

College of Arts and Sciences

Faculty Assembly

January 24, 2025

2:30 PM

Kinard Auditorium 018

Agenda

- I. Greetings and remarks from the Chair – Jo Koster
- II. Approval of the Minutes from the October 18, 2024, meeting – [Appendix A](#)
- III. Report from the Curriculum Committee (*December and January meetings*) – Jenny Schafer – [Appendix B](#)
- IV. Rules Committee – Silvia Wozniak – [Appendix C](#)
- V. Report from the DEI Committee – Jennifer Dixon-McKnight & Katharine Hubbard
- VI. Old Business
 - a. Very brief update on Revisions of Student Evaluation process – Jo Koster
- VII. New Business
- VIII. Remarks from the Dean – Takita Sumter
- IX. Announcements
 - a. Graduate Faculty Committee meets immediately after adjournment
 - b. Research Council Grants Applications deadline – January 28, 2025
- X. Adjournment. Next (and final) meeting of the year is Friday, March 7, 2 PM

Note: Quorum (35% of full-time faculty) is 49 faculty members for Faculty Assembly.

The minimum attendance to do business (20% of full-time faculty) is 28 faculty members

Appendix A

CAS Faculty Assembly

October 18, 2024

2:00 PM

Kinard Auditorium 018

Meeting Minutes

I. Welcome – Jo Koster

- a. Called to start 2:02 pm
- b. Quorum not met, motion to hold business, seconded, and approved

II. Approval of Minutes from August 13, 2024, meeting – [Appendix A](#)

- a. Amendments for an updated version for full notes
- b. Motion to approve, seconded, and approved

III. CAS Committees

- a. CAS Curriculum Committee – Jennifer Schafer – [Appendix B](#)

Results of Electronic Voting 9/6/2024

- b. Announcement of passing from electronic voting
 - i. Passed: BIOL 360, BIOL 480, NUTR 223, NUTR 428, NUTR 527, ANTH 331, ENVS 355
 - ii. Passed: BS-BIOL, BS-BIOL Conservation, BS-BIOL-Biomedical Research**
 - iii. Inactivated: BS-BIOL Medical Technology, BA Math Teacher Certification, BS Math Teacher Certification**
 - iv. Passed by Graduate Faculty: PSYC 614, MATH 601**
- c. New curriculum moves
 - i. Modifications-passed
 1. Biol 524 name change
 2. Geog 305, 308, 320, 471, and 495 to support new GIS program
 3. MLAN 591/591M/591S
 4. SCIE 391/591
 - ii. New courses-passed
 1. Biol 421 Histology
 2. Geog 330, 355, 472/473, 355, 496/497, 499
 3. Phys 305
 - iii. Programs-passed
 1. Modifications
 - a. Minor in physics
 - b. Minor in humanities
 2. New- microcertificate in GIS
 - iv. Inactivations-passed MLAN 592
 - v. Petitions shared
 1. PLSC blanket petitions counting special topics courses towards major/minor
- d. CAS Nominating and Rules Committee—Silvia Wozniak
 - i. Nominations for one position on the General Education Curriculum Committee (to replace Duha Hamed)
 1. Aimee Meader (MCOM) (elected by qualtrics vote)

