

**Winthrop University Faculty Conference**  
November 20, 2009  
2 pm Carroll Hall Auditorium

**Agenda**

- I. Approval of minutes of September 25, 2009 Faculty Conference *(minutes attached)*
  - II. Report from the Chair Marsha Bollinger
  - III. Report from the President Anthony DiGiorgio
  - IV. Report from the Vice President for Academic Affairs Thomas Moore
  - V. Committee Reports
    - Academic Council *(materials attached, pgs. 8-12)* Mark Hamilton
    - Roles and Rewards *(materials attached, pgs. 13-14)* Beth Costner
    - Faculty Concerns *(materials attached, pgs. 15-17)* David Meeler
    - Budget Priorities *(material attached, p. 17)*
    - Library *(material attached, p. 20)*
  - VI. Unfinished business
    - Bylaws amendments discussion *(materials attached, p.17)*
    - Faculty Leadership Committee amendment *(materials attached, p.18)*
    - SACS Progress Report *(materials attached; p.19)* Pat Graham
    - QEP Report Marilyn Sarow
    - TALONS Report Tim Drueke
  - VII. New business
  - VIII. Announcements
  - IX. Adjournment
- Faculty Conference Membership (323) 35%= 113; 20% = 65

**Winthrop University Faculty Conference**  
September 25, 2009  
2 pm Plowden Auditorium, Withers Building

I. Call to Order

Mr. Hamilton called the meeting to order at 2:05. As there wasn't a quorum, the faculty voted in favor to continue the meeting.

II. Approval of minutes of August 21, 2009 Faculty Conference

Minutes were approved as amended.

III. Report from the Chair

Marsha Bollinger

Dr. Bollinger was ill and unable to attend the meeting, but sent some comments for Mr. Hamilton to share. Among other things, she urged faculty to communicate with her if they have concerns or would like to convey any other information so that she may better represent them. Dr. Bollinger also asked that everyone be responsive to requests for information related to SACS reaccreditation.

IV. Report from the Vice President for Academic Affairs

Thomas Moore

- Dr. Moore began by announcing the dedication ceremony of Carroll Hall. There will be an event for all of campus later in the fall.
- Dr. Moore continued by stating that Winthrop is experiencing two major undertakings at the same time. The first undertaking is Banner. He stated that it is up and running, but the student records piece is still taking some time. He asked that all faculty sign up for Banner training before they are expected to implement it.
- The second undertaking is the SACS reaccreditation. Academic Affairs is studying "assessment and how we report it." Dr. Moore continued by saying we have to create an infrastructure for the data; every program needs to show an assessment template and there must be consistency across campus.
- Tom Moore also asked faculty to complete the QEP survey. The faculty's broad input is important.
- Sabbaticals (5 half-year allotments) will be reinstated next year.

V. Committee Reports

**Academic Council**

Mark Hamilton

- Mr. Hamilton began by quoting Eldridge Cleaver saying "Too much agreement kills a good chat." His reason for quoting Cleaver was to argue that the Academic Council is not in place to just "approve things."

- AC is doing many things for the upcoming SACS certification. Mr. Hamilton said “let's try to remember that the main reason for doing this should be improving the effectiveness of our programs for our students.”
- Mr. Hamilton went on to announce proposed changes from the Committee on Undergraduate Instruction. All motions were passed undisputed. For these changes see materials posted with the September 25, 2009 meeting agenda ([www.winthrop.edu/facultyconference](http://www.winthrop.edu/facultyconference)).
- Items approved by CUI on pages 9 and 10 of the agenda did not require action and were just informational.
- Mr. Hamilton finished by encouraging faculty to attend the next Academic Council Meeting (October 2<sup>nd</sup> at 2:00 in Tillman 308).

VI. Unfinished business

**Bylaws amendments discussion**

1. The discussion began by a motion to postpone the discussion of the bylaws items to the next meeting. The following statement was introduced by the Chair of the Faculty Concerns Committee:

**MOTION to POSTPONE:**

The Winthrop University Committee on Faculty Concerns moves that the proposal to consider a new structure for Faculty Governance be postponed until the next meeting of Faculty Conference, Nov. 20 2009.

**RATIONALE for Motion to Postpone:**

During our regularly scheduled meeting on Thursday, Sept. 24 2009, the Winthrop University Committee on Faculty Concerns addressed issues raised by faculty relevant to today's discussion of a new Faculty Governance structure. One primary concern raised by faculty centered on the fact that Faculty Conference is being asked to vote on a new Faculty Governance structure that includes several proposed amendments from President DiGiorgio, yet President DiGiorgio is not present to join our discussion and deliberation. While President DiGiorgio did e-mail his justifications, questions remain about both the governance structure and the justifications offered regarding the changes. It would be best if we could discuss the proposal for our new faculty governance structure and the suggested amendments with all relevant parties, including the President, in attendance.

