

**COLLEGE OF ARTS & SCIENCES
FACULTY ASSEMBLY
AGENDA
January 22, 2016**

2:00 p.m.

Kinard Auditorium

- I. Approval of minutes** from October 23, 2015 Michael Lipscomb
 - i. See [appendix 1](#)

- II. Report from CAS Committees**
 - a. Curriculum committee** Wendy Sellers
 - i. See [appendix 2](#)

- III. Old Business**

- IV. New Business**
 - a. Research Excellence Award** Greg Oakes
 - i. See [appendix 3](#)
 - b. Instructor and Adjunct Awards** Robert Prickett
 - i. See [appendix 4](#) and [appendix 5](#)

- V. Announcements**

- VI. Dean's Remarks** Robert Prickett
& Greg Oakes

- VII. Adjournment**

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

Appendix 1

MINUTES COLLEGE OF ARTS AND SCIENCES FACULTY ASSEMBLY Oct. 23, 2015

2:00 p.m.

Kinard Auditorium

I. Approval of Minutes:

Dr. Michael Lipscomb noted that a quorum had been met and called the meeting to order. A motion and second were made to approve the minutes of Sept. 4, 2015. The minutes were approved without dissent.

II. Curriculum Committee Report:

Dr. Wendy Sellers presented the following program and course changes that were reviewed and approved:

- i. *Modify program:* Minor in Writing.
- ii. *Modify program:* Minor in English.
- iii. *Modify program:* Minor in African American Studies.
- iv. *Modify program:* BA in Social Studies with Teacher Certification.
- v. *Modify course:* SCST 390, Principles of Teaching Social Studies I.
- vi. *Modify course:* PSYC 301, Research I: Statistics.
- vii. *Modify course:* PSYC 302, Research II: Experimental Psychology.
- viii. *Modify course:* PSYC 400, History and Systems of Psychology.
- ix. *Modify course:* PSYC 463, Academic Internships in Psychology.
- x. *Modify course:* PSYC 498, Senior Seminar in Psychology.
- xi. *Add course:* BIOL 122, Bench to Bedside Two: Pre-Health Professions Preparation.
- xii. *Add course:* WRIT 311, Topics in Writing and Rhetoric.
- xiii. *Add course:* SCST 590, Principles of Teaching Social Studies I.
- xiv. *Add course:* SCWK 622A, Field Instruction II.
- xv. *Add course:* SCWK 622B, Field Instruction II.
- xvi. *Add course:* SCWK 632A, Field Instruction III.
- xvii. *Add course:* SCWK 632B, Field Instruction III.
- xviii. *Add course:* FREN 380, Introduction to Translation.
- xix. *Add course:* FREN 385, Topics in French/Francophone Civilization and Culture.
- xx. *Add course:* FREN 395, Topics in French/Francophone Literature.
- xxi. *Add course:* FREN 405, Topics in Advanced French Language.*
- xxii. *Add course:* FREN 325, Special Topics in French.
- xxiii. *Add course:* GERM 325, Special Topics in German.
- xxiv. *Add course:* SPAN 380, Introduction to Translation.
- xxv. *Add course:* SPAN 385, Topics in Spanish/Hispanic Civilization and Culture.
- xxvi. *Add course:* SPAN 395, Topics in Spanish/Hispanic Literature.
- xxvii. *Add course:* SPAN 405, Topics in Advanced Spanish Language.

***This course was left off the presented list but was approved separately.**

The Curriculum Committee had approved the following blanket petitions. No action was required:

- a. For the Writing minor, in the 2012-13 catalog and all following catalogs, add ENGE 519 to the courses in the Creative Writing Emphasis.
- b. For the Writing minor, in the 2012-13 catalog and all following catalogs, change the phrasing regarding number of hours.
- c. For the LLAN track, end the January 2012 petition regarding the replacement of two required history classes after the 2013-14 catalog.

Nine student petitions were approved by the Curriculum Committee, and one was tabled.

