Speaker's Report

Thank You
This will be my last issue of the Faculty Newsletter. It's been a great pleasure to serve as your Speaker of the Faculty. I'll begin my report by expressing thanks:

First, to Deb Vaughn, in the Library. Two and a half years ago, Deb volunteered to provide technical computer assistance during Faculty Senate meetings and to maintain the Senate web site. I'm not sure she knew how much work she was in for, but Deb has managed it wonderfully well. We all owe her a debt of gratitude.

Second, thanks to Julia Eichelberger, our Faculty Secretary. Julia is doing a superb job, and certainly made my own work as Speaker easier.

Third, thanks to George Pothering, the Senate parliamentarian. George always gave me good advice and kept us all on track during our meetings.

Fourth, thanks to Bertie Mack, Administrative Assistant in the Faculty Secretariat. It was a pleasure to work with Bertie. Her years at the College and her familiarity with our routines make her an invaluable assistant.

Finally, thanks to all of you, my colleagues on the faculty and staff. Thank you for giving me the privilege of serving as your Speaker of the Faculty. You've been generous in your support and also generous in your assistance in trying to keep me on the right track when you thought I was going astray. I appreciate both kinds of help. I wish Bob Mignone the best as he begins his new term as our next Speaker of the Faculty.

Convocation
The fall 2004 Convocation will take place on Monday, August 23, at 4:00 pm (classes begin on the 24th). All new students attend and faculty process in academic regalia. This year's speaker is Charles Johnson, distinguished writer and Professor of English at the University of Washington. Professor Johnson is a winner of the MacArthur Foundation “genius” award. Our convocation book is Johnson's novel, *Middle Passage*, winner of the National Book Award.

Reflections
My three terms as Speaker coincided with Lee Higdon's first three years as president of the
College. It has been an honor and a pleasure to work with President Higdon. Lee was a bold appointment for the College and the right one. Lee brought new ideas and new energy to the College, and has made my job as Speaker especially interesting, challenging, even exciting. The Fourth Century Initiative provides a sound basis for moving the College to national preeminence; our future is brighter for all of Lee’s good ideas and for his commitment to bringing them to fruition.

My years as Speaker also coincided with a serious decline in state financial support for higher education, in South Carolina and across the country. Not only has the percentage of state support fallen to record lows, but there has been a fundamental shift in the thinking of many of our political leaders about higher education. Higher education is seen less and less as a public good and more as a cost. “User fees,” in the form of tuition payments, replace state appropriations—as if higher education does not benefit all citizens, directly or indirectly. The challenge is to help our leaders and the public understand that state support for higher education, including the sort of education in the liberal arts we offer at the College, is an investment rather than a drain on state resources.

The most recent issue of the Newsletter of the American Association of University Professors highlights five key issues facing higher education in the United States today. I was struck by how well the AAUP issues match those we face at the College of Charleston. I’ll use the five as a framework for presenting the rest of my reflections.

1. **Academic Freedom.** A fundamental principle for higher education and a perennial concern of the AAUP, but in special need of careful articulation and reasoned defense today. Academic freedom is basic to the rights of the teacher in teaching and of the student in learning. It protects a college from having its curriculum and its classes from being governed by political (or other) orthodoxy. The principle of academic freedom is as important—and as vulnerable—at the College of Charleston as it is across the country.

2. **Contingent Faculty Positions.** Academic freedom and the tenure system are twin pillars of American higher education. The erosion of the tenure system has been accelerated by the growth of contingent faculty positions—positions that are outside the tenure stream. At the College of Charleston, these include part-time and full-time adjuncts, instructors and visiting faculty. The proportion of our sections taught by contingent faculty is high, the proportion of general education course sections even higher. This means that many of our first-year students have little contact with regular faculty, a matter of special concern as we focus on the academic experiences of our first-year students. Many contingent faculty are not engaged in research or scholarship, nor do they participate in faculty governance. President Higdon’s Fourth Century Initiative addresses this issue with the hiring of 50 new tenure-track faculty, but the problem is large and will require additional and sustained attention.

