Faculty Senate 10/26/18 Meeting Minutes

Call to Order (3:00 pm) in Library 237

Approval of the Minutes of September 29, 2018 meeting - approved

Administrative Reports:

Report of the Chancellor

- Dr. Panu –
  - SACS-COC visit – Many of you participated and others were part of the preparation efforts. Prior to the onsite visit, we had an off-site report that was submitted. We got recommendations of areas from that off-site. The on-site review came and looked at those areas that were recommended and also took an extensive look at the QEP. The significance of the standards (four areas): integrity (automatic failure), core requirements (fast track to failure), comprehensive standards, federal requirements (qualification for federal funding). On site-review stated that we are a Strong institution with enthusiasm. Two recommendations: Assessment (General Education and Student Learning Outcomes) – Want to see more assessment and long-term consistent assessment with feedback and movement. QEP – Impressed with QEP, but university needs to put more resources into it or scale it down. We feel really good about both of those. Special thanks to Martha & Brian for their participation, thanks to Eric’s leadership, and thanks to the QEP team (John Salazar & Summer Roberts). Thank you to all faculty. It was a very successful visit.
  - Sad News – There was a death of a student. This was a second death in the last three weeks. So far it appears to be suicide. It takes time for the confirmation. One of the things that we need to have a conversation on is communication and support for grief during times like these. On the support side, many of you and your students knew the student and need support. On the communication side, there are laws and protocols that dictate how we can communication. Please be aware that when we have these kinds of situation that we will try to send out information in a timely manner, but we have constraints to follow. With regards to support, there are times when we all need help. With regard to classes, we are hoping that you are aware of these resources and will share them with students during these times. Doug Oblander has started providing a training resource for us to take and we will work on pushing part of this out to everyone. Please be attuned to what will be coming.
  - Dr. Oblander – Resources – Julie Sayre will be available over the weekend for students. “Question, persuasion, refer training” will be made available going forward to faculty. There will be a candlelight vigil.
  - We are down a counselor right now, but the hiring process is moving forward. We do have the ability to call on the school system for more support for counseling.
  - We are committed to hiring more counselors. Raising the level of awareness during these times and becoming more aware, being able to spot it, and refer students is for faculty and staff. This is not a replacement for counselors.
  - There are a lot of things that we can do in the next few days. It is difficult to be very prescriptive to everyone because grief is different. We know that you as faculty are on the front lines and that your role is important to a student’s success more than just academically. Your job is asking more of you but we all must know our own limitations and refer students.
  - Resiliency is a trait that we are hearing more and more about and has to emphasized. We need to figure out how to encourage more resiliency in our students.
Report of the Executive Vice-Chancellor for Academic Affairs

- Dr. Skipper –
  - Academic Grievance policy - The Academic Grievance policy has been revised so as not to conflict with USC policy, which it references. policy pulls B.1. from Non-Academic Grievance Policy to Academic Grievance Policy, thus preventing related academic matters from potentially ending up before the Judicial Board. Previously, B.1. stated that a student could file a non-academic grievance for "An instructor’s failure to abide by university policies or failure to abide by written or stated course requirements in such a way as to adversely influence the student’s academic standing." The revision eliminates conflicting stances re. the ability to appeal grades, incorporates the EVCAA and Honor Court in proper places, and incorporates the academic deans in the process. The policy links to the Faculty Manual, the Honor Court page, and the USC Academic Freedom policy, which contains a statement on "Protection Against Improper Academic Evaluation.” Policy is posted in the University Bulletin 2018-2019 (p. 56); there is a link to the policy in the Student Handbook.
  - Academic Master Planning update - Ad hoc committee of L. Hoffer, C. Robinson, J. Salazar, D. Reindl, B. Canada, B. Sanders and E. Skipper met on Oct. 17. The committee's work will align with USCB Strategic Plan 2023. The university must "strengthen and develop academic opportunities to meet the needs of a dynamic and changing world." Fundamental questions: What kind of university do we want to be? What do we want our students to know, value, and be able to do by the time they graduate with a degree from USCB? Share your thoughts with the committee members. Next meeting is Friday, November 2.
  - Strategic Plan Implementation update - Survey went out on Thursday, October 18. Deadline to complete survey was Thursday. The intent of the survey was to give faculty and staff the opportunity to work on those objectives they care most about. Based upon responses, we will create 11 subcommittees, one for each objective of USCB Strategic Plan 2023.
  - Posting office hours - Please make sure to post names and office hours outside of offices.
  - USC Leadership Presentation: Student Success Presentation – Dr. Skipper will present with Laura Bessent. Just as a reminder – We often think about what we don’t have, but we are doing lots of wonderful things such as Blackboard orientations, CIVITAS, Math Bootcamp, QEP.
  - SACS-COC – Academic Affairs Assessment Committee that will meet every other week to help improve the assessment process and improve it based on the on-site review.
  - I will invite everyone to review the Academic Grievance Policy and provide feedback.
  - Beaufort Lowcountry Studies Honors Program – For next fall there will an interdisciplinary honors cohort. We will have to build the courses. This will be a one-year honors program.

