

AGENDA
ACADEMIC COUNCIL
Friday, October 6, 2006
Tillman 308, 2:00 pm

- I. The September 8, 2006 minutes of Academic Council were approved electronically (see attached).
- II. Remarks from the Chair Tom Polaski
- III. Remarks from the Vice President for Academic Affairs Tom Moore
- IV. Unfinished Business
- V. New Business
 - Faculty Governance Review (see attached review form) Tom Polaski
- VI. Announcements
- VII. Adjournment

WINTHROP UNIVERSITY
ACADEMIC COUNCIL MINUTES
September 8, 2006

Academic Council met on Friday, September 8, 2006 at 2:00 p.m. in 308 Tillman Hall.

Members:

Tom Polaski, Chair	Mathematics	Steve Frankforter*	Business Administration
Siobhan Brownson	English Business	Bob Gorman	Library
Clarence Coleman	Administration Business	Susan Green	Pedagogy
Michael Cornick	Administration	Mark Hamilton	Art and Design
Beth Costner	Mathematics	Lisa Johnson	Education
Litasha Dennis	English	Donna Nelson	Psychology
Jennifer Disney	Political Science	Will Thacker	Computer Science
Chad Dresbach	Art and Design	Bruce Thompson	Music
Rebecca Evers	Education	Hanna Sane*	Chair, CSL (designee)
		Timothy Drueke	Records/Registration

* Absent

Guests present: Tim Daugherty, Mark Herring, Tom Moore, Marilyn Smith, and Margaret Williamson.

The meeting was called to order at 2:03 p.m. by Chair Polaski, who welcomed everyone to the new year.

I. Minutes

The minutes of the April 7, 2006 meeting were approved via email.

II. Chair's Remarks

Tom Polaski welcomed the new members of the Council: Beth Costner, Litasha Dennis, Bob Gorman, Susan Green, Mark Hamilton, and Donna Nelson. Steve Frankforter and Hanna Sane, the student representative both were unable to be in attendance. Lisa Johnson was also introduced as she is completing the remainder of Linda Schoonmaker's term. Chair Polaski also introduced Rebecca Evers who will serve as Parliamentarian.

Chair Polaski outlined his agenda for the year: to work with Faculty Conference in the faculty governance review, monitor the change in drop deadline and the N grade, complete the conversion to the plus/minus grading system, and review several general education matters.

III. Vice President of Academic Affairs' Remarks

Vice President Moore also welcomed everyone back to the new academic year. He recognized the council as the “hardest working body” that works on academic and curricular matters. He indicated the council had two major issues for the year: the implications of the plus/minus grading system, and the assorted General Education matters including the use of transfer credit. He thanked all members for being a part of the council and for the work they do.

IV. Committee Reports

A. Committee on Undergraduate Instruction

CUI Chair Clarence Coleman presented the items that needed approval by the Council:

COLLEGE OF VISUAL AND PERFORMING ARTS

Department of Art & Design

***Modify** BA in Art History to broaden choices of Art electives (**modify major**)

The modification to the BA in Art History was approved.

The following items were approved by CUI – Academic Council action was not required

COLLEGE OF ARTS & SCIENCES

African American Studies Committee:

Add AAMS 322 (3) Sociology of Contemporary Africa (**new course**).

Add AAMS 390 (3) Selected Topics in African American Studies (**new course**)

Department of English:

Add ENGL 308 (3) *World Literature after 1700* (**new course**)

Department of Human Nutrition:

Add GEOG 501 (3:2:2) *Geographical Information Systems* (**new course**).

Department of Sociology

Modify SOCL 502 (3) *Social Theory* to restrict course to only Sociology majors/minors (**course modification**).

V. Unfinished Business

There was no unfinished business.

VI. New Business

A. Faculty Governance Review

Chair Polaski discussed the form presented by Tim Daugherty regarding the Faculty Conference review of its governance structure and process. The council discussed when the last review was undertaken (early 90's), the current state of the faculty manual and bylaws, and the timeline for what will happen. Chair Polaski asked for volunteers to help with completing the information requested by Tim Daugherty. Donna Nelson, Jennifer Disney and Rebecca Evers agreed to serve. Chair Polaski asked the other members of the council to forward any suggestions or concerns to any of the three or himself.

