

Winthrop University Faculty Conference
2 December, 2011
2:00 pm Dina's Place, DiGiorgio Campus Center

Agenda

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|-------|--|---------------------------|
| I. | Approval of minutes for October 7, 2011 Faculty Conference | <i>(minutes attached)</i> |
| II. | Report from the Chair | Cliff Calloway |
| III. | Report from the President | Anthony DiGiorgio |
| IV. | Report from the Vice President for Academic Affairs | Debra Boyd |
| V. | Reports | |
| | a. Academic Council | Will Kiblinger |
| | b. Library | Melissa Carsten |
| | c. University Priorities | Bill Rogers |
| VI. | Unfinished Business | |
| VII. | New Business | |
| VIII. | Announcements | |
| | a. From the Registrar | Gina Jones |
| | b. Other Announcements | |
| IX. | Adjournment | |

Faculty Conference Membership (326) 35% = 114 20% = 65

Winthrop University Faculty Conference

October 7, 2011

2:00 pm Whitton Auditorium, Carroll Hall

A quorum was not reached, but at 72 members present, we had >20% in attendance. A motion to do business was unanimously approved by voice vote. Meeting began at 2:07pm.

I. Approval of minutes for August 19, 2011 Faculty Conference

- Minutes approved as submitted by unanimous voice vote.

II. Report from the Chair, Cliff Calloway

- A brief report on the August 22, 2011 special meeting of the Board of Trustees was presented. The Board unanimously approved a resolution to issue a general obligation state bond not to exceed \$2.6 million. The bond is covered under the existing debt service and requires no additional revenue or fees from the university. The bond will be used for deferred maintenance to the Dacus Library, Dinkins, the former Bookworm and roof repairs for several buildings.

III. Report from the President, Anthony DiGiorgio

- The President was not in attendance, but had sent an email to the faculty detailing the comments he was to make at the meeting.

IV. Report from the Vice President for Academic Affairs, Debra Boyd

- Dr. Boyd noted her top three items to report from the Academic Leadership Retreat.
 - Discussion on the intersection between the ULC and the Touchstone Program. Assuring students and faculty of these connections. Efforts to do a better job of conveying the connections to students.
 - Time...Dr. Boyd acknowledged faculty's concern with having adequate time to accomplish university obligations. Dr. Boyd encouraged faculty to reflect on what we can do to prioritize and organize.
 - Technology...What is it? How do we use it? It is not the focus of the course, but rather technology supports pedagogy.
- "R&R" Recruitment and Retention. Mid-semester reporting of grades aids in retaining students. Dr. Boyd urged faculty to direct students who are excelling and struggling to support services.
- External reporting to federal government regarding financial aid. If we want to distribute Federal Financial Aid, we are required to report attendance. This is a federal mandate. Dr. Boyd will send an email reminder to prompt faculty to report attendance and participation.
 - Question from floor: What sort of attendance records need be kept? Response: Student must only have attended or participated in one event for this reporting. Instructions will be included in the email.

V. Committee Reports

- Academic Council- Dr. Will Kiblinger
 - A written report was included with the agenda and posted online.
 - Two items were presented requiring action by Faculty Conference.

Action	Degree	Major	Conc.	College	Department	Faculty Conference Action
ADD	BA	THTR	MTR	VPA	Theatre and Dance	Approved unanimously by voice vote
DROP	BS	NUTR	FSMG	ASC	Human Nutrition	Approved unanimously by voice vote

- Additional program modifications, course additions and changes were also described.
- No questions or concerns from faculty regarding other action items.

- Library—Dr. Melissa Carsten
 - A written report was submitted with the agenda and posted online. No questions from faculty.
- Roles and Rewards—Dr. Beth Costner
 - A written report was submitted with the agenda and posted online.
 - Question: Tuition break/waiver for families and state law? Dr. Beth Costner responded of the possibility to pursue scholarship money for dependents through the Foundation. President DiGiorgio expressed concern that the state regulation cannot be changed in the current economic climate.
- Faculty Personnel Committee—Dr. Carol Shields
 - Special Election to complete A.J. Angulo’s (Education) term on the Faculty Personnel Committee (Ballots distributed.)
 - No nominations from the floor.
 - Tim Boylan, Arts & Sciences (Political Science) elected

