds a PhD in Zoology from the University of Florida and joins us most recently from USC Beaufort. Dr. Chojnowski is a developmental and stem cell biologist with specific interests in PAX6 and how it regulates development and stem cell regulation in the eye, specifically in the disease aniridia. We are excited to welcome her to WU where her primary teaching responsibilities will be Anatomy, as well as the introductory cell and molecular courses and our senior discussion capstone.

Faculty Moves & Promotions

Dr. Sylvia Wozniak is moving from adjunct to full time as an Asst. Prof of Biology. She holds a PhD in Genetics from University of Campinas. She will serve as the Internship Director.

Dr. Anthony Hill – Promoted to Professor of Social Work

Dr. Salvatore Blair – Promoted to Assoc. Prof of Biology

Dr. Dustin Hoffman – Promoted to Professor of English

Dr. Brent Woodfill – Promoted to Professor of Anthropology

Dr. Joseph Kasko – Tenured, Mass Communication

Dr. Anna Igou – Tenured and Promoted to Assoc. Prof of World Languages

Dr. Valerie Jepson – Tenured and Promoted to Assoc. Prof of World Languages

Dr. Jennifer Schafer – Tenured and Promoted to Assoc. Prof of Biology

Faculty Appointments

Dr. Margaret Gillikin – Associate to the Dean, Director of Secondary Education

Dr. Will Kiblinger – Director of Masters of Liberal Arts

Dr. Kristi Westover – Chair of Biology

Dr. Nathaniel Frederick, III – Chair of Mass Communication

Dr. Greg Oakes – Interim Chair Human Nutrition

Dr. Adolphus Belk– Director of John C. West Forum

New Staff

Amy Gonzalez – Assistant to the Dean, CAS Dean’s Office

Krista Scherpf, Administrative Specialist (World Languages and Sociology, Criminology, and Anthropology)

Lauren Barnett – Administrative Specialist (Social Work)

Vacancies for administrative specialists exist in Psychology, Mass Comm, and Human Nutrition (pending approval)

VII. There was no old business.

VIII. New Business

I. The following questions were raised:

- I. Will we have a Covid statement for syllabi? Because of the rise in cases, senior leadership decided to reinstitute Covid statement. The Dean hopes to get the updated statement soon.
- II. Do we as a college have a policy in place regarding AI? New discussions and trainings are taking place. Amber Slack will present at Faculty Conference about the Code of Conduct on Friday.

II. Tenured & Promotion Guidelines Update – Dean Takita Sumter

- I. There is a need to clarify policies on T&P. The goal is policies in place before Sept. 1 when portfolios are due for this academic year. Dr. Greg Oakes has worked through Personal committee to work out specific details about how we deal with faculty given credit toward tenure when they come in. Because promotion does not include time in rank, it seems essentially impossible to give someone credit toward promotion. While no vote is required since we already have a policy, the Dean desired to present this to the faculty and have a vote of support since this is a faculty governance issue.

II. The current policy states:

AS Procedures and Policies for Tenure Consideration

<https://www.winthrop.edu/uploadedFiles/artscience/CASTenurePolicyProcedures2021F.pdf>

“Consideration of a faculty member for tenure shall always be an action separate from consideration for promotion, even if the two occur in the same year. A separate letter of application by the candidate and separate letters of evaluation by the departmental and college committees, department chair, and dean are required.”

CAS Procedures and Policies for Promotion Consideration

<https://www.winthrop.edu/uploadedFiles/artscience/CASPromotionPolicyProcedures2021F.pdf>

“Candidates applying for promotion to the rank of Associate Professor should include annual reports and comments beginning with their year of appointment. Candidates whose time in rank exceeds six years must include annual reports, chair’s comments, and dean’s comments covering the last six years; they may include additional years at their discretion.”

