1. The meeting was called to order at 5:01.

2. The February 2, 2021, minutes were approved by unanimous consent.

3. Announcements and Information: Speaker of the Faculty Simon Lewis reminded faculty that EXCEL Award nominations have been extended to March 3. Mid-term grades are due March 8 at noon. Final grades are due May 3, followed by a 32-hour period during which students may convert one grade to PS/NS.

Speaker Lewis noted that this agenda’s Curriculum Committee proposals were being grouped into one motion. The proposals had been circulated and available for comment on OAKS over the past week. But senators can still extract any single proposal from the group for discussion and a separate vote if there are questions or concerns.

Next year’s meetings will take place on the first available Tuesday of each month, with the exception of the first meeting, which is scheduled for August 31 to avoid conflict with Rosh Hashanah.

4. Reports
   a. Speaker Lewis cited the sobering infection and mortality numbers one year into the pandemic, urging the College community not to become complacent.

   Over 200 faculty members have volunteered for next year’s committee service, an indication of the overall health of shared governance. Speaker Lewis noted that the Senate will be voting to form a committee on curbing gun violence tonight, and there are two other ad hoc committees at work on the REI (Race Equity and Inclusion) proposal and on the evaluation of teaching effectiveness, mentoring, and advising. Additionally, Provost Austin will begin meeting regularly with the President of the College AAUP chapter.

   He concluded by noting that we should not underestimate the achievement of our continuing to function, and function effectively, during the current crisis. He expressed hope that the campus will be COVID-free by semester’s end.

   b. President Andrew Hsu began his report by addressing the COVID pandemic. The College saw a spike in cases in mid-January, but as a campus, we managed it well. He expressed hope that vaccine distribution will ramp up soon and that in a couple of months we’ll be in much better shape. Vaccine appointments will be available on March 8 for individuals in
South Carolina’s Group 1B, and college employees are included in that group. We are still hoping to have an on-campus site for vaccines in coordination with MUSC.

Turning to the College’s financial health, President Hsu reported that we are experiencing a record number of applications. As of March 1, completed applications are up 33% compared to last year, 66% compared to 2019. We expect to surpass 19,000 applications this year. Our admissions team is working hard to bring this next class to our campus; tours for admitted students are fully booked. We also saw a very good fall-to-spring retention rate: 94.7%, which is the highest it has been in several years. Moreover, the College did this in an environment where state comprehensive universities saw an overall 16% decline in fall-to-spring retention. He thanked faculty and staff for their hard work, which resulted in this notable improvement in student retention. While there is reason for concern about overall declining numbers of college-age students, the College is prepared to navigate the future financially.

President Hsu and Provost Austin then presented a proposal to restructure the current school of Education, Health, and Human Performance as part of the implementation of the strategic plan. This proposal involves creating a School of Education, building on the success of our Teacher Education program; temporarily housing Health and Human Performance in the School of Sciences and Mathematics; then growing Health and Human Performance so that it can become a separate School of Health Sciences.

Professor Dan Greenberg (guest), speaking as Chair of the Academic Planning Committee, reported that, overall, the committee’s view of this proposal was positive, although it is in the early stages and there are details to be worked out. In the committee’s opinion, boosting the School of Education is a wonderful idea, and, regarding the potential creation of another school, health sciences is a growing area. Some challenges involve the logistics of collaborating with MUSC on a School of Health Sciences and the eventual cost of another dean and school-level administration.

Senator Brian Lanahan (Teacher Education) said that the response to this idea from Teacher Education has been positive, but he noted that the department will need more faculty in order to expand. Provost Austin acknowledged that hiring would need to be addressed.

Prof. Greenberg added that Academic Planning had also discussed the risk that some programs could get siloed within their schools, especially with the RCM budget model. Provost Austin responded that we can have these conversations and build into the budget model the incentives and algorithms to accommodate the new structure.

Professor Fran Scudese (Adjunct Representative) described her experiences working with the Teacher Education program, emphasizing how impressed she has been with the faculty and administration and encouraging the development of a doctoral program.
Senator Andy Shedlock (Biology) asked what would happen if housing Health and Human Performance in the School of Sciences and Mathematics didn’t work out, and he expressed concern that SSM was being asked to “carry some weight” so that another school could grow. President Hsu responded that at this point, we can’t afford to establish Health Sciences as a new school; he expects the transition period to be brief but could not say exactly how long it will take for Health Sciences to grow enough to become its own school.

