

**COLLEGE OF ARTS & SCIENCES
FACULTY ASSEMBLY
AGENDA
October 21, 2016**

2:00 p.m.

Kinard Auditorium

- I. Approval of minutes** from September 2, 2016 Wendy Sellers
 - i. See [appendix 1](#)

- II. Report from CAS Committees**
 - a. **Curriculum committee** Jo Koster
 - i. See [appendix 2](#)
 - b. **Nominating & Rules committee** Dustin Hoffman
 - i. Vote to amend Faculty Assembly bylaws: Student Research Committee
 - 1. See [appendix 3](#)

- III. Old Business**

- IV. New Business**
 - a. Academic & Student-Athlete Services (Ms. Joanna Harris) Trent Kull

- V. Announcements**
 - a. Update on BPS and PLA committees M. Gregory Oakes
 - b. Reminder about Liberal Ed blog M. Gregory Oakes

- VI. Dean's Remarks** Karen M. Kedrowski

- VII. Adjournment**

Note: Quorum (35% of full-time faculty) is 40 faculty members. The minimum attendance to do business (20% of full-time faculty) is 28 faculty members.

Appendix 1

COLLEGE OF ARTS AND SCIENCES
FACULTY ASSEMBLY
MINUTES
September 2nd, 2016

2:01 p.m.

Kinard Auditorium

I. Approval of minutes

The minutes of the August 16th meeting were approved with no corrections.

II. Introductory Remarks

There were no introductory remarks.

III. Curriculum Committee Report

The following course changes were unanimously approved:

- a. *Drop course:* BIOL 106
- b. *Drop course:* BIOL 300H
- c. *Drop course:* BIOL 310H
- d. *Drop course:* BIOL 317H
- e. *Drop course:* BIOL 321H
- f. *Drop course:* BIOL 515H
- g. *Drop course:* BIOL 521
- h. *Drop course:* BIOL 557
- i. *Add course:* CAPE 101, Introduction to Civic and Public Engagement
- j. *Add course:* CAPE 301, Academic Internship in Civic and Public Engagement
- k. *Add course:* CAPE 302, Academic Internship in Civic and Public Engagement
- l. *Add course:* CAPE 303, Academic Internship in Civic and Public Engagement
- m. *Add course:* CAPE 350, Special Topics in Civic and Public Engagement
- n. *Add course:* CAPE 400, Civic and Public Engagement Capstone
- o. *Modify course:* MCOM 241, Media Writing
- p. *Modify course:* SCWK 622A, Field Instruction II
- q. *Modify course:* SCWK 622B, Field Instruction II
- r. *Modify course:* SCWK 632A, Field Instruction III
- s. *Modify course:* SCWK 632B, Field Instruction III
- t. *Add course:* ENGL 494, Capstone Seminar in English
- u. *Add course:* ENGE 593, Seminar in Secondary English Teaching
- v. *Add course:* LGST 550, Special Topics in Legal Studies
- w. *Modify course:* MAED 391, Principles of Teaching Mathematics
- x. *Modify course:* MAED 591, Principles of Teaching Mathematics
- y. *Modify course:* MATH 311, Real Analysis
- z. *Add course:* MATH 370, Introduction to Mathematical Modeling
- aa. *Drop course:* MATH 375, Optimization Techniques I
- bb. *Modify course:* MATH 395, History of Mathematics
- cc. *Drop course:* MATH 503, Vector Calculus
- dd. *Drop course:* MATH 522, Elements of Set Theory and Introduction to Topology
- ee. *Modify course:* MATH 541, Probability and Statistics

- ff. *Drop course*: MATH 542, Probability and Statistics II
- gg. *Drop course*: MATH 545, Statistical Theory and Methods
- hh. *Drop course*: MATH 575, Optimization Techniques II.
- ii. *Add course* MAED 593, Seminar in Mathematics Education

The following program changes were unanimously approved:

- a. *New program*: Minor in Civic and Public Engagement
- b. *New program*: Certificate in Civic and Public Engagement
- c. *Drop program*: BA-ENGL-WRIT.
- d. *Drop program*: BA-ENGL-LLAN.
- e. *Modify program*: BA-ENGL-CSST.
- f. *Add program*: BA-ENGL.
- g. *Modify program*: BA-MATH.
- h. *Modify program*: BA-MATH-CSST.
- i. *Modify program*: BS-MATH.
- j. *Modify program*: BS-MATH-CSST.
- k. *Drop program*: MA-SPAN.