2. Heather Listhartke (English)
- e. CAS Diversity and Inclusion Committee—Jennifer Dixon-McKnight
 - i. Introduction of new co-chair (Katharine Hubbard)- at a conference
 - ii. Presentation of IDEA Award
 1. Department of Political Science, Religion, Philosophy received the annual award
- IV. New Dacus Resources—Martha Smith, Dacus Library
 - a. New resources and reminders
 - i. Ebsco has a new interface
 - ii. Artstor is fully integrated into JSTOR, no longer separate
 - iii. Mometrix is a fairly new database for test prep materials
 - iv. Faculty can receive Chronicle of Higher Ed, New York Times, Cabel's Journalytics, and have access to "free" publishing of OER resources through a partnership with Springer
 - v. Students have access to research guides, information literacy presentations, and book a librarian (with new materials)
 - vi. OER- reduce student costs, support student success and retention, allows tailoring of materials to course,
 - vii. Library renovation—looking at updating the library space in needs of students, staff, and faculty
 - viii. Collection Assessment- in conjunction with the library renovation, there is a culling of old, outdated materials and they need department and faculty help to decide usefulness of materials
- V. Old Business
- VI. New Business
- VII. Remarks from the Dean – Takita Sumter
 - a. Sure presentation starting at 3:00 in Dalton and Sims
 - b. Faculty Kudos
 - i. Thanks to Everyone in helping students and coming together through hurricanes, tornados, etc
 - ii. MCOM
 1. Jasmine Diaz Paper student accepted in PCAS/ACS under Dr. Hubbard
 2. Dr. Hubbard in 2 book chapters in *Media Ethics at Work*
 3. MComm days coming up in October with 15 guest speakers, alumni, etc focused on Sharing Stories, Building Connections
 - iii. History
 1. Dr. Eddie Lee received the Order of the Palmetto from the state of South Carolina and the 2024 Algernon Sydney Sullivan Award from the Alumni Association
 2. SC Association of Teacher Education Conference organized by Margaret Gillikin
 3. Margaret Gillikin and Ginger Williams Published a book chapter in *Critical Empathy as Teacher Education Reform*
 - iv. English
 1. Jo Kostner- chapter "Nuns and Nun--sense" in *Authentically Medieval* and book review published in *Sixteenth Century Journal*

2. Matt Fike- article published in *Journal of Jungian Scholarly Studies* and a conference presentation at *Jungian Society of Scholarly Studies*
3. Amanda Hiner- Book Chapter published in *Satire--Handbuch*
4. Dustin Hoffman- several publications in creative journals *Fractured Lit*, *Cimarron Review*, and *Alaska Quarterly Review*

v. World Languages

1. Dr. Adam Glover: two publications in *Humanistica Lovaniensia* and *Renascence*
2. Dr. Scott Shinabargar presented at the Semicentennial Nineteenth-Century French Studies Colloquium at Duke University

vi. Political Sciences, etc

1. Leah McMillan and Scott Huffman- Winthrop Poll—[results link](#)
2. Toni Hobart- hosted constitution day event with local Chief Justice and established the first internship in the South Carolina State Supreme Court-- Olivia Witfield student
3. Jennifer Disney- Hosted the Presidential Debate Watch Party for hundreds of students, jam-packed in Dina's Place, with overflow in the Fishbowl, and others still had to be sent back to their residence halls and homes to watch
4. Adolphos Belk, Jr, John Holder, Nikita Jackson, Gary Simrill, and Rep. Brandon Guffey appeared in a panel on voter education and engagement for the 2024 election cultural event

vii. Sociology, etc

1. Student internship with FBI, 3 in 4 years
2. Dr. Rich Chacon hosted 5th biennial WESIPS conference in Spain
3. Dr. Brent Woodfill, co-editor for new series with Utah Press and presented a presentation at the Institute for Mayan Studies (online), and member of book prize committee for Society of Latin American and Caribbean Anthropology
4. Brad Tripp, under contract for chapter publication in *The International Handbook of Criminology and Affect* and as an editor/contributor to *Ethical and Pro-Social responses to Global Social Problems*
5. All three Criminologists will be presenting at a conference for American Society of Criminology in November

VIII. Announcements—Graduate Faculty Committee meets immediately after adjournment

- a. Next Cas Faculty meeting is due January 17th, materials due by January 9th
- b. Curriculum meeting meets a week before, materials really should be submitted in December
- c. CDC report: bad flu season expected, so please consider getting flu shot
- d. The food box served students while on campus during event, needs donations, particularly with shelf stable milk and chocolate preferred
- e. Frank- has a washer/dryer for sale for cheap, yes they work!
- f. Support the department of Social Work on the 5k run, November 2nd at 8am, costumes welcomed

IX. Adjournment

- a. Motion to adjourn, seconded, and dismissed at 2:48 pm

Note: Quorum (35% of full-time faculty) is 49 faculty members for Faculty Assembly.
The minimum attendance to do business (20% of full-time faculty) is 28 faculty members.