Other faculty members expressed concerns about moving Health and Human Performance to SSM. Senator Ashley Pagnotta (Physics and Astronomy) questioned the logic of a temporary move and asked when faculty would be consulted. Professor Melissa Hughes (guest, Biology) asked what effects the move would have on other SSM departments. President Hsu said that faculty would be consulted soon. He and Provost Austin gave assurances that the budgets of other SSM departments would not be affected and suggested that the school would benefit from closer collaboration with Health and Human Performance. SSM Dean Sebastian Van Delden expressed his support for the plan, saying that he did not foresee adverse effects for SSM programs. He also said that he would be discussing it the next day with SSM department chairs.

Senator Tom Ivey (Mathematics) asked about the implications of the move for the Public Health program, specifically in regard to hiring new faculty with terminal degrees in Public Health. President Hsu responded that he believes faculty lines should “follow students”; Provost Austin added that she expects an upsurge in interest in Public Health following the pandemic. Later, Senator Tom Carroll (EHHP) noted that Public Health is an interdisciplinary program and that faculty who teach in it have terminal degrees. He, Provost Austin, and Senator Bob Mignone (SSM) all pointed to the Public Health program seeking national accreditation as assurance that faculty will be properly credentialed.

Senator Paul Young (SSM) asked if faculty would be able to receive travel funding for conferences this coming summer; President Hsu replied that operations should be back to normal in the Fall, but he hadn’t thought yet about summer conference travel.

Returning to the restructuring of EHHP, Professor Jacob Steere-Williams (Guest) asked what kinds of conversations are taking place about how the humanities can be part of programs like Public Health. Provost Austin said that this is the kind of question we should be asking, adding that there is also potential for collaboration with the School of the Arts. She said these conversations can be facilitated in departments, schools, senate, strategic planning. President Hsu added we should be integrating our professional programs more with our traditional liberal arts programs. HSS Dean Gibbs Knotts highlighted medical humanities and HSS’s long tradition of working with colleagues in EHHP. LCWA Dean Tim Johnson pointed to the need for language and culture study in relation to public health as well and supported the contention that the expansion of health programs is positive for every school.
Senator Shedlock and Provost Austin noted, in regard to developing programs in health, that undergraduate research has become an important attraction for prospective students and something the College is known for.

5. New Business

a. Curriculum Committee (Nenad Radakovic, Chair): As noted in Speaker Lewis’s announcements, these proposals were bundled and voted on as one motion. In response to a question posted earlier by Senator Tom Carroll (EHHP) in regard to proposal #22, Senator Sandy Slater (History) and AVP for the Academic Experience Lynne Ford affirmed that Special Topics courses must be approved for General Education certification each time the course is offered.

The motion to approve all 25 proposals passed by online vote (38 yes, 0 no, 1 abstain).

1. FMST is adding 3 existing courses to their minor:

   https://cofc.curriculog.com/proposal:3049/form

2. HISP is making changes to the Spanish Teacher Ed program program in line with those that we passed last meeting for the Spanish major:

   https://cofc.curriculog.com/proposal:3163/form

3. SHSS is creating a new course SHSS 110 (Seminar in the Humanities and Social Science):

   https://cofc.curriculog.com/proposal:3025/form

4. URST wants to add SOCY 323 to their core requirements:

   https://cofc.curriculog.com/proposal:3127/form

5. HONS is proposing a reduction in the require hours in the Honors program from 25 hours to 22 hours:

   https://cofc.curriculog.com/proposal:3079/form

6. PBHL is creating a new course and adding courses to their program:


7. SOST is creating a new course (which is crosslisted in ENGL) and adding it to the SOST minor and ENGL major:
8. FREN is changing several courses, deactivating courses, and adding and removing courses to their various programs:

https://cofc.curriculog.com/agenda:205/form

9. INST is updating the minor, adding existing courses to the minor:

https://cofc.curriculog.com/agenda:191/form

10. INTL is adding existing courses to the Europe Concentration.
https://cofc.curriculog.com/proposal:3162/form

11. CLAS is proposing a new course and adding it to its program:
https://cofc.curriculog.com/agenda:196/form

12. RUST is creating a new course and adding it to their minor:

https://cofc.curriculog.com/agenda:203/form

13. GLAT is eorganizing and clarifying the requirement for successful completion of a professional training program for the Global Logistics and Transportation concentration in the Bachelor of Science in Business Administration (BSBA) degree:

https://cofc.curriculog.com/proposal:2752/form

14. PPLW is updating their concentration so students take the PPLW capstone:

https://cofc.curriculog.com/proposal:3150/form

15. POLI is creating a new course and adding it to their B.A. and B.Ed. POS (PLEASE NOTE THAT THERE ARE TWO LINKS):

https://cofc.curriculog.com/agenda:202/form


16. MUSC wants to rename one of the elective areas and add an elective into that area:

https://cofc.curriculog.com/proposal:3160/form
17. ENGL is updating titles and/or descriptions of several courses, adding and/or removing courses from their EWRP concentration and minor:

https://cofc.curriculog.com/agenda:210/form

18. CHEM is creating four new courses:

https://cofc.curriculog.com/agenda:211/form

19. DANC is creating seven new courses.

https://cofc.curriculog.com/agenda:212/form

20. THTR is changing a course and creating new courses (PLEASE NOTE THAT THERE ARE TWO LINKS)

https://cofc.curriculog.com/agenda:213/form

https://cofc.curriculog.com/proposal:3153/form

21. AAST is updating a course description and adding an existing (GRST) course to their minor and major:

https://cofc.curriculog.com/agenda:214/form

22. HIST is creating seven new courses (some crosslisted with WGST):

https://cofc.curriculog.com/agenda:216/form

23. WGST is creating new courses (some crosslisted with HIST) and adding new and existing courses to their program:

https://cofc.curriculog.com/agenda:217/form

24. ANTH is proposing new courses and course change, adding new courses to their major, and also updating the Cultural Studies Certificate - adding/deleting courses in certificate:

https://cofc.curriculog.com/agenda:218/form

25. SOCY is creating a new course and adding it to its programs (BS, minor, teacher-ed):

https://cofc.curriculog.com/agenda:219/form
b. Committee on Graduate Education (Sandy Slater, Chair)

1. INFM - 530 - Business Analytics Fundamentals for Competitive Advantage
   https://cofc.curriculog.com/proposal:2742/form

2. NFM - 532 - Business Analytics Applications for Competitive Advantage
   https://cofc.curriculog.com/proposal:2749/form

Both proposals passed by online vote.

c. Committee on Academic Standards, Admissions, and Financial Aid (Prof. Meta Van Sickle, Chair): Motion to endorse Undergraduate Catalog change (clarification of Final Exam policy) Presentation

Associate Provost Mark Del Mastro clarified that this motion is actually to approve and not merely to endorse the change.

Prof. Van Sickle discussed the need for the new language. Having discovered that one of the reasons students could change an exam time had been removed from the policy, the Provost asked the Academic Standards Committee to review the catalog language. The proposed language, which now includes a hyperlink to a form that students can use to request a change of exam time, is the result of that review.

Senator Paul Young (SSM) asked how the sentence in question was removed from the policy, since the presentation indicates that it wasn’t removed by the Faculty Senate. Registrar Mary Bergstrom responded that it was a decision made at a previous time by an administrator --- not the Registrar --- based on circumstances at the time.

Senator Andy Shedlock (Biology) asked if the form for requesting a rescheduling of an exam requires documentation, to which Registrar Bergstrom replied that it was a standard form and that criteria concerning documentation is left up to academic departments.

Senator Hector Qirko (SSM) asked if students could still reschedule an exam if they have three exams within 24 hours, to which Prof. Van Sickle replied that they would use this form in that case. Senator Tom Ivey (Mathematics) asked how a student could have two exams scheduled at the same time; Registrar Bergstrom replied that it’s rare but that it can happen.

The motion to approve this change in the Undergraduate Catalog passed by online vote (31 yes, 2 no, 3 abstain).
d. Committee on Nominations and Elections (Prof. RoxAnn Stalvey, Chair): Approval of ad
hoc committee on curbing gun violence

1. Jennifer Baker, Prof., PHIL
2. Dr. Kathleen Béres Rogers, Assoc. Prof., ENGL
3. Richard Bodek, Prof., HIST
4. Paige Bressler, Asst. Prof., SOB
5. Angela Crespo Cozart, Assoc. Prof., HEHP
6. Marcello Forconi, Assoc. Prof., SSM
7. Sarah Maness, Asst. Prof., Public Health and HP
8. Jonathan Neufeld, Assoc. Prof., PHIL
9. Jordan Ragusa, Assoc. Prof., POLS
10. Katie Trejo Tello, Asst. Prof. HEHP

The committee slate was approved by online vote (36 yes, 1 no).

6. Constituents’ General Concerns

Senator Renée McCauley (Computer Science) asked for an update on the Graduate School
Dean’s search, and Provost Austin reported that she is meeting with the finalists.

Senator Sandy Slater (History) asked what can be done to encourage, or possibly require,
faculty to include gender pronoun preferences in their Zoom signatures. Provost Austin said she
would rather not try to make it a policy but that she was interested to hear faculty views on the
subject. Senator Ashley Pagnotta (Physics and Astronomy) said that she would not favor making
it policy because it could force people to “out” themselves, but she added that she was strongly
in favor of faculty displaying their preferred pronouns, particularly as a model for students.
Speaker Lewis suggested bringing up the issue at department meetings.

