



**Faculty Senate Meeting Minutes  
February 21, 2020 2:00PM  
Greater Issues Room, Mark Clark Hall**

**FACULTY SENATE MEETING PARTICIPANTS LIST - 2/21/2020**

Academic Unit	Type	Name of Senator	Initials
Chair, Faculty Senate	Elected	Jack Porter	J.P.
<b>Provost &amp; Administration (non-voting)</b>			
Provost	Ex. Officio	Sally Selden	SSS
Assoc Prov - Academic Affairs	Ex. Officio	David Allen	DA
Assoc Prov - Academic Operations	Ex. Officio	Kevin Bower	KB
Assoc Prov - Plan, Assess, & Eval	Ex. Officio	Kelly Brennan	KB
Registrar	Ex. Officio	Lisa Blake	LB
<b>Tommy and Victoria Baker School of Business</b>			
Finance and Accounting	Appointed	Mitch Barth	MB
Finance and Accounting	Elected	Cindy Bolt	CB
Management & Entrepreneurship	Appointed	Al Lovvorn	AL
Management & Entrepreneurship	Elected	Will Money	WM
Marketing, Supply Chain, & Econ	Appointed	Bob Riggle	BR
Marketing, Supply Chain, & Econ	Elected	Bill Trumbull	BT
<b>School of Engineering</b>			
Civil/Environmental Engr	Appointed	Jeff Davis	JD
Civil/Environmental Engr	Elected	Simon Ghanat	SG
Electrical/Computer Engr	Appointed	Bob Barsanti	BB
Electrical/Computer Engr	Elected	Siripong Potisuk	SP
Engr Ldrship/Prgm Mgmt	Appointed	Robert Rabb	RR
Engr Ldrship/Prgm Mgmt	Elected	David Greenburg	DG
Mechanical Engineering	Appointed	Monica Bubacz	MB
Mechanical Engineering	Elected	Jason Howison	JH
<b>School of Humanities &amp; Social Sciences</b>			
Criminal Justice	Appointed	Sean Griffin	SG
Criminal Justice	Elected		
English	Appointed	Scott Lucas	SL
English	Elected	Katherine Pilhuj	KP
English	Elected	Frances Frame	FF
History	Appointed	Joelle Neulander	JN
History	Elected	Amanda Mushal	AM
History	Elected	Kerry Taylor	KT
Intelligence and Security Studies	Appointed	Carl Jensen	CJ
Intelligence and Security Studies	Elected		
Modern Languages/Lit/Culture	Appointed	Guy Toubiana	GT
Modern Languages/Lit/Culture	Elected	Katya Skow	KS
Modern Languages/Lit/Culture	Elected	Caroline Strobbe	CS
Political Science	Appointed	DuBose Kapeluck	DK
Political Science	Elected	Sarah Tenney Sharman	STS
Psychology	Appointed	Chip Taylor	CT
Psychology	Elected	Tim Hanchon	TH
Psychology	Elected	Steve Nida	SN

  

Academic Unit	Type	Name of Senator	Initials
<b>Swain Family School of Science &amp; Mathematics</b>			
Biology	Appointed	Joel Gramling	JG
Biology	Elected	†David Donnell	
Biology	Elected	John Zardus	
Chemistry	Appointed	Holly Bevsek	HMB
Chemistry	Elected	Smokey McAfee	SM
Health and Human Performance	Appointed	Tim Bott	
Health and Human Performance	Elected	Dena Gamer	
Math	Appointed	Mei Chen	
Math	Elected	David Trautman	DT
Cyber/Computer Sciences	Appointed	Shankar Banik	SB
Cyber/Computer Sciences	Elected	John Moore	JM
Nursing	Appointed	Amy Joseph	
Physics	Appointed	Russell Hilleke	
Physics	Elected	Pat Briggs	
Physics	Elected	Scott Yost	
<b>Zucker Family School of Education</b>			
Education	Appointed	George Williams	GW
Education	Elected	Elizabeth Connor	EC
Education	Elected	Kent Murray	
<b>Independent Academic Units</b>			
Leadership Studies	Appointed	Faith Rivers James	FRJ
Leadership Studies	Elected	Jaye Goosby Smith	JGS
Library	Appointed	Aaron Wimer	AW
Library	Appointed	Elise Wallace	EW
Military Science	Appointed	John Cyrulik	
Naval Science	Appointed	Charles Dunne	CD
Aerospace Studies	Appointed	CJ Will	
<b>Visitors (non-voting)</b>			
Bo Moore		SHSS	
Tracy Sister		MGMT	
Alyson Eggleston		EFAC	
Deirdre Ragan		HANDS	
STEVE GRENNIER		KCLE	
Karin Drost		Accred + Assessment	
Seo Jung Kim		ZESCE	
Ron Walsh		ENGR/ENRNG	
J. Adair		EFAC	
Melissa Entwistle		BSTB	

†during Danny Gustafson sabbatical 2019/20

**Call to Order**

**Jack Porter**

Jack Porter called the meeting to order at 2:00 PM.

