

**COLLEGE OF ARTS AND SCIENCES
FACULTY ASSEMBLY
AGENDA
October 19, 2018**

2:00 p.m.

Kinard 018

- I. Approval of minutes** from August 31, 2018
 - a. See [appendix 1](#) Dave Pretty

- II. Announcements**
 - a. Eagle Club..... Tommy Henry
 - b. THINK college Debra Leach

- III. President’s remarks** (2:45 p.m.) Dan Mahony

- IV. CAS Committees**
 - a. Curriculum Committee Kathryn Kohl
 - i. See [appendix 2](#)

- V. Dean’s Remarks** Adrienne McCormick
 - a. Update on CAS role in advancing the Winthrop Plan

- VI. Adjournment**

Note: Quorum (35% of full-time faculty) is 51 faculty members for Faculty Assembly. The minimum attendance to do business (20% of full-time faculty) is 29 faculty members.

Quorum (35% of graduate faculty) is 22 faculty members for Graduate Faculty Committee. The minimum attendance to do business (20% of graduate faculty) is 13 faculty members.

Appendix 1

COLLEGE OF ARTS AND SCIENCES
FACULTY ASSEMBLY
MINUTES
August 31, 2018

2:00 p.m.

Kinard 018

VII. Approval of minutes from August 14, 2018

- a. See [appendix 1](#) Dave Pretty
Dr. Pretty noted that we have quorum and asked if there were any amendments to the notes. There were none, a motion to approve the minutes was made, and they were approved.

VIII. Announcements

- a. Grants and Sponsored Research Development office Terri Wright
Dr. Terri Wright, the executive director for the office, which was formerly known as SPAR, discussed what her office has been accomplishing over the past year, and highlighted the importance of the office to faculty. She called it the “Grants Office” for short. She said that many of us use the Grants Office (show of hands), but keep it up. She recommended that faculty use the workshops and stop by to chat. She would like faculty input in how to disseminate info across colleges, and would like to strategize so we can develop successful proposals. Those who have experience might give advice on proposal writing and grant. Dr. Wright introduced a new member in the Grants Office, Kristen Smith. She will be the point of contact for CAS faculty. Dr. Wright then said that we did well over the past year. This year there were fifty-eight proposals, which was an increase of fifty-five percent from the previous year. She also had a flyer from the Education Advisory Board about the seven myths concerning winning institutional grants, which she went over. Dr. Pat Owens asked if we are pursuing grants from foundations. Dr. Wright said yes, and we have other avenues as well. Dean Adrienne McCormick asked if she could see the research that Dr. Wright had referenced so that we could figure out what we might do better. Dr. Wright announced that on Thursday, September 6th from 9:30 – 11:30 AM, the Grants Office will be having an open house in celebration of the office rolling out its new website. Come join them for a continental breakfast and learn what services they have to offer.
- b. *Dr. Greg Oakes announced that Travel Authorizations for the fall are due on Tuesday, September 4th.*

IX. CAS Committees

- a. Curriculum Committee Kathryn Kohl
Dr. Pretty introduced Dr. Kathryn Kohl.
Dr. Kohl said that the curriculum committee had met twice, in April and last week. These are the curriculum actions that the committee went over in those two meetings.
 - i. See [appendix 2](#)
 - *Mass Communication has a request for two new courses*
 - *MCOM 311, Digital Culture and Society, is geared toward the fifty students who are also currently in MCOM 301, which is getting too large. So MCOM 311 is to cater to them, but can be an elective for Mass Comm students. MCOM 390 is a request to have a course to have media startups for students who do not want to go into more traditional media outlets. Dr. Kohl asked if there were any questions. Dr. Pretty: all in favor of the Mass Comm courses. Passed unanimously.*

