

Academic Council Agenda

April 12, 2013

2:00 pm

MacFeat Conference Room B

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| 1. Minutes from March 1, 2013 (approved by electronic vote) | Gina Jones |
| 2. Remarks from the Chair | John Bird |
| 3. Remarks from the Vice President for Academic Affairs | Debra Boyd |
| 4. Report from CUC (report attached) | Jo Koster |
| 5. Report from General Education Committee (report attached) | Will Thacker |
| 6. Report from Academic Responsibility Subcommittee (report attached) | Lisa Harris |
| 7. Old Business | |
| 8. New Business | |
| 9. Election of Academic Council Chair for 2013-2104 | |
| 10. Announcements | |
| 11. Adjournment | |

Date: April 5, 2013
 To: Academic Council
 From: Committee on Undergraduate Curriculum
 Subject: CUC Meeting-April 5, 2013

The Committee on Undergraduate Curriculum brings forward the following actions for a vote by Academic Council. *Information on the following **Proposals for Program Change (Degree)** can be found on the Curriculum Action System:*

Degree	Major	Conc.	Department	Action
BS	BIOL	BMRS	Biology	MODIFY PROGRAM: Change total number of credits required in the major from 68-72 to 68-71; Remove BIOL 527 from Ecology, Evolution and Field Biology Area and reduce credit range in the same area from 7-8 to 6-8; Reduce total elective credit range from 11-22 to 10-22; *Addition of BIOL 309 to Ecology, Evolution and Field Biology (*Course listed in 2012-2013 catalog)
BS	BIOL		Biology	MODIFY PROGRAM: Remove BIOL 527 from Ecology, Evolution and Field Biology Area and reduce credit range in the same area from 14-16 to 13-16; Remove BIOL 307 and 308 from Cells, Genes and Developmental Biology Area; Add BIOL 307 and 308 to Additional BIOL Courses to total 42 and reduce the credit range from 7-9 to 7-10 in the same area
BS	BIOL	MTEC	Biology	MODIFY PROGRAM: Remove BIOL 527 from Ecology, Evolution and Field Biology Area and reduce credit range in the same area from 7-8 to 6-8; Increase Credit range required for Additional BIOL Courses to total 42 from 3-4 to 3-5; Remove 6-7 credits required in MATH 105 or MATH 150 or 201 or any MATH course with 201 as a prerequisite; Add 3-4 credits in MATH 105, 150, 151, or 201; Add 3 credits in MATH (any except 291 & 292); Change Mathematics and Science electives to include MATH (except 291 & 292 and any course used to satisfy Quantitative Skills Area and remove MATH 150 from list of electives
BS	BADM	ENTR	Management and Marketing	MODIFY PROGRAM: Add indication of "ENTR 473 is a co-requisite for ENTR 579"
BS	BADM	FINC	Accounting, Finance, & Economics	MODIFY PROGRAM: Change requirements in the Corporate Finance Track from "FINC 312, 498 514, Two of FINC 491, 512, 513, and One of ACCT 305, ECON 335" to "FINC 312, 498, 512, 513, 514 and One of ACCT 305, ECON 335, FINC 491"

BS	CHEM	ASCP	Chemistry	MODIFY PROGRAM: Add CSCI 151 to list of required courses for the major
BS	CHEM	MULP	Chemistry	MODIFY PROGRAM: Reduce total number of credits required in the Major from 73 to 63; Reduce the total number of CHEM electives above 299 from 7 to 3; Reduce total number of approved math or science electives from 15 to 9; Change general elective credit range from 0-22 to 10-24; Reduce total credit hour range from 124-134 to 124
BS	NUTR	DIET	Human Nutrition	MODIFY PROGRAM: Remove NUTR 520 from list of requirements in the Major; Reduce total credit hour range required in major from 42-44 to 39-41; Add 3 required credits in the major to be selected from ATRN 510, GRNT 300, NUTR 520, and PSYC 213
BS	BIOL	CNSV	Biology	MODIFY PROGRAM: Remove BIOL 527 from list of requirements in Major; Add BIOL 307 and 308 to list of electives to total 42 hours in BIOL

Minor	Title	Department	Action
CRIM	Criminal Justice	Sociology and Anthropology	NEW MINOR

The following **Proposals for Program Change (Minor)** can be found on the Curriculum Action System. No action by Academic Council is required.

