

CAS Faculty Conference
October 8, 2020
Minutes

85 individuals in attendance

Called to order by Jo Koster (English) at 2:04 pm

- Introduction from Jo Koster
 - Congratulations for being 7 weeks into the semester!
 - Thank you for all of your hard work
- Vote to approve minutes from September 4, 2020 – Jo Koster
 - Changes/corrections/additions/alterations: none
 - Motion to approve
 - Second
 - Minutes passed
- Curriculum Committee – Dave Pretty
 - Course changes: Political Science
 - PLSC 200 – intro to political science
 - PLSC 311 – improvement on constitutional law series (this course and below)
 - PLSC 311H
 - PLSC 312
 - PLSC 318
 - PLSC 318H
 - Majority vote yes, courses pass
 - Program changes and petitions
 - BA-MCOM – modification to add specific technology requirement (1/2 credit)
 - Majority vote yes, changes pass
 - Minor – WRIT – allow WRIT 200 to count in both tracks in the minor
 - No vote needed
 - One student petition approved, one student petition approved with modifications and suggestions
 - No vote needed
- Old Business
 - Update of the College Policy on Handheld Technology – Greg Oakes
 - Changing from “handheld” to digital
 - Updated to include all types of digital tools, not just handheld phones
 - Added policy on prohibition of publication of course recording without instructor consent
 - Added policy on prohibition of publication of course proceedings that denigrates or decontextualizes instructor or student
 - Motion and second
 - Question: The folks in the Accessibility Office made it clear that SC law allows students to record any class. Does the policy reflect that?
 - Answer: yes, it does
 - Vote: majority yes, motion passes
 - Updated on FCUP discussions based on college input – Ginger Williams

- Furloughs
 - Questions brought: why didn't we choose a model that was more progressive (e.g. exemption those who make poverty wage)? Why didn't those making over \$100,000 furloughed proportionately more? Why weren't there more tiers?
 - Many pointed out that faculty simply cannot take off 15 days during our nine-month contract
 - Inadequate information concerning whether to take a lump sum or not given the amount of time that was given to make a decision
 - All these concerns have been sent to the president and will be following up
 - COVID-19 Pandemic
 - Clearly written guidelines with regards to tenure/promotion
 - Influence of politics and politicians on the University
 - Concern over the amount of time given to address the board, disproportionate hiring of administration compared to faculty/staff
 - Ginger Williams will take these issues to the president at their next meeting and will report back in January about how the president responds to the issues
 - Takita offers update on a few of these issues
 - Changes with annual reporting – that work is taking place at the college level & it will be further abbreviated
 - Changes with tenure/promotion – college has been having conversations about how we will move forward specifically with tenure/promotion
 - Jeannie Haubert comment on influence of politics & politicians on the University – reference to article in Chronicle of Higher Education that spoke to similar problem at University of South Carolina and shared this article as well: [chronicle.com/article/the-new-order](https://www.chronicle.com/article/the-new-order); wants to state that the article is scrutinizing the underpinnings of the system & setting policies about free speech; encourages faculty to be more involved and pay attention to what is happening at board meetings; how is what is happening at Winthrop fitting in with larger nationwide trends
 - New Business
 - Updates to advising and retention processes – Dr. Jamie Cooper, Dean, University College
 - Introduced by Jo Koster (English)
 - Student Success and Retention Workgroup
 - Evaluation of institutional policies and procedures to identify barriers to student registration
 - Opportunities for enhanced alignment of retention activities across all academic student support units
 - Create operational plans and submit recommendations to leadership and shared-governance bodies as necessary to modify university policies and procedures
 - Enact change!
 - Want to have some movement on retention as retention has been a focus for many years

- Deliverables for this year:
 - Create integrated workflow to support enrollment and retention
 - Standardize data workflows to units to inform student outreach
 - Review use of advising flag
 - Explore pre-registration of new students prior to orientation
 - Review transfer policies and processes
 - Review university-wide advising models and practices (including how to most effectively utilize student services, faculty expertise, helping navigate gen ed/program requirements)
- The weeks ahead – advising & interim grade reports
 - Special grading for fall 2020
 - Extended S/U & withdrawal deadlines
 - Early registration starts Nov 10 (9th for special populations)
 - Thanksgiving break starts 11/24 & the last day of in-person instruction is 11/23 with Nov 21 being a remote learning day. Classes resume 11/30; last day of classes is 12/3
- Resources have been created for students and faculty on S/U, GPA calculator, LIFE GPA calculator, DegreeWorks & DegreeWorks resource page
- Questions:
 - unanswered question: Siobhan Brownson - What grading system is being used for students who took a grade of Incomplete in Fall 2019 and whose final grade will be due soon? Answer found after meeting per Tim Drueke: I would think they should be graded based on the grading scale in place for the semester in question. So a Fall 19 incomplete would be graded using the regular grading options. The CR/UN for Spring 20 incompletes probably would be appropriate, even if the other students in the class are on regular grading. (I am thinking regular grading will likely be in effect for Spring 21).
 - Matt Hayes - shouldn't positions to help at-risk students be exempt from the hiring freeze? isn't that a WIG-related issue?
 - Have considered this, working as best they can
 - Note from Brandon Ranallo-Benavidez: Also, when talking with students and/or advisees, if they cannot get internet at home for the end of the semester, they can work with housing to stay on campus until the end of finals.
- Using the AIM Testing Portal – Karen Medlin, Test Center Operations Manager
 - It's a comprehensive accommodation, appointment, and case management software. AIM allows students to electronically request their accommodation letters and forward them to you (via email) in classes where they decide they need their approved accommodations. It also allows them to schedule their OA Test Center appointments all in the same place.
 - Allows faculty to see all the students in your class who have requested their Letter of Accommodation (LOA). You will now submit just one Alternative Testing Agreement for your course, as opposed to completing a form for every test. As long as the parameters are the same, you can copy it to another section.

