Faculty Senate Meeting Minutes
For Friday, April 24, 2020

Call to Order (3:00 p.m.) (digital through Collaborate)
Welcome to visitors

Approval of the Minutes of March 20th, 2020 meeting – motion to approve March 20, 2020 meeting

Administrative Reports:

- **Report of the Chancellor:**
  - Dr. Panu – Expressed positive response from students and appreciation.
  - Focus being shifted to Fall 2020 semester – face-to-face, online, or phased in approach to return.
    - Assessing risk involved for each scenario
    - Looking at focus on health and data and modeling being done by epidemiologists in Columbia
    - Looking at registration, finances as well, safety of all stakeholders, needed resources (quarantine, testing, etc.), athletics
    - Governor mandate will play role in the Fall
    - Will continue communication

- **Our part in the community**
  - Keep in mind our role in the community as opportunities arise

- **Report of the Executive Vice-Chancellor for Academic Affairs**
  - Dr. Skipper – all 2020 Planning & Beyond. It is important that we continue to “plan forward” as an institution, even in the midst of the COVID-19 pandemic. Several USCB planning teams have been formed, corresponding with UofSC planning group structure.
  - USCB Fall 2020 Planning teams:
    - #1/#5 Public Health/ Risk Mgt – Angela Simmons and K. Dudas will co-chair.
    - #2 Enrollment Management – Members from AA include C. Spirrison, B. Villena-Alvarez, C. Calvert, B. LeFavi and B. Mallory.
    - #3 Academics – Comprised of Deans Council members, Lori Vargo (E-Learning), Matt Heightland (IT), and 2-3 faculty members TBD. This group will meet weekly, generally Wednesdays.
    - #4 Finance – G. Smith, S. Catma, S. DebRoy and K. Cavanagh will join VC Patrick and others.
    - #6 Communications
    - #7 Athletics

- Academic Master Planning Committee- We met on Friday, April 17. Discussed alternate models for course delivery, the need to be entrepreneurial and seize opportunities, the future of higher education, the economy, etc.
- Strategic Planning continues. Chairs of the various Strategic Plan Implementation subgroups will give reports to Cabinet on Friday, May 8. Brian Mallory or I are happy to meet with any subgroups.

**Faculty Development funds** (departmental, Faculty Development Committee, SII grants) - We want to preserve as much funding as possible given budget challenges. Will provide more information at the meeting.

**Teaching Innovation Grants** (a “Center for Teaching & Learning” function) – Eight grants of up to $1,000 awarded out of Academic Affairs. One-time funding. Summer applications accepted. Call for Proposals (CFP) coming soon.

**Compensation for Summer teaching** – I plan to be able to provide some updates.

**Deans Council meetings** are available for viewing on the K drive: Academic and Deans Council Minutes.

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**Committee Reports:**

**Academic Steering Committee**

- **Dr. Erin McCoy – April 17, 2020**

The Academic Steering Committee met via email several times in the past two weeks.

**Item One: Spring 2020 Faculty Evaluation Surveys**

- The ASC requested to Faculty Senate Chair that Faculty Evaluations going out on 13 April be paused for discussion, as faculty members approached ASC with concerns regarding the accuracy of data from Spring 2020/Covid-19 Pandemic effected Faculty Evaluations.
- The ASC consulted with Dr. Martha Moriarity & Mr. Brian Mallory to make sure altering evaluations would not hurt USCB, re: SACS, etc.
- Faculty Evaluations were paused. Discussion was invited on Blackboard and a survey was created & distributed to Faculty (on 14 April) to vote on how Spring 2020 Evaluations should be handled.
- Analyzing the data from the Bb discussion, anonymous comments and the survey (results at 12:23pm EST on 17 April 2020 – survey closed at 12:00 17 April 2020), the **Academic Steering Committee recommends:**

**USCB’s Spring 2020 Faculty Evaluations will be distributed via an open-ended, two-question form. Questions are: "What was effective in this course?" and "Describe some ways this course could be improved."**
Item Two: USCB Covid-19 Inquiry Audit Committee

- Many faculty have voiced concerns or curiosity, re: how students responded, faired, reacted, etc. to the Covid-19 response methods employed by USCB.
- Some faculty attempted to re-route the faculty evaluations into Covid-19 questionnaires, which is a good query but not pertinent to the objectives of faculty evaluations.
- Many faculty, staff, and students are interested in evaluating USCB’s Covid-19 experiences (good things and where we could improve) to inform the formation of an Emergency Situation Committee (cf. USC Aiken, Upstate, idea initiated by Faculty Senate Chair) that would become a permanent and integral part of Faculty Senate.