VI. Unfinished Business

- Academic Freedom and Tenure – Dr. Dave Pretty
 - The Academic Freedom and Tenure committee met on August 26, 2011 to reformulate the University’s Statement on Academic Freedom as mandated by the April 22, 2011 Faculty Conference.
 - The committee submitted the following proposed statement:

Institutions of higher education exist for the common good. In the quest for this common good, the right of faculty members to academic freedom is of fundamental importance. Academic Freedom empowers faculty to discuss responsibly all relevant matters in the classroom; to explore all avenues of scholarship, research, and creative expression; and to speak, write, or otherwise legally express themselves as private citizens without institutional discipline or restraint.*

** When speaking, writing, or otherwise legally expressing themselves as private citizens: Members of the faculty will adhere to all applicable laws and University policy that mandate any actions taken by employees as private citizens be done on the employees’ personal time and without the use of state or University equipment, supplies, or facilities. Furthermore, employees, when acting as private citizens, should clearly state that they are not speaking for the University.*

- Question: How is the statement separate from current university policy? Dr. Boyd’s response: Not a change. This new proposal captures better, letter and spirit, the AAUP statement.
- Question: What is, or how do we codify the definition of “personal time”? Dr. Boyd’s response: Not a distinct definition from AAUP, as this is a difficult issue for scholars.
- Concern: Issue regarding use of “private citizens”. Response: Prior to this draft, the President required the committee to include the asterisk and describe the definition of private citizen.
- After discussion, the proposed statement was approved by unanimous voice vote and sent back to the administration—with the addition of a comma after “Furthermore” in final sentence.
- The Statement on Academic Freedom was accepted by the University Administration without further revision.

- VII. New Business
- None.
- VIII. Announcements
- From the Registrar Gina Jones
 - Reminder of important dates sent to Dr. Calloway to announce
 - Other Announcements
 - Dr. Dwight Dimaculangan- Office of Undergraduate Research website is up and running. Big South Undergraduate Research Symposium to be hosted by Winthrop, April 13 & 14. Information will be up soon.
 - Deadline extended for current travel period.
 - Question: Are there changes to guidelines? Response: No changes, although supplemental funding through individual colleges.
 - Question: What of funding for graduate travel? Response: Handled through graduate school.
 - Dr. Jennifer Disney- Three students have applied for Rhodes Scholarships.
 - Pat Graham, interim Dean of Graduate School & Summer session.
 - Survey data from last year indicates that students begin planning for summer school in the fall.....schedules need to be posted as early as possible. Flyer to be sent via email next week.
 - Dr. Cheryl Fortner-Wood--WU McNair deadline is November 1st. (Including references letters)
- IX. Adjournment
- Meeting adjourned at 2:59 pm.

Respectfully Submitted,
Dr. Laura Dougherty
Department of Theatre & Dance

December 2, 2011 Faculty Conference Supporting Materials

Report from Academic Council
2, 2011

Faculty Conference, December

Items Forwarded to Faculty Conference for action:

Degree	Major	Conc.	College	Department	Action
BS	NUTR	NUSC	ASC	Human Nutrition	DROP PROGRAM Approved by Academic Council; requires the approval of Faculty Conference.

Other items:

AC also approved the four new General Education courses (which GNED had just approved):

- i. Social Science: HONR 234H—approved
- ii. Natural Science: ANTH 315—approved
- iii. Constitution Requirement: HIST/EDUC 312—approved
- iv. Humanities and Arts: HONR 232H—approved; THRT 442—approved

Winthrop University
Minutes

Committee on Undergraduate Curriculum

The Committee on Undergraduate Curriculum met at 2 PM on Friday, November 11, 2011 in the West Center Computer Lab. In attendance were committee members Tom Polaski, Josephine Koster, Qidong Cao, Jennifer Jordan, and Janice Chism. Also present were Tim Druke, Lisa Johnson, and substitute secretary, Gina Jones. No representative from the College of Visual and Performing Arts attended the meeting.

