

CAS Faculty Assembly
Meeting Minutes
September 12, 2025
2:00 p.m.
Kinard Auditorium 018

- I. Welcome – *Casey Cothran*
 - a. Called to order with quorum at 2:02pm
 - b. Secretary- Heather Lishartke
 - c. Parliamentarian-Tom Polaski
- II. Approval of Minutes from August 19, 2025, meeting ([Appendix A](#))
 - a. Motioned, approved
- III. South Carolina Record Retention Laws – *Gina White, Director of Archives and Special Collections*
 - a. University records management of Winthrop has rules on retention and submission for correspondence required by the state to gain approval. There's a schedule for the time frame to retain those records and rules about destroying records. The required form for destroying is ARM-11 from the state forms site.
- IV. CAS Committees
 - a. CAS Curriculum Committee – *Tom Polaski*
 - i. Approval of Minutes from September 2, 2025, meeting ([Appendix B](#))
 - ii. New Course- Relg 230: Preaching as Public- approved
 - iii. Course changes
 1. Psych 320: Title Change to Cultural Psychology-approved
 2. Biol360 description and pre-requisite- approved
 3. Nutr 490A, 471,427,322, 227, 226 pre-requisite changes- approved
 4. WRIT 511, 510, 502, 501, 465, 566, 366, 367, 365-approved
 - iv. Blanket Petition: PLSC 330 Politics of the Middle East to Comparative
 - v. Materials for next meeting due week before October 9, the next meetin
 - b. CAS Nominating & Rules Committee – *Gihanee Senadheera*
 - i. Election for university-level committees—nominations closed for both
 1. Academic Council- Silvia Wozniak and Kori Bloomquist
 2. Graduate Council- Jena Chojnowski, Kori Bloomquist, Kelly Richardson
- V. Old Business
 - a. Checking in on letter-moved to faculty conference and was adopted by then. Where has that gone?

- VI. New Business-none
- VII. Remarks from the Dean – Takita Sumter
 - a. “FUN?!”renovations in Dalton and Sims for classroom and office updates, there’s a planned power outage October 13 and maybe 14
 - b. New student study spaces in Sims, kinard 3rd floor, kinard 2nd floor coming
- VIII. Announcements
 - a. Travel requests on Sept 15, CAS shred day Oct 9, interim grades Oct 9, Kudos due to chairs Oct 16, sabbatical requests Oct 27
 - b. Survey for Student Evaluation of Learning Materials Survey—5 minutes by Sep 22
 - c. CDI AI job materials-pilot consideration
 - d. NSF RITEL Grant invitation and survey-in daily digest
 - e. Next faculty meeting October 24 @ 2p Kinard 018
 - f. Adria- faculty advising October 7th- Kinard 018
 - g. Greg- Cultural event on Roosevelt and peace- Owens G01 7pm Sept 25th
 - h. Gihanee- SURE poster presentations before the family day festivities
 - i. 10-4 historic brattonsville event tomorrow Sept 13
 - j. Julie Orme- Social Work Fall Festival starting at 9 on Oct 25th
- IX. Adjournment
 - a. Motion, approved 2:57 pm

Note: Quorum (35% of full-time faculty) is 47 faculty members for Faculty Assembly.

The minimum attendance to do business (20% of full-time faculty) is 26 faculty members.

CAS Faculty Assembly

Meeting Minutes

August 19, 2025

9:30 a.m.