It is thus the recommendation of the Academic Steering Committee that:

A committee of faculty, staff, and students form to assess USCB’s Covid-19 response as the USCB Covid-19 Inquiry Audit Committee.

Research from the ASC Chair:
This Committee’s purview would take the form of an “inquiry audit,” which is traditionally performed by an outside body, but in this case would function as an arm of Faculty Senate and report to Senate.

An inquiry audit, in the “real world” (per my CPA friend) includes surveying the following (but not limited to) areas of USCB:

- Academics
- Student Life
- Athletics
- Academic Affairs
- Administration
- Students’ Covid-19 experiences, feedback, etc.
• Communications, re: the outbreak
• Fiscal issues/budgetary handling

The USCB Covid-19 Inquiry Audit Committee would be ad hoc and separate from standing committees, as the scope of the inquiry extends beyond ASC, Faculty Welfare, etc. This committee’s task would be to learn what USCB did well and could improve upon (much like the faculty evaluation questions!), re: handling the global pandemic crisis.

Many departments have already begun independently culling anonymous information from students, re: student welfare, and this information should be shared with the Covid-19 Audit Committee.

Courses and Curricula Committee
• Dr. Brett Borton –
The Courses and Curricula Committee met on March 27 and April 20, 2020 at 2:30 p.m. via Microsoft Teams. The committee reviewed and approved the following proposals:

   Program Modification Proposal

   Education
   • Reinstate EDPH B231 from abeyance as a degree requirement.

   Humanities
   • Revision to B.A. in History program’s third required language course.
   • Requested changes to bulletin description re: Spanish minor.

   Computer Science
   • Revisions to coursework options for M.S. degree in Computational Science.
   • Revisions to Math/Statistic course requirements for M.S. degree in Computational Science.

   Natural Science
   • Change in requirement for Secondary Teachers Education Biology major

   Visual Art & Design
   • Change in requirements for minor

New Course Proposals

   Business Administration
   • ACCT B437 – Advanced Accounting
   • MGMT B355 – Introduction to Health Care Management
   • MKTG B474 – Sports Marketing

   Nursing and Health Professions
   • PUBH B322 – Life Cycle Nutrition
• PUBH B328 – Nutrition and Chronic Diseases

Visual Art & Design
• ARTS B100 – Workshop for Non-majors

Course Change Proposals

Computational Science
• CSCI B566 -- Prerequisite/corequisite changes.
• CSCI B569 -- Prerequisite/corequisite changes.
• CSCI B550 – Prerequisite change.

FINAL MEETING OF AY 2019-20; MEETING SCHEDULE FOR AY 2020-21 TBD

Faculty Development Committee
• Prof. Angell –
  No report.

Faculty Grievance Committee
• Dr. Griesse –
  The Grievance Committee has not met since the last meeting of the Faculty Senate. The committee has two pending grievances that have had to be postponed until the fall.

Faculty Library Committee
• Dr. Canada –
  No report.

Faculty Manual Review Committee
• Dr. Lauren Hoffer –
  The Faculty Manual Review Committee met virtually on Friday, April 3rd.
    o We determined that, due to the upheaval associated with the pandemic and additional burdens on faculty at this time, we would table our revision and resume discussion as a committee and with the faculty in the fall. In the meantime, we are updating our draft based on the forum held during the first week of March and will re-circulate the file again at the beginning of the 2020-2021 academic year.

Thank you and be well.