Program Change Items (Degree) recommended and forwarded to Academic Council for action:

Degree	Major	Conc.	College	Department	Action
BS	NUTR	DIET	ASC	Human Nutrition	MODIFY PROGRAM: Add NUTR 518 as requirement in major; Increase number of hours required in major from 41-43 to 42-44; Increase overall total hours required from 124-129 to 124 to 130. (Document in the Curriculum Action System was not current. An increase in hours is not necessary as the current hours of Nutrition courses in the major are 39-41. This 1-hour course will make it 40-42 and will not impact total hours. Registrar will upload current catalog copy with appropriate edits so that an accurate proposal is provided.)
BS	NUTR	NUSC	ASC	Human Nutrition	DROP PROGRAM If approved by Academic Council, will require the approval of Faculty Conference.

Course Action Items approved at CUC Level but require no further action:

Course	Number	Title	Department	Action
BIOL	200	Laboratory Safety Training	Biology	NEW COURSE
BIOL	309	Economic Botany	Biology	NEW COURSE
BIOL	551	Conservation Biology	Biology	NEW COURSE
BIOL	552A	Conservation Biology Practicum A. Field Conservation Biology in the Tropics	Biology	NEW COURSE
BIOL	552B	Conservation Biology Practicum B. Field Conservation Biology in the Local Community	Biology	NEW COURSE
EDUC	101	Developing Observation and Analytical Skills	Curriculum & Pedagogy	NEW COURSE
EDUC	200	Developmental Sciences and the Context of Poverty	Curriculum & Pedagogy	NEW COURSE
EDUC	201	Literacy and the English Language Learner	Counseling, Leadership & Educational Studies	NEW COURSE
EDUC	202	Supporting the Student with Disabilities in the General Education Classroom	Counseling, Leadership & Educational Studies	NEW COURSE
EDUC	203	Supporting the Student Identified as Gifted in the General Education Classroom	Counseling, Leadership & Educational Studies	NEW COURSE
EDUC	220	Assessment to Meet Diverse Needs	Curriculum & Pedagogy	NEW COURSE
EDUC	305	Technology in the Classroom	Counseling, Leadership & Educational Studies	NEW COURSE
EDUC	306	Teaching Methods for the Inclusive Classroom	Counseling, Leadership & Educational Studies	NEW COURSE
EDUC	350	Examining Classroom Climate	Counseling, Leadership & Educational Studies	NEW COURSE
EDUC	351	Establishing Positive Classroom Climate	Counseling, Leadership & Educational Studies	NEW COURSE
EDUC	401	Internship: Understanding Contextual Factors	Curriculum & Pedagogy	NEW COURSE
EDUC	402	Internship: Assessment and Instruction	Curriculum & Pedagogy	NEW COURSE

Course	Number	Title	Department	Action
EDUC	410	Education in a Democracy: Broadening Professional Perspectives	Curriculum & Pedagogy	NEW COURSE
LEAD	120E	Theory and Practice of Peer Leadership: Wellness Education	General Education (University College)	NEW COURSE
NUTR	530	Dietetic Internship III: Food and Nutrition Management	Human Nutrition	Modification: For Graduate Students Only CUC did not vote

In addition to these course actions, CUC discussed the impact of the upcoming College of Education program changes on students across the University. Lisa Johnson emphasized that the College of Education recognizes that there will be many potential scheduling problems (and therefore advising problems) with students as the new courses go into effect (especially the so-called STAR courses, EDUC 201, 202, and 203), and that the College intends to work with other departments whose scheduling and course offerings may be affected by the atypical scheduling of the new courses. She also stated that the College of Education will work with departments who offer education programs (such as mid-level and secondary level) to ensure that the College of Education will offer sufficient sections of these new courses at appropriate times (including allowing for commuting time) so that students are able to complete both their General Education and major courses while completing the Education sequence.

CUC appreciated this assurance from the College of Education, but strongly suggests that all departments bringing forward programs of study involving these new courses should include in their proposal materials a plan for how students in their programs should sequence these courses to fit into their departmental programs, and also should include mocked-up schedules for the semesters when students will be taking the STAR courses, so that departments and programs can anticipate possible scheduling conflicts and address them before students are affected by them. CUC recognizes the ambitious nature of the changes the College of Education is proposing, and hopes that this kind of collaborative pre-planning will help in building future schedules that will allow students to complete their degrees in a timely and appropriate manner with a minimum of obstacles caused by scheduling conflicts.