The following blanket petitions were unanimously approved:

- a. For the Writing minor, apply the same changes approved for the current catalog at the February 2016 meeting to all previous catalogs as well.
- b. For the minor in African-American Studies, allow students in all previous catalogs to complete the minor program requirements as approved for the 2016-17 catalog.
- c. For the minor in Social Welfare, allow students in catalog years prior to 2012-13 to substitute the three-credit SCWK 202 requirement with another three-credit social work course (SCWK 202 is no longer offered by the department).
- d. For the minor in African-American Studies, in all catalogs, allow HIST 501 “History of Social Movements in America” to count as an elective for the minor requirements.
- e. For the Criminology concentration and Criminal Justice minor, in the current catalog, allow SOCL 350 when taught as “Race, Gender, & Crime” to count as three of the six required hours.
- f. For all CAS majors, in the current catalog and all previous catalogs, allow MLAN 107X “Elementary American Sign Language” to satisfy the first 4 credit hours of the Foreign Language general education requirement. There will be a second semester so students can complete their language requirements by using American Sign Language.

A total of 22 student petitions were approved and 3 were denied.

Dr. Jo Koster thanked the 2015-2016 CAS Curriculum Committee for its hard work.

IV. Nominating Rules Committee Report

Dr. Dustin Hoffman presented two items for vote. Both items were unanimously approved.

- a. The bylaws for electronic voting state that under extreme circumstances, such as a snow day, when the faculty is unable to meet, they may cast their votes electronically.
- b. Proposed changes to the bylaws of the Student Research Committee will be placed on the agenda of the next faculty meeting for vote. These changes would officially recognize the Student Research Committee, thereby promoting undergraduate research. Goals include providing faculty with needed resources and developing a marketing plan to increase student body awareness. Membership would

include 1-2 faculty members per department, plus one student representative who is majoring in one of the College's departments. One faculty member expressed concern that the faculty membership requirement would unduly burden small departments and suggested that faculty members should be chosen to represent the Humanities, for example, instead of each department. Dr. Hoffman answered this concern by saying each department is not required to have a representative. Another faculty member asked why the College is making the Committee a part of faculty governance. Dean Kedrowski stated that it was important for the Committee to have the kind of stature it needs to be a constituent body and that this would create a direct path for executive action. The Committee was renamed "Student Research Committee" to include graduate research efforts.

V. Unfinished Business

There was no unfinished business.

VI. New Business

There was no new business.

VII. Announcements

a. Dr. Gregory Oakes stated that the Hand-held Technology Use Policy was modified in accordance with the Office of Accessibilities. Use of recording devices is prohibited; however, this modification would allow students to use recording devices in the classroom if given permission by the instructor or explicit permission by the Office of Accessibilities. Dr. Jeannie Haubert reiterated her objection to this modification, stating that this policy infringes on instructors' intellectual property rights and the rights of fellow students within the classroom. She suggested that instructors make students aware of this policy. Dr. Dave Pretty suggested that rather than announce any changes in the college website, faculty receive an email notification. Dr. Oakes and Dean Kedrowski agreed that an email would be sent.

b. Dr. Gregory Oakes informed the faculty that the Degree Completion Program, the Bachelor of Professional Science, Credit for Prior Learning and Prior Learning Assessment are topics of conversation. Winthrop is discussing strategies that would improve programs that target post-traditional students. The DCP would help students that have previously earned course credit, but not obtained a degree, to earn a BA at Winthrop. A committee was formed in August, 2016 and talks are underway to improve community outreach and give credit for a "prior learning portfolio." Those involved in creating the programs are hoping to bring forth ideas to the community in October. Dr. Wanda Koszewski expressed concerns that accepting credits from questionable academic institutions may create accreditation issues. Dr. Oakes agreed that there are accreditation issues to be negotiated. Dr. Peter Judge asked if there were any examples of where this type of program had worked previously. Dr. Oakes said these issues are under review.

c. The new approved CAS logo was unveiled. It was student-generated and designed by the College of Performing Arts and features Kinard Porch.

d. President Dan Mahony approved a pilot program for a dual-enrollment program, giving high school juniors and seniors the opportunity to earn credit for classes taken at Winthrop.

VIII. Dean's Remarks

Dean Kedrowski announced good news.

a. Dr. Rick Chacon in the anthropology department was a visiting scholar at the University of Gothenburg in Sweden.

- b. Dr. Sabrina Habib in the mass communication department was an Advertising Education Foundation visiting professor at Young and Rubicam in New York.
- c. The B.S. in chemistry program has been recertified by the American Chemical Society. The B.S. in chemistry bio-chemistry track was accredited by the American Society for Bio-Chemistry and Molecular Biology.
- d. The new Winthrop Close Up set used in the school's newscast is complete.
- e. Dr. Nate Frederick and Dr. Bill Schulte in the mass communication department won Best Paper award at the AEJMC meeting in Minneapolis.
- f. Our previous arrangement with the Boy Scouts and Girl Scouts to make improvements on Winthrop's campus resulted in 4 completed projects, including birdhouses and a certified rain garden. Another 8 projects are underway.
- g. Data from Activity Insight revealed that during the 2015/2016 academic year, the College collectively produced many priority one artifacts, including 2 books, 12 book chapters, 43 peer reviewed journal articles, 22 new grants and contracts, and 10 published poems and short stories.