With a vote of 29 to 26, a decision was made to move ahead with a discussion of the bylaw amendments.

2. In reference to proposed bylaw text, Article VIII, Section 7, the following comments were offered:
  - The President's changes were consistent with what was originally presented by the Governance Review Committee.

- Were the changes semantic or were the changes substantive?
- Changes do not take away faculty authority and that the spirit of the document remains the same. Others countered that if the document essentially remains the same, why is there a change at all? Another stated that the suggested changes actually make the committee stronger.

A vote was taken on Article VIII, Section 7.

**Faculty Committee on University Life.** This committee shall be responsible for examining issues submitted by faculty members that affect the conduct of university life, and shall address these issues by communicating directly with appropriate administrators and members of the University faculty and staff to understand the issue more fully and to facilitate a resolution to the concern as needed. The committee shall report its findings, and the status of the issues to Faculty Conference, to the Committee on University Priorities, and to the President at least once each semester.

The committee shall consist of nine members: two members elected from each of the degree-granting colleges and one member elected from the Library faculty. At least one member elected from each of the degree granting colleges and the member elected from the Library faculty shall be tenured. The Chair of the committee shall attend open meetings of the appropriate committee of the Board of Trustees.

The item passed unanimously.

3. Article VIII, Section 8 was discussed. The following points were made.
  - One faculty member spoke in favor of increasing the number of meetings with the president, but did not offer an amendment.
  - Several individuals offered comments about how one would communicate anonymously with the president. The concern is that untenured faculty may not feel comfortable speaking on behalf of themselves. Some felt that the custom of openness of communication should be written down and not just assumed.
  - Another faculty member reminded the conference that the bylaws are “a working document.”
  - David Meeler expressed the following statements on behalf of Faculty Concerns concerning the President’s changes:

Statement from Faculty Concerns: On the President's reliance on custom or practice rather than policy:

While we are appreciative of the many customs you adhere to that benefit us as a faculty, the proposed changes to faculty governance may very well last past your tenure as President. There have been some concerns expressed by

the faculty that these customs need to become policies so that customs under your leadership continue going forward into the next administration.

- Discussion occurred about the process once the body passed bylaws. These included discussion over whether the Financial Exigency Committee would exist in the future.
- Whether or not untenured faculty should be able to be on this committee was discussed. The decision by the Faculty Governance Review Committee to only have tenured faculty on the committee was to provide a wall of protection.
- One member felt that faculty need to see the budget earlier in the fiscal year (July 1).
- Another argument to postpone the discussion of Section VIII, Faculty Committee on University Priorities to the next meeting was made and discussed. The motion to postpone failed by vote.

Article VIII, Section 8. Faculty Committee on University Priorities. This committee shall be responsible for meeting at least once per semester with the President and the other Executive Officers of the University to provide a faculty perspective on admissions policy, planning, objective setting, and resource allocation, as well as other areas that are important to the University's future.

The committee shall consist of eight members: one member elected from each of the degree-granting colleges, one member elected from the Library faculty, one member elected from the faculty of University College, and one member elected by the Graduate Faculty Assembly. All members of this committee shall be tenured. The Chair of the Faculty Conference shall serve as an ex officio member with vote. The Chair of the committee shall attend open meetings of the Finance Committee of the Board of Trustees.

The amendment passed by vote.

4. The third bylaw change was introduced into discussion.

Article II, Section 3. The Faculty Conference shall be the principal legislative body of the faculty. All actions of the Faculty Conference shall be subject to review by the President of the University.

Statement from Faculty Concerns: On the Board's decision to formally refuse to hear any appeals from the faculty:

As many of us are aware, the Board of Trustees recently voted to eliminate the faculty's ability to formally appeal any decision the President makes to the Board. If we can no longer appeal to the Board, what is the formal appeal process going

forward? Concerns have been raised to the Faculty Concerns Committee that the appeals process may have been totally eliminated by the Board and that our role, as Faculty Conference has become advisory rather than a "principal legislative body" as outlined in the current Faculty Manual. We ask for clarification on the current appeals process given the Board of Trustees's decision.