Minor	Title	Department	Action
CHEM	Chemistry	Chemistry	MODIFY PROGRAM: Increase number of hours of CHEM courses numbered above 299 required from 6 to 10; Exclude CHEM 104 as a course that will meet requirement
ENTR	Entrepreneurship	Management and Marketing	MODIFY PROGRAM: Remove ENTR 374; Add ENTR 579 to list of required courses

GRNT	Gerontology	Interdisciplinary Studies	MODIFY PROGRAM: Change program requirements to require SCWK/GRNT 300, PSYC 517 and GRNT 440; 9-12 additional electives from GRNT/SOCL 504, SCWK 306, HCMT 200, NUTR 221, GRNT/SOCL 304, SCWK 531, SCWK 521, HLTH 500, PSYC 510, SOCL 339, or SCIE/GRNT 301
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The following course actions were approved by CUC and require no further action by Academic Council.

Subject	Course	Title	Department	Action
ATRN	201	Clinical Observation in Athletic Training	Physical Education, Sport and Human Performance	MODIFY COURSE: Change Prerequisite from "ATRN 101 or permission of instructor" to "ATRN 151 or permission of instructor"; Add Methods of Evaluation
CHEM	281	Chemistry Professional Development Seminar I	Chemistry	NEW COURSE
CHEM	481	Chemistry Professional Development Seminar II	Chemistry	NEW COURSE
MGMT	522	Growing and Developing Talent	Marketing and Management	MODIFY COURSE: Change Prerequisite from "MGMT 322" to "MGMT 322 or graduate standing"; Add Corequisite of "MGMT 322 or graduate standing"; Add Methods of Evaluation
MUSR	312	Junior Recital: Performance	Music	NEW COURSE: Record completion of junior recital performance on students' electronic records. Note: Music has been notified that programs of study may need to be modified.
MUSR	412	Senior Recital: Performance	MUSIC	NEW COURSE: Record completion of senior recital performance on students' electronic records. Note: Music has been notified that programs of study may need to be modified.
NUTR	208	Weight Control Through Diet and Exercise	Human Nutrition	DROP COURSE. Note: PE Department has been notified because of effect on Exercise Science.
NUTR	371	Foodservice Systems	Human Nutrition	MODIFY COURSE: Change Prerequisites from "NUTR 221, 231, 232 with a grade of C or higher; completion of general education mathematics and technology requirements." to "NUTR 221, 231, 232 with a grade of C- or higher"; Add Methods of Evaluation

NUTR	471	Institutional Foodservice Procurement and Pro	Human Nutrition	MODIFY COURSE: Change Prerequisites from "NUTR 221, 231, 232 with a minimum grade of C; completion of general education mathematics and technology requirements." to "NUTR 371 with a grade of C- or higher"; Add Methods of Evaluation
SCIE	103	Eagle STEM Seminar	Chemistry	NEW COURSE
VPAS	115	Special Topics in Interdisciplinary Arts Production & Performance	Visual and Performing Arts	NEW COURSE
VPAS	116	Special Topics in Interdisciplinary Arts Production & Performance	Visual and Performing Arts	NEW COURSE

The following items were approved at the College Assembly Level and require no further action:

Subject	Course	Title	Department	Action
CHEM	529	Current Topics in Chemical and Biochemical Sciences	Chemistry	MODIFY COURSE: Change Catalog title and Catalog Description; Add Methods of Evaluation
NUTR	480	Nutrition Education Theory & Practice	Human Nutrition	MODIFY COURSE: Add Methods of Evaluation, Add Spring to Terms Offered; Change Notes for Catalog from "Offered in fall" to "Offered in fall and spring"
PHED	122	Geocaching	Physical Education, Sport and Human Performance	MODIFY COURSE: Change Catalog Description
PHIL	101	Introduction to Philosophy	Philosophy and Religion	MODIFY COURSE: Change Catalog Title from "Introduction to Basic Issues in Philosophy" to "Introduction to Philosophy"; Add Methods of Evaluation