B. Withdrawal deadline and Automatic N grade

Registrar Tim Druke reported on the status of the drop deadline and automatic N grade. As approved by Faculty conference last year, the new deadline for withdrawing from a course is 60% of the instructional days of the course. For full-semester courses, this fall's deadline is October 20. After the deadline, students with extenuating circumstances may withdraw with appropriate documentation. A new form has been developed for the extenuating circumstances withdrawals. Students may pick up the forms in 102 Tillman. They need to be completed and returned to the Dean of Enrollment Management who will review the documentation and consult with the instructor regarding the withdrawal request. A report of the numbers of withdrawals will be made at a later meeting.

VIII. Announcements

The next meeting will be on October 6 at 2:00 pm in Tillman 308.

The meeting was adjourned at 2:39 p.m.

Respectfully submitted,

Timothy A. Druke
Secretary

2006/2007 Faculty Governance Review Winthrop University

A new set of challenges has arisen since the last major review of faculty governance at Winthrop University. Throughout academia over the past two decades, changes emerged in funding, technology, tenure, staffing, K-12 preparation, pedagogy, and assessment. The essential bulwark for academic freedom, effective faculty governance continually recreates the learning community and meets every challenge.

Any examination of faculty governance should originate with faculty and reflect the values of the institution's professoriate. Compelled by our own instincts, this review of faculty governance seeks to:

1. strengthen the voice of the faculty and enhance its role in the development of the university,
2. clarify functions and procedures to achieve maximum participation and transparency, and
3. achieve greater efficiency so that service duties draw less time away from our primary mission as educators.

While it is possible that the process will affirm the present approach, potential exists for substantial changes in both structures and processes. In either case, we may anticipate renewal as the outcome. Though brief and preliminary, the form below is challenging and its completion represents a significant service to your faculty colleagues. Please submit the completed form by November 17. Thank you for your time and effort.

Committee Name: Academic Council

Chairperson: Tom Polaski

Committee Description from the Faculty Manual:

Article VI - Academic Council

Section 1 The Academic Council shall be responsible to the Faculty Conference for appropriate reports and recommendations concerning general education requirements, academic programs, policies, and regulations exclusive of those peculiar to the graduate program.

The Academic Council shall have authority to act on behalf of the Faculty Conference on recommendations from a college to add, modify, or drop courses, or to change, initiate, or delete curricular requirements or programs peculiar to that college consistent with powers, duties, and responsibilities delegated to the Committee on Undergraduate Instruction. Such actions shall be communicated promptly to the faculty and shall become actions of the faculty unless called into review by the next meeting of the Faculty Conference and subsequently modified or revised. This shall not be construed to limit the right of the faculty to review and act on academic policies at any time. Meetings of the Academic Council and its subordinate committees shall be announced to the faculty in advance, and shall be open to all members of the Faculty Conference. (Amended by Faculty Conference, 4-20-88.)

Section 2 The Chair of the Academic Council shall be elected by the voting members of the Academic Council, from the voting members of the Academic Council, and shall have served on the Academic Council at least one year. The registrar shall serve as secretary, without vote. (Amended by Faculty Conference 2-28-92)

The President of the University, upon the recommendation of the Chief Academic Officer, shall appoint three voting members of the Academic Council each from a different major academic division of the University. The Faculty Conference shall elect three voting members at large. Each major academic division of the University shall elect members according to the following formula: one member for the first 25 full-time-equivalent faculty members or fraction thereof in that division and one additional member for each additional 50 full-time-equivalent faculty members or fraction thereof. Administrative officers shall be ineligible to serve on the Academic Council, either by election or appointment, except as secretary. Department chairs are eligible to serve on Academic Council. (Amended 2-13-98) The term of the chair shall be one year and of the voting faculty members three years. The student body shall elect one voting member who shall serve a one-year term. The terms of the voting members of the Academic Council shall be staggered as determined by regulations adopted by the Faculty Conference. If a member ceases to serve, his/her successor shall be appointed or elected

for the unexpired term only. A voting member may not serve in succession more than two complete consecutive terms. No person shall be eligible to serve as a voting member unless he/she has served two years as a student at Winthrop University or two years as a faculty member at Winthrop University immediately preceding his/her service. (Amended by Faculty Conference, 4-20-88.)

Section 3 Recommendations from any college which are in the area of responsibility of the Academic Council but are limited to adding, modifying, and dropping courses offered in that college and curricular requirements peculiar to that college shall be submitted to the Committee on Undergraduate Instruction, a subcommittee of the Academic Council. This committee shall review each such recommendation to determine whether it is consistent with University-wide policy and whether it infringes the legitimate interests of any other major academic division. If all members of the committee agree that such recommendation is consistent with University-wide policy and does not infringe the legitimate interests of any other major academic division, the committee shall approve the recommendation. Such approval shall be communicated promptly to the Academic Council and may be modified or reversed by the Academic Council or by the Faculty Conference. In all other cases, the committee shall place the recommendation in the agenda of the Academic Council. At the beginning of each academic year the faculty assembly of each college shall designate one member of the Academic Council to serve on the committee. The Chair of the Academic Council shall designate one member of the committee to serve as its chair. If a member cannot attend a meeting, an alternate with vote designated by the faculty assembly of the appropriate college may attend in his/her place. (Amended by Faculty Conference, 11-14-78, 12-08-87.)