Faculty Welfare Committee
• Dr. George Pate –
  The faculty welfare committee met on April 10th. We discussed the following issues:
    o 1. Faculty Parking: Given the current situation, we have decided to pause discussions of the parking issues until next year.
    o 2. Program Coordinators: Earlier this year, Dr. Reindl brought to our attention the fact that female faculty members are underrepresented in leadership positions with the exception of the role of program coordinator, a position which receives less compensation and no course release despite demanding a great deal of work. This raises two issues. One, the only role in which female faculty members enjoy representation proportionate to the overall demographics of full-time faculty is a
role which is demanding of time and effort yet receives little additional compensation. Two, it draws attention to the fact that program coordinator is an insufficiently defined role. While we are not ready to make any motions on these issues, we think a) it is important for faculty to be aware of this disparity and b) that the faculty should consider a system by which departments work with deans to create more thorough job descriptions for program coordinator roles to clarify expectations and lay out duties so as to examine whether the current compensation is commensurate. Please see our page on the Faculty Senate Blackboard for Dr. Reindl’s report, but note that we are not at this time making the suggested motion contained therein.

3. We discussed recent policies regarding the COVID-19 crisis, but are not ready to make any motions on these matters at this time.

Promotion and Tenure Committee
- Dr. Bruce Marlowe –
The P&T Committee finished its promotion, tenure, and post-tenure reviews of all faculty applicants. The work of the 2019-2020 Committee is now complete.

QEP Committee (Ad Hoc)
- Dr. Roberts & Dr. Sawyer –
  - Thank you to the faculty who have participated in Foundational, Traditional Experiential, and Community Partnered courses this spring. We appreciate all the creative ways our faculty have worked to ensure that our students have hands-on experience in the midst of great changes to course structure and delivery!
  - If you are planning to teach a course in the fall that could align with Students Connected, please reach out to us ASAP. We would love to add new courses to the program and also hope to continue working with our current Faculty Fellows. (Additional information, applications, and agreements available on our Blackboard Organization.)
  - New faculty development opportunities are coming in the fall as we incorporate training on virtual training and information on USCB’s Chalk & Wire system for experiential learning. Stay tuned!

Student Research and Scholarship Day Committee (Ad Hoc)
- Dr. Cavanagh & Dr. Hammond: Update on the USCB Student Research and Scholarship Day 2020
  - USCB’s Student Research and Scholarship Day 2020 (SRSD) has moved to a digital format this year! Here are the main changes we have made in order to make SRSD2020 go virtual:
    - Awards for the best posters and oral presentations will not be given out this year, but all students who follow the instructions below will receive a certificate of participation.
    - Poster submission was open until 5pm on Wednesday, 4/22/20. Please note the following:
Students will still prepare posters in the usual format (48” wide by 36” tall) using a PowerPoint template as in past years—this will enable the possibility of students printing out their full-size posters for future conferences, if this is something that the students or their mentors have planned.

In lieu of a live “poster session,” students will create a 2-minute video introducing their research and highlighting key findings, with the video uploaded by the student to YouTube as an unlisted video. Students will provide the link to their YouTube video when they submit their poster; the video link will enable others who “virtually attend” the event to participate in an “asynchronous Q&A session” via the YouTube comment section. Instructions for creating and providing the video link are forthcoming and will be available on the SRSD website (https://researchday.uscb.edu/).

Given the time and effort required by the SRSD committee to prepare the posters (and video links) for inclusion on the website, we kindly ask that mentors work closely with your students to ensure that their posters are submitted on time, they meet the given specifications, and that they are of sufficiently high quality. Please have your students submit their posters and video links only after they have been approved by you, the mentor.

- Mentors should be aware that uploaded posters will, by default, be visible online to the general public. If you prefer that a student’s poster not be publicly visible, then please indicate this when the student submits his or her poster and video link (both of these are still required to be considered as a full participant in SRSD2020, even if the poster itself is not linked from the student’s abstract). The student will still receive a certificate of participation and their video link will still be published on the SRSD website, but their poster will not be publicly visible.

- Those who submitted oral presentations will have their manuscripts made available with their video introduction.

- The speaker for this year is Dr. Christina Ragan, Assistant Professor of Psychology, Purdue University Northwest. Her presentation, titled Life Doesn’t Have an Answer Key, will be livestreamed via YouTube on Monday, 4/27/20, at 11:00AM, with a link to her presentation to be made available on the SRSD website on the morning of the event. Students and other “attendees” are encouraged to participate in a Q&A session using the livestream comment section. The recording will remain on YouTube after the presentation for those who cannot “attend” the livestream.

