



**UNIVERSITY OF SOUTH CAROLINA UPSTATE**  
**Virtual Faculty Senate Meeting Minutes**  
**January 29, 2021**

**TIME: 2:45 P.M.**

**PLACE: Virtual–Blackboard Collaborate Ultra**

**Officers Present:** Dr. Lisa Johnson (CAHSS-SCW; Faculty Chair); Dr. Jim Griffis (HPPA-Past Chair); Virginia Cononie (LIB; Recording Secretary);

**Committee Members Present:** Dr. Alaina Brown (CST-NSE); Ms. Ann Merryman (LIB); Dr. Andrew Leonardi (CST-NSE); Dr. Bridget Kirkland (CAHSS-FACS); Dr. Carolina Webber (CAHSS-FACS); Dr. Daniel Norris (CST-IES); Dr. Daniel Davis (JCBE-MEM); Dr. David Coberly (CAHSS-LLC); Dr. Briget Doyle (CST- NSE); Dr. Darlene Amendolair (MBSN); Dr. Tamara Cook (MBSN); Dr. Tracey Woodard (CAHSS-SCW); Dr. Elise Harvey (JCBE-MEM); Dr. Elizabeth Waddell (CST-MCS); Dr. Emily Kofoed (CAHSS-FACS); Dr. James Bunde (CAHSS-PSYC); Dr. Jim Kamla (HPH); Dr. Karen Lounsbury (SOE); Dr. Kela Goodman (SOE); Dr. Lauren Vervaecke (HPH); Dr. Dan Wooster (CST-MCS); Ms. Sara DeSantis (LIB); Dr. Scott Tanner (CST-NSE); Dr. Stephanie Barnhill (MBSN); Dr. Susan Ruppel (CAHSS-PSYC); Dr. Thanh Nguyen (JCBE-EFA); Ms. Ryan Crawford (MBSN); Dr. Dawn Henderson (MBSN);

**Committee Members Absent:** Dr. Colleen O'Brien (CAHSS-LLC); Dr. Gabrielle Drake (CAHSS-LLC); Dr. Jahangir Majumder (CST-MCS); Xiao Tang (JCBE-EFA); Dr. Esther Godfrey (CAHSS-LLC); Dr. Liang Zhao (CST-MCS); Dr. Mary Sarver (CAHSS-SCW); Dr. Ona Egbue (CST-IES); Dr. Kendra Allison (MBSN); Dr. Nicole Richardson (CAHSS-HPPA);

**Ex-Officio:** Mr. Derham Cole, Interim Chancellor; Dr. David Schecter, Provost and Senior Vice Chancellor of Academic Affairs; Mary-David Fox, Registrar;

**Visitors:** Dr. Allison Ellis (CAHSS-HPPA); Dr. Andrew Kearns (LIB); Mr. Adib Kapasi (Student Body President); Dr. Araceli Hernandez-Laroche (CAHSS-LLC); Dr. Bob Daly (CAHSS-SCW) Dr. Chris Bender (CST-NSE); Dr. Courtney McDonald (CAHSS-SCW); Mr. Tom Davis (Technology Training Specialist); Dr. Calvin Odhiambo (CAHSS-SCW); Dr. Felicia Jenkins (Associate Dean, MBSN); Dr. George Williams (LLC, Chair); Dr. Holly Pae (SOE and Chair of Academic Affairs Committee); Dr. Jeannie Chapman (CST, Dean); Dr. Jessica Stoelting (MBSN); Mr. John Siegel (LIB); Dr. June Carter (LLC); Dr. Kim Purdy (Assistant Vice Chancellor; Dean, University College); Dr. Laura Reynolds (SOE Dean); Mr. Lee Neibert (CAHSS-FACS, Chair); Dr. Lizabeth Zack (CAHSS-SCW, Chair); Dr. Deshia Breaux (IES and Chair of Graduate Committee); Dr. Celena Kusch (Director of CAIFS); Dr. Mohamed Djerdjouri (JCBE, Dean); Dr. Shirleatha Lee (MBSN, Dean); Dr. Robert McCormick (HPPA, CAHSS Associate Dean); Ms. Sarah Branan (MBSN); Dr. Sarah Hunt-Barron (SOE); Dr. Stefanie Keen