- One member explained that there are two outlets for communicating concerns. The faculty can speak to the formal representative for the Board of Trustees who provides a formal report during an open meeting. There is also a public comment period available to the campus community.
- Faculty Concerns Committee is worried that this amendment would remove the ability to communicate a possible two-thirds vote against a decision by the President.
- Dr. Moore said that this is a board decision about board function. Any issues raised at Faculty Conference can be brought to the Board. Dr. Moore explained that when faculty concerns are brought to the Board, they are attentive and inquiring about the nature, character and basis of those concerns. Dr. Moore also said that it is very common for schools to remove any appeals to its Board of Trustees.
- One member was concerned about "giving up rights" and that the faculty has never abused this process. She questions their decision to remove themselves from this process.
- After a question about "to whom do [faculty] bring their appeals," a section of the "new" Faculty Conference bylaw was consulted. If the President decides adversely to a faculty member, that faculty member may appeal the decision to the Board of Trustees. There was some question as to whether or not this was the case due to the change in the Board bylaws.
- One member expressed his concern over the micromanaging of the bylaws and that whether we vote on the changes or not, it's moot.
- Another member said that if the mode of appeal is stricken by approval of changes today, the faculty are held responsible for expressing concerns through the two modes of communication and would hold faculty accountable to show up to public Board meetings as well as Dr. Bollinger to express the faculty concerns.
- There was a motion to add an amendment to the end of item 3: Any disapprovals shall be communicated to the faculty, with reasons therefore, within thirty days.
- Since there were less than 65 faculty present at this point, a vote could not be made on either the amendment or to Article II, Item 3 as proposed.

### **SACS Progress Report**

Pat Graham

Dr. Pat Graham said the SACS report was attached for reference.

### **Talons Report**

Cheryl Fortner -Wood

Dr. Fortner-Wood thanked Tom Moore and reminded faculty of the Talons website.

<http://www2.winthrop.edu/TALONS/>

She also announced Banner training sessions.

<http://www.winthrop.edu/controllersoffice/default.aspx?id=7420>

VII. New business

**Report on Summer Session**

Yvonne Murnane

Dr. Murnane announced that Winthrop was doing well in regards to summer sessions. There was a 1.4% increase in enrollment. She also announced that tuition for 2010 will be the same as 2009 (which was equal to 2007). Other data are available online.

**Faculty Leadership Committee amendment**

Cheryl Fortner-Wood

Dr. Cheryl Fortner-Wood said that no motion could be made without a quorum.

VIII. Announcements

Faculty Concerns announced a meeting with the President for Friday, October 23<sup>rd</sup>. The committee itself will be meeting on Tuesday, October 13<sup>th</sup> to finalize the agenda for the meeting with the President. Any concerns should be brought to the faculty concerns committee.

An announcement was made regarding mid-semester progress reports. The faculty was asked to respond to this email announcement. Faculty can report on any student even if they are not struggling.

The English department invited faculty to attend a reading of band books on Monday, September 28<sup>th</sup> at 7:00 in Owens Hall.

Dr. Fortner-Wood announced that the McNair Scholar Application would be coming out soon.

IX. Adjournment

The Meeting was adjourned at 4:12.

## Report from Academic Council

Academic Council met on October 2<sup>nd</sup> & November 6<sup>th</sup> 2009 at 2:00PM in Tillman 308.

### I. Committee on Undergraduate Instruction

Rebecca Evers, Chair of CUI, presented the report from the committee.

The following items are presented to Faculty Conference for approval.

#### COLLEGE OF ARTS AND SCIENCES

##### Department of Human Nutrition

**Modify** BS in Human Nutrition-Dietetics to **delete** SPCH 201 as the required oral communication requirement. **(modify program)**

**Modify** BS in Human Nutrition-Food Systems Management to **delete** SPCH 201 as the required oral communication requirement. **(modify program)**

**Modify** BS in Human Nutrition-Nutrition Science to **delete** SPCH 201 as the required oral communication requirement. **(modify program)**

The modifications to the programs in Human Nutrition were approved.

#### COLLEGE OF BUSINESS

##### Department of Accounting, Finance and Economics

**Modify** BA in Economics to **delete** CSCI 110 as an option in Technology (no longer offered); and to **delete** the one course requirement of PLSC 320, 321, 323, or GEOG 302 and **replace** it with another ECON course. **(modify program)**

**Modify** the minor in Economics to allow students to **delete** the additional list of pre-selected courses and **add** any 9 hours of ECON above 299. **(modify program)**

The modifications to the major and minor in Economics were approved.



**The following items did not require action by the Council.**

**COLLEGE OF ARTS AND SCIENCES**

**Department of English**

**Modify** WRIT 501 (3) Writing for Electronic Publication to **change** title to Writing for New Media. (**modify course**)

**Department of History**

**Modify** HIST 300 (3) Historiography and Methodology to make pre-requisites and co-requisites (CRTW 201, HIST 211 and 212, and two from HIST 111, 112, and 113, or permission of instructor) the same. (**Prerequisite and co-requisite change**)