- *English had changes to three courses*
 - *ENGE 390 is currently a one-hour field experience course and they are requesting to make it a three-hour field experience course to better prepare students for their senior year. WRIT 351 and WRIT 507. These are changes to course goals and titles to conform to what the faculty are currently teaching or would like to teach to help new faculty. They are realigning course goals to reflect what they want to teach in those classes. Dr. Kohl asked if there was any discussion. Dr. Pretty: all in favor. Passed unanimously.*
- *Community Based Learning and Individualized Studies*
 - *CBLN 351 and IDVS 395: Both were offered as trial courses in the previous year, and they were both successful. So they are now requesting to have them as regular offerings. Dr. Kohl asked if there was any discussion. Dr. Pretty: all in favor. Passed unanimously.*
- *Math Department had three course modifications.*
 - *MATH 291, MATH 292, and MATH 393. All three are Math education courses. All three are realigning some of the topics within the courses so that students can take MATH 292 or MATH 393 concurrently or in either order and to align more with Math education standards. Dr. Kohl asked if there was any discussion. Dr. Pretty: all in favor. Passed unanimously.*
- *The Curriculum Committee looked at two modified courses and a new course out of Modern Languages. After long discussions in the curriculum committee, a request was made to table this for the current Faculty Assembly meeting and discuss it at the October meeting. We will discuss it in October. This concludes the course actions.*
- *There were two program changes*
 - *Last October, Nutrition Dietetics created two new courses and removed a course. This is the program change, with newly created courses in their program*
 - *In English, there was a program modification concerning secondary teacher certification that Faculty Assembly just approved (one-hour to three-hour field experience). Questions? Dr. Pretty, if there are no questions, vote on one and then the other. All in favor of Nutrition changes? Unanimously approved. All in favor of the English changes? Unanimously approved.*
- *Dr. Kohl presented Blanket Petitions for our information. There were no questions or discussion. Two student petitions were approved. At the time the minutes were published, the Curriculum Committee was still in discussion on one of the petitions, but both have now been approved.*

b. Nominating and Rules Committee Frank Pullano

i. Elections to fill two positions on CAS Personnel Committee

- *(Voting will be done electronically via a Qualtrics survey. The survey link will be sent to your Winthrop email account by 5pm on Friday, August 31, and the survey will close at 9:30am on Tuesday, August 4.) Dr. Frank Pullano from the Math department was asked to speak to a couple of Personell Advisory Committee vacancies that had not yet been filled. Dean McCormick noted that the vacancies were for a one year term and a two year. She said that Dr. Will Kiblinger had volunteered and Dr. Jo Koster had, too. The other two were Dr. Tara Collins from Psychology and Dr. Eddie Lee from History. No nominations were made from the floor. A motion to close nominations was made, and Dr. Koster seconded.*

X. **Dean's Remarks** Adrienne McCormick

a. Update on CAS role in advancing the Winthrop Plan

- *Dean McCormick presented the process and said that this was a follow up on what we did last time. She gave an overview of an earlier Dean's Council Retreat discussion and prepared goals and prompts, which they shared with Faculty Assembly on August 14th. General feedback from that meeting was used that to produce a draft form of SMART goals (SMART: Specific, Measurable, Achievable, Relevant, Time-Bound). This draft is to be the point of discussion for the current meeting. After today, there will be a Dean's Council on Sept. 5 with a discussion of SMART goals. From Sept. 6 – Oct. 12 there will be discussion and feedback from departments based on goals put forward at Sept. 5. In the next CAS Faculty Assembly on Oct. 19th, the formalized goals will be announced. Questions? None.*
- *The next PowerPoint slide contained all the feedback that she had received from the Dean's Council Retreat and the previous CAS Faculty Assembly. Repeated feedback was color-coded in red, and the most frequent concerns were highlighted in yellow. This feedback was distilled, and the means to accomplish the biggest concerns was considered to produce a SMART goal. Dean McCormick provided one SMART goal as an example. The SMART goal was put with identified metrics: how will this be accomplished if we decide to set this as our goal.*
- *Next, Dean McCormick looked at another identified SMART Goal: Professional development support. For example, 1) CAS faculty, staff, and deans will increase professional development support for faculty thorough college-wide programming and partner with WU Provost's Office on development and planning for the new Center for Professional Excellence (CPE). Metrics were included. 2) CAS will assess and improve overall advisement practices. Metrics (how far are we along on DegreeWorks, ...) Again, these are draft ideas.*
 - *This is what it would look like: Goal, metrics, timeline, Champions (who will head it up), mid-year, and end-of year updates.*
- *Dean McCormick ended by saying that there were six or seven identified draft CAS / Winthrop Plan Goals: 1) CAS will assess and identify current best practices for being student-ready 2) CAS will focus on professional development, 3) advising practices, 4) CAS will update digital and other marketing materials to better tell the story of our programs and institutional strengths, 5) interdisciplinary collaboration and problem-based learning for faculty and students 6) CAS will support and update existing programs and propose new programs where appropriate to better meet the needs of changing student and labor market demands and satisfy our commitment to produce informed and engaged citizens.*

Dean McCormick asked if there were any questions.