If department Chairs or curriculum coordinators have questions, the members of CUC from the individual colleges and the Chair of CUC are happy to meet with them to go over the concerns we have identified in order to assist in the development of these supporting materials.

Activities of the Committee since the Previous Faculty Conference

Dr. Bill Rogers, Chair

The Committee on Faculty Priorities met with President DiGiorgio on 10 November. It also sent representatives to two Committee meetings (Finance and Institutional Advancement and Development) of the 04 November Board of Trustees meeting. Below is a summary of those activities.

I. From Bill Rogers, Report on 04 November 2011 meeting of the Winthrop University Board of Trustees Committee on Finance.

Committee Chair Karl Folkens and the Committee received an audit performed by Cline Brandt Kochenower & Co, from Gaffney, S.C. It was presented by Ben Kochenower who led the group through the audit process, as there were some new members on the Board. The audit covered all operations by the University except the University Foundation, which will be audited by another group later this year. The audit found no significant issues with regard to the operations and finances of the University.

Karl Folkens turned the Committee's attention to the "Allocation Status Report", specifically the "Vacancy Management System", which he referred to as "mission critical." At present, the use of part-time and non-tenure-track faculty saves the University about \$1.5 million per year but the Chair noted that this was not "a good long-range strategy".

Vice President J.P. McKee indicated that this year the University has received some non-recurring funding and that, along with cost savings from the renovation of Tillman Hall and a few other sources, amounts to \$1.2 million that will not be available next year.

J.P. McKee then turned the group's attention to the "2011-2012 Goals and Objectives in the Division of Finance and Business Report" but the document was distributed without discussion.

Finally, the Committee turned its attention to the "Report on Construction Projects for 2011-2012". Walter Harden, Associate Vice President for Facilities Management, told the group about several projects underway on campus

1. The renovation of Phelps Hall has been a "nightmare" because of odd practices and decisions made over several decades but that the building is expected to be ready for use in June 2012.
2. The move of the Archives to the old Bookworm building is nearly complete.
3. Dacus Library Renovation – plans are being made for constructing new collaborative study areas and improved access to data base on the main floor with possible 24-hour access by students.
4. Dinkins Reconfiguration. Work is just about complete on the areas for TRiO, University College, Social Behavior Research Lab and the new Subway Sandwich shop.
5. The old City of Rock Hill Operations Center, recently acquired by Winthrop, will begin to be assessed for its needs some time in 2012.

II. From Scott Huffmon, Report on the November 4, 2011 meeting of the Committee on Institutional Advancement and Development

Debbie Garrick gave a report from Alumni relations detailing plans for (then upcoming) Homecoming Weekend and the election of the Alumni Rep to the Board of Trustees. The candidates are Dr. Margaret Anne Dickert ('60) and Dr. James C Williamson ('80 & '85).

Brien Lewis gave an update on "DISTINCTION: The Campaign for Winthrop." He noted that the silent phase of the campaign has needed and that giving to Winthrop University has beat national trends when measured by the increase in dollars given for both 2009 and 2010. Giving to Winthrop increased 15% in 2009 when the national trend was an 11.9% decline and giving to Winthrop increased 35% in 2010 when the national trend was a .05% increase.

With regard to the Foundation Board, New Members effective 09/14/11 are Sig Huitt and Reggie Lloyd and New Members effective 01/01/12 are Bennish Brown, Derick Close, Jan Ivey, and Frank Marshall. The New Officers effective 01/01/12 are President – Gary Williams, Vice Pres. – Marc Bogan, Treasurer – Gerry Schapiro, Secretary – Ann Taylor.

Kathryn Holten gave the report for the Division of University Advancement and Enrollment Management. Winthrop is up in admissions of 1st time freshmen and transfers. This has NOT come via a reduction in standards as entering students GPAs and SAT scores are up. We have also had an increase in international admits. 78% of incoming students are from SC. The transfer scholarships and "Transfer Tuesday" program have been exceptionally effective at getting more transfer students. The key cities for the Targeted Cities Program are: Greenville/Spartanburg, Charlotte, NC, and Atlanta, GA. Weekday visits are up significantly because of the programming and engagement initiatives; First Look Fridays have been exceptionally effective: 80% of those who attend a First Look Friday enroll at Winthrop. Faculty participation in Preview Days, Saturday Visits, and all of these programs have been very effective. There was also a briefing on the new Winthrop Update: <http://www.winthrop.edu/winthropupdate/> as well as an explanation of Winthrop's Social Media Strategy.