3. **Shared Governance.** Another fundamental principle of American higher education, also vulnerable today. The corporate model of governance, with the president as CEO, students as consumers, the faculty as just another “stakeholder,” threatens to undermine traditional collegial decision making. Shared governance is certainly alive at the College—this term actually occurs in our statement of core values—but how well is it? Shared governance is inefficient and it
depends on the willingness of those who share the task to take up the hard work of governance. Administrators are tempted to by-pass the slow and cumbersome system of shared governance and faculty are often happy to give up the work themselves—until they get a worse parking space. In my three years as Speaker, I have been impressed with the work of the Senate and our standing committees, with the dedication of our faculty, and the willingness of administrators to work with our system of shared governance. But I have also seen the fragility of the system, the tendency for important decisions about the academic mission and programs at the College to be made outside of our governance system. As with academic freedom and tenure, the ideal of shared collegial governance requires our attention to sustain it; and without our willingness to actually work in it, it will be an empty ideal.

4. **Affirmative Action.** “Diversity" is the preferred term these days, and the U.S. Supreme Court recognized last year that diversity in college admissions is a compelling state and educational interest. Diversity, we have been reminded, is also an issue at the College—among our students and faculty, in the administration, and on the Board of Trustees. It will be important to monitor the effects of the Fourth Century Initiative on diversity in the student body and among the faculty. President Higdon's new Diversity Council provides a mechanism for attending to issues of diversity on our campus. The educational benefits of racial and ethnic diversity may be lost if this Council does not pursue its mandate with vigor.

5. **Faculty Compensation.** The AAUP cites faculty compensation as an issue of particular concern in American higher education, and last year's comparative faculty compensation study demonstrates that the problem is even more serious at the College than it is at most of our peer institutions:

- The average faculty salary for CofC faculty at all ranks—$52,600—is 93.3% of the average for all institutions in the South Atlantic Region Carnegie IIA category for 2003-2004;
- The average faculty salary at all ranks at the College places us next to last among the twenty institutions identified as current peers in the study;
- Our average faculty salary places us next to last in the Southern Conference;
- Our average faculty salary is nearly 10% below the Citadel's, our sister public institution in our own metropolitan area.

The current picture is bleak. At these levels, our ability to recruit and retain qualified faculty is in jeopardy. However, the local outlook is promising—better than the national outlook, in fact, thanks to President Higdon's unprecedented faculty salary initiative. The salary initiative recognizes the importance and scale of the problem, and promises to address it in a serious and sustained manner. We have reason to be optimistic.

And that's a good note on which to conclude these reflections. I've been teaching for 32 years now. I love the work. And I've frequently told people over the last year or so that this job as Speaker of the Faculty has been the best of my career. I'll say thank you, again.

****
2003-2004 Committee Reports

Academic Planning Committee (Bill Olejniczak, Chair)

The APC has met regularly for the past 15 months to develop the academic component of the First-year experience. The committee has been composed of faculty representing ten different academic departments and four Schools. It has met with Deans, Department Chairs, and the Provost. The Committee fulfilled the charge of the Strategic Plan by submitting a report of the draft proposal to the Provost and Faculty Senate in November and December, 2003. The chairs of the Ad hoc Committee on Communications across the Curriculum and the Academic Planning Committee met in the fall 2003 in order to coordinate their efforts. The chairs of each committee continue to exchange information. At the December 2003 Faculty Senate meeting the Committee received useful comments which the Committee used in revising its proposal. The committee presented a motion to the faculty senate in April 2004 which offered a proposal for a first-year seminar program. The proposal contained an administrative and academic structure for a first-year seminar program and a plan for its implementation so that it could begin in fall 2005. The senate approved the first two paragraphs of the proposal without change and voted to send the proposal to an ad-hoc committee for further discussion with the Provost. The ad-hoc committee will begin its work in August 2004. In conclusion, the chair and members of the Academic Planning committee urged the new ad-hoc committee to retain the spirit of the proposal, especially its voluntary component and its emphasis on a special topics model for the first-year courses. The committee chair expressed willingness to meet in the fall with the Provost and ad-hoc committee to review the deliberations and findings of the Academic Planning Committee over the past two years.