**Department of Political Science**

**Add** AAMS 319 (3) Race and Ethnic Politics in the United States (**new course**)

**Add** PLSC 319 (3) Race and Ethnic Politics in the United States (**new course**)

**Department of Sociology**

**Modify** ANTH 540 (3) Ecological Anthropology to **change** title to Human Ecology. (**modify course**)

**COLLEGE OF BUSINESS**

**Department of Accounting, Finance and Economics**

**Modify** ACCT 280 (3) Accounting Information for Business Decisions to **change** prerequisites **from** “MATH 101, 105, 150 or 151 and CSCI 101 and CSCI 101B and two of CSCI 101A, C or P” **to** “CSCI 101B and one of MATH 101, 105, 150 or 151.” (**modify course**)

**Modify** ECON 315 (3) Microeconomic Analysis to **change** prerequisites **from** “ECON 215 and ECON 216” **to** “ECON 215 and ECON 216 and either MATH 105 or MATH 201 or permission of instructor.” (**modify course**)

**Modify** ECON 415 (3) Managerial Economics to **change** prerequisites **from** “ECON 215” **to** “ECON 215 and either MATH 105, MATH 201 or permission of instructor.” (**modify course**)

**UNIVERSITY COLLEGE**

**Add** LEAD 120A (1) Theory and Practice of Residential Leadership (**new course**)

**Add** LEAD 120B (1) Theory and Practice of Peer Mentor Leadership (**new course**)

**Add** LEAD 120C (1) Theory and Practice of Orientation Leadership (**new course**)

The following courses were not approved by CUI.

### **International Studies Committee**

**Add INAS 383 (3) Exploring a Foreign Culture (new course)**

Concerns with justification: what staff member can teach this course?

Concern with this being a 3-credit-hour course.

### **University College**

**Add LEAD 120 (1) Theory and Practice of Leadership (new course)**

Course seemed to be a duplicate of LEAD 120 A, B, and C and therefore not needed.

The Council discussed LEAD 120 and during discussion decided to modify the course number to LEAD 120D based on information provided by Gloria Jones and Tim Daugherty from University College. This course will be used for Leadership courses not covered by the three regular offerings. The course was approved with the change to the course number.

## **II. General Education Committee**

Will Thacker, Chair of the General Education Committee, presented the report.

The General Education committee met on October 16. The committee discussed the process and procedures for recertifying the courses for the Touchstone Program. The committee decided on three outcomes for recertification: ACCEPT, REJECT, and ACCEPT WITH GUIDANCE. The “accept with guidance” category would be for applications that do not satisfactorily address the assessment issues. The “with guidance” aspect will be handled by representatives from University College who will educate the appropriate people about what is needed for the assessment section of a general education course so there will not be similar issues for the next recertification.

During discussion of the report concern was expressed by several Council members regarding recertification as opposed to approval or rejection of courses, since approval is not delegated to the General Education Committee. The council also requested the Gen Ed Committee report all decisions on recertification, not just the courses approved. Dr. Thacker did report that it is the Committee’s thought that any rejected courses would be resubmitted. Rejection usually will occur only if the recertification materials are incomplete. During discussion the Council moved and seconded to require the General Education Committee report include all three categories of outcomes. The motion was approved.

The following courses applying for recertification were ACCEPTED:

ECON 103 – Constitution  
ANTH 201 – Global  
ANTH 203 – Global  
SPED 391 – Oral Communication  
MATH 105 – Quantitative Skills  
MATH 150 – Quantitative Skills  
MATH 201 – Quantitative Skills  
ANTH 201 – Social Science  
ECON 103 – Social Science  
ECON 216 – Social Science  
ECON 343 – Social Science  
SOCL 201 – Social Science

**Proposal to include Math 151 in the Quantitative Reasoning requirement.** The proposal would be to change the current requirement from "This requirement will be met by completing CTQR 150 or a math course that covers calculus or has a calculus prerequisite" to "This requirement will be met by completing MATH 150, or MATH 151, or a math course that covers calculus or has a calculus prerequisite". It is also requested that this change be retroactive to the beginning of Fall 09.

### **III. Unfinished Business**

**The following items are presented to Faculty Conference for approval.**

#### ***A. Internal Program Evaluation***

Chair Hamilton reported on the status of the discussions with the chair of the Faculty Conference Rules committee regarding the name given to the Winthrop internal process for reviewing academic programs. The Chair of the Rules committee suggested that the Academic Council would be the appropriate body to propose any changes. During discussion it was moved and seconded to rename the title and all other references of "Program Review" in Chapter II: Faculty Organization to "Internal Program Evaluation." The motion passed.

#### ***B. Choice of Catalog***

The following modification to the catalog section on Choice of Catalog was presented per the request of the Council from the September 11, 2009 meeting.

