CAS Faculty Assembly

Meeting Agenda

Friday, October 23

2:00 p.m.

Kinard Auditorium

I. Welcome

II. Approval of Minutes from September 11, 2026, meeting (Appendix A)

III. CAS Committees

- a. D&I Committee – Jennifer Dixon McKnight
  - i. IDEA Award
- b. CAS Curriculum Committee – Heather Listhartke
  - i. Curriculum Items
    1. New Courses
    2. Course Edits
    3. Blanket Petitions
- c. FCUL Vacancy - Nominations

IV. Old Business

V. New Business

- a. Advising updates
  - i. Reminder of loads and processes– Adria Belk
  - ii. Implementation of the Shared Advising Model – Danielle Bostic
- b. HMXP 301 – Adam Glover and Jennifer Everhart

VI. Remarks from the Dean – Takita Sumter

VII. Announcements

VIII. Adjournment

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

Meeting Agenda

Friday, September 11

2:00 p.m.

Kinard Auditorium

I. Welcome – Meeting Called to order 2:03pm

II. Approval of Minutes from August 18th, 2026, meeting (Appendix A) – Reviewed and approved

III. CAS Committees

a. CAS Curriculum Committee – Heather Listhartke

i. Curriculum Items

1. New Courses

a. BIOL672 Graduate Research in Biology - Approved
b. BIOL326 Introduction to Horticulture- Approved
c. WRIT377 Rhetoric and the Environment - Approved
d. ENGL377 Literature and the Environment - Approved
e. AAMS442 African American Theatre - Approved
f. AAMS380 Liberation Theologies - Approved

2. Course Edits

a. MLAN390 Practicum in Teaching World Lang - Approved
b. BIOL620 Supervised Laboratory Instruct - Approved
c. DSCI401 Data Mining - Approved
d. WRIT502 Digital English Studies – Approved

3. Blanket Petitions

a. NUTR 221: approved
b. BA-SCST: approved
c. BIOL 372: approved
d. BIOL 571 & 695: approved

4. Next Curriculum Committee Meeting – October 8th – Kinard 105 @ 11:00am

a. Curriculum materials must be entered in CourseDog by Oct 1 to be considered.

IV. Old Business - None

V. New Business

a. Faculty Policies Update – Margaret Gillikin

i. Dual Enrollment Compensation Policy

1. Adjunct teaching dual enrollment - $4000/three-credit-hour course
2. Full-time faculty teaching dual enrollment as part of their regular load - $1000/course
3. Full-time faculty teaching merged sections (at least 60% dual enrollment & enrollment exceeds 15) - $500/section

ii. Faculty Success Policy
    1. Failing to meet expectations in one of Winthrop's primary areas of evaluation for two consecutive years will require a formal plan of success. The faculty member with two consecutive fails will have the opportunity to address the rating in a meeting with the Chair and/or Dean.
iii. Student-Family Member policy
    1. Addressed Familial Relationship/Dual Enrollment/Conflict of Interest by defining
        a. Familial relationship
        b. Amorous relationship
        c. Members of the Winthrop Community
    2. Disclosure of potential conflicts of interest to the academic Dean at the earlies point in the enrollment process
    3. When multiple sections offered -student will be enrolled in a different section; however, if additional section is not available the development of a split section that designates an independent grader or second reviewer will be utilized. This policy is designed to ensure that students are treated equitably and FERPA compliance is upheld

b. Information on the Committee on AI – Greg Oakes
    i. Winthrop University Steering Committee for AI created and had first meeting 9/1/26
    ii. Committee's Charge: to establish a framework for the responsible, secure, ethical, and effective use of AI at Winthrop to support innovation while protecting our community, information, and institutional integrity.
    iii. Meetings held bi-weekly
    iv. Subcommittees include:
        1. Governance & Policy
        2. Technology, Security & Data
        3. Academic & Employee Use
        4. Training, Communication, & AI Literacy
    v. Faculty are invited to join subcommittees, share knowledge & experience
c. Professional Development Updates – Margaret Gillikin
    i. CPE Offerings
    ii. ACUE Commons
        1. Groups – Teaching online, Teaching with AI, Teaching STEM courses
        2. Resource Libraries – organized by topic teaching modalities, discipline, content, media types

3. ACUE Quick Studies
4. For more information

iii. CPE Virtual Academy
1. Offerings include: Dual Enrollment, Teaching and Learning, AI
2. For more information

iv. 5 Certificate courses offered

v. Winthrop Accessibility Day 9/29 – to register RSVP Form

Please RSVP for *Winthrop Accessibility Day,* a drop-in celebratory event on Tuesday, September 29, 2026 from 9:00am – 12:15pm in Richardson Ballroom A. The Office of Online Learning is partnering with various campus areas and Blackboard for the event. All faculty and staff are invited to join us for coffee, refreshments, giveaways, accessibility tips, Q&A, and to acknowledge faculty and staff who are working diligently to increase digital accessibility at Winthrop.

d. Voter engagement slide from the West Forum
i. Eagles Vote Information
ii. Speakers (CE pending):
1. Brian Harris (Chief of the Catawba Nation) - Constitution Day, Sep 17, 11am
2. Dr. Eddy Souffrant (UNC Charlotte) - Mill, Free Speech, & Civic Participation, Sep 24, 11am

VI. Remarks from the Dean – Takita Sumter

a. CAS Internship websites – Katarina Moyon will be reaching out to Departments to discuss standardization. More information to come.
b. Enrollment is up approximately 4.5% from last year with a 2% credit hour increase. Strong local recruitment with Fort Mill and Rock Hill being two of the top three locations.
c. Dual Enrollment initiative with Rock Hill and Fort Mills Schools. Fort Mill dual enrollment will be a cohort model.
d. Master lease on-hold due to SC treasurer office audit results.
e. Carry Forward Policy allows 25% ENG (111020) carry forward
f. Travel and Professional Development first cycle due 9/15/2026. Additional cycles will occur in November 2026 and February 2027
g. Faculty Search in progress for 7 positions
h. Syllabi upload in Watermark was due 9/8/26. Please get these uploaded if you have not done so already.
i. Split section courses (those with two CRN) must be complete and upload two separate syllabi. One for each CRN.

i. Sabbatical cycle is digitized. A link will be sent out to be completed, then Chair approval, and Dean to finalize

j. Call of Kinard Award for Teaching Excellence nominations

k. Eagle book program – some confusion related to undergraduates and graduates in same course. These courses books were not included in the undergraduate participation in Eagle Books

VII. Announcements

a. Migration Conference

i. Abstract deadline November 1, 2026

ii. Conference: February 25-27, 2027

iii. For more information

b. Santee Cooper Event – September 23, 2026 Whitton Auditorium at Carrol Hall

VIII. Adjournment 3:40pm

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