

Winthrop University Faculty Conference
27 September 2019
2:00 p.m., Barnes Recital Hall, Conservatory of Music

Agenda

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|-------|---|--------------------------------------|
| I. | Approval of Minutes for April 19, 2019 Faculty Conference
Approval of Minutes for August 16, 2019 Faculty Conference | |
| II. | Report from the Chair
A. Report from August 19, 2019 Board of Trustees meeting | Adolphus Belk, Jr. |
| III. | Report from the Provost/Vice President for Academic Affairs | Adrienne McCormick |
| IV. | Academic Council | Kelly Costner |
| V. | Committee Reports
A. Rules Committee
B. Faculty Committee on University Priorities | Zach Abernathy
Adolphus Belk, Jr. |
| VI. | Unfinished Business | |
| VII. | New Business | |
| VIII. | Announcements
A. Fresh Check Day | Rosie Hopkins-Campbell |
| IX. | Adjournment | |

Winthrop University Faculty Conference

16 August 2019

2:00p.m., Plowden Auditorium, Withers Building

Minutes

I. Approval of Minutes for April 19, 2019 Faculty Conference

Faculty will vote to approve the minutes from the 4/19/19 and 8/16/19 at our next Faculty Conference which is scheduled for 9/27/19.

II. Report from the Chair, Dr. Adolphus Belk, Jr.:

- A. Dr. Belk began promptly at 2:00p.m. and welcomed the faculty to a new school year. He stated the University held its first faculty meeting in 1899 and 120 years later, the body looks a lot different. The thing Dr. Belk will look forward to the most in doing this job is working with and advocating for all of us.
- B. Dr. Belk introduced Drs. Tenisha Powell, Associate Professor of Early Childhood Education as secretary, and Jennifer Dixon-McKnight, Assistant Professor of History as Parliamentarian.
- C. Recognition was given to 13 faculty members who earned tenure, 8 faculty members who were promoted to the rank of Associate Professor, and 4 faculty members promoted to the rank of Professor at the conclusion of the last academic year.
- D. At the invitation of the outgoing Faculty Conference chair, Dr. Michael Lipscomb, and the Board of Trustees, Dr. Belk attended the June 27-28 board retreat, and there were a number of actions that were taken at the meeting.
 1. The South Carolina Legislature made \$2 million available to public colleges and universities across the state if those institutions kept tuition flat or raised tuition no more than 1 percent. Winthrop was in that category, with a tuition increase of 0.5 percent.
 2. The Legislature also made money available for pay raises for certain faculty and staff. Though that was not an unfunded mandate, it was a partially funded mandate where 25 percent of the money is coming from the state. That means Winthrop has to come up with the rest.
 3. Projections are suggesting that new student enrollment will likely increase. The overall student enrollment, however, may remain flat or slightly decrease because some students are graduating early. Even so, we can be better as an institution with retaining our students from the freshman to the sophomore year and throughout.
 4. There was conversation about recruiting more students that have the ability to pay, paying particular attention to middle- and upper-income students.

5. Overall tuition for undergraduates was increased by 0.5 percent, about \$38.00 per semester for in-state students, \$75.00 per semester for out-of-state students. Tuition for campus based graduate programs increased by 1 percent.
6. The Board approved implementing a GMAT waiver criterion from requiring a 3.5 overall GPA and a 3.75 GPA in the major to a 3.0 overall GPA and relevant work experience. This change puts the MBA program in line with institutions that still require the GMAT, but provide a waiver option.
7. Dr. Mahony received a “*Meets Expectations*” approval rating from the Board.
8. Dr. Belk ended his report with remarks on understanding the importance of recruiting students from all ranges of the income scale. However, at the same time, he suggested that we cannot lose sight of the professional and ethical obligations we have to our current students, as a public university located in the state of South Carolina.

Dr. Michael Lipscomb, outgoing Chair of Faculty Conference, made a brief announcement stating he is aware that the Faculty Conference webpage is not updated with the most current reports and information, but they are working over the next couple of days and weeks to get the site updated.

