

**CVPA Faculty Assembly Meeting**  
**Thursday, December 3, 2009 - 11 a.m.**  
**Rutledge Auditorium (119)**  
**MINUTES**

**I. Remarks from Interim Dean Alice Burmeister**

- A. New Dr. in our midst – Dr. Clara Kulmacz
- B. SACS Update
  - 1. Program assessment templates
    - a. database will soon be up and running
    - b. templates are being entered
    - d. please continue your efforts and keep up the good work
    - e. training for the database system will be provided
  - b. Feb. 15 deadline for all assessment templates to be entered into the system
  - 2. Annual report process
    - a. Due to SACS, part-time faculty will now fill out annual report forms
      - i. some Departments already do this - now all part-time faculty will
      - ii. this will legitimize what part-time faculty do
      - iii. they deserve the right to provide feedback from their work, service, and creative work
      - iv. part-time annual reports will be in an abbreviated format – not quite as time-consuming
      - v. effective way to let part-time faculty know their work is valued
    - b. Changes to full-time faculty annual reports
      - i. Need faculty to address long-term goals in annual reports
      - ii. For some that is already happening – but not officially asked for
      - iii. Faculty goals will be added to the annual report form
      - iv. form will be updated soon
    - c. Bi-annual reports for tenured faculty
      - i. Discussed by the Deans but no final decision made yet
- C. Gen Ed recertification – thank you to the Chairs and faculty working on this

**II. Approval of Minutes from October 9, 2009 – approved**

**III. Department/Unit Reports**

- A. Department of Fine Arts – Tom Stanley
  - 1. Faculty and students working toward a successful end of the year
- B. Department of Theatre & Dance – Andrew Vorder Bruegge
  - 1. Collaboration with City of Rock Hill - performing with ChristmasVille
  - 2. Senior Choreography showcase – using music composed by music department faculty
  - 3. Upcoming recruiting events at arts magnet schools in the region
- C. Department of Music – Don Rogers
  - 1. Trying to close out the semester successfully
- D. Department of Design – Chad Dresbach
  - 1. CIDA Report – Interior Design Accreditation
    - a. We were in not so good shape 3 years ago – 24 indicators were unmet or problematic
    - b. This past October we had a CIDA visit for an interim report

- i. out of 24, 21 came back either met or met with strength
    - ii. the other 3 are curricular issues that we can form a response to make them seem minor
  - c. hopefully next time we will be able to report that we have been reaccredited
  - d. Also working to finish up semester
- E. CVPA Student Services – Alice Burmeister for Anna Fredericks
- a. If you have anything you need to discuss with Anna, please do so now
  - b. CVPA Graduation Reception - Fri. Dec. 18 – 6 – 7:30 p.m. - Rutledge Galleries
    - i. Please encourage your graduating students to attend and faculty please join us as well to meet the students' family and support our graduates.
- F. Winthrop Galleries - Karen Derksen
- 1. Several Events this weekend:
    - a. Fri. Dec. 4 - senior art education exhibition opening - 6 p.m. – 8 p.m. - Lewandowski Gallery
    - 2. Fri. Dec. 4 – 12 p.m. – 6 p.m. – Annual Pottery Sale – Rutledge Basement
    - 3. Winthrop Silent Auction at Gallery Up / alumni playing music
    - 4. Gettys Center – some of our alumni are participating in the Christmas Show.
- G. Office of Special Projects – Amanda Woolwine
- 1. Medal of Honor in the Arts – Fri. April 16, 2010
    - a. 4 honorees – Carl Blair, Wren Cook, Joyce Hall, and Morenga Hunt
  - 2. Special Projects is redesigning their website – [www.winthrop.edu/arts](http://www.winthrop.edu/arts)
    - a. adding blog spots and video clips
    - b. these changes will be mirrored in the e-newsletter which will be redesigned to be more interactive
  - 3. Jan. 11 – Spring 2010 CVPA events calendars will be sent out
    - a. should receive a proof today
    - b. Chairs will receive proofs to double-check their events listing
  - 4. ChristmasVille in Rock Hill– CVPA has several events which are part of ChristmasVille
  - 5. Amanda was asked serve on a sub-committee of the 125<sup>th</sup> Anniversary of Winthrop (next year)
    - a. This celebration is not to add extra events but capitalize on what we are already doing and investigating ways our events could go along with the 125<sup>th</sup> anniversary theme
- H. Master of Arts in Arts Administration - Laura Gardner
- 1. starting to receive applications for next year
  - 2. This weekend is the marketing course
  - 3. 2 MAAA students graduating in December
  - 4. Several people are working on their theses
  - 5. Completed a self-study / someone will come to campus to evaluate the MAAA program

