MEMORANDUM

April 12, 2004

To: The Faculty

From: Julia Eichelberger,
Faculty Secretary

Subject: Spring Faculty Meeting

The Spring 2004 meeting of the full Faculty of the College of Charleston will convene at 5:00 p.m. on Monday, April 19 in Physicians' Memorial Auditorium. President Higdon will report to the faculty and present the distinguished faculty awards. The recipients of these awards will NOT be notified in advance, and so it is important that all nominees for these awards attend.

Agenda

1. Call to Order

2. Approval of the Minutes

   (Minutes of the Fall 2003 meeting of the faculty were distributed in September, and are now available on the Senate website: http://www.cofc.edu/~senate/facultymeetings.html)

3. Reports

   The President: report, awards and retirements
   The Provost
   The Speaker

4. New Business

   Committee On Nominations and Elections: Election of Faculty Committees
   The President: Approval of Degree Candidates

5. Announcements

6. For the Good of the Order

7. Adjournment

Last Spring 2004 Faculty Senate Meeting:
Tuesday, April 13 • 5:00pm • 116 Education Center
Continued if necessary on April 20, 5:00, ECTR 116
Minutes of the Spring 2004 Meeting of the Faculty of the College of Charleston

The Faculty met on Monday, 19 April, at 5:00 p.m. in Physicians Auditorium. Speaker Hugh Wilder called the meeting to order. The minutes of the Fall 2003 meeting were approved, and the Speaker immediately recognized President Higdon.

**Reports: President Higdon**

“Are you glad it’s April?” the President asked the faculty. He thanked them for their hard work and dedication during the academic year. “It’s been a year of great progress despite a few bumps along the way,” he said, and that progress “is because of you.” Mr. Higdon thanked Hugh Wilder for his work as Speaker, noting that he had first met the Speaker during the Presidential search process three years ago. Since then, the Speaker has been someone the President could consult regularly; he has “an institutional view” and has been willing to give Mr. Higdon “the straight answer, not the answer I wanted to hear.” Mr. Higdon thanked the Speaker, and the faculty applauded. This is the Provost’s first year, the President noted, and he expressed appreciation for her work as well, noting that “this institution benefits from having her here.”

The President addressed the faculty on the state of the College. “There has probably never been a more difficult and challenging time for the institution of higher education,” he noted. Appropriations have been cut nationwide, but only one other state’s cuts to higher education have been of a greater percentage than the cuts made in South Carolina. Meanwhile, our costs increase as the demand for quality rises, especially with regard to technology and financial aid. “That being said, I think our institution has done well,” Mr. Higdon continued. The Fourth-Century Initiative is being implemented, the Master Plan has been completed, and we will soon have a Technology Plan. All the aspects of the Fourth-Century Initiative are having a positive impact on campus (more details will be reported at the upcoming Board meeting). We are “on task in virtually every area,” he said.

We do have more work to do towards the goal of diversifying ourselves, the President noted. He said he looks forward to working with the Diversity Committee, since this goal is “critically important.” Also critical is improving student quality. “We may be in a position to have the highest yield of admission acceptances ever,” which has both good and bad points. Additional lines are being filled as part of the Fourth-Century Initiative, but Mr. Higdon is concerned that not all departments’ searches have been successful this year. “Elise [Jorgens] and I want to do all we can” to help departments recruit new faculty, he said. He noted that the Compensation Study issued in January contains a mechanism for addressing any salaries that need to be raised. This “merit-based process” is “complicated” and “is taking longer than we first thought. But it is moving forward.” Other committees on workload and class size are about to conclude their work, Mr. Higdon said. “You should have filled out a survey about what needs repair” in department offices, he told the faculty. The Provost has announced that a Space Committee will be formed, and this will help them to address both current space needs and those that will occur as the College builds new facilities but must relocate faculty and
staff in temporary quarters during construction. “Ultimately there will be 50-60% more space,” he said, and in the interim, they hope to minimize disruption. Mr. Higsdon also said he wants to study the issue of maintenance, as well as other needs that the Master Plan has identified: traffic, parking, beautification. “We’re looking to allocate significant resources in this area,” he said.