Appendix B

College of Arts and Sciences
Curriculum Committee Minutes
January 14, 2025 @ 11:00 am
Kinard 105

Attendees: Veronica Ahadzie, Gwen Daley, Sara English, Heather Listhartke, Greg Oakes (representing the Dean's Office), Tom Polaski, Jenny Schafer, Jeffrey Sinn, Clara Whitehead (student representative).

Guests: Brad Tripp, Chair of the Department of Sociology, Anthropology, and Criminology, representing the department; Hope Lima, Chair of the Department of Nutrition, representing the department; Jennifer Disney, Chair the Department of Political Science, Philosophy, Religion, & Legal Studies, representing the department

1. WELCOME

- Jennifer Schafer, Chair, opened meeting, at 11:00 a.m.
- Welcome to guests

2. APPROVAL OF MEETING MINUTES

- Approval of minutes, with changes, without dissent.

3. NEW PROGRAMS

Department of Sociology, Anthropology, and Criminology

- BA in Sociology – Pre-Law
 - New program approved
- BA in Sociology – UX Research
 - New program approved

4. CHANGES TO EXISTING PROGRAMS

Department of Biology

- BS in Biology
 - Modification approved
- BS in Biology – BioMed Research
 - Modification approved
- BS in Bio-Conservation
 - Modification approved

Department of English

- BA in English
 - Modification approved
- Minor- Writing
 - Modification approved

Department of Psychology

- BA in Psychology
 - Modification approved

5. MODIFIED COURSES

Department of Chemistry, Physics, Geology, and The Environment

- CHEM332
 - Approved

Department of Sociology, Anthropology, and Criminology

- ANTH301
 - Approved
- ANTH321
 - Approved
- ANTH326
 - Approved

Department of Political Science, Philosophy, Religion, & Legal Studies

- PHIL230
 - Approved, name change
- PLSC261
 - Approval pending, referred to check if request for repeated course for current students may be served through student petition

Department of Human Nutrition

- NUTR323
 - Approved

Department of Social Work

- SCWK 443
 - Not approved; referred back to department
- SCWK463
 - Not approved; referred back to department
- SCWK541
 - Approved, name change of course
- SCWK612
 - Not approved, referred back to department
- SCWK612E
 - Not approved, referred back to department
- SCWK612F
 - Not approved, referred back to department
- SCWK612G
 - Not approved, referred back to department
- SCWK622
 - Not approved, referred back to department
- SCWK622E
 - Not approved, referred back to department
- SCWK622F
 - Not approved, referred back to department

- SCWK632E
 - Not approved, referred back to department
- SCWK632F
 - Not approved, referred back to department

6. INACTIVATED COURSES

Department of Chemistry, Physics, Geology, and the Environment

- CHEM531
 - Approved

7. NEW COURSES

Department of Chemistry, Physics, Geology, and the Environment

- ENVS493
 - Approved
- ENVS494
 - Approved

Department of Sociology, Anthropology, and Criminology

- SOCL359
 - To be cross-listed with PSYC359

8. BLANKET PETITIONS

- No blanket petitions

9. STUDENT PETITIONS

- Petition from December 2024 discussed and approved

NEXT MEETING: February 25, 2025 at 11:00, in Kinard 105

College of Arts and Sciences
Curriculum Committee Minutes
December 3, 2024 @ 11:00 am
Kinard 105

Attendees: Veronica Ahadzie, Gwen Daley, Sara English, Heather Listhartke, Greg Oakes (representing the Dean's Office), Tom Polaski, Jenny Schafer, Jeffrey Sinn, Clara Whitehead (student representative).

Guest: Brad Tripp, Chair of the Department of Sociology, Anthropology, and Criminology, representing the department

1. WELCOME

- Jennifer Schafer opened the meeting, at 11:00 a.m.
- Introduction of Clara Whitehead, as student representative to the committee

2. APPROVAL OF MEETING MINUTES

- Approval of minutes, with changes, without dissent.