**Approval of meeting minutes from January 17, 2020**

**Jack Porter**

There was a motion to approve the minutes from January 17, 2020. The motion was seconded. No discussion. Senate voted and unanimously approved minutes from January.

**Undergraduate Curriculum Committee**

**Breanne Swart**

There are three proposals:

1. A new Minor: Economics
2. A revised Course: PHIL 410 title change from "Man in Crisis" to "Humanity in Crisis"
3. A revised Charter of the Undergraduate Curriculum Committee.

Motion to approve all three recommendations in a single package and seconded.

Discussion:

Sarah Tenney

- Welcomes the Minor in Economics, it is long overdue.

Senate voted: Unanimously passed, motion carried.

### **Graduate Curriculum Committee**

**Simon Ghanat**

There are four items:

1. The English Department is requesting to reduce the number of credit hours required for the MA in English degree from 36 to 30. This is done by increasing the flexibility of course offerings by removing the requirement that students complete at least one seminar. This also modifies the distribution requirements.
2. From School of Education: A request to establish a course with one name and different numbers for each content area.
3. From the School of Health and Human Performance: Proposing minor changes to the program of study for the MA in Sports Management by introducing a new course.
4. From the Department of Electrical Engineering: Proposing to establish a new Independent Research Course.

Motion to approve all four recommendations in a single package and seconded.

No discussion.

Senate voted: Unanimously passed, motion carried.

### **Department of English, Fine Arts, and Communications Tenure and Promotion Policy**

**Katja Pilhuj**

Some fine adjustments were made to the point values and different types of publications. We have a point system for Tenure and Promotion. It has been revised to a sliding scale. The revised document is on the SharePoint site.

Motion to approve revised document and seconded.

No discussion.

Senate voted: Unanimously passed, motion carried.

### **GenEd Overview and Committee Proposal**

**David Allen**

The overview document lays out and explains everything we have done so far and how the different components of General Education come together and work together to satisfy SACSCOC and various other requirements. It is also meant to explain and justify the need for administrative structure to run this. The second document explains the administrative structure.

Senator

- Is this a new position, and why do we need it?

David Allen: Good question. Yes, it is a new position and we have been discussing this for some time. There was no idea of how curriculum was working overall in the old core General Education Curriculum. No communication or coordination across campus. We needed a modern General Education program and someone needs to oversee it. The document explains everything that is required to oversee this program. This will be up for formal approval on March 6<sup>th</sup>. The General Education Director will be a teaching faculty.

Senator

- How will the General Education Director address grade inflation?

David Allen: An Intern in our office has done a spreadsheet on the rise of Gold Stars. Basically, over the last ten years, the number of Gold Stars awarded has doubled. Grade inflation is a major issue.

John Moore

- Question about the Overview document in the Components of a Strands Model section. The Science courses are listed with the course and the lab, but the Physics course listed is not the lab.

David Allen: That is an error and the lab should have been listed.

Scott Lucas

- Under the Administrative Structure, Coordinators for Outcomes in Strands, faculty in English wonder about the standardization of teaching composition and the FSWI courses. Will there be anyone in charge to make sure that certain things are taught in these writing intensive courses to help the students.

David Allen: Yes, and as that class evolves we will be working toward the standardization of the syllabus in terms of number of papers required and things like that.

Senator

- On the Leadership of the Committee, it is backwards. The Departments represent the outcomes and then there are strand coordinators. That needs to be corrected.

Senator

- In regard to the WI classes and written communication and that being important, many people feel that the WI classes got shorted in the description. The suggested language for the GenEd document was sent to Jack yesterday. It is on SharePoint now.

Senator

- Teaching the six seminars in the WI classes is a lot. It has been discussed in the committee to move a few of them over to the writing side to ensure that assessment is going on in the writing half and that the workload is divided in a more equitable way.
- David Allen: That is most certainly under discussion and most certainly will happen in the Spring.

Senator

- How much input will faculty have? Will there be training in the rubrics? How good will the data be in Taskstream from last semester? Is there a timeline?