CIO and Senior VP of IT Mark Staples reported on a major upgrade to Banner software and
indicated that videos demonstrating the new features were forthcoming. Professor Liz Jurisich
(Guest) urged that the upgrade include a waitlist function for course registration. Mr. Staples
said that it was not his call to make but that Prof. Jurisich makes a compelling case. He added
that the upgrade includes a replacement of “My Charleston.” Responding to a question from
Sen. Tom Ivey (Mathematics), Mr. Staples said that faculty should delete Zoom recordings they
don’t need and download others if necessary. He also said that IT is working on migrating Zoom
recordings to a less expensive storage platform.

7. The meeting adjourned at 6:58.
Motion: The senate endorses the following change to the Undergraduate Catalog:

Current Language regarding Final Exams under “Academic Regulations”:

Examinations must be taken at the time scheduled except when:
1. Two or more exams are scheduled simultaneously.
2. Legitimate and documentable extenuating circumstances prevent the student from completing the examination at the scheduled time (e.g., burial services for an immediate family member).

**Add the following sentence to #2:** Students are required to complete the Final Exam Change Request Form and submit it to the course Instructor.
[Note: A hyperlink to the form will be embedded in that sentence.]

Rationale:

This fall the Office of the Provost and Academic Affairs received a faculty inquiry related to the College of Charleston’s final exam policy as currently found in the Academic Regulations section of our catalog: [https://catalog.cofc.edu/content.php?catoid=17&navoid=801#final-examinations](https://catalog.cofc.edu/content.php?catoid=17&navoid=801#final-examinations). Specifically, it was noted that the final exam policy as listed in the 2014-15 catalog was the following:

*Examinations must be taken at the time scheduled except when (go to the Registrar’s Office Calendars website for final exam schedules): 1. Two or more exams are scheduled simultaneously. 2. The student has three or more examinations within a 24-hour period. 3. Legitimate and documentable extenuating circumstances prevent the student from completing the examination at the scheduled time (e.g., burial services for an immediate family member).*

However, this is what is found in our current 2020-21 undergraduate catalog:

*Examinations must be taken at the time scheduled except when: 1. Two or more exams are scheduled simultaneously. 2. Legitimate and documentable extenuating circumstances prevent the student from completing the examination at the scheduled time (e.g., burial services for an immediate family member).*

After some investigation, it was discovered that the removal of the 2nd point from the 2014-15 catalog was not the result of a Faculty Senate committee recommendation, nor was it ever approved by Faculty Senate. Consequently, and to correct this oversight, I kindly ask your committee to review the current final exam policy as found in the 2020-21 undergraduate catalog to determine what recommendation your committee might wish to make to ensure that all details of our final exam policy, as should be the case for all academic regulations found in the catalog, are approved by Faculty Senate.
PROVOST AUSTIN’S REQUEST TO REVIEW THE CURRENT CATALOG STATEMENT ON FINAL EXAM POLICY
This fall the Office of the Provost and Academic Affairs received a faculty inquiry related to the College of Charleston’s final exam policy as currently found in the Academic Regulations section of our catalog: https://catalog.cofc.edu/content.php?catoid=17&navoid=801#final-examinations. Specifically, it was noted that the final exam policy as listed in the 2014-15 catalog was the following:

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1. Two or more exams are scheduled simultaneously.

2. Legitimate and documentable extenuating circumstances prevent the student from completing the examination at the scheduled time (e.g., burial services for an immediate family member).
• After some investigation, it was discovered that the removal of the 2nd point from the 2014-15 catalog was not the result of a Faculty Senate committee recommendation, nor was it ever approved by Faculty Senate. Consequently, and to correct this oversight, I kindly ask your committee to review the current final exam policy as found in the 2020-21 undergraduate catalog to determine what recommendation your committee might wish to make to ensure that all details of our final exam policy, as should be the case for all academic regulations found in the catalog, are approved by Faculty Senate.
Examinations must be taken at the time scheduled except when:

1. Two or more exams are scheduled simultaneously.

2. Legitimate and documentable extenuating circumstances prevent the student from completing the examination at the scheduled time (e.g., burial services for an immediate family member).

Students are required to complete the Final Exam Change Request Form and submit it to the course Instructor. The form is available at:  https://academicaffairs.cofc.edu/documents/final-exam-change-request-form.pdf.

This sentence will not appear in the catalog. Hyperlinks are not included in policy statement they are embedded.
Catalog Appearance

• Examinations must be taken at the time scheduled except when:

• 1. Two or more exams are scheduled simultaneously.

• 2. Legitimate and documentable extenuating circumstances prevent the student from completing the examination at the scheduled time (e.g., burial services for an immediate family member).

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