Report from Committee on Undergraduate Curriculum 2012-13

Members: Jo Koster (Chair, appointed from AC); Tom Polaski (Graduate Council); Jeannie Haubert (CAS); Jennifer Jordan (COE); Anna Sartin (CVPA); Vaibhav Sharma (COB)

The Committee on Undergraduate Curriculum met four times in the 2012-13 academic year to address curricular matters. We approved 58 Program Changes involving undergraduate majors and minors, reviewed 88 Course Actions, and reviewed 15 courses that required no vote by CUC. Some members of the committee also conducted training workshops for using the Curriculum Action System through the Teaching and Learning Center and participated in the Academic Leadership Retreat for committee members in March 2013.

CUC would especially like to express its appreciation to Gina Jones and Jackie Brockington in the Office of Records and Registration and Tim Druke in the Office of Academic Affairs for their continuing support of our work, and to thank the Deans, Assembly Chairs, and college and departmental committee officers for making the curricular process run smoothly this year. Their help is much appreciated.

For 2013-14, Jason Tselentis has been elected to replace Anna Sartin and Kelly Costner has been elected to replace Jennifer Jordan. We have not yet learned who Vaibhav Sharma's replacement will be (COB). The Chair of CUC for 2013-14 will be appointed by the Chair of Academic Council.

Respectfully submitted,

Jo Koster, Chair

General Education Committee Report

March 26, 2013

Approved:

ENGL 328--Humanities and Arts

GEOG 350--Technology

ECED 352 was submitted for Oral, but because it is the same as ECED 391, we took no action since it was just a course renumbering (therefore, ECED 352 retains Oral status).

Comparison of R&R to Faculty Manual

Issue	Faculty Roles Document	Faculty Manual
Definition of faculty	III, Faculty Ranks at Winthrop, page 9, instructors are not mentioned – can't be promoted to instructor or tenure track, so why include? But seems to contradict the other document that recognizes instructors as having faculty rank	FC Bylaws, Article III, Membership, "instructor, assistant professor, associate professor, or professor"
Promotions and tenure	<ul style="list-style-type: none"> • Tenure Review Process, page 16, 'Faculty personnel Committee ...submits its recommendations to the VPAA....The recommendations of the VPAA are forwarded to the president.' • See page 26 for process where VPAA meets with the committee and then forwards decision to President 	Article VIII, Section 2., For advice to the President and VP of Academic affairs concerning promotion in academic rank and the granting of tenure
Post Tenure Review Committee	Pages 18-19	Committees, page 10, Not in Faculty Roles Document: <ul style="list-style-type: none"> • A faculty may serve on more than one committee in a year. • In most cases, associate and assistant deans will not serve on committees in their department unless there is an insufficient number of eligible faculty.
Academic Freedom and Tenure Appeals – post tenure review	Page 21, <u>Within two weeks</u> of receiving the report from the Committee on Academic Freedom and Tenure, the President will report to the Committee, the VPAA, the dean, the department chair, and the faculty member whether the development plan should be revised, whether a new review should be completed in the next academic year, or whether the post-tenure review committee's evaluation should be allowed to stand. Should the President not respond to the Committee's recommendation within two weeks, the Committee's recommendation will be allowed to stand.	Article VII, Section 1, page 17...it shall report its findings to the President and to the faculty member
Faculty Personnel Committee	Page 16, ...submits its recommendations to the VPAA....The recommendations of the VPAA are forwarded to the President along with recommendations from each level of review.	Article VIII, Section 2, page 17...for advice to the President and the VPAA concerning promotions in academic rank and the granting of tenure
Professional Stewardship	Service or leadership on a committee (typically at the college or university level) that has been shown to be complex in nature, require significant engagement, or demand considerable time.	
Summer Session Teaching Policy	IV., A., e., page 13 In determining the amount of prior service to be credited to a faculty member, no credit shall be given for summer school teaching at Winthrop or elsewhere.	ACAD not mentioned – dual employment during regular semester, % teaching appointments for Assistant Deans?
Faculty Recruitment Overview		Link doesn't go to the right place