David Allen: That is the whole idea of what we are moving toward with the GenEd Coordinator and the Outcomes and Strands Coordinator. The main thing they are going to be working on is getting those outcomes sharpened up, and standardizing across the rubrics. The Administrative Structure will be in place for the Fall.

Jack Porter

- At the next meeting on March 6<sup>th</sup>, we will vote on this.

Senator

- This will be a good move, and a huge help with scheduling.

## **Update on SACSCOC Quality Enhancement Plan**

**Karin Roof**

We will be wrapping up one QEP and starting another one right behind it. The SACS 5<sup>th</sup> Year Report is due in the Spring. QEP stands for Quality Enhancement Plan. The QEP that we are wrapping up right now is called "Ethics in Action." A QEP is an initiative selected by campus that focuses on enhancing some kind of student learning on campus. We started with a series of conversations, which led to a campus-wide survey. Ethics in Action was launched in 2014 and it has been a four-year curricular and co-curricular based experience. The QEP is limited to a 10-page report. This QEP was connected to the Strategic Plan. It will not be over, it will be institutionalized so we will see it no longer as a QEP, but as part of our ongoing structure. In terms of building a QEP, several steps need to be taken. First, we must determine our target population and we need a broad base segment of students. Next, we need to develop student learning outcomes, build out curricular and co-curricular elements and design and align assessments to look at the project. Every QEP must have a budget and staffing built into it. Also, we need to name the plan and develop a marketing plan, which is a key part of the onsite visit. In terms of some of the criteria by which a QEP is evaluated when we are submitting the plan, they want to make sure that the topic was identified through an ongoing process with multiple different people. They want to see broad base support of the QEP, both in terms of infrastructure and funding, and campus understanding and enthusiasm for the project. It must have specific

learning outcomes and goals that are measurable and attainable and develop a robust assessment plan that goes along with that.

Here is a timeline for the upcoming QEP:

- March: We will be submitting our current QEP for evaluation.
- December: SACS Board of Trustees will vote on that.
- Spring semester 2021: We will start to plan for the next QEP. We will be having planning sessions, focus groups, and a QEP Development Committee.
- Fall of 2023: The QEP will be submitted to SACS.
- Spring of 2024: The team will be on campus for formal presentation and conversation.

### **New HR Informal Recognition Program**

**Kendra Snipe**

Tuesday, February 25<sup>th</sup>, HR will be having a workshop called Leading Diverse Teams. There will be two sessions, one at 10:00 AM and one at 2:00 PM. If interested, please sign up online. We have started the Bulldog in Action Nomination. This is an informal, employee-to-employee recognition program. The idea behind it is that there are so many wonderful things happening on campus and we have very formal recognition programs. To make it as easy as possible to give someone a pat on the back or a kudos for doing a good job, you can just submit it online. HR will then add it in to our monthly newsletter. Just go to the website and type in Bulldog in Action. There currently is no monetary value to this. We would like to make this a campaign using the hashtag #bulldoginaction. We are asking for your support with this. What are the positive things that make you excited about working here? We want people to take pictures and have people tell us what they like about working at The Citadel. We will be going around campus to different departments and asking for ambassadors to make a public post about these things, so be on the look-out for this.

### **Update from the Provost**

**Sally Selden**

Shout out to Chip Taylor for presenting to the Board of Visitors at the last meeting. It is important that we get our faculty in front of our Board. Also a shout out to Shankir for Cyber. We have signed a MOU with Fort Gordon to deliver cyber programs. Fort Gordon is the Army Cyber Center. We are also receiving an appropriation from the Department of Defense to support the Cyber Program.

The following people have volunteered to be on the Task Force for the Faculty Evaluation System: Diana Cheshire, Dan Bornstein, Elizabeth Connor, Alyson Eggleston, Joel Gramling, Steve Nida, Rob Rabb, Tracey Sigler, Wesley Sams, Jeff Davis, and Aaron Wimer

The 5<sup>th</sup> Year Report to SACSCOC was mentioned earlier by Karin. Please follow up with the Provost if you need to get information in and please give a thank you to Tara Hornor if you see her for taking the lead on this as she transitioned out of that role.

We have an ACAP Meeting on March 26<sup>th</sup> in Columbia. This is the first step where the Academic Deans meet as part of the CHE process. The business proposals, which the Faculty Senate have approved, will be heard at this meeting.

Good news: Coming out of the South Carolina State House, which now will go to the Senate, we will get just over \$1 million in recurring dollars increase to our budget from the State, and we have received \$7.5 million for Capers. So, now we have \$15 million from the State of South Carolina for Capers.