- We hope you will encourage your students to participate in this event and join us for our first-ever Digital SRSD! If you have questions, please email Beth Hammond.
ejh49@uscb.edu

- SRSD will begin with the keynote at 11:00AM on Monday, 27 April. There will be a link to the SRSD mobile web app made available via the SRSD website (http://researchday.uscb.edu) at that time. The web app will include all the info for the
day as well as links to the keynote, the abstracts, etc. The posters will be linked directly from the abstracts themselves in the web app.

**Committee for Academic Integrity (Ad Hoc)**

- **Dr. Lisa Ciresi:**
  No report, today, but updated information and templates will be sent out to all instructors by May.

**International Programs**

- **Dr. Alvarez-IPC chair:**

**IPC Subcommittee Reports:**

- **Internationalization Subcommittee: Dr. Volkan Sevim** – no report

- **Fulbright & International Opportunities (FIO) – Dr. Alyssa Mayer**
  - Theodora (Tedi) Light has been named an alternate for the Spain Fulbright 2020-2021 program. This is a huge accomplishment, especially since the Spain competition acceptance rate is amongst the lowest and they directly state in their profile that they rarely accept recent undergraduate applications. She has also been accepted into a History PhD program (with funding!) at University of Georgia.

- **Study Abroad: Dr. Liz Serieux & Dr. Bruce Marlowe – IPC Report to Faculty Senate**
  - The IPC Committee is very pleased to announce that 10 students from the Public Health Program and the Education Program, who participated in the interdisciplinary study abroad to Finland in October 2019, have received awards to assist them in their studies. The awards ranging from $800. to $500. were made possible from funds provided by the Executive Vice Chancellor for Academic Affairs and underscore the University's commitment to providing our students with experiential learning opportunities to help them develop as global citizens. It is important now, more than ever, to view ourselves as part of a global collective, to share perspectives and experiences which will allow us to build a better and more sustainable future together so we (Dr. Serieux and Dr. Marlowe) thank the EVCAA for the support provided. We also thank the IPC committee for their support.

**Student Scholarship and Fellowship Committee**

- **Dr. Kim Ritchie:**
  - Unfortunately, many of our students who were awarded funds for travel to highly competitive state, regional and national meetings during Spring of 2020 were unable to travel due to the current COVID-19 pandemic.
  - Deadlines for future travel funds for students presenting their work in 2020/2021 will be November 15th, 2020 and March 15th, 2021. Please contact Kim Ritchie at kritch@uscb.edu for details on the application process.
We plan to request USCB Standout Students nominations at the beginning of the Fall 2020 semester, so please keep in mind your strong-performing students. We will begin compiling names from faculty early September with a tentative September 30th deadline.

Kim Ritchie, Chair, Kim Cavanagh, Beth Hammond, Babet Villena-Alvarez

Honors Steering Committee
• Mac James

The Honors Steering Committee met on March 27th and voted to onboard 17 new students to USCB honors starting fall 2020. Seven of these students are public health/pre-nursing majors, two are education majors, two are Business majors, two in Biology, two in Math, one in Psychology and one is CompSci. In addition, thirty-one Beaufort College Honors students will be transitioning to the Bluffton campus in the fall. Thus, we will have a 48 student cohort taking classes on the Bluffton campus this fall. This is a significant jump from the one honors student we had taking classes on the Bluffton campus during the academic year 2019-20. To be ready for these students, we ask faculty to familiarize themselves with the “Honors Contract form” available on the Senate Blackboard site under the tab Honors Program Info., which also has valuable information regarding USCB honors in general. Feel free to contact me (tjames@uscb.edu) regarding any additional questions you may have about USCB honors. This is an exciting time for USCB and we thank everyone for their support of this important initiative.

Unfinished Business
• None.