3. NEW PROGRAMS/CHANGES TO EXISTING PROGRAMS

Mass Communication:

- Modification approved, to change course number of MATH 141 to MATH 241

Medieval Studies minor:

- Modification approved, to update electives to minor

Nutrition: BS Nutrition – Dietetics

- Edit of program approved, pending corrections and edits

Nutrition: BA Nutrition – Health

- Edit of program approved, pending corrections and edits

Sociology: BA Sociology – Pre-law

- New program approved to add concentration, pending corrections and edits

Sociology: BA Sociology – User Experience (UX)

- New program approved to add concentration, pending corrections and edits

4. MODIFIED COURSES

Department of Sociology, Anthropology, and Criminology

- ANTH101/ANTH101H
 - Approved, change of course title

Department of Human Nutrition

- NUTR371
 - Approved, with changes and edits
- NUTR380
 - Approved, with changes and edits
- NUTR390
 - Approved, with changes and edits
- NUTR424
 - Approved, inactivation of course

Department of Psychology

- PSYC301

- PSYC302
 - All modifications approved, pending changes and edits

5. NEW COURSES

Department of Psychology

- PSYC322
 - Approved. Not required. This research class will fill the intensive writing attribute.
- PSYC359
 - Approved, cross-listed to support new program/concentration in SOCL
 - Pending edits to align with programming

Department of Sociology, Anthropology, and Criminology

- SOCL259
 - Required for new UX concentration
 - Approved, pending edits
- SOCL559
 - Capstone course for new UX concentration
 - Approved, pending edits and corrections

6. BLANKET PETITIONS

- **Department of Human Nutrition**, five petitions
 - All petitions approved
- **Department of Mass Communication**, one petition
 - Approved

7. STUDENT PETITIONS

- One student petition to substitute ASL proficiency for foreign language
- More information required; will be discussed at next meeting

NEXT MEETING: January 7, 2025 at 11:00, via zoom

<https://winthrop-edu.zoom.us/j/92519005974>

Rules Committee

Proposed bylaw changes for micro-certificate approvals

Context

- **Micro-Certificate**
 - A micro-certificate is an organized program of study tied to specific professional competencies at the undergraduate or graduate levels, requiring students to earn 6-11 credit hours. All courses comprising micro-certificates are completed at Winthrop University. Students who are only enrolled in micro-certificates are classified as non-degree students and are, therefore, ineligible to receive financial aid.
- **Approvals process**



Proposed changes

- Article VIII – Standing Committees of the Faculty Conference
 - Section 6, University Curriculum: **add adding/dropping micro-certificate**
- Article XI – Curricular Review
 - Section 1: **add adding/dropping micro-certificate**
 - Table I: Process for Approving Matters Relating ONLY to Undergraduate Curriculum: **add adding/dropping micro-certificate**

Article VIII – Standing Committees of the Faculty Conference

Section 6 University Curriculum. This committee shall be responsible to the Faculty Conference for reviewing proposed changes in the undergraduate curriculum to ensure that the changes are consistent with university policy and that they do not contradict the interests of any academic division. The committee shall have authority to seek the correction of typographical and other non-substantive errors in the recommendations it receives.

The committee shall have authority to act on behalf of the Faculty Conference on recommendations from a college of the following types: adding a course, dropping a course, renumbering a course, changing the prerequisites or ~~corequisites~~ of a course, ~~and~~ adding or changing requirements for a minor, **and adding or dropping a micro-certificate**. See Article XI. This authority shall not be construed to limit the right of the faculty to review and act on academic policies at any time.

Following each meeting of the committee, a report of its actions shall be communicated promptly to the members of the Faculty Conference.

Article XI – Curricular Review

Section 1 Process for Approving Matters Relating Only to Undergraduate Curriculum. Curriculum recommendations shall be reported to the Committee on University Curriculum. If all members of the committee agree that the recommendation is consistent with University-wide policy and does not infringe upon the legitimate interests of any other academic division, the committee shall vote to approve the recommendation...