Academic Processions and Regalia	Part of Academic Responsibility	Should the policy say it is part of academic responsibility
Faculty Office Hours	Part of Academic Responsibility	Should the policy say it is part of academic responsibility
Verifying Attendance, Midterm Review	Not in either document but is this part of academic responsibility?	Do we need policies on these?
Academic Advising	Part of Academic Responsibility or Student Intellectual Development	Should the policy say it is part of either?
Evaluation of Faculty Performance	<i>Student Intellectual Development, Scholarly Activity, Professional Stewardship, and academic responsibility</i>	The policy linked to from the faculty manual uses the old language of teaching, scholarship, and service.
General Standards for & Evidence of Teaching Effectiveness, Scholarship, and Service	<i>Student Intellectual Development, Scholarly Activity, Professional Stewardship, and academic responsibility</i>	Uses the old language.
Post-tenure review	<i>Student Intellectual Development, Scholarly Activity, Professional Stewardship, and academic responsibility</i>	Uses the old language.
Promotions	<i>Student Intellectual Development, Scholarly Activity, Professional Stewardship, and academic responsibility</i>	Uses the old language.

April 11, 2013

2011-12 Faculty Manual Sections We Reviewed

II. FACULTY ORGANIZATION

Faculty Conference
Academic Council and Constituent Faculty Assemblies
Internal Program Evaluation
Curriculum Revision-See Academic Affairs Policies and Procedures
Research Council

FACULTY EMPLOYMENT

Faculty Recruitment Overview
Faculty Appointments/Service Status
Letters of Offer/Contracts/Faculty
Academic Rank
Emerti Faculty
Academic Freedom and Tenure
Conditions and Procedures for Granting Tenure
Evaluation of Faculty Performance
General Standards for & Evidence of Teaching Effectiveness, Scholarship and Service
Post- Tenure Review
Promotions
Faculty Salary and Procedures
Fluency in English Policy
Faculty Ethics Employee Due Process

Workplace Policies

Summer Session Employment
Dual Employment

ACADEMIC POLICIES AND PROCEDURES

Class Attendance
Final Examinations for Courses- graduate and undergraduate
Evaluation and Grading
Grade Reports

Changing Grades
Posting Grades
Class Attendance Policy
Audit Policy
Student Conduct Code
Academic Advising
Academic Processions and Regalia
Annual Report of Faculty Member
Faculty Office Hours
Research and Grant Proposal
Misconduct in Research
Sabbatical Leave
Teaching Load

Sections we did not review because we didn't think they fell under Academic Council

ADMINISTRATIVE ORGANIZATION

FACULTY ORGANIZATION

Graduate Faculty Assembly
Graduate Council and Constituent Graduate Faculty Committees
BioSafety Committee
Board of Student Publications
Council of Student Leaders
DiGiorgio Student Union Advisory Board
Faculty Advisory Committee on Intercollegiate Athletics
Institutional Animal Care Committee
Institutional Review Board
International Advisory Committee
Judicial Council
Scholarship Committee
Student Electronic Media Board 4

Workplace Policies

Equal Employment Opportunity Statement
Workplace Violence
On-Campus Smoking
Drugfree Workplace Policy
Employee Assistance Referral Programs
SC Ethics Act (Anti-Nepotism)
Contract, Faculty
Reporting Workplace Injuries and Workers' Compensation
Leave

ACADEMIC POLICIES AND PROCEDURES

Hazardous Weather Conditions
Classroom Assignments

Meeting Times

After Hours Entry into Academic Buildings

Food and Drink in Classroom

Copyright Policy

Intellectual Property Rights

Privacy of Educational Records

Institutional Animal Care and Use

Protection of Human Subjects

Facilities and Services

Continuing Education

Distance Education

Traffic, Parking and Registration of Vehicles

Career and Civic Engagement

Computer Services

Counseling Services

Identification Card

Instructional Support