Kinard Auditorium 018

- I. Welcome & Introduction of Officers – _Casey Cothran
 - i. Called to meeting at 9:33 with quorum
 - ii. Secretary Heather, parliamentarian-Tom Polaski
- II. Approval of Minutes from March 7, 2025, meeting (Appendix A)
 - i. Jo motion, Tom second, approved
- III. Celebration of College Faculty Award Recipients – _Takita Sumter
 - i. Outstanding Undergraduate Research Mentor Award—Dr. Jason Hurlbert
 - ii. Outstanding Adjunct Faculty Award –Dr. Sandy Rogers
 - iii. Lynn Harand Outstanding Advisor Award –Dr. Tony Hobert
 - iv. Scholarship Excellence Award –Dr. Adam Glover
- IV. CAS Committees
 - i. CAS Curriculum Committee - Approval of Minutes from April 15, 2025, meeting (Appendix B)
 - Human Nutrition—approved nutrition communication to an existing program--approved
 - Social Work—approved name change of “field” programming to “practicum” programming, aligning with CSWE guidelines- approved
 - Social Work—approved name change for appropriate courses
 - Biology:
 - waiving 202 as a requirement, no longer offered
 - Allowing 421 to count for Area B in previous catalogs
 - Counting Math 241 as approved quantitative skills
 - Environmental science counting math 241 as statistics requirement
 - Blanket petitions were approved at last meeting
 - i. Introduction of Officers - Tom Polaski, Gwen Daley, Veronica Ahadzie, Heather Listhartke, Jeffrey Sinn, Jessie Hoffman, and Tony Hobert
 - i. Next Meeting Sept 2 (proposals due by August 26)

CAS Nominating & Rules Committee I

- ii. Introduction of Officers –Fatima Amir, Gihanee Sendaheera, and Sal Blair
 - Election for university-level Academic Council- To replace Wanda Koszewski's

V. New Faculty, Newly Promoted/Tenured Colleagues, Faculty in New Roles – _Department Chairs

- i. New Faculty
 - Kevin Sampson, Instructor, Mass Communication
 - Mr. Terry Windell, Studio Manager, Mass Communication
 - Ms. Shalesa Grey, Administrative Assistant, Mass Communication
 - Dr. Muhammet Asil, Associate Professor, International Poli Sci, etc
 - Ms. Denise Kendrick, Instructor, Mathematics
 - Dr. James Bird, Assistant Professor, Mathematics (educator)
 - Dr. Mary Zick, Assistant Professor, Chemistry
 - Ms. Patricia Ossers de Vasquez, Administrative Assistant, Sociology etc and World Languages
- ii. Promotions
 - i. Dr. Giancarlo Anselmo, Promoted to **Associate Professor**, Received **Tenure**, (Psychology)
 - ii. Dr. Sara English, Received **Tenure** (Social Work)
 - iii. Dr. Timea Fernandez Promoted to **Associate Professor** (Chemistry, Physics, Geology, & The Environment)
 - iv. Dr. Adam Glover Promoted to **Professor** (World Languages & Cultures)
 - v. Dr. Jessie Hamm, Promoted to **Associate Professor** (Mathematics)
 - vi. Dr. Jessie Hoffman, Promoted to **Associate Professor** (Human Nutrition)
 - vii. Dr. Joe Kasko, Promoted to **Associate Professor** (Mass Communication)
 - viii. Dr. William Kiblinger, Promoted to **Professor** (Political Science, Philosophy, Religious Studies and Legal Studies)
 - ix. Dr. Duane Neff, Promoted to **Professor** (Social Work)
 - x. Dr. William Schulte, Promoted to **Professor** (Mass Communication)
 - xi. Dr. Daniel Stovall, Received **Tenure** (Biology)
- iii. Senior Instructors-
 - i. Kara Beasley, Amanda Campbell, Amanda Covington, Bryan Ghent, Cassandra Bell, Sarah Titman, Stephanie Nielsen
- iv. New Roles-
 - i. Chairs: Devon Fitzgerald (English), Arran Hamm (mathematics)
 - ii. Amanda Campbell—Writing Center
 - iii. Kelly Richardson—Graduate Director English