This is where you will also upload any exam materials and download completed exams.

- Students have had very positive feedback on the AIM system
- Updated website – still under health and counseling but links have changed as slowing moving out from under health and counseling
- Students now have to give 5 business days’ notice to testing center for accommodations – encourage students to get these in on time
- AIM Instructor Portal –
<https://bachelor.accessiblelearning.com/Winthrop/instructor>
- OA Test Center Faculty Website – <https://www.winthrop.edu/student-affairs/accessibility/test-center-faculty-information.aspx>
- Troubleshooting – Email Karen Medlin, Test Center Operations Manager, at medlink@winthrop.edu or x6173 to set up a virtual appointment. I will gladly assist you with navigating the new software.
- Questions
 - Jeannie Haubert – are you available to come to department meetings?
 - Yes
 - Siobhan Brownson – is the AIM portal link on the OA website
 - Yes
 - Matt Hayes - thanks, can we make sure that link is easy to find via a search on the WU website
 - Believe if you put AIM instructor portal on website that it should bring you to there – will check on this
- Report from the Dean – Takita Sumter
 - Congratulations for close to 100% interim grade submission!
 - Updates on Winthrop goals/projects to advance those goals
 - Assembled CAS Advising task force Spring 2021
 - Will be implementing the recommendations
 - Developed retention plan
 - Will continue in 20-21
 - Experiential learning map use in 20-21
 - Virtual advising
 - Launched an early access initiative for dual enrollment
 - Fall 2019 increased by 70% compared to fall 2018
 - Total credit-hour production increased by 67%
 - MOU with RHSD and FMSD
 - Thinking about opportunities to provide expanded options with this including language
 - Student collaboration in research council grants – 2018, 2019, 2020: 10 of 11 student/faculty grants went to CAS faculty and their students;
 - 2019: 7/7
 - 2020: 10/11
 - SOURCE: large proportion of abstracts come from CAS
 - Telling our story
 - Marketing materials
 - CAS and Departmental Websites updated

- Thanks to faculty who were actively involved and available this past Wednesday evening during Family week!
- Enhancing professional development support
 - Budget increased from 700 to 900 in 19-20 school year, and this funding will return once travel restrictions are lifted
 - GIS workshops
 - Collaboration with CPE
- Offering dynamic programs
 - Certificate in Human Lactation
 - BA degree program in Data Science
 - MS in NUTR academic program review in spring 2020
 - 2020-2021
 - Select academic program reviews
 - Recruit to new programs
- Increasing efficiency and sustainability
 - Streamlined 2019-2020 annual report
 - Aim to improve this further
 - Increase fundraising and revenue generation
 - Foundation funds have increased to over \$850,000
 - Former affiliates of Winthrop generously have donated
 - College awarded \$57,746 in scholarship funding for 20-21 academic year
 - Launching endowed scholarships and corporate partnerships
 - Building a *Friends of the College* Database
- Inroads on strategic goals for the College
 - Strengths
 - Profile & impact of student research
 - Local challenged through civic engagement
 - Highly regarded faculty and staff
 - Liberal arts emphasis
 - Weaknesses
 - Story telling
 - Facilities infrastructure
 - Opportunities
 - Innovative revenue generation
 - Extramural grants
 - Friend and fundraising
 - Threats
 - Employee morale
 - Changing rules of engagement
 - Enrollment declines
- Questions
 - Diana Boyer – is dual enrollment a good source of revenue
 - Yes, it definitely is
- Recognitions
 - Dr. Eddie Lee – Zoom Lecture for Jagran University in India and Rock Hill Lifelong Learning

- Food Box in Human Nutrition
 - Dr. Huffmon has been a panelist on Charlotte Talks Politics
 - Winthrop University's INBRE Renewal began 9/1/20
 - Biology professor Paula Mitchell received the SC Entomological Society's 2020 Cochran Award for Excellence
 - October Health Professions Connections will feature Dr. Bell (SC State Epidemiologist)
- Announcements
 - Next CAS Faculty Assembly will be January 15, 2021; Curriculum Committee meets Dec. 4, 2020, and January 5, 2021
 - No Graduate Faculty Committee meeting today
 - Advising begins Wednesday October 21; Registration begins Nov. 10/11. (Schedule is visible to students now.)
 - Please send your students to winthrop.edu/mcnair
 - McNair - student application materials due next Friday 10/16. Recommendations due 10/23.
 - Announcement of in person absentee ballots being open
 - Please order your absentee ballot now at scvotes.org or vote in-person absentee at locations in RH, FM, York.
 - Students at Risk please have them use the Food Box if food insecurity is an issue
 - Question: free COVID testing – yes, but is not at the Coliseum it is at the health department

Meeting adjourned at 3:27 PM