III. Report from the President, Dr. Dan Mahony:

- A. Dr. Mahony gave the numbers as of today, August 16, knowing that the numbers are fluid and can change by 100-200 students in either direction from this point forward. Freshman class is at 1,072. That is up 8.8 percent from last year at this same time, and up 20 students from where we were in 2017. This is the second year in a row we have exceeded EAP’s projection on new student enrollment given the scholarship dollars we have available. Transfer students are also up about 5.4 percent at this juncture. Graduate student enrollment is at 791, compared to 691 a year ago. Overall, the numbers are favorable and Dr. Mahony thanked everyone as he realizes it is a campus-wide effort.
- B. Because every student has a different financial aid package/situation, we will not understand where we are with this year’s budget until probably mid-September. Therefore, when building the budget for this year, part of what we are trying to do is be more conservative or cautious on the front end. Last year, we ended at \$20 million in the unrestricted net position. This past year, we just figured it will go up to over \$22 million.
- C. Dr. Mahony emphasized that retaining students is critically important to our budget situation and that should be our major objective. We are still about 3 to 4 years away from paying down a majority of the building debt from the DiGiorgio Center and the West Center.
- D. The City of Rock Hill now has a free bus system. There is a mobile app available for faculty, staff, and students to download to follow the bus

route schedules. The ridership is almost already at what they projected. The goal is about 4,100 riders a week, and last week it was 3,900—and that's without Winthrop students. The president is hoping that as the ridership and utilization increase, the hours of service will also increase.

- E. The construction on Cherry Road will be long, but the plans over the next couple years are extraordinarily exiting. Dr. Mahony thinks there are going to be more things for both faculty and staff to do close to campus. So, while the current development will be a pain, the long term outcome will hopefully be really good.
- F. We have about two years to go before submitting our SACS Report (in 2022). This is a critically important process for the institution, and it involves everyone across campus. It seems like a long way away, but it will go by very fast and there is a lot of work to do. There are really two parts: Compliance Certification and our Quality Enhancement Plan. Thank you in advance for all that you will do to help us through this process.

IV. Report from the Provost/Executive Vice President for Academic Affairs, Dr. Adrienne McCormick (Report in Appendix I)

- A. The first 30 days as Provost have been an adventure for Dr. McCormick. She is partnering with the fiscal year 2020 Budget Development, closely monitoring enrollments, working on restructuring in the Provost's office, and moving her son in, who is starting his first year at Winthrop.
- B. The 4 Disciplines of Execution:
 - 1. Focus on the Wildly Important Goal (WIGs)
 - 2. Act on Lead Measures
 - 3. Keep a Compelling Scoreboard
 - 4. Create a Cadence of Accountability
- C. WIG Finalist/Prevailing themes are to increase retention, increase credentials awarded, increase student satisfaction, increase alternative revenues, increase experiential learning and to increase graduation rates.
- D. Our WIG is: **Increase fall to fall retention for all degree seeking students from ____ to ____ by Fall 2020.** (The actual numbers have not yet been filled in by the Provost. They are a work in progress.)
- E. A few of the 2019/2020 action items include completion of the work of the Task Force on Tenure and Promotion Protocols, implement post-tenure faculty development plan (Faculty Relief), support pre-college program development that can increase revenues and enrollment, and review all academic affairs policies and procedures. For the complete list of action actions, refer to Appendix I.
- F. Farewells were given to Maria Linn, Chelsi Colleton, Lindsay Hill, and Virginia Tawse
- G. The SACSCOC Liaison for 2019-2020 will be Noreen Gaubatz and Dr. Adolphus Belk, Jr. will serve as the Faculty Diversity and Inclusion Liaison.
- H. Dr. Meg Webber will be the Vice Provost for Academic Affairs (eliminating Vice Provost for Faculty Affairs position and redefining the Vice Provost for Academic Quality and Innovation)

- I. Two searches will be launched:
 1. Vice Provost for Student Success and Dean, University College (formerly Dean of University College)
 2. Vice Provost for Institutional Research and Effectiveness (formerly Vice Provost for Administration)

Introduction of New Faculty

College of Arts & Science, Dr. Takita Sumter, Dean

1. Giancarlo Anselmo, Assistant Professor of Psychology
2. Kathleen West, Assistant Professor of Psychology
3. Joi Anderson, Assistant Professor of Social Work
4. Sara English, Instructor of Social Work
5. Ja'Shaun Blanding, Instructor of Social Work
6. Daniel Stovall, Assistant Professor of Biology
7. LaShardai Brown, Assistant Professor of Biology
8. Timea Fernandez, Assistant Professor of Chemistry
9. Joyce White, Assistant Professor of English
10. Scott Amundsen, Associate Professor of Interdisciplinary Studies and the Director of the Bachelor of Professional Studies program
11. Ashley Licata, Assistant Professor of Human Nutrition
12. Brandon Ranallo-Benavidez, Assistant Professor of Political Science

Gary Alderman has assumed the role of Graduate Program Director for School Psychology

College of Visual and Performing Arts, Mr. Jeff Bellantoni, Dean

1. Elisa Koehler, Department of Music Chair
2. Stephanie Sutton, Assistant Professor of Fine Arts
3. Kyle Sweeny, Assistant Professor of Art History
4. Mikale Kwiatkowski, Assistant Professor of Design
5. Elizabeth Dulemba, Assistant Professor of Illustration
6. Ben Cantrell, Instructor of Music

Karen Oremus is serving in the role of Chair of the Department of Fine Arts and the Interim Chair of the Department of Design.