****

Budget Committee (Peter McCandless, Chair)

During the fall semester, the Budget Committee reviewed and discussed the college budget with Priscilla Burbage, Vice-President for Fiscal Services and Sam Jones, Director of Budgeting and Payroll Services. In the spring, the committee reviewed the budgets of three new programs, the major in Hospitality and Tourism, the major in Latin American and Caribbean Studies, and the MS in Historic Preservation, a joint program with Clemson University. The chair attended the meetings of the Finance Committee of the Board of Trustees in October and April. The Speaker of the Faculty attended the finance committee meetings in July and January in the chair’s absence. I would like to thank the members of the committee for their contributions to the committee's work, especially Sheila Seaman for keeping excellent minutes. I would also like to thank Hugh Wilder, Priscilla Burbage, and Sam Jones for their assistance during the past year.

Respectfully submitted,

Peter McCandless
Chair, Budget Committee

****
Committee on the By-Laws and the Faculty-Administration Manual (Dinesh Sarvate, Chair)

Two issues were discussed:

First, a motion was made by Bev Diamond at Faculty Senate. The committee reviewed the motion and reported back to the Senate on March 16, accordingly the motion to revise the Faculty Organization and By-Laws to create a new standing college committee on faculty compensation was passed.

Second, By-laws committee had a meeting with Dave Gentry (chair of the Elections and nominations committee) with regards to two different elections using two different procedures to replace at large senators. During the discussions idea of using cougar trail for electronic ballots and elections came up. It seems that electronic voting is an excellent idea to pursue and therefore we requested Mr. Toni Becvinovski, Assistant Registrar/technology to work on a possible solution. Work is in progress, future committees (By-Laws or Nomination) may like to make a note of this.

I would like to take this opportunity to thank the “real” chair of the By-laws committee Professor Bishop Hunt and Professor Todd Grantham for great cooperation.

Respectfully submitted
Dinesh Sarvate

****

Committee on Graduate Education, Continuing Education and Special Programs (Sarah Owens, Chair)

During the 2003-2004 academic year the Committee on Graduate Education, Continuing Education and Special Programs discussed and approved 1 new Master's Program, 1 new Certificate Program, 5 program changes, 26 new course proposals, and 6 course changes. In addition the committee aided in drafting and approving three new Graduate School policies.

Highlights of the year include approval of two new programs: the Master of Science in Historic Preservation and a new Certificate Program in the Communication's department: Certificate in Organizational and Corporate Communication. The committee also approved the changes and additions to several graduate programs: The Master of Arts in Teaching Special Education restructured their program. The Graduate Program in English changed their program by adding the option of an African American concentration to the curriculum. The Graduate Program in History changed their program by adding the option of an African American concentration to the curriculum. The MS in Computer and Information Science changed the structure in their program to offer more flexibility for their students. The Master of Arts in Teaching in Early Childhood changed their program to conform to new NCATE and NAEYC standards.

The Provost asked the committee to review the approval process for new and modified programs. This is a formalizing of an existing process with approval sheets for signatures, and would add a slot for the Provost's approval.

The committee approved several new Graduate School policies including the clarification of the Academic Dismissal policy, a new timeline for the completion of incomplete grades “I” and a revision of the Probation Standards.
Changes to courses were minor and new courses are too numerous to list in a short report. These are however, documented in the Faculty Senate minutes.

Members of the committee were: Sarah Owens (chair), Cassandra Runyon (secretary), Consuela Francis, Robert Russell, and Chip R. Burke Voorneveld.

Sarah Owens (Hispanic Studies) was elected Chair of the 2004-2005 committee and Robert Russell (Art History) was elected Secretary.