VI. Old Business --None

VII. New Business --none

VIII. Remarks from the Dean – _Takita Sumter

- i. Enrollments—1067 freshman, 350 transfers—several departments are now over 100 including normal depts
- ii. We've gotten several former Limestone students—38 students
- iii. Social Work—Limestone graduate students came here
- iv. 52 new students in criminal justice program
- v. Budget is balanced—there is now excess funds due to higher enrollment than expectation—to discuss in October
- vi. GIS and Technical Writing Microcertificates doing well
- vii. Eagle Stem Scholars highest enrollment
- viii. Dual Language Immersion: First group graduated this past spring
- ix. Business and Technology students Middle College program starts this semester (juniors and seniors)
- x. Sims and Dalton under renovations should be done by end of Fall semester
- xi. Sims/Dalton experiencing AC issues that need replacement parts, goal is to do before classes need to be moved—will update
- xii. Social Work looking at establishing a dsw
- xiii. Kinard renovations happening, including elevator repair should be done by beginning of semester
- xiv. CAS donations—
 - i. Pre-Law scholarship established- award spring of 2025
 - ii. Pre-Law endowment also established
 - iii. SC for mass comm
 - iv. English depart- 16000 for Technical Writing
 - v. Scholarship for Chester students—
 - vi. 5k races for Social Work, Math,
 - vii. Model UN Campaign
- xv. Grants- 4.5 million from different agencies
- xvi. 900 still for faculty development into 25-26 year, but there are changes to travel policy—registration and travel (not hotel) can be prepaid, all travel reimbursement requests much be submitted within 30 calendar days, only commercial hotels in general—can be submitted electronically—now with direct deposit
- xvii. AI—be clear on policies for how students can and cannot use AI –located in the policy repository for the university—plans to update college syllabus repository
- xviii. Interfolio is being retired and replaces with Watermark likely. The interfolio contact ends on February 26. Most processes happening during Fall will continue through Interfolio. Those submitting in the Spring will have a different process—likely OneDrive—still in discussion.
- xix. Watermark—faculty reports, evaluations, and assessment processes may make these processes easier as things are integrated
- xx. Searches for adjuncts/faculty will be transitioning to PeopleAdmin
- xxi. New Student Evals launches this semester

IX. Announcements

- i. Faculty Conference meeting Friday at 2
- ii. Opening Convocation is back in Byrnes on Monday
- iii. Job report on Chartwell's is inflated, goal is to rehire 80%

- iv. Facilities contract is in final contract- equitable in terms of requirement and tuition assistance—

X. **Adjournment**

- i. Adjourned at 10:43

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.

CAS Curriculum Committee

Meeting Minutes

September 2, 2025

11:00 AM

Kinard 105

1. Welcome

- Attendees: Veronica Ahadzie, Gwen Daley, Greg Oakes (representing the Dean's Office), Tom Polaski, Jeff Sinn, Jessie Hoffman, Heather Listharke
- Tom Polaski elected as chair, Jeff Sinn as secretary

2. Approval of meeting minutes from April 15, 2025 Meeting -- Approved

3. Items requiring a vote –

a. New Course

Name	Vote & Notes
RELG230 Preaching as Public Speaking	Approved

b. Course Edits

Name	Vote & Notes
PSYC320 Cultural Psychology	Approved (name change)
NUTR624 Vitamin and Mineral Metabolism	Approved (pre-req clarifications)
NUTR621 Nutrition and Aging	"
NUTR620 Maternal and Child Nutrition	"
NUTR611 Public Health and Global Nutr	"
NUTR607 Research Methods	"
NUTR490A Practicum Experience	"
NUTR471 Food & Nutr Mgmt II	"
NUTR427 Medical Nutr. Therapy I	"
NUTR322 Food Composition Laboratory	"
NUTR227 Medical Terminology	"
NUTR226 Orientation to Dietetics	"
BIOL360 Peer Mentoring in Biology	Approved (modification of course to reflect disconnecting it from BIOL 202)
WRIT511H Topics in Writing & Crit Comm	Approved (modification of pre-reqs to improve consistency)
WRIT511 Topics in Writing & Crit Comm	"
WRIT510 Topics in Writing and Rhetoric	"
WRIT502 Digital English Studies	"
WRIT501 Writing for New Media	"
WRIT465H Rhet in Prof Workplace	"
WRIT465 Rhet in Prof Workplace	"
WRIT566 Writing in Science and Health	"
WRIT566 Writing in Science & Health	" – this appears to duplication above (difference only in "and" vs. "&" – approved contingent upon clarification
WRIT367 Technical Editing	"

WRIT366 Technical Communication	:	"	:	:
WRIT365 Proposal and Grant Writing	:	"	.	.
TOTAL:		25		

4. Blanket Petitions

- a. [Politics of the Middle East](#) -- Approved (allows new course to count towards old catalog requirements)

5. Student Petitions

- a. None to review

7. Adjourned

Next Meeting: October 9, 2025, at 11:00 a.m. at Kinard 105