Committee Reports:
Academic Steering Committee

- Dr. McCoy - Academic Steering Committee Report – Reaffirmation – Program Proposal Process

Courses and Curricula Committee

- Dr. Borton – The Courses and Curricula Committee met on Oct. 12, 2018. The committee reviewed and approved the following proposals:

**NEW PROGRAM PROPOSAL**

- Education: Master of Education in Literacy

**PROGRAM MODIFICATION PROPOSALS**

**English, Theater & Liberal Studies**
- Department name changed to English, Theatre & Interdisciplinary Studies (ETIS).
- Changes in English degree program’s Language requirement.
- Acceptance of ENGL B180 (Intro to Film) as Gen Ed requirement for Fine Arts.

**Hospitality Management**
- Acceptance of HRTM B360 (Food, Hospitality and Culture) as Gen Ed requirement for Global Citizenship/Multicultural Understanding.

**COURSE CHANGE PROPOSALS**

- **Marine Science:** MSCI B210 name change ("Oceans and Society").
- **Nursing and Health Professions:** Changes to NURS B312 name ("Assessment and Physical Examination of Individuals"), course description and student learning outcomes.

**NEW COURSE PROPOSALS**

**Biology**
- BIOL B476/B476L – Freshwater Biology

**Psychology**
- PSYC B404 – Psychology of Consumer Behavior
- PSYCH B425 – Psychology and the Legal System

**Nursing and Health Professions**
- NURS B101 – Nursing Honors Seminar II
- HPRO B321 – Fundamentals of Occupational Health and Safety

**Next Scheduled Meeting:** Friday, Nov. 2 2:30 p.m. SCITEC 231

**Submission Deadline:** Monday, Oct. 29 5 p.m. bortonb@email.sc.edu
Faculty Development Committee

- Dr. Thompson - Reminder: Oct. 31st is the deadline for proposals. Proposal forms can be found on the FDC site (http://www.uscb.edu/academic-affairs/faculty-senate/faculty-development-committee.html) and emailed to me (jthompson@uscb.edu)

Faculty Library Committee

- Dr. Canada – Faculty Library Committee Report for October 26, 2018 [updated by Brian Canada 10/22 at 6:19pm]

  1) FLC Departmental Representatives:
  - Beth Hammond: Education; Business Administration
  - Diana Reindl: Nursing & Health Professions; Hospitality Management
  - Libby Ricardo: English, Theatre & Interdisciplinary Studies; Visual Art & Design
  - Najmah Thomas: Social Sciences; Humanities
  - Brian Canada (Chair): Computer Science, Mathematics, Natural Sciences

  2) Update to Committee Description:
  According to pp. 67-68 of the current USCB Faculty Manual (http://www.uscb.edu/human_resources/docs/Faculty-Manual-Board-Approved-Copy.pdf), the description of the Faculty Library Committee (FLC) currently reads as follows:

  "The Library Committee considers matters concerning the status and funding of the USCB libraries. It serves in an advisory capacity, approving departmental allocations and recommending policy governing the development of collections. It serves as a liaison between the library and the academic divisions for all communications concerning book orders, databases, library facilities, technology support, services, hours, and other related matters."

  Given that departmental allocations are ultimately approved by department chairs in direct consultation with the Director of Libraries, the FLC no longer believes that the approval of departmental allocations should be part of its mandate. Further, the FLC has started to embrace a new role in recommending workshops and related educational programming offerings for faculty (and potentially interested students), such as the OER and Copyright Law workshops offered in recent years.

  To reflect these substantive changes to its mandate, the FLC is recommending to the Faculty Manual Review Committee that its official description should be modified as follows:

  "The Library Committee considers matters concerning the status and activities of the USCB libraries. As a liaison between the library and the academic divisions, the Committee serves in an advisory capacity to recommend policy governing the development of collections, book orders, databases, library facilities, technology support, services, hours, workshops and related program offerings, and other related matters."