A regular undergraduate student may obtain a degree in accordance with the requirements set forth in the catalog in force at the time of the student's initial enrollment as a regular undergraduate student at Winthrop, provided that the student has not been absent from active enrollment for a continuous period of twelve months or more; or the student may elect to obtain a degree in accordance with the requirements of any catalog issued after the initial enrollment,

provided the student was enrolled as a regular undergraduate student in Winthrop at the time the catalog was issued and has not subsequently been absent from active enrollment for a continuous period of 12 months or more. When a student has been absent for a period of 12 months or more, he or she must fulfill the requirements of the catalog in force at the time of re-enrollment or a subsequent catalog in force during enrollments. **Students who are absent from the university for more than 12 months due to military service may elect to retain the catalog they were following at the time of leaving for active duty.** In all cases, a student is restricted in choice to the requirements of a specific catalog and must graduate within a period of eight years from the date the catalog was issued to claim the rights of that catalog.

If any course required in the catalog specified is not offered after the student specifying the catalog has accumulated 87 semester hours, the University reserves the right to substitute another course. In all cases, if a course has been officially dropped from the course offerings, the University provides a substitute course.

The Council moved and seconded to approve the proposed modification. The modification was approved.

**The following item is presented to Faculty Conference for informational purposes.**

### *C. Dual Degree/Double major issues*

Chair Hamilton revisited the topic that was explored by the Council last year. He asked Beth Costner (last year's chair) to outline her concerns. He reported Dr. Costner had noted issues with regard to total hour requirements for dual degrees (154 in most cases) and Double majors (usually just 124). Discussion continued regarding the 30-hours beyond the first degree requirement for a second degree and for two degrees being earned simultaneously. Will Thacker volunteered to form a group to look at the 30-hour requirement. Also mentioned during discussion was the possibility of a personalized major. Keith Benson and Dave Pretty volunteered to review other institutions' programs.

## **IV. New Business**

There was no new business.

## **V. Announcements**

Rebecca Evers announced that CUI will meet on Study Day.

The next Council meeting is scheduled for January 8 or 15, 2010. Chair Hamilton will let the Council know the exact date since both have potential conflicts.

Submitted on behalf of Academic Council,

Mark E. Hamilton, Chair

## **Roles and Rewards Ad-Hoc Committee Update**

Presented to Faculty Conference for the November 20, 2009 meeting

At the Faculty Conference meeting held January 30, 2009, the faculty approved the recommendation from the Faculty Governance Review Committee to form an ad hoc committee on faculty roles and rewards (see the original call following this update). Mark Dewalt, Kristi Westover, and Cheryl Fortner-Wood were charged with the task of identifying members from all academic units. In addition, the group sought to identify faculty and administrators who had held a variety of appointments. The current committee is:

CBA: Gary Stone and David Bradbard

A&S: Debra Boyd, Beth Costner (chair), James Hanna

VPA: Mark Hamilton and Anna Sartin

COE: Jennie Rakestraw and Lisa Johnson

UC: Jennifer Everhart

Library: Jackie McFadden

The group met twice in the Spring 2009 to determine the direction and process of the committee's work, brainstorm, and collect materials for review. Members continued to review articles and investigate materials from other institutions over the summer. We are meeting monthly this academic year.

The committee has taken time to discuss all bullet points in the charge, possible processes for addressing all aspects of the charge, and how the various elements of the charge are interrelated. The most significant progress toward our expectations fall in the following areas:

- Prioritizing the various bullet points under the charge.
- Brainstorming possible outcomes and processes for change.
- Reviewing and providing feedback to the Academic Leadership Council on a new annual timeline for submission of tenure and promotion portfolios
- Drafting new definitions for academic ranks, teaching, scholarship, academic responsibility, and professional stewardship.

The committee plans to have the draft definitions ready for public comment by January and will provide multiple avenues through which faculty are able to comment on and add to the foundational work of the committee.

If you have ideas or comments that should be included, please share them with the committee members.

Respectfully Submitted by Beth Costner

**Original Charge for the Ad Hoc Committee on Faculty Roles and Rewards**

The Faculty Governance Review Committee recognizes that the proposals from the committee relating to the roles and rewards of faculty will require work beyond the life of the committee, and are tied to an ongoing discussion with the Executive Officers. To continue these discussions

with more emphasis, the Faculty Governance Review Committee recommends that the Faculty Conference form an ad hoc committee on Faculty Roles and Rewards as soon as possible. This committee should be appointed by the Chair of Faculty Conference, the Chair of Graduate Faculty Assembly, and the Chair of the University Personnel Committee. The committee should contain at least one faculty member from each major academic unit, at least one department chair, at least one Dean, and at least one untenured faculty member. The committee would elect its own chair. Issues it should study include but are not limited to the following:

- The annual review for tenured faculty should be studied to determine the best use of faculty and administrative time. Both short and long forms for reporting faculty activity should be considered.
- Developing a consistent annual report schedule across campus should be considered.
- The timeline for review of tenure and promotion portfolios should be restructured to provide more time for college level review and to allow faculty to find out about tenure and promotion decisions before the end of the spring semester.
- To better distinguish service, the differences between Academic Responsibility and Professional Stewardship should be more clearly defined.
- The ideas of academic responsibility and professional stewardship should be incorporated into the descriptions of tenure, promotion to associate professor, and promotion to professor.
- The expectations for tenure, promotion to associate professor, and promotion to professor should be better distinguished. The service expectations outside of the department for junior faculty should be reduced, thus encouraging sustained involvement of faculty at the level of associate professor and professor.
- The constitution of the college representation on the Faculty Personnel Committee should be studied, as the various colleges have different requirements for service on this committee.
- Because non-tenured and part-time faculty are essential to the mission of the University, the extent to which part-time faculty are covered by the Faculty Manual should be studied.

The nominating committee used these parameters to determine whom to invite to this group and for whom the roles and rewards discussion should pertain: *Faculty = anyone that teaches courses at least 50% of his/her time or that teaches at least two three-credit courses per academic year; OR anyone that is not a full time employee of WU but teaches courses for WU on a part-time basis at least two of three terms per year.*

## Report from Faculty Concerns

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### Concerns, Recommendations, and Requests for President DiGiorgio

1. *Personnel Appeals*: The Winthrop University Committee on Faculty Concerns requests an explanation be presented to Faculty Conference regarding (a) the history of decisions on the matter of Faculty appeals made by The Board of Trustees, and (b) the various appeals processes that will now be available to faculty with regards to promotion and tenure, as well as with regards to governance decisions made through Faculty Conference.
  - **President's response**: President DiGiorgio made a pro-active recommendation to the Board's Executive Committee to consider re-writing their by-laws in order to incorporate the wording from the 1996 Resolution concerning the Board of Trustee's role in appealing decisions regarding Tenure & Promotion. This alteration of the Board of Trustee's by-laws was approved at the 6-NOV-2009 meeting.
2. *Healthcare Insurance*: Isn't it true that we pay for 12 months worth of benefits during our 9 month contracted year? Assuming that we make all of our contributions for our healthcare benefits by our final pay-period in May, how and when are our healthcare premiums for June, July, and August then paid out to providers? Do providers immediately receive all the money we pay each month – indicating that they are already (in May) paid in full for coverage through June, July, and August? Or does some of that money sit and wait to be paid to providers at regular intervals during the summer months? If a faculty member (who has made full payments by May for healthcare benefits through August) leaves the University's employ during the summer months, what becomes of the healthcare benefits? And what becomes of the healthcare premiums already paid? Is it true that a faculty member who leaves the employ of the University late in the summer – say, at the end of July – will have his/her benefit's termination backdated to May 15?
  - **President's response**: Human Resources provided answers to these questions, along with some additional answers to further questions they anticipated as well.
  - **Faculty Concerns Committee Chair's take**: The gist of the answers conveys the following important warning for faculty: *If you do not work after Spring semester and you leave Winthrop's employ late during the summer for a job not covered by S.C. State Insurance, your insurance will be deemed to end in May. If you have made any claims during the summer (e.g., in June) before you "end" your employment (e.g., in July), your insurance will still be cancelled as of May – yes that means back-dating your insurance based on your last regular employment – and those June claims will be denied. You will be allowed to obtain COBRA from May provided you make a suitable payment to cover all the premiums now cancelled. On the bright side, your previously paid premiums will be refunded. So, be VERY careful when leaving the employment of the State of South Carolina, work closely with HR, and plan ahead.*
3. *Printed Faculty Manuals*: Can the university not have some (even if only a few) printed copies of the current Faculty Manual be always available?
  - **President's response**: First, please understand that the move to electronic versions of the Faculty Manual is prompted by meeting SACS requirements for the availability of

- current information. However, we will ensure that some printed copies are also available, perhaps in the library, or in College Dean's Offices.
4. *Printed Catalogs*: Can the university not have printed copies of the catalog provided to advisors? These needn't be "pretty" but would permit faculty members to use their advising time more efficiently.
    - **President's response**: First, please understand that the move to electronic versions of Catalogs is prompted by meeting SACS requirements for the availability of current information. However, we will ensure that some printed copies are also available. Perhaps these will be in each department; or perhaps faculty members only need certain parts printed. Our first task will be to identify the most efficient means of meeting this request by identifying which sections of the catalog are needed and identifying the best locations for these materials.
  5. *Request*: The Committee on Faculty Concerns was very pleased to hear from Chief Zebedis and V.P. Ardaiole that a plan for cyclist safety was recently formulated and transmitted to the Executive Officers. This includes several new bike-racks that recently arrived and are being installed soon, along with the mandatory registration of all bicycles on campus – along with voluntary registration of other personal property. The Committee requests that the details of this plan be shared with the Faculty so that we may all be aware of these important updates to our campus life.
    - **President's response**: Yes, as always, campus safety remains one of our top priorities. As such, we will certainly keep the entire campus informed of changes in our safety policies and plans as they take effect.