III. Old Business — none.

IV. New Business — none.

V. Announcements

a. Dr. Gregory Oakes extended an invitation for creation of short Adult Education programming. These may be non-credit, workshops, short courses, field trips, etc., for spring and/or summer. The goal is up to 45 offerings for late spring and summer to promote diversity and may be offered, for example, in areas such as law enforcement, sustainable ecology, Southern history, ornithology and other fields. Ideas are encouraged. For more information contact Dr. Oakes or Dr. Pat Guilbaud.

b. Dean Karen Kedrowski reviewed recently announced changes in December and May commencement ceremonies. In December the university will combine graduate and undergraduate Commencement ceremonies into one event. In May 2016, the university will have three ceremonies — a graduate Commencement and two undergraduate ceremonies. This change is being made to accommodate the overflow crowds of many family and friends who wish to join in the celebration of student graduates. More details forthcoming.

c. Dr. Matt Hayes invited any faculty with questions or concerns to report to or consult with the Faculty Committee on University Life. Anything brought to the committee is anonymous.

VI. Dean's Remarks

Dr. Kedrowski thanked faculty for attending and shared good news about faculty and program achievements:

Dr. Heather Evans-Anderson (Biology) was selected for the Project Kaleidoscope (P-KAL) Summer Institute, hosted by the American Association of Colleges and Universities. P-KAL is dedicated to STEM curriculum innovation.

The 30th volume of the Belgian Francophone library, edited by **Dr. Donald Friedman**, German, will be released this fall.

Dr. Sabrina Habib, Mass Communication, received the *Journal of Advertising Education*'s best article award for 2015. Dr. Habib joined the Winthrop faculty in Fall 2015.

Dr. Jeannie Haubert, Sociology, was featured on the national program *Academic Minute* on August 28, 2015, where she discussed the 10th anniversary of Hurricane Katrina.

Dr. Rick Chacon was featured on the *Academic Minute* on October 15, 2015, where he discussed the role of religion in the American Revolution. In the last three years, five Winthrop faculty have been featured on the *Academic Minute* and all have come from the College of Arts & Sciences. (**Matt Heard, Jason Silverman** and **Gregory Bell** are the others)

Dr. Gregg Hecimovich, English, received an inaugural Public Scholar Fellowship Award from the National Endowment for the Humanities. The award recognizes his work on *The Life and Times of Hannah Craft*.

Dr. Amanda Hiner, English, and Winthrop University's general education program received national attention at the 35th Annual Conference on Critical Thinking and Education Reform in July. Winthrop University is considered a national model of how to integrate critical thinking across the curriculum.

Dr. Dustin Hoffman, English, received the highly-competitive Prairie Schooner fiction book prize for his work, *One-Hundred Knuckled Fist*. This book will be published by the University of Nebraska Press.

Dr. Pedro Munoz, Spanish, published *Conectando!*, an e-textbook that focuses on students' oral communication skills, in September, 2015.

Drs. Duane Neff and **Monique Constance-Huggins**, Social Work, are conducting a community needs assessment for the United Way of York County.

Drs. Donna Nelson and **Darren Ritzer**, Psychology, were recognized for their contributions to *Psi Chi*, the Psychology national honor society.

Dr. Padmini Patwardhan, Mass Communication, was awarded the 2015 Temerlin Advertising Institute Visiting Research Fellowship at Southern Methodist University.

Dr. Clara Paulino curated a conference entitled “Complexity: Interdisciplinary Conversations” at the University of Porto in Portugal in October.

Dr. Meredith-Joy Petersheim, Political Science, is the inaugural recipient of the Jane Mansbridge Award, which recognizes contributions to the national Women’s Caucus for Political Science.

Dr. Jason Silverman, History, published his most recent book *Lincoln and the Immigrant* in September 2015. Also, the Lincoln Cottage is hosting a museum exhibit based upon Dr. Silverman’s book. The exhibit opens October 15. Dr. Silverman will also be a featured speaker at a US Naturalization Ceremony in Washington, DC in October.