- III. Dr. Jo Koster reported that this issue came to the Academic Freedom, Tenure, and Promotion committee in Spring 2023. The different colleges have different policies. It is necessary that each college, based on its accreditation requirements, make clear what their policy is. AFTP proposed to the Provost that credit for promotion could be given if documented at the time of hire.
 - IV. The point was made that having such a provision could be a tool for faculty recruitment.
 - V. A comment was made that some other universities allow more flexibility regarding the 6 years tenure clock. The Dean pointed out that those hired with previous experience can advocate for a reduced timeline.
 - VI. Another issue of clarifying that going up for tenure involves accumulating five years of artifacts. The phrasing around six years for tenure confuses some.
 - VII. The second sentence of the promotion guideline refers to those who are in their current rank for more than five years before going up for promotion. The wording allows for some to interpret this as setting a timeline for promotion which we do not have.
 - VIII. Other issues raised that revealed confusion:
 - I. Credit towards tenure is awarded based on the previous two years of work. There cannot be a gap in service.
 - II. Tenure is defined as one’s ability to contribute to Winthrop while promotion concerns what contributions one has made to Winthrop. This is a consistent understanding across campus.
 - IX. The Dean emphasized the need to have our policies in writing. Consensus is necessary before moving forward. Exceptions to the policy should be explicitly stated in the appointment letter.
 - X. Dr. Robin Lammi suggested adding a clause at the end of the policy that states “unless arrangements are made at the time of appointment” In addition the suggestion was made that language be added to include a grace period for those currently impacted by this policy.
 - XI. After further discussion the body voted to reject the policy clarification and called for more study.
- IX. Remarks from the Dean – Takita Sumter

Welcome back

Technology is being upgraded in many of our classrooms. Faculty are encouraged to check there rooms out ahead of classes starting and have a backup plan if technology does not work.

Political Science, Philosophy, Religion, and Legal Studies has a new name.

We are adding a new Criminal Justice program. Gray data predicts this will recruit 40 students per year.

Office of Accessibility has moved to Macfeat to allow for easier access for students.

ROTC is moving to the 3rd floor of Kinard. They will have a class in Owens and meet with students on 3rd floor.

AI – Dean Amber Slack will speak about new student conduct code on Friday. We still need policies within academics and in the college on our position on AI, when students have permission to use AI and when not and what happens if they violate policies.

Faculty travel - \$900 travel grants are the norm. We will raise this if possible but this is the new policy. .

Enrollment is looking positive. Graduate trends need to be ironed out, but on the UG level we are good. We will have a significant amount of revenue from dual enrollment. Rock Hill High School will be sending bus with several cohorts for classes. We will have 12 sections this academic year - \$7000 per section. We have a projection of about \$300,000 in revenue from French and Spanish, not counting other courses. English has been contacted from other districts. We are trying to get to the point where that revenue can be shared. These students are a captive audience on our campus. We should consider the unintended messages we might be sending.

Continue to work with OA on at risk students and accommodations. Encourage students to go ahead and get accommodations if they had them in high school. Students don't have to take advantage of the accommodations but it is helpful if they already have them. We are having challenges with AIM. We have asked the OA to come in and help us understand the problems. We want to ensure communication and dialogue about this.

Provost search is still underway. The President will reconstitute the committee. Winthrop has a contract with search firm until the candidate is hired. The extended search is not costing additional money. We have had good interim leadership and are poised for new leadership

Questions

- I. Ceiling issue in Tillman – The Dean stated she thought issue would be resolved by start of classes, but it is taking longer than expected. There has been no message that it will be unavailable for fall classes.
- II. Byrnes will be ready for next fall. We will have challenges to parking around Brynes, at the Library and Digs due to construction.

X. Announcements

- I. Ginger Williams – Join AAUP
- II. Jennifer Disney– the coming Pres. Election 2024 – We will be inviting candidates to campus, will conduct 3 WU polls before Rep primary. The Winthrop Poll is looking to hire students to run the poll. WU has contract with Turbo Vote to make it easy for students to be able to vote. A syllabus statement statement will be created to encourage students to register.
- III. Wanda Koszewski – the food box will be reopening T, W, Th from 10-3. We need small containers of milk and fruit.
- IV. Nick Grosseohme – Oct. 6 is annual showcase of summer undergraduate research and Apr. 12 will be SOURCE.
- V. Adam Glover – Faculty Conference will be in Johnson Theater Friday at 2.
- VI. Syliva Wozniak – CPR certification announcements will be coming.

XI. Adjournment – motion to adjourn

Minutes submitted by

Margaret Gillikin, PhD

Appendix A –

College of Arts and Sciences Faculty Assembly
Minutes
Kinard 018
March 3, 2023 2 p.m.

- I. Welcome—Adam Glover
 - a. Call to order (after Graduate Faculty meeting) at 2:10 PM.

- II. Approval of Minutes from January 13, 2023, meeting (Appendix A)
 - a. Approved

- III. CAS Committees
 - a. CAS Curriculum Committee (Appendix B)—Valerie Jepson and Jason Hurlbert
 - i. Changes approved.