Overall, the President said, he is “very optimistic” about our future. “We need programs that support excellence, support our students, and sharpen the distinctiveness of our institution.” The Schools are already working in various ways to emphasize our distinctiveness. The Board, at its next retreat, will be exploring the topic “What Does Excellence Cost?” Mr. Higdon said the Board needs to understand what resources are necessary for us to execute our plans. The issue of student retention also “needs our collective focus,” he noted. The institution needs to let faculty know how they can help in this regard. Compared to other institutions, we are performing well, “but we need to do better.” To this end, the President and the Provost will bring in some ideas and best practices for improving retention, a goal which can produce financial as well as academic benefits, he said. The President concluded by reminding faculty that he hoped to see as many of them as possible at both the graduate and undergraduate Commencements.

Faculty Retirements and Awards
The President recognized the following retiring faculty. Each was also thanked by his Dean or department chair and presented with a commemorative plaque.

Charles Matthews (Education)
Earl Rickerson (Chair, Division of Languages)
Gordon Jones (former Dean, School of Sciences & Math)
Jeffrey Johnson (English)
John Michel (Studio Arts).

Next, the President joined with the Provost to present the 2003-2004 Distinguished Faculty Awards.

**Distinguished Advising Award**
Charles E. Biernbaum, Biology
Ann Stein, Sociology

**Distinguished Service Award**
Sylvia Gamboa, English

**Distinguished Research Award**
Jack DiTullio, Biology

**Distinguished Teaching Award**
Martin Jones, Mathematics

**Distinguished Teacher-Scholar Award**
Franklin Ashley, Theatre

Speaker’s Report
Hugh Wilder joined the faculty in congratulating the winners of these awards. He then noted that this was his last time to preside at a Faculty meeting, and thanked Deb Vaughn
for serving as webmaster and projectionist at meetings (both tasks she continues to do as a volunteer). He also thanked the Faculty Secretary, Julia Eichelberger, for taking minutes and helping him to plan Faculty and Senate meetings, and thanked George Pothering for his service as Parliamentarian on these occasions. And, the Speaker told the faculty, he was grateful for the support and input they had given him during his service. He seconded the President’s invitation to the Commencements in May, and urged faculty also to attend Convocation on the 23rd of August (the day before Fall classes begin). Charles Johnson, Professor of English at the University of Washington, will address the convening faculty and the entering freshmen, who will all have received (and, we hope, read) a copy of his award-winning novel *Middle Passage*.

Mr. Wilder then offered some reflections on his three years as Speaker. His term began in Fall 2001 with open forums on parking, and is ending with another forum on the same subject. (“Bob, good luck,” he said to Mr. Mignone, the Speaker-elect.) These have also been the first three years of Lee Higdon’s presidency. “Lee was a bold appointment at the College, and the right one,” because he is making the future of the College brighter. It has also been a pleasure to work with Elise Jorgens during her first year as Provost, the Speaker continued. Less positive is the fact that “support for higher education has fallen to historic lows,” with many government officials seeing higher education not as a public good, but as an unwanted expense. “Our challenge is to convince the public that higher education, especially liberal arts education, is an investment rather than a drain on resources,” he said.

Within the institution, we face other challenges and opportunities. The campus is in the midst of a building and renovation boom that is “unprecedented since the 1970’s,” the Speaker noted, and the Master Plan calls for more construction in the future. The College and its new Diversity Council are seeking more ways to keep the student body diverse. We also must continue to improve the balance between permanent and visiting or adjunct faculty, he said, if we are to become as “engaged and engaging” as we hope to be. The Speaker asserted that the President had made “an unprecedented commitment” by endorsing the Compensation Study, which the faculty appreciates. Additional committee reports are forthcoming with plans for improvement in other areas: Academic Planning (regarding Freshman Seminars), Workload, Class Size, Communication Across the Curriculum, and Technology. “As always, there is a lot of good work going on, and yet to do, at the College,” the Speaker concluded. “Being Speaker has given me a new perspective on our common work” and the many people on campus who contribute to it. His job as Speaker of the Faculty is “the best one I’ve had.”