Dr. Stephen Smith, Political Science, received an NSF grant to fund his research on school desegregation policy. This is the first social sciences NSF grant received at Winthrop University.

Dr. Matthew Stern, Biology, has received a \$50,000 INBRE III Target Faculty Award for his project, “Adipose-Derived Mesenchymal Stem Cells and Porcine Acellular Muscle Matrix Scaffolds for Skeletal Muscle Tissue Engineering and Regenerative Medicine.”

Dr. Joseph Tipton, Latin and Ancient Greek, is a contributing editor on the Synod of Dordt project. This project involves editing all documents pertaining to the Synod of Dordt in 1618.

The **Department of Mass Communication** is now home to the South Carolina Broadcasting Hall of Fame. The space was dedicated on September 22, 2015.

The **Department of Political Science** completed its external review team visit. The **Department of English** will soon host its external review team as well, with trick-or-treating.

Other remarks by the dean:

Sens. Rand Paul and Tim Scott, along with Rep. Trey Gowdy, will appear on campus at noon on Nov. 6. That evening, the Democratic Candidate Forum will be held at Byrnes Auditorium, 8 p.m. There was disappointment concerning seat availability for the forum.

University Strategic Planning groups are focusing on Retention, Graduate Rate Improvement, Academic Program Mix, Diversity, Employee Satisfaction (non compensation), Culture of Philanthropy, Budget Model and Strategic Planning. One to three CAS representatives are on each committee.

The Competitive Compensation Committee continues its work. Faculty: Median salary by institution type, region, discipline, rank, and time in rank. Staff: Looking for appropriate comparisons based on position description and market. Committee will provide recommendations to the President who will make final decisions.

For Summer Session, there will be no change in the compensation policy for 2016. Confusing language in the policy will be clarified. Provost Boyd will appoint a committee to examine summer compensation policy. In the meantime, summer sessions need to focus on classes that make. Also: think of other ways to use the physical plant in the summer. Questions, including those from Dr. Jeff Sinn and Dr. Frank Pullano, concerned strategy and planning for summer enrollment and online learning; these are still being developed. Dr. Adolphus Belk asked if information is available to determine who is taking summer courses – those who want to get ahead, those who are struggling in regular classes, or those who may do better in online courses than in regular classrooms. Outcomes, he noted, may well be worse. The dean said that information should be obtainable and will be made available when compiled. Dr. Lipscomb said there seemed to be a consensus for more data, more focused study in order to better understand the issues, particularly concerning enrollment and recruitment, and above all else, the need for a clear strategy. Dr. Kedrowski affirmed that she will relay these concerns to Provost Boyd.

On budgeting: The FY 2015-16 faces a \$1.4 million gap. Three sources for budget savings: Personnel savings (F/S vacancies, unused salary base); temporary employees (i.e. adjuncts); operating budgets. There is a division-wide examination of adjunct faculty costs. CAS Interim Faculty Costs (adjuncts and overloads): \$1.14 million (in AY 14-15). First priority is to secure permission to search for full-time faculty. Nine searches approved so far for Fall 2016 hire dates. Working with chairs to reduce adjunct costs while still treating faculty fairly.

There are about 40 revolving accounts associated with CAS. At least a dozen or so are moribund, and most have money in them. This amounts to thousands of dollars. The dean will work with the Budget Office and SPAR

to make sure these funds may be directed to other purposes, with a specific effort being made to return funds directly to academic departments.

Dr. Lipscomb thanked Dr. Sellers for conducting the last meeting. The next meeting is set for Jan. 22 at 2 p.m. in Kinard Auditorium.

Graduate Faculty Assembly was to convene immediately following the Faculty Assembly.

Adjournment

3:11 p.m.