- *Dr. Adolphus Belk suggested that someone from services (counseling) might come to professors to help provide guidance on how to get help to students who are victims of sexual assault or similar issues. Professors are not trained to do this properly, and it would help to have advice on how to get the student to the proper service office. How can we help and how can we get them into contact with the appropriate people?*
- *Dr. Kelly Richardson (English Department) noted that the equipment regularly breaks in her classroom. She asked if this was a college issue or would it be handled somewhere else? Dean McCormick noted that this concern was on her radar, and it falls under one of the goals for the college. She said that maybe it would help to develop a building advisory group or a space advisory group that can address structural problems that keep us from being able to teach. Along this line of thinking, Dr. Wendy Sellers noted that there were often embarrassing problems with student access to classrooms. In Owens Hall, students had not been able to get to class for the previous two weeks because the elevator didn't work in the building. Dr. Sellers said that to remedy this, her class was moved to Kinard 201 because the Kinard elevator is considered more reliable than the one in Owens. Dean McCormick said she's seen this too. Dr. Sellers said that the*

current fix—just excuse the student from class and get them the material—is unexceptionable. Dean McCormick agreed.

- *Dr. Wanda Koszewski said that the Human Nutrition Department has an issue with mold in their building. One students get sick everytime she goes in their lab, and other students are affected. We might eventually get hit with. McCormick asked if there isn't a vacancy in the position for Vice President of Facilities? Dr. Koszewski said that she often has to clean in her own building, and buildings are regularly filthy, which is embarrassing when parents are visiting. McCormick said that we can definitely follow up with these concerns, and she would like to incorporate this into the new plan.*
- *Dr. Jennifer Disney asked if Dean McCormick could say more about the Center for Professional Excellence. Dean McCormick said it came out in a letter from the president, and it will be headed up by Dr. Meg Webber in the Provost's Office, and that it will be in the office suite of the former president next to Starbucks in DIGS. The idea is to help organize around professional development. This is part of the Winthrop plan, so the institution has to be behind it. Dr. Belk asked if this is going to replace or take over the roles and responsibilities of the Teaching and Learning Center. Dean McCormick said yes.*
- *Dr. Sarah Hopkins in Social Work asked if the desks will be replaced with chairs and desks because students don't fit in the current model in Kinard. Dr. Greg Oakes said that the college—Kinard Building Administration—has chairs and desks, which you can request. But it is hard to keep them in the room. Dr. Jessica Yame in social work noted that it is body shaming to students who can't fit in available seats. It is gross to have to tell the students that, sorry you can't sit. Dean McCormick said that it would be nice to have an inventory and approach this issue in an official manner.*

Dean McCormick asked if there was any other feedback. She noted that it is easy to see why she calls this a draft. Her agenda items came from what we discussed at the last meeting, but the Winthrop plan has other areas, as well. We can include all of these issues and then we will narrow it down.

Dr. Pretty reminded everyone that the Graduate Committee Meeting would be held immediately after the conclusion of faculty conference.

XI. Adjournment. *So moved (Dr. Sellers). Second.*

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Appendix 2

CAS Curriculum Committee Report

October 9, 2018 meeting

1. The following course actions were approved

- a. Department of Biology
 - i. New course: BIOL 220, Principles of Cell and Molecular Biology
 1. Adding a new course to make current course listing similar to other universities.
 - ii. New course: BIOL 221, Principles in Ecology, Evolution, and Biodiversity
 1. Adding a new course to make current course listing similar to other universities.
 - iii. New course: BIOL 222, Principles of Cell and Molecular Biology, Laboratory
 1. Adding a new course to make current course listing similar to other universities.
 - iv. New course: BIOL 223, Principles in Ecology, Evolution, and Biodiversity, Laboratory
 1. Adding a new course to make current course listing similar to other universities.
 - v. New course: BIOL 270, SEA-PHAGES Discovery Lab
 1. Replace BIOL 207 – credits will increase to represent the amount of work required of students. May be used for molecular lab.
 - vi. Modify course: BIOL 271, SEA-PHAGES Bioinformatics
 1. Reducing 3 credits to 2 and taking the lecture component away
 - vii. Modify course: BIOL 302, Ecology and Evolution of Mammals
 1. Offered as an X course. The department wants to include the course in its permanent course offering. Prerequisite will eventually be changed.
- b. Department of Human Nutrition
 - i. Modify course: NUTR 528, Dietetic Internship Supervised Practice Experience I
 1. Suite number was incorrect – The address is no longer included.
 - ii. Modify course: NUTR 529, Dietetic Internship II: Supervised Practice Experience II
 1. “Cleaning up errors.” Removed address because it is always changing.
 - iii. Modify course: NUTR 530, Dietetic Internship III: Supervised Practice Experience III
 1. “Cleaning up errors.” Removed address because it is always changing.
 - iv. Modify course: NUTR 531, Dietetic Internship IV: Supervised Practice Experience IV
 1. Shortened description. Changed required hours from 15-20. Only be offered in spring – not fall and spring.
 - v. New course: NUTR 535, Introduction to Medical Lactation
 1. Micro certificate: Meets the didactic criteria for taking the IBCLC certifying exam. Trying to increase the number of breast feeders in the state of South Carolina.
 - vi. New course: NUTR 536, Medical Lactation Therapy
 1. Micro certificate: Continuation of NUTR 535