**Committee on Nominations and Elections**

David Gentry presented the slates for the 2004-2005 Faculty Committees. The following faculty were elected.
Academic Standards, Admissions and Financial Aid  (Seven)
Borg, Barbara Sociology and Anthropology
Cortese, Michael Psychology
Cudahy, Diane Foundations, Secondary, and Special Education
Gomez, Michael Hispanic Studies
Krantzman, Kristin Chemistry and Biochemistry
McCauley, Renee Computer Science
Vaughn, Deborah Library

Advisory Committee on Tenure and Promotion
(Five tenured regular and five tenured alternates)
Baginski, Thomas Classics, German, and Italian Regular
Barfield, William Physical Education and Health Regular
Clary, Betsy Jane Economics and Finance Regular
Nusbaum, Robert Geology Regular
Winfield, Idee Sociology and Anthropology Regular
Diamond, Beverly Mathematics Alternate
Jos, Philip Political Science Alternate
Lindner, Bernhard Physics and Astronomy Alternate
Mazzzone, Marian Art History Alternate
Turner, Greg Management and Marketing Alternate

Committee on Assessment of Institutional Effectiveness  (Nine)
Boucher, Christophe History
Callicott, Burton Library
Colomina-Garrigos, Maria Hispanic Studies
de Buron, Isaure Biology
Finefrock, Michael History
Futrell, Michelle Physical Education and Health
Litvin, Stephen Management and Marketing
Sadler, Mary English
Turner, Laura Theatre

Committee on Nominations and Elections
(Seven, at least three years at the College of Charleston)
Caveny, Deanna Mathematics
Doig, Marion Chemistry and Biochemistry
Farrell, Susan English
Heldrich, Rick Chemistry and Biochemistry
Morris, Frank Classics, German, and Italian
Nunan, Richard Philosophy and Religious Studies
Phillips, Michael Library
Curriculum Committee (Nine)
Ayme-Southgate, Agnes Biology
Bielsky, Katherine Library
Boyle, Deborah Philosophy and Religious Studies
Dobson, John Physical Education and Health
Garton, Tessa Art History
McCandless, Amy History
Morrison, Susan Biology
Powell, Sara Elementary and Early Childhood Education
Yost, Jeffrey Accounting and Legal Studies

Educational Technology Committee
(Seven, no more than two from one department)
Fowler, Robert Foundations, Secondary, and Special Education
Kinard, W. Frank Chemistry and Biochemistry
Lyndrup, Allen Theatre
Moore, Christine Computer Science
Profit, Steven Library
Seaman, Myra English
Styles, Alan Accounting and Legal Studies

Faculty Advisory Committee to the President (Eleven)
Curtis, Claire Political Science
Daniels, Roger Accounting and Legal Studies
Fitzharris, Linda Elementary and Early Childhood Education
Francis, Conseula English
Hart, Edward Music
Keyes, Denis Foundations, Secondary, and Special Education
Quinn, Moore Sociology
Shields, Sandra Mathematics
Weyers, Joseph Hispanic Studies
Wiseman, D. Reid Biology
Zeiner, Noelle Classics, German, and Italian