Appendix 2

Curriculum Committee
Report for Faculty Assembly
From December 08, 2015 and January 12, 2016 meetings

1. The following course and program changes were approved:

- a. Drop course: NUTR 201, Investigative Science: Human Nutrition.
- b. Modify course: NUTR 231, Food Composition.
- c. Modify course: NUTR 232, Food Composition Laboratory.
- d. Modify course: NUTR 370, Food and Nutrition in Cultural Perspective.
- e. Drop course: NUTR 370H, Food and Nutrition in Cultural Perspective.
- f. Modify course: NUTR 480, Nutrition Education Theory & Practice.
- g. Modify course: NUTR 490A, Practicum Experience.
- h. Drop course: NUTR 490B, Practicum Experience.
- i. Drop course: NUTR 490C, Practicum Experience.
- j. Modify course: NUTR 494, Seminar in Human Nutrition.
- k. Modify course: NUTR 518, Medical Nutrition Therapy Laboratory.
- l. Modify course: NUTR 520, Sports Nutrition.
- m. Drop course: NUTR 520H, Sports Nutrition.
- n. Modify course: NUTR 521, Nutrition and Metabolism.
- o. Modify course: NUTR 528, Dietetic Internship I
- p. Modify course: NUTR 529, Dietetic Internship II.
- q. Modify course: NUTR 530, Dietetic Internship III.
- r. Modify course: NUTR 531, Dietetic Internship IV.
- s. Modify course: NUTR 600, Seminar in Food and Nutrition.
- t. Modify course: NUTR 604, Readings in Human Nutrition.
- u. Modify course: NUTR 610, Global Service Learning in Nutrition.
- v. Modify course: NUTR 611, Global Nutrition.
- w. Modify course: NUTR 620, Maternal and Child Nutrition.
- x. Modify course: NUTR 621, Nutrition and Aging.
- y. Modify course: NUTR 624, Vitamin Metabolism.
- z. Drop course: NUTR 625, Abnormal Metabolism.
- aa. Modify course: NUTR 626, Mineral Metabolism.
- bb. Modify course: NUTR 627A, Recent Developments in Nutrition and Dietetics.
- cc. Modify course: NUTR 627B, Recent Developments in Nutrition and Dietetics.
- dd. Modify course: NUTR 627C, Recent Developments in Nutrition and Dietetics.
- ee. Modify course: IDVS 390, Individualized Studies Project: Research and Design.
- ff. Modify course: IDVS 461, Internship in Individualized Studies.
- gg. Modify course: IDVS 462, Internship in Individualized Studies.
- hh. Modify course: IDVS 463, Internship in Individualized Studies.
- ii. Modify program: BA in Mathematics with Teacher Certification.
- jj. Modify program: BS in Mathematics with Teacher Certification.
- kk. Modify program: BS in Mathematics.
- ll. Modify program: MS in School Psychology.
- mm. Modify course: PSYC 690, Special Topics in Psychology.
- nn. Add course: PSYC 503, Psychology of Gender and Sexuality.
- oo. Add course: SCWK 471, Undergraduate Research in Social Work.
- pp. Add course: SCWK 472, Undergraduate Research in Social Work.
- qq. Add course: SCWK 473, Undergraduate Research in Social Work.
- rr. Add course: SCWK 671, Graduate Research in Social Work.
- ss. Add course: SCWK 672, Graduate Research in Social Work.

- tt. Add course: SCWK 673, Graduate Research in Social Work.
- uu. Modify program: BA in MLAN, French option.
- vv. Modify program: BA in MLAN, French teacher option.
- ww. Modify program: BA in MLAN, Spanish option.
- xx. Modify program: BA in MLAN, Spanish teacher option.