***

Faculty Welfare Committee (Laura Penny, Chair)

The 2003-2004 Faculty Welfare committee met approximately once per month during the academic year. The following are the topics we discussed.

Family Leave Survey
The family leave familiarity survey, which the 2002-2003 Welfare committee originally sent out, was resent in order to maximize responses. The final results were tabulated and a report written and submitted to the President, Provost, and Chair of the Faculty Senate.

Science Center Doors
The committee received many complaints about the access controlled egress doors installed in the Hollings Science Center. We contacted Rick Krantz, the College's Fire Safety officer, and he attended our December meeting. At that meeting he assured us that the doors were safe. In January we received an additional complaint regarding the doors, along with a Fact Sheet published by OSHA, which seemed to indicate that the doors were not in compliance with their standards. We then contacted the State OSHA office and subsequently the State Fire Marshall. The State OSHA office is currently investigating the doors. This issue will be ongoing for the 2004-2005 committee.

Staff Welfare Committee
After discussing the lack of representation of staff on our committee, welfare sent a proposal to the Senate regarding the formation of a Staff Welfare Committee. This committee would not be under the jurisdiction of the Senate. Rather it would be organized through the Office of Human Resources and the President. This motion passed the Senate.

Extension of Tenure/Promotion Decision
A proposal to change the Faculty Administration Manual to allow faculty who have used a significant amount of College sanctioned leave to delay promotion or tenure decisions was sent to the Senate. Several amendments were suggested and the Provost also mentioned that she would like to meet with Welfare regarding this issue. We have met with the Provost and drafted a new revised motion. This issue will also be ongoing for the 2004-2005 committee.
Noise on George Street from Student Gatherings
Excessive noise from student activities on George Street was referred to Welfare from the Senate. We investigated the past agreements with Student organizations and found that there are limited hours when the students should be able to make excessive noise. We asked Jeri Cabot, interim Vice President for Student Affairs, to attend our March meeting. She had already discussed this issue with the Student Affairs/Athletics committee. As of that meeting the College no longer hosts live concerts at the intersection of George and Glebe midday in response to faculty complaints and the number of classes offered 12-1. Most amplified events are in the late afternoon and notice is given to the office directly affected. Organizers of the events on George must work with the Student Life department and not with SGA.

Adjunct Welfare Committee
Another issue referred to us from the Senate involved the lack of representation of Adjunct faculty on the Welfare committee. We met with Beatrice Frask, an adjunct in the French department, regarding her request for adjunct representation. We plan to draft a similar motion to that for a Staff Welfare Committee, but for Adjunct's. Again this committee cannot be under the Senate, but must be organized by the Director of Human Resources. A draft of this resolution will be sent to the new chair of Faculty Welfare.

Childcare Facilities for Staff/Faculty
We met with Tom Casey on a variety of issues. One in particular was the expansion of the Miles Early Childhood Development Center to include younger children. This process is long term and depends greatly on the replacement director ECDC to be hired this next academic year.

Equality of Retirement Benefits for Faculty/Staff
We also discussed with Tom Casey the inequities of the College contribution to the non-State retirement plans compared to that of the State plan. He was to look into this in greater detail and get back to us. The new committee should follow up on this issue.

****

Committee on Academic Standards, Admissions and Financial Aid (Deborah Vaughn, Chair)

The Faculty Committee on Academic Standards met 18 times during the 2003-2004 academic year.

As the main duty of the committee, we considered a large number of student petitions for exceptions to established rules of the College. These were:

- 37 petitions requesting late withdrawal from courses (21 approved, 15 denied, 1 in progress)
- 20 petitions to take more than 7 of the last 37 hours at another institution (12 approved, 8 denied)
- 2 petitions to walk at graduation under extenuating circumstances (1 approved, 1 denied)
- 2 petitions for exceptions to residency requirements (1 approved, 1 denied)
In September and October, the committee looked at the wording in the Undergraduate Catalog regarding graduating with honors, taking into consideration the issue of graded coursework versus pass/no pass coursework and how this fits into the 62-hour requirement. Specifically, students in the School of Education must complete 12 hours of clinical practice (student teaching), which is only graded on a pass/no pass basis. It was brought to the committee's attention that it is possible for transfer students to complete 62 hours of coursework at the College but not be eligible for graduation honors, if the catalog stipulates that these hours must be graded coursework. This information was forwarded to the Provost and Assistant Provosts, who determined that even though this is a potentially unfair circumstance for students in the School of Education, standards must be applied uniformly. Therefore, the catalog wording should remain the same.