- c. Department of Interdisciplinary Studies
 - i. New course: ENVS 375, Field Studies in the Environment
 - 1. Offered as an X course. The department wants to include the course in its permanent course offering.
 - ii. New course: ENVS 376, Field Studies in the Environment Lab
 - 1. Offered as an X course. The department wants to include the course in its permanent course offering.
 - iii. New course: GRNT 340A, CCE Internship
 - 1. States that the title and credit hours are being changed in accordance to Universities' initiative to standardize internships. May be old courses that will need to be deleted. Title discussed should be related to the subject of Internship. Approved to change title to GRNT Internship if possible.
- d. Department of Sociology, Criminology, & Anthropology
 - i. Modify course: ANTH 101, Introduction to Human Diversity
 - 1. Changed from Witchcraft and Healing. An introductory course that ties four main fields together.
 - ii. New course: ANTH 316, Belief Systems, Magic, and Ritual
 - 1. Offered as an X course for several years. Offers more variety in upper-level courses.
 - iii. Modify course: ANTH 345, Field Work in Archaeology
 - 1. Changing a 3-unit to a 4-unit course in attempts to compensate students for the work they do.
 - iv. Modify course: ANTH 540, Cultural Ecology
 - 1. Changing course to look out how humans have modified and adapted instead of how the world has adapted. Changes to meet instructor's strengths. Current instructor has taught this course at other universities.
 - v. New course: SOCL 213, Social Inequalities
 - 1. Changing from 300 to 200 level course in hopes to provide students with a more comprehensive foundation for upper division courses
 - vi. Modify course: SOCL 303, Self and Society
 - 1. Adding research methods and changing title to better describe how current faculty teaches
 - vii. New course: SOCL 311, Class, Status, and Power
 - 1. This new course will help us build toward a new concentration in social inequalities.
 - viii. New course: SOCL 312, Sociology of Gender and Sexuality
 - 1. Offered as an X to fill curriculum gap. Due to the popularity of the course, the department would like to offer it more frequently
 - ix. Drop course: SOCL 320, Sociology of Contemporary Africa
 - 1. Department no longer has faculty on staff with this specialization.
 - x. Modify course: SOCL 335, Law Enforcement and Social Control
 - 1. "This is a simple expansion of the course description to add clarity."
 - xi. Modify course: SOCL 337, Corrections
 - 1. Adding a prerequisite to promote proper sequencing
 - xii. New course: SOCL 341, Ethnography and Fieldwork
 - 1. "This course designation is a cross-listing with ANTH341."

- xiii. Modify course: SOCL 508, Global Migration and Immigration Policy
 - 1. Changed name of X course and would like to offer it as part of the regular curriculum
- xiv. New course: SOCL 509, Masculinities
 - 1. Popular X course
- xv. Modify course: SOCL 525, Sociology of Law
 - 1. Adding a prerequisite to promote proper sequencing

2. The following program actions were approved

- a. Department of Human Nutrition
 - i. Modify program: MS-NUTR

Currently have one masters in Nutrition but it appears that there are 3 masters in Nutrition. Will remove other 2 apparent options. In current Masters, removing one course and adding an elective.

- b. Department of Interdisciplinary Studies
 - i. Modify program: MLA-LART-PLCE

Students need to choose at least 2 designators beyond LART. Discussion of which courses should /are included. Suggested to add HIST 547 and 501. Remove of MasCom courses.

3. The following blanket petitions were approved

- a. Department of English
 - i. For the BA-ENGL-LLAN, the BA-ENGL-WRIT and the MINOR-WRIT, in all catalogs, allow WRIT 311 to count in the Rhetoric string.
 - ii. For the BA-ENGL, in the 2017-18 catalog, allow WRIT 503 to count in the Frameworks requirement.
- b. Department of Human Nutrition
 - i. For the BS-NUTR and DPD, in all catalogs, remove NUTR 518 from the list of required courses because lab is now included in the offered course.
- c. Department of Psychology
 - i. For the BA-PSYC, in the 2017-18 catalog, waive the PSYC 404 requirement for sophomores, juniors, and seniors who were enrolled as PSYC majors in 2017-18 or earlier.
- d. Department of World Languages & Cultures
 - i. For all majors with a foreign language proficiency requirement, in all catalogs, allow MLAN 112X (American Sign Language) to count for the first half of the language proficiency requirement.

4. The following student petition was approved

- a. There was one student petitions for review: Student fluent in Arabic desires to have foreign language requirement waved.