III. From Bill Rogers, Report on a Meeting with President DiGiorgio and FCUP, 10 November 2011

President DiGiorgio, along with Vice-Presidents Boyd, McKee, Lewis, Ardiolo and Holten, met with FCUP both to answer questions from the Committee and to discuss the salary study, joint initiatives between Winthrop and local agencies and issues regarding campus planning. The meeting opened with a discussion of questions from FCUP members

A. Questions from FCUP members

1. What is being done to increase faculty diversity across the campus? V.P. Boyd told the group that the University is doing several things to increase diversity including offering competitive salaries to new hires. At present, Winthrop has about 13% of its full-time faculty who are minority, putting us slightly ahead of other institutions except for S.C. State, Clemson and MUSC. Beyond that, there are other strategies including encouraging faculty to recruit from their peers in professional organizations at meetings, etc. She said that what seems to work best is local efforts. She added that Winthrop has gone to other organizations to be updated on best practices with regard to such recruitment efforts and that the University continues to work to build diversity among its instructors.

2. Can we get information on what appears to be an increase in the reliance on part-time faculty? Again, V.P. Boyd answered the question and told the Committee that the University's reliance on part-time or non-tenured faculty has actually dropped over the past four years and that, at about 30% of FTEs, it's about what it has been over the long haul. Winthrop is more or less in the middle of the pack with regard to this measure compared with other in-state schools. She and President DiGiorgio agreed that to some degree, we are in a geographic location where such part-time individuals are available and can be part of a mix of strategies to allow the University to hire on exigency bases to keep it nimble. The President added that we need to keep an open dialogue with regard to what is a healthy balance.

3. Regarding Foundation Accounts and reporting of fund availability, is there a better way for Chairs and others in charge of such dedicated funds to be kept up to date on balances? V.P. Lewis explained some of the intricacies of the Foundation's accounting and suggested that one of the problems may be that the Foundation's reporting is based on a calendar year, not an academic year. However, with the implementation of new accounting software, he will look into whether such reporting can be done on at least a quarterly basis.

B. The Salary Study – The salary study is being done based on a set of data being provided by the Southern Regional Education Board (SREB). The study will be used to tell the University the impact of the last four years of economic dislocation on Winthrop's competitiveness regarding salaries. It will look across rank and discipline within the state at SREB peer institutions as well as across 25 classifications of staff. The study will be used as a baseline to know where we are so that over the long run we can see where we are. It is presently an open question whether and when there can be anything done to adjust salaries. The report is not likely to arrive before sometime in January 2012.

C. Joint economic Development Initiatives – President DiGiorgio gave us updates on a series of ventures that affect or involve Winthrop and the Rock Hill Economic Development Commission (RHEDC), the Pennies for Progress program and the College Town Action Plan. None of these initiatives is going to cost the University money but several of them will affect the institution in positive ways. For example, a series of RHEDC enterprises will potentially result in a more vibrant downtown area that will be connected to Winthrop via a rubber-tire trolley. Pennies for Progress will provide funding for safer crossings and beautification efforts from Richmond Drive to Constitution Boulevard.

D. Campus Planning

1. Financial Overview. The Committee received an overview of the State's financial outlook and what it means to Winthrop, with the reminder that all such information is fluid and that what seems the case one day can change in substantive ways later. However, the overall outlook is for continued strict rations from the state for Winthrop's funding.

2. Capital Projects Overview. The President told the group that there are no major capital projects in the offing.

3. Planning. V.P. Holten reported on present recruitment efforts and the state of applications, which are up at present over 2010. She also reported on new approaches to recruiting and that they seem to be paying off.

4. Readiness Winthrop. The President reported on progress in the effort known as Readiness Winthrop, the campus-wide set of initiatives to adjust and adapt to the changing political and funding environment. He reminded the Committee that this is a process and will be an on-going one to help position Winthrop to maintain its core values and commitments well into the future.