(CAHSS-PSY); Dr. Tim Ellis (CST-IES); Dr. Tyrone Toland (CST-IES); Dr. Pam Steinke (Vice Provost & Associate Vice Chancellor for Academic Affairs); Dr. Warren Bareiss (CAHSS-FACS); Ms. Mary Copeland-Myers (MBSN);

**I. Call to Order** – Dr. Lisa Johnson called the meeting to order at 2:47 PM.

- **Approval of Minutes**

Dr. Kamla moved to approve the minutes from November 20, 2020 and Dr. Briget Doyle seconded. Minutes were approved unanimously.

- **Administrative Updates**

- Dr. David Schecter, Provost thanked all who were able to join his office hours in the past week. He will continue holding these in the coming months. Budget hearings are reported to begin later this month for the 2021-2022 year. It is uncertain how many funds will be available in the coming year. The Provost reported that 128 students participated in the winter term and a more robust term is expected going forward. A survey was distributed to instructors and students who participated to gain feedback on this term. Dr. Schecter announced planning for honoring and observing the 20<sup>th</sup> anniversary of the 9/11 terror attacks in the fall. He would like some events leading up to the week of that date (e.g., panels, talks, etc) to honor the lives that were lost and consider the impact of that historical event. He would like help and is looking for interested faculty. He asked for questions.
  - Dr. Jim Griffis commented on drop/add practices. He has found that many students add classes after missing a full week and a half of material and this is a problem.
  - Ms. Mary David Fox responded that the Board of Trustees voted on this issue and agreed that classes may not be cancelled on Friday because that locks students out of housing and meal plans over the weekend. In the spring, that period is extended over the long weekend for MLK Jr Day. This is an identified problem, but there is no solution for Spring semesters.
  - Dr. Calvin Odhiambo asked about the fall semester and if administration is requiring faculty members to offer at least two face to face classes. He asked about the presumption for face to face teaching in the fall and when will that be announced. Dr. Odhiambo asked about precautions in place classroom social distancing. Dr. Schecter responded that he would like faculty to offer as much face to face in the Fall as possible and would like for the university to return to normal as much as possible. He clarified that he did not instruct anyone that faculty must teach at least two face to face classes but hopes that the university will prepare for face to face as many are expecting this migration. Built in contingencies must be made as well. Secondly, he responded that by July the administration should know its decision on face to face classes for Fall 2021. Thirdly, regarding vaccines and virus variants, Dr. Schecter responded that he is unsure if there will be a vaccine requirement or what those logistics would look like, but hopes to work together with the faculty on this matter.

- Dr. Carolina Webber asked whether there would be funding for the programming for 9/11. Dr. Schechter said that there will be funding but it is unspecified at this time. A budget must be created by a planning committee that is still being developed. Without travel costs, speaker costs may be easier to come by.
- Dr. Emily Kofoed asked when and to whom to send the budget questions. Dr. Schechter said to send all academic budget needs to Deans.
- Dr. Tom Davis reported that some faculty are experiencing issues with grading assignments and discussion board posts when using Chrome. Unfortunately, Blackboard has not been able to completely resolve the issue yet, but for some, upgrading Chrome to the latest version resolves it. The other option is to use a different web browser and most have been successful using Firefox or Microsoft Edge. If none of these options work for you, please let Tom know the information may be added to the ticket we have in with Blackboard.
- **Chancellor Search**
  - Dr. Pamela Steinke, Vice Provost & Associate Vice Chancellor for Academic Affairs, reported over 100 applicants for this position. The committee has reviewed the top applicants and they are being contacted for Zoom interviews. After these interviews, a list of finalists will be shared. Continue to be reminded that maintaining confidentiality is very important.
- **Committee Updates**  
None
- **Unfinished Business**  
None