College of Business Administration, Dr. P.N. Saksena, Dean

1. Joanna Jackson, Assistant Professor of Healthcare Management
2. Kirk LeCureux, Instructor of Business Law
3. Shirley Shen, Assistant Professor of Finance
4. Gang Wang, Assistant Professor of Financial Economics

Chlotia Garrison is serving in the role of Assistant Dean for Undergraduate Programs

College of Education, Dr. Jennie Rakestraw, Dean

1. Trish Arter, Chair of the CLES Department
2. Jared Androzzi, Associate Professor and Director of the Physical Education teacher education program
3. Logan Daughtry, Instructor, Exercise Science program
4. Adam Keath, Assistant Professor of Physical Education
5. Dennis Dotterer, Assistant Professor of Educational Leadership
6. Jeremy Lopuch, Assistant Professor in the Education Core
7. Lauren McCoy, Assistant Professor of Sport Management and Director of the M.S. in Sport and Fitness Administration program
8. Ruvy English, Assistant Professor of Human Development and Family Studies
9. Tammy White, Assistant Professor, Educational Leadership

Kavin Ming will assume the role as Chair of the Curriculum and Pedagogy department

Dacus Library, Dr. Mark Y. Herring, Dean of Library Services

Emily Deinert will assume the role of Reference Services Coordinator

V. Committee Reports

- A. Academic Freedom, Tenure, and Promotion, Dr. Michael Lipscomb
 1. Dr. Lipscomb spoke more to the tenure and promotion protocol. At the last faculty conference, the task force presented a list of recommendations, five of which were voted on and approved unanimously. One of those was making the pre-tenure review mandatory for the portfolio. The others will be sent to a committee to review specific recommendations. He will be working with Dr. McCormick to finalize the membership and charge of that committee.
- B. Rules Committee, Dr. Zach Abernathy
 1. All the recommendations of updated tenure and promotion language have been voted on and forwarded to the Provost Office and will hopefully be reflected online as soon as possible.
 2. He's received Bylaws changes from two colleges, the College of Business Administration and the College of Education, so those will be forthcoming at the next faculty conference.
 3. Given what was voted on, the Rules Committee is working on a transition plan to change the rules membership to a "by college" election rather than just an "at-large" election to ensure equal college representation.

Question was asked by Mr. Bellantoni as to if there are language changes that were made at the university level that would then require changes at the college level, would it need to be sent back through for approval. The answer was yes.

VI. Office of Computing and Information Technology, Mr. Patrice Bruneau

- A. All the Mac Labs should now have brand new equipment
- B. Direct, regular classroom technology has been refreshed in Sims, Withers, and Johnson. New computers are touchscreen and no DVDs. Please contact the Help Desk if you need an external DVD reader.
- C. No more green or blue book. They are working on having the information searchable on the website.
- D. Adobe—if you need it installed, then call the Help Desk. There is a certain number of licenses, but hopefully anyone who needs one can have one.
- E. Microsoft is pushing for cloud-based apps. Windows 7 support expires in December, so if you are still using that version, you will be contacted within the next 3 to 4 months for an upgrade of a machine or software.
- F. Every October, cyber security training will occur so look out for this annual event. Be vigilant about scams like ransomware or imposters asking you to buy iTunes gift cards.
- G. One new thing on the horizon is Multi-factor Authentication. Now when you log on you just need your username and password, eventually, you'll need a username and password AND then you'll get a text on your phone that will generate a unique number to also enter as an added layer of protection.
- H. Patrice asked for your continued patience as they have lost several key people in the department. They have been replaced with eager and energetic people, but they are still new and learning.

Question was asked would we still need to update our password every 90 days like we do now. The answer was hopefully that time frame will be able to be extended due to the multi-factor authentication.