At the October faculty senate meeting, we presented our revised Final Exam Policy, which had been remanded back to us in March 2003. Unfortunately, this was not approved by the senate.

In November, Lydia Keadle, Internship Coordinator for Career Services, came to the committee to speak about her motion for the Transcript Notation Internship Program, which was presented to the senate via the Faculty Curriculum Committee. After careful consideration and much deliberation, the committee unanimously supported Ms. Keadle's motion. At the December faculty senate meeting, however, the motion was voted down.

Also at the December senate meeting, the committee presented a motion from Dr. Rick Rickerson to change wording in the Undergraduate Catalog so that non-native speakers of English could not receive CLEP credit for their native language. This was remanded to the Languages Department for further discussion. In February, the department withdrew the motion.

At the April senate meeting, we presented the draft academic calendars for 2005-2006 through 2009-2010. These were reported for information only.

The Provost gave the committee two issues to investigate: the length of the Drop/Add period and the length of the Incomplete grading period for undergraduates.

Registrar Pam Anastassiou and Dr. Hugh Haynsworth, Head of the Graduate School, met with the committee to discuss the Drop/Add issue. Originally, the committee was told that it would be possible to have separate Drop/Add periods for students based on their student classification (undergraduate OR graduate). Because of this ability, we all felt that the Drop/Add period for undergraduates should be three calendar days (including the first day of class) and the Drop/Add period for graduates should be eight calendar days (including the first day of class). The rationale behind the eight
day period was this: most graduate classes meet at night, and students would need one calendar week plus the next morning to add/drop a class with a one-meeting-per-week schedule.

However, Ms. Anastassiou then informed us that while it is, indeed, technically possible to have separate Drop/Add periods for undergraduates and graduates, the Financial Aid policy will not allow this distinction. For this reason, the majority of committee members support the senate-approved three-day period.

Regarding the length of the Incomplete grading period, the committee discussed different options at length with Ms. Anastassiou and Toni Becvinovski, Cougar Trail Administrator. After careful consideration, we recommended to the Provost that the current 60-day period be kept in place, and that after 60 days all unchanged grades automatically revert to an F.

Issues that the committee was not able to consider include zero-credit items on student transcripts and placement credits received through CLEP exams and College placement tests. Next year's committee will continue to discuss these matters.

Respectfully Submitted,

Debbie Vaughn
Chair, Faculty Committee on Academic Standards

****

Advisory Committee on Tenure, Promotion, and Third-Year Review (Beverly Diamond, Chair)
The 2003-2004 Tenure and Promotion Committee reviewed and made recommendations to President Higdon about the following cases:

* Promotion to Professor (7)
* Tenure and Promotion to Associate Professor (13)
* Tenure (5)
* Retention as Senior Instructor (4)
* Promotion to Senior Instructor (5)

****

Faculty Research and Development Committee (Robert Perkins, Chair)
The Committee had three tasks to accomplish this academic year:
1. Decide on the disbursement of Research and Development funds.
2. Make recommendations regarding sabbatical requests.
3. Determine the winner of the Distinguished Research Award.
We were successful in completing our tasks. The attached spreadsheet [attached to the Secretary’s copy of the report] provides the amounts funded and to whom. For Round 1, we had eight (8) submissions and six (6) were partially or fully funded. As is usual, Round 2 received the most proposals (29) and of those twenty-one (21) were funded. The committee has remarked that the overall quality of the proposals has increased.