Faculty Grievance Committee
(Five: three tenured, two not tenured; and four alternates: two tenured, two not tenured)
Ellis, Edith Physical Education and Health Regular; Non-tenured
Fitzwilliam, Marie English Regular; Non-tenured
Lamb, Chris Communications Regular; Tenured
Liu, Gouli Political Science Regular; Tenured
Van Sickle, Meta Foundations, Secondary, and Special Education Regular; Tenured
Della Lana, Stephen Classics, German, and Italian Alternate; Non-tenured
Heldrich, Rick Chemistry and Biochemistry Alternate; Tenured
Katuna, Mike Geology Alternate; Tenured
Smail, Karen Physical Education and Health Alternate; Non-tenured
Faculty Hearing Committee  (Five tenured, at least two full professors; and six
tenured alternates, at least two full professors)
Hettinger, Edwin  Philosophy and Religious Studies  Regular; Professor
Miller, Deborah  Physical Education and Health  Regular; Professor
Sarvate, Dinesh  Mathematics  Regular; Professor
Tennyson, Mack  Accounting and Legal Studies  Regular; Professor
Tsai, Jung-fang  History  Regular; Professor
Bartel, Virginia  Elementary and Early Childhood Education  Alternate
Ford, Lynne  Political Science  Alternate
Fowler, Robert  Foundations, Secondary, and Special Ed.  Alternate; Professor
Hittner, James  Psychology  Alternate
Peacock, Cliffton  Studio Art  Alternate; Professor
Silverman, Herb  Mathematics  Alternate; Professor

Faculty Research and Development  (Nine)
Attafi, Abdellatif  French
Crotts, John  Management and Marketing
Davis, Carol Ann  English
Jones, Martin  Mathematics
McDaniel, June  Philosophy
Newhard, James  Classics, German, and Italian
Perkins, Bob  Foundations, Secondary, and Special Education
Regnier, Marc  Music
Wyatt, Justin  Chemistry and Biochemistry

Faculty Welfare Committee  (Eight)
Berg, Karen  Hispanic Studies
Danaher, Bill  Sociology and Anthropology
Deavor, James  Chemistry and Biochemistry
Frankel, Sara  Studio Art
Hough, Sheridan  Philosophy and Religious Studies
Jaume, Steven  Geology
Lacroix, Celeste  Communications
Ross, Lisa  Psychology

Graduate Education, Continuing Education and Special Programs
(Five, at least one graduate faculty)
Martin, Elizabeth  Chemistry and Biochemistry
Owens, Sarah  Hispanic Studies
Runyon, Cassandra  Geology  Graduate
Russell, Robert  Art History
Voorneveld, R. Burke Chip  Foundations, Secondary, and Special Ed.  Graduate
Honor Board (Five)
Agrest, Sofia Mathematics
Birrer, Doryjane English
Brooks, Michelle Chemistry and Biochemistry
Huddlestun, John Philosophy and Religious Studies
Korey, Christopher Biology

Honors Program Committee (Five, three teaching in Honors Program)
Ashley, Franklin Theatre
Bjerken, Zeff Philosophy and Religious Studies
Kelly, Joe English Honors
Overby, Jason Chemistry and Biochemistry Honors
Poole, Scott History Honors

Library (Seven)
Balinsky, Susan Physical Education and Health
Blose, Julia Management and Marketing
Breedlove, William Sociology and Anthropology
Ivey, Thomas Mathematics
Skinner, Michael Foundations, Secondary, and Special Education
Williams, Dennis English
Wragg, Jeff Physics and Astronomy

Post-Tenure Review Committee (Five tenured; and five tenured alternates)
Asleson, Gary Chemistry and Biochemistry Regular
Muldrow, Ralph Art History Regular
Norton, Robert Mathematics Regular
Pharr, Walter Computer Science Regular
Phillips, Michael Library Regular
Gentry, David Psychology Alternate
Grantham, Todd Philosophy Alternate
Johnson, Diane Art History Alternate
Moreira, Luci Hispanic Studies Alternate
Thom, Katherine Mathematics Alternate

Recycling and Environmental Responsibility (Five)
Carroll, Tom Physical Education and Health
Chico-Wyatt, Irene Hispanic Studies
Rodriguez, Silvia Hispanic Studies
Stackel, Martha Library
Wasielewski, Noah Physical Education and Health
Student Affairs and Athletics  (Five)
Barnette, Scooter  Physical Education and Health
Espinoza, Herbert  Hispanic Studies
Hoffmann, Heath  Sociology and Anthropology
Rogers, Amy  Chemistry and Biochemistry
Swickert, Rhonda  Psychology

Bookstore Advisory Committee  (Three with two-year terms; two elected this year and one elected next year)
Mann, David  Political Science  2003-2005
Morrison, Susan  Biology

Approval of Degree Candidates

Bob Mignone moved that the faculty approve the previously-circulated list of degree candidates, and Charles Kinard seconded this motion, which then passed.