Shannon McKenzie—Disability Services Update

There have been some changes as far as note taking accommodations for students with documented disabilities. We have something called Glean. Glean is a software that can be used on the computer. Hopefully, by March, we will be able to also use it on iPads. Glean allows a student to record a lecture and to actually be engaged in the lecture. They can listen to it, jot down short notes and then, after the lecture, they can go back and fill in the notes, and then they have a true capture of what they've learned. In the Disability Services world, we are leaning away from note takers. We are finding that it is not always effective. A note taker takes notes based on their experience, and their view. It is not a true capture and it does not fill in the missing gaps for many students who cannot take those notes on their own. There are plenty of other assisted technology tools students can also use such as Audio Note Taker and Echo Pen. You should know if you have a student in your class that has permission to use this technology.

Senator

- I think there should be something in the Honor Manual that prohibits recording our lectures without permission.

Dr. Selden: State of SC law allows you to do that. We are a one-part consent state that allows a student to record regardless of whether you've given permission or not.

Senator

- What happens to the lecture after the student finishes the course?

Shannon McKenzie: It is held in the cloud.

Senator

- Is this technology free?

Shannon McKenzie: Glean is not free. Right now, though, it is free for this semester as they allow us to test it out.

Senator

- Would it be appropriate for faculty to add wording to our syllabus in regard to recording the lectures and how to not share it on social media or web sites?

Dr. Selden: This is a great suggestion. Draft the language for this and the attorney can review it.

Jack Porter: We may need to update our information regarding plagiarism to ensure that students understand that language from these software programs must be appropriately cited.

Disability statements are available on the Student Success Center website for syllabi.

Kevin Bower—Update on Facilities

Bastin Hall is still on track to be substantially complete on August 11<sup>th</sup>. The Graduate School will be having two evening courses starting on August 24<sup>th</sup>. There will be a full move-in at the end of September. Relative to Bastin, when Bastin is full, that will vacate some space in Bond Hall. In September of 2018, Facilities and Engineering conducted a space analysis of Bond Hall. We will be using the needs assessment from that study and sending it back out to critical offices in Bond Hall and to those moving into Bond Hall to make sure that when we reallocate the space in Bond Hall, that we are optimizing.

Capers Hall update: On March 12<sup>th</sup>, attorneys will meet with those representing the BAR. This is a mediation process at this point. We will be meeting once a week.

Senator

- What is the likely success rate of meeting with that group?

Kevin Bower: It is uncertain. Once mediation is done and we agree on something, then the City Council votes on that. They have authority over the BAR. As of right now, we have the support of the City Council. Right now it looks favorable.

Athletic Advisory Committee: Chip Taylor

- The committee has met once and discussed a number of things such as trends in regard to student athletes and their GPA's, travel schedules and how they impact classes, and advising. We will be putting out something for Frequently Asked Questions.

Facilities and Services Committee

- No report.

Enrollment Committee

- No report.

## **Senate Announcements**

**Senators**

Joelle Neulander: There is an amazing exhibition at the Cannon Street Art Center featuring paintings based on oral histories of immigration stories and artwork. It will be running for the next four weeks from Wednesday to Saturday from 12:00 PM to 6PM.

The Department of Psychology is holding its annual Leverett Lecture featuring Dr. Conway Saylor, Professor of Psychology and Director of Service Learning and Civic Engagement Monday, March 9<sup>th</sup>, 6:30 – 7:30 PM in Grimsley/Copeland Auditorium.

Faculty Award Nominations are due Monday, March 9<sup>th</sup>. There are four major awards and anyone that is Tenured or Tenure-track is eligible. The first is collegial and self-nominating: Excellence in Research Award. The other three are nomination by colleague only: Excellence in Teaching, Excellence in Service, and New Faculty Excellence Award. We also have the Algernon Sydney Sullivan Award. Again, everything is due March 9<sup>th</sup> and we need our rankings complete by March 30<sup>th</sup>.

## **Future Business**

**Jack Porter**

Reminder to everyone that we are going to have to replace the Chair, the Recording Secretary, and the Vice Chair by the end of the semester. We are hoping to schedule the elections in April, in time to announce the incoming Chair at the May meeting so they will be ready to start in August. If you are interested in any of these positions, please contact Jack, Al or Holly. To be Chair, the only requirement is that you must be Tenured Faculty and for the other two positions, you must come from within the Senate.

Our next meeting is in two weeks, so please get all action items in one week from today.

## **Adjournment**

**Jack Porter**

No other business to discuss. Motion to adjourn meeting. Motion seconded. The meeting adjourned at 3:13PM.