Regarding the sabbatical requests, we received 27 proposals, but one was subsequently withdrawn. Our recommendations were passed on to the Provost.

For the Distinguished Research Award, we received eleven (11) submissions. From those, we chose Giacomo DiTullio to receive the honor.

At our meeting of the Committee selected for the 2004-2005 academic year, Bob Perkins was chosen to be Chair and Carol Ann Davis was chosen to be Secretary.

Submitted for the Committee by
Robert Perkins, Chair

****

Committee on Assessment of Institutional Effectiveness (Silvia Rodriguez, Chair)

The Committee on Assessment of Institutional Effectiveness has been working on all matters related to assessment in close coordination with Dr. Niesslein of the Office of Assessment and Planning. During the academic year 2003-2004, the committee engaged in the following tasks: (1) Review of initial assessment reports submitted by fifteen (15) academic departments.(2) Review assessment reports submitted by five (5) academic departments.(3) Feedback on both types of reports to the respective departments.(4) Discussion of the process of assessment and planning, and familiarization with the Principles of Accreditation of the Southern Association of Colleges and Schools (SACS) in preparation for the 2007 reaccreditation review.(5) Organization of the planning and assessment workshop, and the four mini workshops addressing writing the annual and five year plans, devising the initial assessment document, data collection, and writing the assessment report. These workshops were well-attended and the committee received very positive feedback. I would like to thank committee members T. Bowers, I. De Buron, M. Futrell, K. Gehr, M. Jones, C. Kaiser, L. Turner, and J. Yost, as well as P. Niesslein from OAP for their work.

****

Post-Tenure Review Committee (Susan Gurganus, Chair)

The members of the 2003-200 Post-Tenure Review Committee included Susan Gurganus (committee chair), Gary Asleson, Shaun Nichols, Katina Strauch, and Lindsay Packer (replaced in January by Mick Norton).
In August the committee reviewed the timeline and notice that was subsequently distributed via e-mail to deans, chairs, and 37 target faculty on September 12, 2003. The committee approved 15 deferrals in September. The approved deferrals were signed by the committee chair with the exception of those faculty in the chair’s department. In addition, six petitioned for promotion in 2003-2004 so were removed from our list. One faculty member declared that he would retire and another was on leave.

In January, through the assistance of Beth Murphy of the Provost’s office, the committee set out to determine the standing of the 14 remaining faculty. Eleven packets were submitted for satisfactory ratings and recommended for satisfactory by chairs. One was submitted for superior rating and recommended to the Provost for superior by the committee. One member of the faculty did not receive notice and was provided a late deferral approval, and one did not submit a packet and was referred to the Provost.

The committee also recommended three changes to the timeline (calendar) wording that were approved by the Provost. The committee took two proposals to the Senate (April 2004) for language and eligibility changes to the FAM and those were approved. The eligibility proposal must now be approved by CHE.

****

Committee on Educational Technology (Jeffrey Wragg, Chair)
The Faculty Educational Technology Committee (FETC) was created by the senate in the spring of 2001. It is composed of seven faculty members and one student. Nonvoting, ex-officio members are the Provost and the Dean of Libraries.

Meetings held:
15 September 2003
13 October
17 November
13 February 2004
19 March
  8 April
29 April

Actions or items of note
1. Electronic evaluations
The committee considered the idea of using some online method of electronically administering student evaluations of courses and instructors, to replace our current paper-based method. The Electronic Course Evaluations (ECE) committee (a college administrative, ad hoc committee) has since asked for our advice on setting policies for such evaluations. Concerns that responses are truly confidential, and ensuring a sufficiently large, representative and reliable response need to be addressed. ECE will share with this committee information they are gathering on such thing as experiences in this endeavor at other institutions. It is the view of the FETC that electronic evaluations are inevitable, but we need to proceed cautiously.
2. **On the use of social security numbers for identification**

Two issues were identified (a) the need for ID's for permanent records, and (b) ID's for use in online access by students and employees. It was decided that use of SSN's might be acceptable for the first, but not for the second. It was agreed to send a memo to Provost Elise Jorgens, College Legal Counsel Andy Abrams, and ACTS.