For the Good of the Order

The Faculty Secretary read the following statement into the record.

A RESOLUTION OF THANKS
The Faculty of the College of Charleston wish to thank Hugh Wilder for his distinguished service for the past three years. As Speaker of the Faculty, Hugh Wilder has worked so efficiently, so unobtrusively, and with so many different people that no one could detail the countless unremembered acts of service he has performed: advising faculty members about how to bring a motion to the Senate, encouraging committee chairs to tackle difficult projects, presenting faculty concerns to administrators. He has conducted all Senate and Faculty meetings with good cheer and with an even hand. During his term of service, the College has added a new president, a new provost, a new tradition of Fall Convocation, and an ambitious new mission in its Fourth-Century Initiative. Hugh Wilder has been a force for good in each of these new developments at the College of Charleston, and we are indeed grateful for his selfless service.

The faculty gave Mr. Wilder a standing ovation. The Provost then presented him with a commemorative plaque.

With no other announcements, Mr. Wilder asked Bob Mignone, the Speaker-elect, to close the meeting. The faculty then adjourned until the Fall.

Respectfully submitted,

Julia Eichelberger
Faculty Secretary
Faculty of the College of Charleston
Fall 2003 Meeting

Agenda

1. Call to order

2. Approval of the Minutes

3. Reports
   President Higdon
   Provost Elise Jorgens (Introduction of new faculty)
   Bob Mignone (New WebCT opportunities)
   Rick Heldrich (Ad Hoc Committee on Undergraduate Research)

4. New Business

5. Announcements
   Skip Godow (United Way)

6. For the Good of the Order

7. Adjournment

A reception will be held immediately after the meeting. The Faculty thanks the Office of the President for sponsoring this reception.
Minutes of Fall 2003 Meeting of Faculty

The Faculty of the College of Charleston convened at 5:00 p.m. on Monday, September 22 in Physicians' Memorial Auditorium.

Speaker Hugh Wilder called the meeting to order. After welcoming the faculty to the new academic year, Mr. Wilder announced that at the September Senate meeting, Bev Diamond had been elected as Speaker pro tem (designated to preside over meetings in the Speaker’s stead should he be unable to do so). He noted that George Pothering will serve this year as Parliamentarian, and Deb Vaughn will again serve as Faculty and Senate meeting webmaster, displaying relevant documents from the Senate website. The Speaker then asked for any corrections to the minutes of the Spring Faculty meeting; the minutes were approved as submitted.

Reports

President Higdon

Mr. Wilder called on President Lee Higdon to make a report to the faculty. Mr. Higdon greeted the faculty, offering a special welcome to new colleagues. He also welcomed Provost Elise Jorgens, here at the College since July, and said he looked forward to working with all faculty this year. Normally, the President said, this Fall report consisted of updates on the College’s progress, but today he chose to address the topic of the proposed minor in gay and lesbian studies that had been much discussed both on and off campus in the past weeks. First, “No one should doubt my commitment to an open, welcoming, affirming community.” He said that he wanted the College to be a place where all were welcome, because “diversity is our strength,” Next, he continued, “shared governance is absolutely critical for our institutional effectiveness.” He noted that his administration “has shown itself to be willing to listen to faculty,” and that he recognizes “the primacy of faculty” in creating curriculum. “This is not a top-down process,” the President said. “I trust you . . . to carefully consider the merits of any program.” What, then, happened in the case of the GLBT minor? “We lost control of the process,” Mr. Higdon said. “It would be preferable to me if the normal, deliberative faculty process could have occurred,” but in this case “other factors came into play.” Noting that “we were dealing with very extraordinary circumstances,” the President said he hoped that the “normal faculty selection process” will now continue. Stressing his desire to reaffirm this belief, Mr. Higdon advised faculty not to hesitate in bringing their concerns about any aspect of the College to him, as they have in the past.