  3) Potential future program offerings:
  - Lunchtime talks by invited artists, authors, and/or other notable scholars
• Basic HTML + CSS (enough to enable greater control over the editing of USCB webpages)
• Introduction to Adobe InDesign CC (for preparing printed materials from official USCB templates)
• How to implement the use of Open Education Resources (OER) for your courses

Faculty Manual Review Committee

• Dr. Hoffer - The Faculty Manual Review Committee met on Monday, October 8th. Our focus since our September meeting has been on those revisions to the Faculty Manual that pertain to the creation of schools and academic deans at USCB. We have generated an annotated copy of the entire current manual, highlighting and proposing changes to or requesting input on passages in need of adjustment to convey the deans’ role and responsibilities. We have now submitted that document to Deans Council for feedback. Once we have received a response from the deans and EVCAA and completed a draft for this round of revisions, we will make it available to the faculty for discussion. Our next meeting is scheduled for Monday, November 12th.

Faculty Welfare Committee

• Dr. Skees – The Faculty Welfare Committee had no new business this month.

Promotion and Tenure Committee

• Dr. James - The Promotion and Tenure Committee has not met since the last Senate meeting.

QEP Committee

• Dr. Roberts & Dr. Salazar – Thank you to everyone who helped with the SACSCOC on-site visit. We had an amazing leadership team – Caroline Sawyer, Anton Abraham, Jim Glasson, and Murray Skees – who were vital in the positive feedback we received from the review committee. We also greatly appreciate our committee and Students Connected faculty and students who took part in the interviews. We will be working on a few revisions to the QEP but look forward to fully implementing our plan in the coming five years.

Student Research and Scholarship Day Committee –

• Dr. Cavanagh – No report

Unfinished Business

New Business

• Post Tenure Review Committee Elections (for Dr. Ji)
  o Dr. Bud Sanders
  o Dr. Landrum (From drawing lots)
  o Dr. Malphrus (from drawing lots)

• Academic Steering Committee – Reaffirmation – Program Proposal Process
  o Approved

• Courses and Curricula Committee - Voting
NEW PROGRAM PROPOSAL

- **Education:** Master of Education in Literacy
  - Approved

PROGRAM MODIFICATION PROPOSALS

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- Department name changed to English, Theater & Interdisciplinary Studies (ETIS).
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- Acceptance of ENGL B180 (Intro to Film) as Gen Ed requirement for Fine Arts.
  - Discussion
  - Approved

**Hospitality Management**
- Acceptance of HRTM B360 (Food, Hospitality and Culture) as Gen Ed requirement for Global Citizenship/Multicultural Understanding.
  - Discussion – Extensive discussion of the process of C3 form circulation to the Faculty Senate body. Faculty Senate Chair tasked C3 with seeking a solution.
  - Approved

COURSE CHANGE PROPOSALS

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  - Approved
  - 2 abstained

For the Good of the Order & Announcements

- International Programs – Dr. Ritchie – The Scholarship and Fellowship Committee
  - Met October 24th
  - This committee will celebrate the outstanding students but will also target them with scholarship & fellowships. The committee will also compile resources for students.
Dr. Skipper has dedicated $2,000 for student conference travel. Please send names of students to the committee.

Committee Members: Dr. Villena-Alvarez, Dr. Cavanagh, Dr. Hammond, & Dr. Ritchie

- Dr. Kratky – 41 USCB students from Dr. Kratky’s & Dr. Pawlek’s Spanish classes volunteered at the Latin Music Festival on October 14th

- Dr. Reindl - Have you donated to our family fund? Please do! This important initiative funds many departments, scholarships and events like research and scholarship day. As little as $1 will help toward our participation goal. If you forgot your form, extra are available at the front of the room. Be sure to come have BBQ at our next event Oct. 24th from 11:30-2 on the Bluffton Campus lawn.

- Dr. McCoy - The USCB Sand Shark Veterans invite you to celebrate Veterans Day with us on Monday, 11/12 @ 11am. Remarks by Michael Weiss, **USCB alum Calvin Calvert** (class of 2016, Computational Science) to precede a catered lunch! Veterans Day events will take place in CC 105. We also thank those who came out in support of our "22 for 22" event on 10/12 for what would have been Nick Becker's 38th birthday, and special gratitude for those who came in solidarity regarding the recent loss of another USCB student, Breelyn Holloman. We hope these efforts are seen as a continued effort for raising awareness for the need of more mental and physical healthcare/support at USCB. We'll be hosting the "22 for 22" event again pre-lunch on Student Research and Scholarship Day next spring.

- Dr. Malphrus - Anyone with a USCB ID can come to events at the CFA for free—with the exception of the "Red Clay Ramblers" musical event (no price break possible) and the Rick Bragg interview with Walter Edgar (free for students and half price for faculty).

- Prof. Ricardo - The Divet – November 30th

- Dr. Nelson - November Faculty Senate Cancelled.

- Committee Reports are DUE December 10th to Faculty Senate Secretary

Adjournment – 4:40 p.m.