Other announcements.

- a. Last year attendance was down at the College's 2 spring celebrations: The ice cream social and faculty staff picnic. The faculty reached a consensus to skip the ice cream social this coming year and plan a party on Study Day.
- b. Enrollments are consistent with where they have been in previous years, which means that operating budgets for departments are about the same. The University's overall budget went up primarily thanks to the tuition increase and a small amount of money from the state. The University budget includes money for competitive compensation. The College's operating budgets are "flat." The College has fewer large grants and contracts, which means it has less income coming in as "indirect." Funds will be allocated to: (a) faculty development and professional travel; and (b) searches for new hires.
- c. The College is now tracking mentored student research for credit. Data from the last academic year is now on the website. The website includes policy and implementation details, as well as a list of faculty that earned credit hours towards eventual reassigned time for student mentorship.
- d. Dr. Clara Paulino has moved from Interdisciplinary Studies to the Department of Fine Arts. The College will soon be announcing a position for a new leader for the B.A. program in Individualized Studies.
- e. The College now offers a new minor in community based learning, which is housed in the department of Interdisciplinary Studies and will soon announce a position for a new coordinator.
- f. Faculty can resume the placement of student interns in North Carolina.
- g. The College is writing its SACS 5th year report.
- h. This year the University will be searching for 2 academic deans. Dr. Roger Weikle and Dr. David Wohl are retiring. New positions in the College of Business Administration and the College of Performing Arts will be announced shortly.
- i. The search committee for Sponsored Programs in Research (SPAR) is looking for new applicants.
- j. Orientation for adjunct faculty has been moved to online.
- k. The College is getting a new content management system for the website, which will allow for an interface with a mobile device. The system will also allow for technical support. However, the date for the rollover is unknown. When the rollover takes place changes to the website will temporarily shut down until faculty are retrained on how to be web authors.
- l. The Commission on Higher Education has changed the program viability standards to increase the average number of graduates from 5 to 8 over 5 years and/or an average of 12.5 students total enrollment for 5 years. This may negatively affect seven majors in the College: Environmental Sciences, Environmental Studies, Modern Languages, the B.A. and the B.S. in Mathematics, Philosophy, Religion and Individualized Studies. Institutions can make a case to maintain programs that they argue are

essential to the mission of the University. It would also behoove the College to advise students to be double majors to improve enrollments.

m. Academic affairs will modernize and standardize the search process. The process will now be electronic using Blackboard. A diversity hiring committee was also formed; 20 new members went through training to make sure that the College can recruit a diverse pool, eliminating implicit bias. Five faculty searches and one staff search were approved in August – ahead of the normal timeline. The committee will review a second wave of searches in October.

n. President Mahony will give a State of University address on September 22nd at 11am in Byrnes Auditorium. Offices will be closed. Students, faculty and staff are encouraged to attend. The focus of the address will be the strategic plan, including recruitment and retention, diversity, employee satisfaction, the culture of philanthropy and the budget model, among other topics.

IX. Adjournment

The meeting was adjourned at 3:08 p.m.

Appendix 2

Curriculum Committee
Report for Faculty Assembly
October 11, 2016 meeting

1. Course change proposals

a. Department of Biology

- i. Add course: BIOL 213, Anatomy/Physiology I.
- ii. Add course: BIOL 214, Anatomy/Physiology II.

The BIO 213 course was approved with the following revisions:

- **Change the prerequisites to “HMXP 102, Gen Ed Math, and one of the following: BIO 150/151, BIO 203/204, NUTR 221, or another equivalent course.”**
- **Add Assessment Support Details to indicate why this change in curriculum is being made.**

The BIO 214 course was approved with the revision to add Assessment Support Details indicating why this change in curriculum is being made. After discussion, no change was made to the prerequisites.

b. Department of English

- i. Add course: ENGE 393, Seminar in English Education.

This item was approved without dissent.

c. Department of Interdisciplinary Studies

- i. Add course: PEAC 370, Religion, Conflict, and Coexistence.
- ii. Modify course: SCST 390, Principles of Teaching Social Studies I.
- iii. Modify course: SCST 391, Principles of Teaching Social Studies II.
- iv. Add course: SCST 393, Seminar in Social Studies Education.
- v. Modify course: SCST 590, Principles of Teaching Social Studies I.
- vi. Modify course: SCST 591, Principles of Teaching Social Studies II.
- vii. Add course: SCST 593, Seminar in Social Studies Education.