The text of the memo:

*The Faculty Committee on Educational Technology needs to bring an issue to your attention regarding the use of faculty, staff, and student social security numbers as user identifiers on campus computerized information systems. There are compelling reasons to avoid such use--primarily that such a sensitive piece of personal information should not be unnecessarily exposed. We think it should be a high priority to change the system to use identifiers that do not reveal any confidential information.*

3. **Appropriate access to student records**

An issue of confidentiality of student records arose regarding faculty and staff access to student information. It was decided to recommend that a notice be displayed each time such student records are accessed, reminding faculty and staff of the legal limitations on such access.

The following memo was sent to College Legal Counsel Andy Abrams and ACTS:

*The Faculty Committee on Educational Technology recommends that computer systems which enable the user to access confidential records, e.g., SIS and cougartrail, should have a prominent banner reminding the user about their responsibilities with respect to such access. This reminder should be presented to each user upon login, or perhaps on the login page prior to entry into the system. A suitable reminder we suggest is --*

*Warning: access to any records in this system is for official uses by authorized personnel only. Any access to records must be required by your duties. Dissemination of this information is similarly restricted to necessary official purposes.*

4. **Electronic Forms**

The Committee consulted with ACTS and encouraged an official effort to migrate paper forms to electronic versions. The Committee discussed the Electronic Forms Initiative, with ACTS representative Greg Current, who is spearheading the effort. Initial efforts will be in the area of simple conversion to easily accessible pdf formatted documents. A structure for cataloging and maintaining the forms and assigning clear administrative responsibility for the forms was discussed.

5. **Policies and Procedures for email distribution lists**

Some anticipated changes to the College's email distribution lists included adopting moderation of all lists, most notably *faculty@cofc.edu*. The FETC will be represented by its Chair on the ITSC sub-committee that deals with this. The FETC
was uncomfortable with the idea of moderating all such lists, as expressed in the following memo to relevant IT staff members.

... the committee is rather strongly against any moderation other than the current mode of "slap down after you post an inappropriate email." Any more vigorous moderation presents problems of censorship and timeliness that the FETC believes are not good trade offs. I do believe the committee would be willing to consider other possibilities, for example restricting repeat offenders from posting to a list.

6. Procedures for Investigative Contact by Law Enforcement Involving Information Technology

In the aftermath of a well-publicized case of administration and law enforcement actions with respect to a faculty member's office computer the committee passed the following policy recommendation to the administration.

The College of Charleston embraces the concept of academic freedom and the value of the free exchange of ideas, whether expressed through electronic or non-electronic communications. Members of the College community have the same rights of privacy as other citizens and surrender none of those rights by becoming South Carolina state employees, or members of the academic community.

1. It is the policy of the College of Charleston to require a properly executed subpoena, search warrant or other court order for all computer, electronic information, or network-related information requests by law enforcement agencies.

2. A person contacted by a representative from a law enforcement organization that is conducting an investigation of an alleged violation involving computing and networking resources must immediately inform the Office of the Vice President for Academic Affairs (953-5527) and the College Legal Counsel (953-5502). The Vice President for Academic Affairs will then contact the appropriate department chair, or director for assistance in gathering the requested information.

3. If you are the first point of contact with an investigative agent who is delivering a subpoena, search warrant, or other court order, ask the agent for permission to contact the College Counsel to assist you with reviewing the paperwork. Contact the College Counsel immediately for assistance. If an agent with a search warrant or court order refuses to wait before executing the instructions detailed therein, contact the College Counsel, but do not inhibit the progress of investigation.

****

Committee on the Library (Michael Finefrock, Chair)

Members: Susan Balinsky (Physical Education), Karen Berg (Hispanic Studies), Julia Blose (Management), Michael Finefrock (History) Chair, Thomas Ivey (Math), Reid Wiseman (Biology) Sargeant-at-Arms & Dennis Williams (English) Secretary.