#### **Report on actions addressed through other Executive Officers**

1. *Request submitted to Vice-President for Academic Affairs & the President's Executive Assistant*: The Winthrop University Board of Trustees recently voted to change their by-laws to read "Decisions made by the President may not be appealed to the Board of Trustees (Article VI-B)." This caused some confusion because it sounds as though the Board of Trustees is changing its' position from the 1996 Resolution as referenced on page 71 of the current (2007) Faculty Manual. Our committee is concerned that faculty members cannot readily understand the university's policy or the Board's position without being able to easily reference both the Board's current by-laws and the Board's 1996 resolution. Can someone format this resolution appropriately for inclusion on the Board of Trustees' website? The President's Executive Assistant will begin working on this matter so that it can be quickly resolved. She plans to have the text of the Board's 1996 "Resolution to Clarify the Role of the Winthrop University Board of Trustees in Faculty Promotions and Tenure" readily available online before the next meeting of Faculty Conference. **[Rendered moot by the Board's 6-Nov By-Laws change incorporating wording from the 1996 Resolution.]**
2. *Request submitted to Vice-President for Academic Affairs*: The Committee on Faculty Concerns followed up with V.P. Moore regarding the progress made thus far on convening a group to review the constitution, role, & procedures of the University's Research Council pursuant to recommendations made in Spring 2009. Vice-President Moore reports that he has discussed the issue with the Deans, but no resolution on how to best proceed has emerged. As such, he has not given the matter the



full attention it deserves to this point, but he plans to renew his efforts on this matter. The Committee on Faculty Concerns will continue to follow-up with the executive officers in this regard. **[We will continue to follow-up on these developments with VP Moore.]**

3. *Concern reported to Vice-President for Student Life & Police Chief:* With so many more bikes on campus this year, faculty report frequently seeing cyclists biking against the flow of traffic, darting between parked cars, and endangering pedestrians. The Faculty Concerns Committee is hoping that some sort of bicycle safety program that includes an emphasis on such dangers could be developed. Enforcement would be easier if our Police force required all the bicycles on campus to be registered. As always, concerns or plans regarding campus safety must respond to and incorporate safety issues pertaining to main campus as well as Winthrop Lake.

Respectfully submitted by David Meeler, Chair of the Committee

### **Budget Priorities Committee Report**

The Budget Priorities Committee met on a number of occasions during spring and fall semester to discuss the Winthrop University budget and associated issues. The Committee chose to focus its work on budgetary concerns and priorities that were reported in the Budget Priorities Faculty and Staff survey at the spring 2009 Faculty Conference meeting by Dr. Cheryl-Fortner Wood. Findings indicate salaries were faculty and staff's first priority, with full and part-time positions, departmental budgets, and PASCAL also ranking highly. With these concerns in mind, the Committee sought to gather more information and asked Dr. DiGiorgio to respond to two questions. One, we asked the University's plans for addressing budgetary priorities related to salaries, full-time positions, part-time positions, departmental budgets, and PASCAL. We also asked how a continued economic downturn might affect faculty over the long-term. Dr. DiGiorgio will share his response as a part of an address to the campus at large. Mr. J. P. McGee will meet with the Committee at a later date to discuss these issues.

### **Proposed By-Laws Amendment**

Article II, Section 3
<u>Section 3</u> The Faculty Conference shall be the principal legislative body of the faculty. All actions of the Faculty Conference shall be subject to review by the President of the University.

**Motion to Change the Faculty Leadership Membership and Assigned Board of Trustee Meeting Attendance**

By: Cheryl Fortner-Wood and Dwight Dimaculangan

**Background:**

On June 5<sup>th</sup>, the Board of Trustees amended their bylaws to institute a new committee structure. Those committees are Executive Committee, Academic Affairs, Finance, Institutional Advancement and Development, and Student Life.

**Rationale:**

If we apply the current ad hoc Faculty Leadership Committee (FLC) guidelines to the Trustees’ new committee structure, there will be no member of the FLC attending open meetings of the Institutional Advancement and Development Committee. Therefore, we recommend the following Faculty Leadership Committee membership and attendance at open meetings of Trustees.

**The Motion:**

We move to align the Faculty Leadership Committee membership and Trustees open-meeting attendance assignments with the new committee structure of the Board of Trustees in the following way. All other rules regarding the Faculty Leadership Committee will remain unchanged.