The PEAC 370 course was approved without dissent. All other items were approved upon the revision to add Assessment Support Details indicating why the changes in curriculum are being made.

d. Department of Mass Communication

- i. Modify course: MCOM 412, Ethics and Issues in Mass Communication.

This item was approved upon the revision to add Assessment Support Details indicating why this change in curriculum is being made.

e. Department of Mathematics

- i. Add course: MAED 393, Seminar in Mathematics Education.
- ii. Add course: MATH 505, Partial Differential equations.
- iii. Add course: MATH 513, Complex Analysis.

These items were approved upon the revision to add Assessment Support Details indicating why the changes in curriculum are being made.

- f. Department of Philosophy & Religious Studies
- i. Add course: PHIL 470, Undergraduate Research in Philosophy.
 - ii. Add course: PHIL 471, Undergraduate Research in Philosophy.
 - iii. Add course: PHIL 472, Undergraduate Research in Philosophy.
 - iv. Add course: PHIL 473, Undergraduate Research in Philosophy.
 - v. Add course: RELG 370, Religion, Conflict, and Coexistence.
 - vi. Add course: RELG 470, Undergraduate Research in Religion.
 - vii. Add course: RELG 471, Undergraduate Research in Religion.
 - viii. Add course: RELG 472, Undergraduate Research in Religion.
 - ix. Add course: RELG 473, Undergraduate Research in Religion.
- The RELG 370 course was approved without dissent. All other items were approved with the following revision: To change the number of times the course can be repeated for credit to 2 times. It previously allowed for 8 repetitions.**
- g. Department of Sociology & Anthropology
- i. Add course: SOCL 470, Undergraduate Research in Sociology.
This item was approved without dissent.

2. Program change proposals

- a. Department of Interdisciplinary Studies
- i. Modify program: BA-SCST-CSST.
This item was approved upon the following revisions:
 - **Change the total number of credit hours to 120-123**
 - **Add Assessment Support Details indicating why the change in curriculum is being made.**

3. Blanket Petitions

- a. Department of History
- i. For the MA in History (the “with thesis” option), in the 2016-17 catalog, require that all students complete at least 30 hours of approved graduate-level courses including HIST 695 and HIST 696.
This item was approved without dissent.
- b. Department of World Languages & Cultures
- i. For the BA in Spanish, in all previous catalogs, allow SPAN 360-001 (offered Fall 2016 as *History of Latin American Music*) to satisfy the major requirement normally satisfied by SPAN 421 or SPAN 422.
This item was approved without dissent; however, there is no BA in Spanish so this approval is for the BA in Modern Languages with Concentration in Spanish.

4. Student Petitions

- a. There were no student petitions for review.

Appendix 3

STUDENT RESEARCH COMMITTEE Proposed addition to CAS Faculty Assembly bylaws

Section 1 (mission): The mission of the College of Arts and Sciences Student Research Committee is to foster faculty-student relationships in scholarly and creative works that have a positive impact on students' academic experiences through the development of skills such as critical thinking, ethical decision making, and professional communication. This mission encourages students and faculty mentors to collaborate in the design and implementation of projects and the dissemination of results. These results are achieved through a student-centered learning environment that encourages discipline-specific and interdisciplinary research, scholarship, and creative activities.

Section 2 (goals): The committee's goals are as follows: provide resources to develop and sustain high-quality faculty mentors, work with administration to develop and sustain resources to support student research, sustain a marketing plan aimed to make the student body aware of research opportunities within and across all disciplines, and support the College's and the University's efforts to encourage and enable dissemination of scholarly and creative works.

Section 3 (membership): The Student Research Committee includes representatives from every department in the College of Arts and Sciences plus one student member who is majoring in one of the College's departments. Department chairs appoint one or two persons for renewable 3-year terms: members serve at the chairs' discretion. Appointment to the committee is staggered to ensure continuity. The student representative is a voting member and is elected to a one-year non-renewable term by the Council of Student Leaders; the Associate Dean of the College of Arts and Sciences is a non-voting member.

Section 4 (officers): The Student Research Committee elects officers from among its membership: a chair for a one- or two-year term and a secretary for a term of at least one year. Officers may serve consecutive terms.

Section 5 (governance): The chair distributes the agenda a week ahead of time by email. The chair may not vote on motions except in the case of a tie. The chair will report the committee's activities for the year to the Faculty Assembly, and the secretary will file the year's minutes with the Dean's Office. The chair will serve on the University's Undergraduate Research Advisory Committee. The Student Research Committee may create subcommittees as deemed appropriate.