New Business

Courses and Curricula Voting
• Motion to vote on all Program Modification Proposals, second, no discussion, approved. (67 yes, 1 no)
• Motion to vote on all New Course Proposals, second, no discussion, approved. (62 yes)
• Motion to vote on all Course Modification Proposals, second, no discussion, approved. (65 yes)
• Motion to approve changes to all Program Modification Proposals, second, no discussion, approved. (69 yes, 0 no)
• Motion to approve changes to all New Course Proposals, second, no discussion, approved (71 yes, 0 no)
• Motion to approve changes to all Course Modification Proposals, second, no discussion, approved (70 yes, 0 no)

Election of standing committee members
• Nominations for standing committee elections:
  o Faculty Development (one opening) – Amy Leaphart
• Faculty Welfare (one opening) – Nancy Hritz
• Curriculum and Courses Committee (three openings) – Cindy Lahar, Ron Erdei, Libby Ricardo
• Library Committee (two openings) – Joe Iglesias, Sam Morris, Lukasz Pawelek, Davide Fusi
• Faculty Manual Review (one opening) – Nancy Hritz
• Academic Steering (three openings) – Joe Iglesias, Erin McCoy, Xiaomei Zhang, Kimberly Cavanagh
• Grievance (seven openings – elected annually) – Xuwei Lang, Debra Wallace, Serkan Catma, James Griesse, Renarta Tompkins, Lisa Ciresi, Erin McCoy, Kim Cavanagh, Sean Barth

• Election of new Faculty Senate Chair-elect –
  o Nominees for chair-elect
    ▪ Lee-Ann Halbert
    ▪ Brian Canada
  o Vote to cease nominations
    o Voted to cease nominations. (69 votes to cease)
  o Motion if number of nominees match the opening, voted in by acclamation. Second. No discussion. Approved (71 yes, 1 no). The following were approved.
    o Faculty Development (one opening) – Amy Leaphart
    o Faculty Welfare (one opening) – Nancy Hritz
    o Curriculum and Courses Committee (three openings) – Cindy Lahar, Ron Erdei, Libby Ricardo
    o Faculty Manual Review (one opening) – Nancy Hritz
  o Voting through Bb survey tool to elect. Voting results on each:
    o Library Committee (two openings) – Lukasz Pawelek, Davide Fusi
    o Academic Steering (three openings) – Erin McCoy, Xiaomei Zhang, Kimberly Cavanagh
    o Grievance (seven openings – elected annually) – Xuwei Lang, Serkan Catma, James Griesse, Renarta Tompkins, Lisa Ciresi, Erin McCoy, Kim Cavanagh, Debra Wallace
  o Election of Secretary tabled until August.
  o Ask faculty, in accordance with our Faculty Manual (on p. 69), to allow our current senate ad hoc committees to continue functioning for the 2020-2021 academic year.
  o Naming the Honors Program Committee as an official ad hoc committee for Faculty Senate – voted and approved.

For the Good of the Order & Announcements

• Dr. Charlie Spirrison
  o Congratulations to Dr. Timothy “Mac” James who has been selected to receive the 2020 Carolina Trustees Professorship Award. The University of South Carolina’s Board of Trustees presents this distinguished award annually to a tenured, full professor who along with a record of teaching excellence, demonstrates outstanding performance in research, public service and outreach activities. Well done, Dr. James!
• **News from USCB Library**
  o The USCB Library now has a Blackboard course. If you are teaching this summer, you will be automatically added as a user to this course so you can copy library resource information into your Blackboard courses. Each subject area (and some specific courses) will have a folder which will include a link to the library website, a link to the subject research guide, and contact info for the Reference and Instruction Librarians. The goal is to embed access to library resources inside every Blackboard course. Email Ann Holderfield if you have questions: holderfk@uscb.edu.
  o The USCB Library catalog will have a new look in May! The entire PASCAL system, the statewide consortium of academic libraries, is transitioning to new library software. This undertaking, which started a year ago, has been a massive project of data migration. The only difference you will see is that the catalog will have improved functionality and better design. More info to come.

• **News from the Sea Islands Center Gallery, Department of Visual Art & Design**
  o Keep a lookout on our Instagram site for some upcoming online programming now and throughout the summer. We are featuring the work of graduating seniors, work of art students as they work from home, live videos of art professors talking about and sharing their work, and more. #seaislandscentergallery

• **Dr. Beth Hammond** – The Strategic Plan Subgroup for Faculty Development asks that you complete this [six question survey](#). The survey asks you to share your scholarship and teaching needs. Thank you for completing the survey as soon as possible. The survey will be available until April 29th.

Adjournment.