Under the Current Faculty Governance Structure	Under the New Faculty Governance Structure	Board of Trustees Committee	The Committee shall provide general oversight for all matters related to... (From <a href="http://www.wintrop.edu/trustees">www.wintrop.edu/trustees</a> )
		Executive Committee	
Chair, Faculty Conference; Chair, Graduate Faculty Assembly	Chair, Faculty Conference; Chair, Graduate Faculty Assembly	Academic Affairs	quality of academic program; new academic proposals; academic program reviews; curricular matters; accreditation matters; student records; and library services.
Chair, Budget Priorities	Chair, Committee on University Priorities	Finance	finances and facilities of the University; act as the Audit Committee; and review the annual audit of the University.
Chair, Admissions Advisory	Member, Committee on University Priorities Selected by that Committee	Institutional Advancement and Development	student recruitment; enrollment management; and marketing; alumni affairs and the encouragement of private support and institutional fundraising for Winthrop University.
Chair, Faculty Concerns	Chair, Committee on University Life	Student Life	student life, campus safety and security, and intercollegiate athletics.

## **Southern Association of Colleges and Schools Reaffirmation Update**

Submitted to Winthrop University Faculty Conference

November 20, 2009 Meeting

Pat Graham

On September 24, the SACS Steering Committee (President, Executive Officers, and Chair of Faculty Conference) met to discuss progress on the Compliance Report and the development of the proposal, data collection, and selection process for a Quality Enhancement Plan (QEP).

The SACS Compliance Report continues to be developed. It is password protected and web based. The design for the report was developed by Jimmy Schwietert, Accreditation, Accountability and Academic Services (AAAS). Information for the Compliance Report continues to be submitted from all areas of campus.

The SACS website [www.winthrop.edu/sacs](http://www.winthrop.edu/sacs) has been enhanced and can be accessed easily through the Administration and Academic Affairs and AAAS web pages.

Winthrop's web site continues to be reviewed. It is critical that all web pages contain consistent and accurate information.

On November 6, the Winthrop Board of Trustees Committee on Academic Affairs received a report on the status of the Compliance Report and the QEP development process. In addition, a presentation on the Quality Enhancement Plan was made to the full Board. Drs. Bobbie Fuller and Marilyn Sarow led the group through the data collection process used at the August Academic Leadership Retreat. Discussion included Trustees views on the importance of specific skills for future employment, education, and success. The presentation was well received.

Many thanks to faculty who continue to provide documentation for the reaffirmation. New and improved policies, procedures and initiatives will result from Winthrop's preparation for the upcoming SACS review.

**SAVE THE DATES!!** April 4-7, 2011 the SACS onsite team visits Winthrop University

## **Library Committee**

5 November 2009, from 11:30 – 12:30am  
Library Conference Room, 2<sup>nd</sup> Floor

In attendance: Adolphus Belk, Mark Herring, J.L. McDaniel-Milliken, Nakia Pope, Carrie Volk and Sidney Evans, student representative

### **1. PASCAL Update**

Dr. Herring informed the committee that PASCAL will cease to exist in June without state funding of 2 million dollars. PASCAL provides access to databases such as Academic Search Premier, Business Source Premier and ERIC (through EPSCOhost). We will also lose PASCAL Delivers which will greatly increase the time involved in obtaining items through interlibrary loan. Dean Herring had been assured that the University will, if necessary, pay the \$150,000 dollars need to keep access to PASCAL databases we currently use. Other state universities - notably, USC, Clemson and Francis Marion, in addition to Winthrop, have contacted the legislature in support of PASCAL.

### **2. Library of the future**

Dacus Library has a new webpage that is streamlined. Feedback on the new webpage (Encore) is greatly appreciated and may be given via e-mailing a library staff member or clicking "Survey" at the right hand side of the webpage <http://encore.winthrop.edu/>. The library is also working with AirPac software in order to create an optimized way of viewing their online catalog on smartphones. Dacus Library is currently on Facebook and will be on Twitter shortly. Dacus also has a blog that provides information about current library related events and news.

### **3. Art 4 Books**

The library is hosting another craft/art fair on December 1. Vendors rent tables, creating proceeds for the library. Dean Herring encouraged us to get the word out about Art 4 Books. A successful turn out this year means more vendors next year.

### **4. SkyRiver**

Dacus is currently embarking on a trial using a new cataloging service named SkyRiver. The database is 1/5th of the size of OCLC, which has been used in the past. The new service may save the library \$10,000 or more. The trial runs to January. Catalogers have only been using SkyRiver for a few weeks. Cataloging items may take a bit longer as catalogers get acclimated to the new service. Cataloging records could also take longer if original cataloging must be done due to the relative size of SkyRiver's Database. The catalogers will reserve judgment on SkyRiver until they have used it for a longer period of time.