#### IV. Old Business

##### A. CVPA Faculty Advisory Committee Report

- 1. Revised wording for the CVPA Personnel Committee description (CVPA Bylaws) – Laura Gardner – handout
  - a. **CVPA Personnel Committee – Proposed Wording**

The committee shall consist of five faculty members, including at least one member elected by each department (Design, Fine Arts, Theatre & Dance, Music) and one member elected

by the Faculty Assembly, and shall elect its own chair. Membership shall be limited to faculty members holding tenure. No one in an administrative position (including department chairs) may serve on the CVPA Personnel Committee. If a department does not have any eligible members available to represent their department on the CVPA Personnel Committee then the vacancy shall become a CVPA at-large position for the remainder of term. Term of office shall be two years. Terms shall be staggered.

**b. CVPA Personnel Committee – Current Wording**

The committee shall consist of five faculty members, including at least one member elected by each department (Design, Fine Arts, Theatre & Dance, Music) and one member elected by the Faculty Assembly, and shall elect its own chair. Membership shall be limited to faculty members holding tenure. Term of office shall be two years. Terms shall be staggered.

2. Discussion

- a. What do you mean by administrators? Those who are supervisors; comment on annual reports; or are privy to info?
- b. Associate Dean is in the position to influence Chairs or Dean
- c. Who are we trying to exclude?
- d. Faculty member who is serving as an interim Chair within or outside CVPA?
- e. Only allowed to be on 1 personnel committee (either Department, College, or University)?
- f. Double-jeopardy situation.
- g. Husbands and wives on same committee... or 2 different personnel committees?
- h. Once it gets to the University Personnel Committee level – the committee member is acting as the CVPA representative and represents CVPA and not personal agendas.
- i. No one should serve on more than one personal committee in a perfect world. But, this is not always possible. Usually problems are between department and CVPA committees. We should really avoid having someone on the Department Personnel and the CVPA Personnel Committees.
- j. Dr. Burmeister is not sure if we have the ability to make the decision that if a faculty member is serving on a departmental or CVPA personnel committee that they cannot serve on the university-personnel committee.
- k. Best for all concerned not to have 2 people (friend or foe) on 2 personnel committees.
  - l. This is why we take these steps – so we have an independent, un-biased committees.
- m. Administrative positions covers chairs, deans, associate chairs, and associate dean.
- n. Possible wording: Membership shall be limited to faculty members holding tenure who do not hold any administrative position, duties, or responsibilities.
  - i. Some people hold administrative positions but aren't administrators.
  - ii. Easier to list Deans, Associate Deans, Chairs, and Associate Chairs?

**V. New Business**

A. Curriculum

1. First batch – Motion from standing committee to approve (does not need 2<sup>nd</sup>) – APPROVED
2. Second batch – Motion from standing committee to approve (does not need 2<sup>nd</sup>) – APPROVED

- B. New university-wide committees (elections will be held in January) – *handout*
- C. Change to CVPA Exhibition Committee make-up (CVPA Bylaws) – *handout* – no discussion

## **VI. Announcements**

- A. CVPA Holiday Drop-In – Tues. Dec. 8, 3 p.m. - 5 p.m. – 116 McLaurin Hall
- B. CVPA Graduation Reception - Fri. Dec. 18, 2009 - 6 p.m. - 7:30 p.m. - Rutledge Gallery
- C. Next CVPA Faculty Assembly meeting
  - 1. Fri. Jan. 15 – 2 p.m. – Frances May Barnes Recital Hall – Conservatory of Music
- D. Next Mentor/Protégé Meeting
  - 1. Fri. Jan. 15 – 3:30 p.m. – 212 Conservatory of Music – open drop-in session for anyone with questions about post-tenure review; annual reports; preparation for promotion or tenure

## **VII. Adjournment**

## **VIII. CVPA Graduate Faculty Meeting**

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All faculty members of the College of Visual and Performing Arts who hold membership in the Faculty Conference shall be members of the Faculty Assembly. Membership in the Faculty Conference is extended to every person who holds rank as instructor, assistant professor, associate professor, or professor at Winthrop University, with the following exceptions: lecturers, adjunct faculty, and visiting faculty are not members of Faculty Conference. The eligibility of an individual who does not hold membership in the Faculty Conference shall be determined by the Faculty Assembly.