VII. Registrar, Office of Records and Registration, Ms. Gina Jones

- A. Gina wanted to remind returning faculty and alert new faculty about the new S/U policy, which was revised this past year and voted on by this body. Undergraduate students now may choose five S/Us on classes throughout their undergraduate careers. They are still limited to one per semester, EXCEPT for freshmen in their very first semester. They may choose to take two courses on the S/U basis that semester.
- B. She also wanted to let everyone know about the Faculty and Staff Services webpage. It contains very valuable information like the Academic Council and the CUC minutes and agenda, a link to the curriculum application system and a Degree Works tutorial.

VIII. Unfinished Business: There was no unfinished business.

IX. New Business: There was no new business.

X. Announcements

- A. Tim Drueke reiterated Convocation is Monday, August 19, at 11:00 at the Winthrop Coliseum (a new time and location). Please refer to the email from Dr. Shelley Hamill, sent last week, for more details.
- B. Stacy Martin, COE, is still collecting regalia for faculty to borrow and use to participate in Convocation and graduation. There will be a rack located at graduation to allow faculty to use/swap out for both ceremonies.
- C. Dr. Kelly Costner, COE, Chair of Friends of Dacus Library announced the Fall Fundraiser featuring Vivian Howard from "A Chef's Life" on PBS on Thursday, Nov 7th at 6:30p.m. Dinner and event is \$40 (friends/members), \$50 for nonmembers and before reception and book signing (with book) is \$150.
- D. Fine Arts Announcement: MFA students will host a reception for the Works in Progress exhibition on this Thursday, August 22, 2019 at 6:00p.m. at Lewandowski Student Gallery.
- E. Dr. Gloria Jones emphasized the new 2 S/U policy for first semester freshman and to really let students know this is not a negative thing and can in fact save their LIFE scholarship. She also invited everyone to the Coliseum to welcome the new and transfer students to the Winthrop Community tomorrow, Saturday, August 17 at 2:30p.m.

XI. Adjournment

Faculty Conference Membership (336) 35 percent = 118; 20 percent = 67



Provost's Report

Faculty Conference
August 16, 2019



Have been an adventure!



Partnering on Fiscal Year
2020 Budget Development



Closely monitoring
enrollments



Working on restructuring
in the Provost's Office

Provost:
first 30
days



Academic Affairs Leadership Retreat August 9, 2019



**Discussion of
Wildly
Important
Goals (WIGs)
and execution
using 4DX**



The 4 Disciplines of Execution:

Helping us
achieve our
Winthrop
Plan
Goals

<https://www.franklincovey.com/Solutions/Execution/4-disciplines.html>

- **Focus on the Wildly Important Goal**— Choosing to focus on one-to-two good ideas in a sea of good ideas. Nationally, only 15% of employees know their organization's goals. Do you?
- **Act on Lead Measures**— Focus attention on activities that predict success and that we can influence with our various toolkits.
- **Keep a Compelling Scoreboard**— People play differently when they are keeping score.
- **Create a Cadence of Accountability**— Hold frequent, short meetings to share progress and hold each other accountable for steps taken that directly influence achieving the goal.

WIG Finalists / Prevailing themes:

- Increase retention
- Increase credentials awarded
- Increase student satisfaction
- Increase alternative revenues
- Increase experiential learning
- Increase graduation rates



Our WIG:

Increase Fall-to-Fall retention for all degree-seeking students from _____ to _____ by Fall 2020.



2019-2020 Academic Affairs Goals: The Whirlwind

Academic Affairs Goals 2019-2020						
Winthrop Plan Initiative 2: Continually enhance the quality of the Winthrop experience for all students by promoting a culture of innovation, with an emphasis on global and community engagement.						
Driver	Sub-driver: action to be taken	Person or unit accountable	Expected Outcome	Resource Requirements	Status Report	Results
2.1 Develop new programs and enhance current ones that have the potential to be national models.						
2.2 Increase opportunities for students, faculty, and staff to interact with organizations in the community, with an emphasis on enhancing our impact on the surrounding community.						
2.3 Maintain and enhance the university's commitment to global learning.						