Section 4 Proposals which are in the area of responsibility of the Academic Council but pertain to the general education distribution requirements of the University shall be submitted to the **General Education Committee**. This committee reviews and recommends courses for inclusion in the general education program. It monitors content for relevance to the established general education program goals. It monitors assessment of the general education program goals. Members shall be appointed by the President of the University, upon the recommendation of the Chief Academic Officer, for three-year terms which shall be staggered according to Faculty Conference regulations. Membership shall consist of three faculty from the College of Arts and Sciences and one faculty member from each of the other four major academic divisions. Three faculty members, including the chair, shall be concurrently* serving on Academic Council. At least half of the committee members shall be tenured faculty. (Amended by Faculty Conference, 4-20-88.)

*Note: the term concurrently was intended to mean at the time of appointment.
(Amended by Faculty Conference, 9-27-96.)

Section 5 All faculty assemblies, councils, committees, or other entities, not otherwise responsible to a major academic division, to the extent of their responsibilities in the area of undergraduate academic instruction, except as provided elsewhere in these Bylaws, shall report to the Academic Council in accordance with procedures specified by the Academic Council. The Academic Council shall approve, modify, or reverse any programs, policies, or regulations made by such entities in the area of undergraduate instruction.

Section 6 The Academic Council may meet in joint session with the Graduate Council, a constituent council of the graduate faculty, to discuss matters of mutual concern when called to do so by the chairs of the two councils. When such joint meeting takes place, the Chair of the Academic Council shall preside. The two councils may establish joint committees and councils to pursue matters of mutual concern and may establish rules for joint activities, except that if voting takes place it shall be done separately by council.

If you propose that the committee continue in some form, please provide a proposed revision to the committee description.

We propose that the committee continue, but have no revision to offer at present.

BACKGROUND

How many members serve on this committee (tenured/untenured)?

19 (10 Tenured Faculty, 7 Untenured Faculty, 1 Student, 1 Ex-Officio Staff)

How many times did the committee meet in 2005/2006? 6

How many times does the committee expect to meet in 2006/2007? 6

How long does a meeting typically last? 90 minutes

Does the committee transact any of its business through email or telephone?

The Council approves its minutes via email.

RENEWAL

How can we use technology to facilitate the governance work of this committee? What sorts of decisions could be handled electronically?

As the Council is a deliberative body, much of its work is best done in face-to-face public meetings. The on-line curriculum system could allow Council members to view and approve changes electronically.

With what other committees does this committee interact or overlap in its work? Could the committees be combined? Can roles and functions be more clearly defined and divided?

The Council's work overlaps the work of its committees and the work of the Graduate Council. The Academic Council and Graduate Council could be combined. Were they to remain separate, the roles of the two Councils should be more clearly defined to avoid conflicts, particularly with 500-level courses in graduate programs.

What new resources, structures or processes could significantly improve the impact and efficiency of this committee?

We know of no such new resources, structures or processes at present.

Should the number/type of committee members change? Is the work of this committee such that its membership should be limited to tenured faculty? Should other members of the university community (e.g., students, staff, exigency faculty) be represented on this committee?

We do not propose changes in the membership at present. Were the Council to take on additional responsibilities, increasing the number of members and reviewing the reason for appointed members of the Council would be advisable. While the Council may continue to contain untenured faculty, we propose that the Chair be a tenured faculty member. Students are already represented on the Council. As the Council deals with academic matters, membership by University staff beyond the Registrar is not needed. While adding an exigency faculty member may seem more representative, this additional service would not be fair to the holder of that position, and we do not recommend this addition.

ULTIMATE QUESTION

Please outline your reasons for agreeing with or disagreeing with the following:

This committee could be eliminated. Its roles and functions could be absorbed by Academic Council (or another specified body), which could – whenever necessary – reconstitute the committee as an ad hoc.

This question is self-referential, and we eschew an answer.

ADDITIONAL MATERIAL ARISING FROM THE COMMITTEE'S DISCUSSION

A secret ballot voting option on controversial issues would protect untenured members of the Council. This option is available through Robert's Rules of Order.