 - b. CAS Nominating and Rules Committee—Brent Woodfill (*Voting for committee vacancies will be conducted via a Qualtrics survey. The survey will be sent out this afternoon and will close on Monday, March 6 at 5 p.m.*)
 - i. Curriculum committee
 1. Remove Casey Cothran from list because she is in ENGL

 - ii. Academic Council
 1. Add Kori Bloomquist

 - iii. CAS Personnel
 1. Add Kori Bloomquist

 - iv. Education Preparation
 1. Add Margaret Gillikin

 - v. Freedom, Tenure, and Promotion
 1. Add David Meeler

 - vi. Academic Conduct

1. Add Trent Kull

IV. Update on Competency-Based Education—Greg Oakes, Tracy Griggs, and Bettie Parsons Barger

- a. Presentation of a new delivery method. The plan is to make the degree program designed by learning outcomes rather than courses. It's a supplement to adult and professional learning for students age 24 and up. The plan is for COE and BPS in the near term, but it could expand into undergraduate education in CAS.
- b. Some questions and discussion.

V. Update from D&I Committee—Hope Lima

- a. No discussion or questions before the vote
- b. Vote on College statement being posted publicly--approved
- c. Vote on optional inclusion on syllabi—approved
- d. Some updates on current events

VI. Old Business

- a. None

VII. New Business

- a. None

VIII. Remarks from the Dean—Takita Sumter

- a. Issue of academic freedom
- b. Advising updates, reminders, etc. from Adria Belk
- c. Follow-up on President's visit to CAS on Feb. 23
- d. Another agreement with Kaplan viz. prep courses
- e. Reminder about award nominations
- f. Budget issues
 - i. We have decreased fulltime faculty lines
 - ii. Plan to increase course caps in some appropriate places
 - iii. Talk about GNED holistically

IX. Announcements

X. Adjournment

a. Adjourned at 4:00 PM.

Appendix B –

Tenured & Promotion Guidelines Update

Re the question: When a faculty member is granted credit toward tenure, does the promotion review period extend likewise into the faculty members previous institution?

Summary

I find little specification of University or College policy that directly addresses this question. Typically, in our policies, where policy governing credit toward the tenure review period is stated, there is no mention of any bearing on the promotion review period. Where tenure and promotion review periods are otherwise referenced, policy centers on which years' faculty annual reports and supervisor evaluations are to be included; but no mention is made in these passages of the specific case where credit towards tenure has been granted. In addition, both Tenure and Promotion policies state that when applying for tenure and promotion concurrently, two distinct sets of letters (from the candidate, committees, etc.) are required – but again no mention is included here of periods of review and how they may compare.

The following documents would seem relevant and I note such reference to period of review as they contain:

- University Tenure Policy: This policy specifies allowable credit toward tenure; in doing so, however, no reference is made to the period of review for promotion. The Tenure policy also indicates that when going up for tenure and promotion at the same time, two distinct sets of letters are to be written (i.e., by candidate, committees, etc.).
- University Promotion Policy: This policy states that faculty annual reports and supervisor evaluations to be included in the application are those beginning with the year of appointment or with the most recent promotion. In cases where the previous appointment/promotion is more than five year past, this policy states that the annual reports and evaluations of at least the most recent five years are to be included. The Promotion policy also indicates that two sets of letters are required when going up for both tenure and promotion, but makes no other reference to a relationship of promotion process to tenure process.
- University Promotion/Tenure Portfolio Preparation: This document, dated 2013, reiterates the requirements for which annual reports and evaluations found in the separate Promotion and Tenure policies – with the one difference that the two are mentioned together. Nevertheless, no attempts is made here to distinguish the tenure review period, as including any time credited, from the promotion review period.

- CAS Tenure Policy: This policy includes reference to the requirement of separate letters in the case of concurrent application for tenure and promotion. It makes no other reference to any relationship between the two processes.
- CAS Promotion Policy: This policy makes no reference to the tenure process nor to any relationship between that process and the promotion process.

Documentation

From University Tenure policy

Procedures; <https://apps.winthrop.edu/policyrepository/Policy/FullPolicy?PID=381>

“2.0 *Credit toward Probationary Period for Tenure* At the time a tenure-track appointment is made, credit for prior service may be given toward the probationary period for tenure. The number of years of prior service credited toward the six years of probationary service will be stated in the Reasons/Remarks section of the Personnel Action Form. Policies for awarding credit are:

“2.1 Credit may be given for prior service as a temporary faculty member at Winthrop University if the appointment is changed from restricted to regular service.