2. The following blanket petitions were approved:

- a. For the Medieval Studies minor, in the current catalog and all previous catalogs, allow ENGL 325 or THRT 397 to count as an elective in the MDST minor when cross-listed with MDST 350 (European Drama before Shakespeare).
- b. For the BA in Mass Communication in the journalism interest track, in the current catalog, drop the requirement that students take both MCOM 342 and MCOM 325, and instead require only one of the two courses. They are being taught together in an extended lab format this year, so students taking both courses would be repeating the same content.
- c. For the BS in Integrated Marketing Communication, in all previous catalogs, Substitute QMTH 210 for QMTH 206 as a required course. QMTH 206 is no longer being taught.
- d. For the BA in Psychology, in the 2011-12 catalog and thereafter, allow students to repeat PSYC 471 and/or PSYC 472 for credit, with no more than three credit hours counting toward the psychology major requirements and no more than an additional three credit hours counting toward the overall degree.
- e. For the Social Welfare minor, in all previous catalogs, allow students to complete the minor with 15 credit hours rather than 18 credit hours, in line with the reduced number of hours approved for the 2015-16 catalog.
- f. For the Spanish major (with or without CSST), in the current catalog and all previous catalogs, allow SPAN 360-002 (Latin American Short Story, taught Spring 2016) to satisfy the major requirement ordinarily satisfied by SPAN 401.

3. Twenty-four student petitions were approved and one was denied.

Appendix 3

CAS Research Excellence Award

The College of Arts & Sciences bestows its Research Excellence Award upon a faculty member of the college who demonstrates exceptional research or creative work.

Eligibility

Eligibility criteria include the following:

- The nominee must be a member of the College of Arts & Sciences faculty (at the time of application);
- The work to be recognized in the award is to have been completed while a member of the College of Arts & Sciences faculty;
- The work to be recognized in the award is to have been completed within the past five (5) years (at the time of nomination).
- The work to be recognized has not already received significant Winthrop University recognition.¹

Award Criteria

Nominations should be based on outstanding achievement in scholarly activity.²

Outstanding achievement may be evidenced by such features as:

- Recognition of the work by the scholarly community of its discipline; e.g.,
 - Receipt of significant national or international award or significant regional awards;
 - Publication in a leading scholarly journal; publication of a significant book;
 - Support of significant external funding;
 - Prestigious invited presentations;
- Promise of the work for further achievement in the future;
- Capacity of the work for scholarly engagement in the community, region, or beyond;
- The work's advancement of our understanding of an important question or issue.

Nomination Process

Candidates for the award may be nominated by any member of the Winthrop University faculty, including the candidate him/herself. Nominations should be forwarded to the CAS Dean's Office; the nominee's home department chair should at the same time be informed of the nomination. Subsequent to nomination, the nominee will prepare and submit materials for review (see timeline below). Once the nominees are known, the Dean will create a review committee. The review committee should contain at least one member from each general division:

- Humanities: English, History, Philosophy, Religious Studies, World Languages & Cultures
- STEM: Biology, Chemistry, Physics, Geology, Environmental Science, Human Nutrition, Mathematics
- Professions: Mass Communication, Social Work
- Social Sciences: Environmental Studies, Political Science, Psychology, Sociology, Anthropology

All members of this committee should be tenured faculty in the College, and at least half of them should be full professors in the College.

¹ For instance, an individual might receive a Presidential Citation for winning a grant; but the work produced under the grant would remain eligible for this award. The selection committee may be generous in interpreting this criterion.

² As articulated by the College of Arts & Sciences' Statement, Scholarly Activity includes, but is not limited to, refereed and invited publications, invited and contributed presentations, outside funding for the pursuit of scholarly pursuits, exhibitions, inventions, patents, etc.

Timeline³

- December 15th: Nominations Due to CAS Dean's office
- January 30th: Review Materials Due
- February 1st: Committee appointed by Dean
- March 15th: Recommendation to Dean; ranking of top three candidates

Review Materials

- Cover letter from nominee referencing selection criteria
- Nominee CV
- If desired any abstracts/publications/relevant scholarship evidence (18-24 months)
- Letter from internal source (could be department chair)
- Letter from external source
- Department chair approval form with signature

³ For 2015-16, Nominations will be accepted in the Dean's Office until February 15. The Dean's Office will make every effort to complete review by March 15.