2019-2020 Action items include:



Completion of Tenure and Promotion Task Force:

Third-Year Review
Student Course and Peer Evaluation Structures
Clarify and streamline policy and guidance documents




Implement Post-Tenure Faculty Development Plan ("Faculty Relief") in Spring 2020



Implement Ombuds position

More 2019-2020 Action Items:



SCALE UP THE CENTER FOR PROFESSIONAL EXCELLENCE AND OFFER INCREASED FACULTY AND STAFF DEVELOPMENT OPPORTUNITIES

SUPPORT PRE-COLLEGE PROGRAM DEVELOPMENT THAT CAN INCREASE REVENUES AND ENROLLMENTS

IMPROVE EFFICIENCY IN HOW AND WHEN THE COURSE SCHEDULE IS BUILT, USING THE FULL WEEK MORE EFFECTIVELY AND AVOIDING OVERLAPPING TIMES

And more 2019-2020 Action Items:



ACADEMIC MASTER PLANNING PROCESS, BUILDING ON 2016 ACADEMIC PROGRAM MIX REPORT AND IDENTIFYING NEXT STEPS IN PROGRAM REFRESH AND DEVELOPMENT

LAUNCH SACSCOC DECENNIAL REVIEW PLANNING AND QEP DECISION PROCESS

REVIEW OF ALL ACADEMIC AFFAIRS POLICIES AND PROCEDURES

Engagement Summary

Estimated Timing: October 2018 – January 2020

Discovery and Interviews	Total Pay Philosophy	Market Assessment	Job Classification, Salary Structure and Program Development	Implementation and Communication Plan Development*
October – January	January – June	May – September	August – November	September – January
<ul style="list-style-type: none"> Conduct stakeholder discussions Review data and materials 	<ul style="list-style-type: none"> Develop draft total pay philosophy Develop peer group(s) and comparison market(s) Review and approve total pay philosophy, including peer groups/ comparison markets 	<ul style="list-style-type: none"> Conduct initial salary market pricing Review and finalize matches with HR Conduct variance analysis 	<ul style="list-style-type: none"> Develop salary structure/ranges Assign jobs to structure/ranges Validate with leaders Identify incumbent and cost implications Finalize structure/ ranges Revise pay administration guidelines Prepare and share report of findings 	<ul style="list-style-type: none"> Develop implementation & communications plan Develop total compensation statements Create additional program rollout materials Roll out program to participants (e.g., town halls, FAQs, individual letters, etc.)
				* Implementation plan covers a multi-year period.

High-Level Project Plan

Work Step	2018			2019												2020
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
Phases 1 – 3: Pay Philosophy and Comparison Markets																
1. Discovery																
2. Stakeholder Interviews																
3. Pay Philosophy Development																
Phases 4 – 6: Market Assessment, Classification, and Salary Structure																
4. Market Assessment																
5. Job Classification																
6. Salary Structure Development																
Phases 7 – 10: Pay Guidelines, Implementation, and Communication Plan Elements/Activities																
7. Pay Administration Guidelines																
8. Report of Findings and Recommendations																
9. Implementation Plan and Communications																
10. Individualized Total Compensation Statements																

Project Objectives

Sibson's Understanding

- Winthrop University ("Winthrop") has requested assistance with developing a pay program for faculty and staff that is aligned with the external market, internally equitable, and fiscally sound.

Key Outcomes and Deliverables

- **Pay philosophy** that articulates the University's strategy and guiding principles for how pay will be determined, managed, and communicated, including a definition of comparison markets
- **Market assessment** of staff and faculty jobs using the defined comparison markets
- **Classification recommendations** specific to the University, working within the State classification system
- **Salary structure development**, including appropriateness of job assignments, number of grades, and market alignment based on the pay philosophy and market data
- **Salary administration policies and guidelines** for administering, managing, and maintaining the salary structure
- **Multi-year implementation strategy**, including communications and training materials



Farewells

- **Best wishes to Maria Linn**— moved to the Rock Hill School District.
 - Please contact Karen Jones with AAAS questions.
- **International Education:**
 - Study Abroad coordinator Chelsi Colleton moved to Michigan.
 - Lindsay Hill and Virginia Tawse moved to Clemson.
 - Please contact Leigh Poole and Gloria Jones with questions.



Familiar Faces, New Roles:

- **SACSCOC Liaison for 2019-2020:**
 - **Noreen Gaubatz:** coordinate efforts in preparation for the 2022 Decennial
- **Faculty Diversity and Inclusion Liaison:**
 - **Adolphus Belk:** support faculty recruitment and retention, develop affinity groups, and advance the work of the Diversity Council



A year of transitions

- **Vice Provost for Academic Affairs:** Dr. Meg Webber (Eliminating Vice Provost for Faculty Affairs position and redefining the Vice Provost for Academic Quality and Innovation)
- **Vice Provost for Student Success and Dean, University College:** launching search (formerly Dean of University College)
- **Vice Provost for Institutional Research and Effectiveness:** launching search (formerly Vice Provost for Administration)



Thanks for your trust, your collaborative spirit, and for all you do to make Winthrop University such a strong learning environment!

Have a great semester!

Go Eagles!