“ 2.2 Credit may be given for prior full-time academic service at another institution of higher learning at the rank of Assistant Professor or above.

“ 2.3 Credit may be given for prior professional service, other than teaching at another institution of higher learning, when such service is related to the faculty member's appointment at Winthrop.

“ 2.4 Credit will not exceed 3 years except in unusual circumstances.

“2.5 In determining the amount of prior service to be credited to a faculty member, no credit shall be given for summer school teaching at Winthrop or elsewhere.

“8.1 When a faculty member is applying for tenure and for promotion concurrently, a single supporting portfolio for both processes will be used. The letters of application from the faculty member, recommendations from the chair and the dean, and all committee recommendations must be submitted separately, as the review processes for tenure and promotion will occur independently.”

From University Promotion policy

Procedures; <https://apps.winthrop.edu/policyrepository/Policy/FullPolicy?PID=382>:

“2.0 *Portfolio Preparation and Submission* ... When a faculty member is applying for tenure and for promotion concurrently, a single supporting electronic portfolio for both processes will be used and must include the materials indicated in 2.1 (below). The letters of application from the faculty member, recommendations from the chair and the dean, and all committee recommendations must address tenure and promotion separately and must be submitted separately, as the review processes for tenure and promotion will occur independently.

“2.1.4 Annual reports (including student evaluation data, chair/immediate supervisor evaluations, and dean evaluations) beginning with the year of appointment or the last promotion (whichever applies.) If it has been longer than five years since the appointment/last promotion, at least the most recent five years are required.”

Promotion/Tenure Portfolio Preparation guidelines

Both university tenure and promotion policy pages provide a link (“Portfolio Preparation Guidelines” under the Guides tab) to this document:

“For the tenure portfolio, it is required to have the annual evaluations and comments for all the years since entering the tenure track. For the promotion portfolio, it is required to have annual evaluations and comments beginning with the year of appointment or the last promotion (whichever applies). If it has been longer than five years since the appointment/last promotion, at least the most recent five years are required.”

Similar requirements are specified for the inclusion of student evaluations.

CAS Procedures and Policies for Tenure Consideration

<https://www.winthrop.edu/uploadedFiles/artscience/CASTenurePolicyProcedures2021F.pdf>

“Consideration of a faculty member for tenure shall always be an action separate from consideration for promotion, even if the two occur in the same year. A separate letter of application by the candidate and separate letters of evaluation by the departmental and college committees, department chair, and dean are required.”

CAS Procedures and Policies for Promotion Consideration

<https://www.winthrop.edu/uploadedFiles/artscience/CASPromotionPolicyProcedures2021F.pdf>

“Candidates applying for promotion to the rank of Associate Professor should include annual reports and comments beginning with their year of appointment. Candidates whose time in rank exceeds six years must include annual reports, chair’s comments, and dean’s comments covering the last six years; they may include additional years at their discretion.”

Remedy

I suggest amending the two college policy statements as follows:

- Procedures and Policies for Tenure Consideration: Insert a section, directly after “Initiation of consideration”, along the following lines:

Review period

The probationary period of review for tenure consideration is typically the first six years of the faculty member’s tenure-track appointment at Winthrop. In exceptional cases, a faculty member may be granted credit toward that probationary period. In both cases, candidates for tenure should include in their application materials representing work conducted during the probationary period. In cases where credit toward tenure has been granted, this probationary period may include years prior to the beginning of the faculty member’s tenure-track appointment at Winthrop – i.e., a number of years equal to the number of years’ credit granted toward tenure. Thus, for instance, if a faculty member were granted two years’ credit toward tenure, that member’s tenure review period would include the four years’ service at Winthrop plus the two years’ work conducted prior to the Winthrop tenure-track position. All tenure decisions will be based on the candidate’s ability to convey their ability to continue making contributions to the life and mission of Winthrop University.

- Procedures and Policies for Promotion Consideration: Insert a section, directly after “Initiation of consideration”, along the following lines:

Review period

The period of review for promotion consideration typically extends back to the faculty member’s appointment in current rank and no further. In cases where the faculty member’s current appointment began more than five years past, the review period shall include those five years, minimally; at the faculty member’s discretion, the portfolio may include materials from beyond those five years but not from years in a previous rank. In cases where the faculty member was granted credit towards tenure, the period of review for promotion will include only years of service in their Winthrop appointment.