The committee was given a demonstration of the new Virtual Reference service. On two separate occasions, members of the committee were taken on a tour of the Addlestone
Library. However, this was for information purposes only since, as in preceding years, the committee was not given any role in decision making as regards either design or utilization of the building. Information on the Addlestone Library is available on the Library Web page. Opening of the facility has been delayed until 2005 subsequent to furnishing the building, and moving collections at the end of the Fall Semester.

David Cohen provided information on the Library's Operating Budget & the cuts and discrepancies related thereto. Accordingly, committee discussion centered on the Journal Prioritization Project (implemented in March) and the Journal Cancellation Project (scheduled for October 2004). In April, Cohen informed the committee that the "bottom" 20% of journals currently received (and referred to in Cohen's email to the Departments as "most expendable") henceforth is identified as "non-essential," a significant portion of which (depending on budget shortfall) will be slated for cancellation.

The 2004-2005 A.Y. committee members are Susan Balinsky (Physical Education), Bill Breedlove (Sociology), Julia Blose (Management), Thomas Ivey (Mathematics), Mike Skinner (Education), Dennis Williams (English) & Jeff Wragg (Physics). Blose was elected chair, Williams was reelected secretary & Wragg agreed to serve as Sargeant-at-Arms.

****

Committee on Student Affairs and Athletics (Mary Rivers, Chair) In the Fall of 2003, the Student Affairs and Athletics Committee selected candidates for Who's Who on the strength of academics, leadership, and service. In the Spring of 2004, the committee selected Molly Eloise Gentle as the recipient of the Alexander Chambliss Connelley Award. This award is given to a graduating senior with an outstanding record of service to the College of Charleston and its students. The chair of the Student Affairs and Athletics Committee is also a participant on the College of Charleston NCAA Steering Committee. This year we met to revise the mission statement of the Steering Committee. Spring of 2004, the committee met with Jeri Cabot, Student Affairs, Acting Senior VP, to formulate a response to a complaint referred to the committee regarding an event sponsored by the Offices of Residence and Student Life. Dean Cabot upheld that all proper channels were consulted before scheduling the event. Additionally, the committee and Dean Cabot addressed the student events that are a source of noise complaints from those whose offices are adjacent to the site of the events. The committee considered alternate locations for such events. Plans to open up the entrance to the Stern Center Gardens should provide a more suitable location for future amplified events. Other topics discussed included writing a student creed to reiterate the policies and values of the College, and also increasing the nonsmoking areas to include the areas near the entrances of buildings. Respectfully submitted, Mary W. Rivers, Chair, 2003-2004

****
**Honors Program Committee (Claire Curtis, Chair)**

The Honors Program Committee met twice a month during the 2003-2004 academic year. The primary duties of the Committee include soliciting proposals and choosing courses for the following academic year and reading student applications for the program. This year the committee also considered establishing an official Honors student dormitory, reworked the Honors Program application and discussed (but has not yet resolved) implementing an English requirement for Honors students who (through AP classes) test out of the Honors English sequence.

There are six new Honors courses for next year: Honors Approaches to Religion, taught by Lee Irwin; Women Writers of Latin America: A New Perspective, taught by Sarah Owens; Images of America, taught by Chris Lamb and Mark Long; Personality and Literature Across the Lifespan, taught by Kathy Gehr and Lisa Ross; Science and/or/vs. Religion, taught by Todd Grantham and Religion in the American South, taught by Scott Poole. In addition to these new special topics classes there are 17 other continuing Honors classes offered.

The Honors Program received 501 applications for the Fall of 2004. At this point 354 have been accepted and 171 rejected. Of those accepted 163 declined our offer of admission. 191 students are expected to enroll in the program next year. The average SAT score of these students is 1316. Applications are read and evaluated by at least three members of the Committee (John Newell, Director of the program and Jill Conway, Assistant Director are included in the pool of readers). The reading of applications makes up the bulk of the Committee’s work between November and April.

****