[...]

Such approval shall be communicated promptly in the report of the committee to the members of the Faculty Conference and shall be placed on the agenda of the Academic Council. If the committee is not unanimous in its approval, the recommendation shall be placed on the agenda of the Academic Council with a record of the committee's vote on the recommendation.

Academic Council shall review and vote on the recommendation, with the following exceptions:

b. If the recommendation is for

- Adding a course
- Dropping a course
- Renumbering a course
- Adding or changing prerequisites or ~~corequisites~~ to a course
- Changing requirements for a minor
- Changing a grade mode on a course
- Adding or dropping a micro-certificate**

viii. A recommendation in which a vote was not required of the Committee on University Curriculum and that committee's action was to approve the recommendation then a vote is not required unless the recommendation is questioned. If the recommendation is not questioned then the recommendation shall become the action of the Academic Council.

Table I: Process for Approving Matters Relating ONLY to Undergraduate Curriculum

Curriculum Action	College Assembly Votes	EPC Votes	CUC Votes	AC Votes	FC Votes
Rename course or change course description; add, change or drop a designator, change a grade mode on a course	Yes	If applicable	Only if questioned	Only if questioned	Only if questioned
Add, drop or renumber a course; add or change requirements for a minor	Yes	If applicable	Yes	Only if questioned	Only if questioned
Add or change a prerequisite or corequisite	Yes	If applicable	Yes	Only if questioned	Only if questioned
Add or drop a micro-certificate	Yes	If applicable	Yes	Only if questioned	Only if questioned
Add or drop a minor	Yes	If applicable	Yes	Yes	Only if questioned
Change graduation requirements in a major (no change in overall # of hours)	Yes	If applicable	Yes	Yes	Only if questioned
Change # of hours needed to complete a degree program	Yes	If applicable	Yes	Yes	Yes
Add or drop a degree program	Yes	If applicable	Yes	Yes	Yes

Article VI-A CURRICULUM COMMITTEE

- Section 1. The Curriculum Committee of the College of Arts and Sciences shall be responsible to the Faculty Assembly and to the Graduate Committee of the College of Arts and Sciences for appropriate reports and recommendations concerning academic programs policies, regulations, instruction and curricula within the College of Arts and Sciences. (Amended 10/19/12)
- Section 2. The Curriculum Committee shall consist of a maximum of eight members including seven members of the Faculty Assembly, not to include adjunct faculty, elected for two-year terms by the Faculty Assembly. The terms of the faculty members shall be staggered. No more than one member of a department may serve as a voting member on the Curriculum Committee in any given year. A voting member may not serve in succession more than two complete consecutive terms. If a member ceases to serve, a successor shall be elected for the unexpired term only. Department chairs are ineligible for membership on the Committee. The Committee will seek nominations from department chairs for a student member and an alternate. The recommendations will be forwarded to the Dean of Arts and Sciences. The student member and alternate majoring in the College of Arts and Sciences shall be appointed by the Dean

as voting members for one-year terms.

The Committee shall elect its own Chair and a Secretary from among its faculty members. The Dean of the College of Arts and Sciences or a designated representative shall sit as a non-voting member. The faculty member elected by the Faculty Assembly to serve on the Committee on University Curriculum shall sit as a non-voting member.
(Amended 11/21/83, 8/16/12, and 10/19/12)

Section 3. The committee shall create such sub-committees as it deems appropriate.

Section 4. The Curriculum Committee shall serve as a petitions committee to consider requests from students for exceptions to academic regulations and program requirements of the College of Arts and Sciences and its departments. (Amended 8/15/79). While the Committee may seek the advice of the student member on student petitions, only the faculty members shall sit as voting members while acting on petitions. (Amended 11/21/83)

Suggestion: Add this a subsection of Section 1

The committee should have authority to make recommendations to the Faculty Assembly on adding a course, dropping a course, renumbering a course, changing the prerequisites or corequisites of a course, adding or changing requirements for a minor, and adding or dropping a micro-certificate.