Appendix 4

CAS Instructor Award

(to be awarded Spring 2016 and then subsequently every 3rd year)

[Please note: the committee recognizes that at some point, the Instructor pool may not warrant a separate category based on criteria, population. At that time, it is appropriate for the selection committee—with input from the CAS Dean's Office – to combine the CAS Adjunct Award and the CAS Instructor Award into one award]

Award Criteria

- Majority of courses taught in CAS
- Eligible in 3rd year of employment as non-tenure track Instructor position; must have two (2) annual (academic years) reviews completed
- One (1) nominee per department
- Once award is won; recipient cannot win again
- Former F/T tenure-track faculty are not eligible for this award
- Demonstrated excellent teaching, utilizing effective and engaging student learning assignments, activities, experiences
- Demonstrated excellence in advising/mentoring, informally and formally, as applicable
- Demonstrated enthusiastic contributions service to department and/or college

Nomination Process

- Nominations should be made by the CAS department chairperson, direct supervisor, or other (as appropriately designated by CAS department chairperson)
- Follow CAS Advising Award Timeline (Nominations accepted = fall advising – spring advising; decision sometime in April; announced via email in Spring; following Fall, 1st CAS Assembly awarded)
- Nominations made to/accumulated by the Dean's Office (or designated representative)
- Nominee Submission Packet of Materials, should include:
 - One (1) page letter of nomination, highlighting nominee's commitment to excellence in teaching and student learning (see CAS definitions); exceptional service to department/CAS; etc.
 - Last two (2) years of annual reviews
 - Last two (2) years of student course evaluations
 - Additional (appropriate) materials *might* include:
 - Representative syllabi
 - Representative test(s)
 - Representative assignment(s)
 - Representative service learning project(s)
 - Teaching observation(s)

Selection Process

- Committee (5-7 members) comprised of:
 1. A Dean's Office representative
 2. A CAS Department Chair
 3. A Coordinator/Direct Supervisor of instructors
 4. Faculty with instructor experience*
 5. A tenure-track faculty member

*in subsequent years, previous winner(s) – up to three (3) past winners – for this position

Appendix 5

CAS Adjunct Award

(to be awarded SP 2016, SP 2017, SP 2018, SP 2020, SP 2021, SP 2022 in rotation)

Award Criteria

- Majority of adjunct courses taught in CAS
- Eligible in 3rd year of adjunct employment; must have two (2) annual (academic years) reviews completed
- One (1) nominee per department
- Once award is won; recipient cannot win again
- Former F/T tenure-track faculty are not eligible for this award
- Demonstrated excellent teaching, utilizing effective and engaging student learning assignments, activities, experiences
- Demonstrated interest/engagement in department

Nomination Process

- Nominations should be made by the CAS department chairperson, direct supervisor, or other (as appropriately designated by CAS department chairperson)
- Follow CAS Advising Award Timeline (Nominations accepted = fall advising – spring advising; decision sometime in April; announced via email in Spring; following Fall, 1st CAS Assembly awarded)
- Nominations made to/accumulated by the Dean's Office (or designated representative)
- Nominee Submission Packet of Materials, should include:
 - One (1) page letter of nomination, highlighting nominee's commitment to excellence in teaching and student learning (see CAS definitions)
 - Last two (2) years of annual reviews
 - Last two (2) years of student course evaluations
 - Additional (appropriate) materials *might* include:
 - Representative syllabi
 - Representative test(s)
 - Representative assignment(s)
 - Representative service learning project(s)
 - Teaching observation(s)

Selection Process

- Committee (5-7 members) comprised of:
 1. Dean's Office representative
 2. CAS Department Chair
 3. Coordinator/Direct Supervisor of adjuncts
 4. Faculty with adjunct experience*
 5. A tenure-track faculty member

*in subsequent years, previous winner(s) – up to three (3) past winners – for this position