Mr. Higdon then reported on good news the College has received. One survey places our institution in the top five in “student satisfaction.” In another study, 98% of our alumni who were surveyed are either “satisfied” or “very satisfied” with their overall experience and with their academic experience here. This fall our entering class is better than it has ever been: the SAT average is above 1200 and the collective GPA is around 3.75. The President noted that this may be the highest average of all South Carolina state-supported institutions. He noted that our retention rates are also improving; this past year’s Commencements included over 260 more graduates than we have ever had in a year. The
retention rates for freshmen and sophomores are up 3% this year, and they rose 4% the previous year. “We’re certainly pleased with this progress,” the President said. He also noted that the Master Planners will be on campus this fall to report on their work, and “what I have seen is very exciting” so far. The President looked forward to integrating this Facilities Master Plan into the College’s Strategic Plan, and to working with other committees that are studying salary, workload, and other issues related to the Fourth-Century Initiative. The President is happy to have our new Provost here to join him in this effort, he said.

“Our major challenge is financial and fiscal,” said Mr. Higdon. The state has already sequestered 1% of our budget against future economic shortfalls, and even though they may not take that away from us, we will need to remain fiscally prudent while waiting to see how the state’s economy fares. So far, though, “we’ve been able to handle the state’s cuts. . . and not be moved off course.” The President thanked all the faculty for their ongoing work towards the College’s continued development.

The Provost
Mr. Higdon formally introduced and welcomed Provost Elise Jorgens, who in turn recognized deans for each school. Department chairs then introduced their new colleagues, who totaled 56 new faculty. A list of this year’s new faculty appears at the end of this document.

Faculty Technology Institute/WebCT
Bob Mignone, who participated this summer in the College’s Faculty Technology Institute, presented information about the new instructional interface, WebCT, which is now available for all courses. Mr. Mignone explained that every course at the College now has a WebCT account containing all its registered students. There is also a shell where faculty may place their syllabus and other instructional material, and tools for sending mail to students, receiving documents electronically, and facilitating discussions and other communications with students such as grade reports. Mr. Mignone told faculty that training was available for anyone who was interested in learning to use WebCT, and that mentors from every discipline would be offering assistance later in the semester.

Ad Hoc Committee on Undergraduate Research
Rick Heldrich announced that the deadline for applying for grants in support of undergraduate research was November 7th. Noting that there will be 28 grants awarded this year (up from 20 last year), Mr. Heldrich urged faculty to consider applying. He also noted that all departments should be represented on the Faculty Liaison Committee for Undergraduate Research; departments without representation should step forward now.

Announcements
Skip Godow reminded faculty of the United Way campaign, stressing that businesses who donate to the College notice our level of participation in this campaign. Some area institutions have much higher rates of participation than does the College, and Mr. Godow urged faculty to change that this year. He also noted that all United Way Funds are now distributed like grant funds, rather than being automatically assigned to existing
organizations. Groups must make proposals and demonstrate that they have used their United Way money effectively in the past. Many deserving people in our community benefit from United Way contributions, he concluded, and he hoped everyone would participate this year.

**For the Good of the Order**
Dave Marshall (Communications) announced an upcoming workshop on service learning, sponsored by CETL. Next, Mr. Marshall presented a concern to faculty. He noted that at Convocation, an event he had enjoyed, an entering student had pointed out to him that as she looked at the stage during the ceremony, she saw that there were no African American trustees or senior administrators here at the College. Mr. Marshall said he hoped the Faculty Senate would take up this matter in its deliberations this year, since he felt that in the fourth century of its history, the College ought to try to have a different appearance than the one it had in its first and second centuries.

With no further business, the meeting adjourned at 6:25 PM. (Faculty repaired to a reception sponsored by the Office of the President.)

Respectfully submitted,

Julia Eichelberger
Faculty Secretary