## II. New Business

- **Open Educational Resources: Brief Address from Student Body President, Adib Talib Kapasi, and Dr. Andrew Kearns**
  - Dr. Johnson reminded everyone that they must order their course textbooks for summer by March 30<sup>th</sup> and for fall by April 13<sup>th</sup>. She then introduced Mr. Adib Talib Kapasi, Student Body President and Dr. Andrew Kearns, Library, to speak about open educational resources.
  - Mr. Adib Talib Kapasi thanked the group and discussed the high cost of textbooks. He stated that textbooks have doubled over the past decade and many students and families are struggling to purchase texts for classes. He asked the group to consider Open Educational Resources as they are free, open, shareable and available online for students. He reported that OER textbooks are written and reviewed by experts but he acknowledged the challenges of a fundamental shift in mentality, time and money, resources, and training to support faculty to use OER.
  - Dr. Andrew Kearns spoke on the benefits of OER by remarking on a large study in Georgia and how the resources help lower DFW rates. He acknowledged that finding open materials can take time and remarked that the academic innovation center and

the Library are available to assist. He shared with the group that the Partnership Among South Carolina Academic Libraries has awarded an affordable SCALE grant to the USC Upstate library to fund unit competition for revising courses to include OER resources. Faculty undergoing course revision will be eligible to be considered for this award. The unit with the most revisions and the most money saved will be rewarded \$5,000. There is an information session on this grant on February 2<sup>nd</sup> at 2 PM. More information can be found in the following link.  
[uscupstate.libguides.com/oer](http://uscupstate.libguides.com/oer)

- **Consent Agenda**

- Dr. Johnson asked whether the senators wished to proceed with the consent agenda or separate out any items from the block of materials from AAC.
- Dr. Jim Griffis asked to consider each school or department individually and said that this request could be met without a vote. Proceedings moved forward with the proposed request to take items in smaller consent agendas unit by unit.

### **Program, Curriculum, Catalog, and Course Changes**

- **FACS – Fine Arts and Communication Studies**

- Dr. Pae reported the following request asked for three changes and modification on course descriptions.
  - Request to Modify or Delete Undergraduate Worksheet or Program Description
    - Minor in Health Communication (pp. 11-16)
    - Minor in Mass Media (pp. 17-19)
    - Minor in Public Relations (pp. 20-23)
  - Request to Modify or Delete Undergraduate Course Description
    - DGST U101 - Introduction to Digital Studies (pp. 24-25)
    - JOUR U310 – Mass Media and Society (pp. 26-27)
- Vote: 25 in favor and none against.

- **IES – Informatics and Engineering Systems**

- Dr. Pae reported the introduction of three new courses, and the addition of a new prefix for Spartanburg Community College students. The floor opened for debate.
  - Jim Griffis asked that a full-time faculty member be listed as proposed instructor and why non-Upstate faculty were being used on the proposal. Dr. Tim Ellis, Director of Advanced Manufacturing, responded that this path started with Spartanburg Community College as a result of the state changing the rules in offering 4 year degrees in Advanced Manufacturing. He remarked on the great partnership with SCC by offering these classes on their campus, and hiring adjuncts to teach the class. One of these courses will be offered each semester and this was discussed at length previously with Academic Affairs (AAC).
  - Dr. Amendolair asked if there was a possibility of having joint appointments to permit oversight of the programs by Upstate. Mr. Tim Ellis responded that the adjunct would be considered USC Upstate adjunct faculty.

- Dr. Jim Griffis asked about the Academic Affairs discussion. Dr. Pae described the opportunity to make a partnership with SCC and noted that Upstate students would be able to take the courses as well.
- Dr. Jim Griffis asked for a friendly amendment to place Mr. Tim Ellis as the full-time instructor and the adjunct as alternative.
- Dr. Tyrone Toland agreed in his capacity as IES chair, but Mr. Ellis had reservations and felt the proposal should proceed as-is, rejecting the idea of imposing a rule that does not exist formally on campus. He recommended that the institution develop a policy if one is desired, but in the meantime asked that the proposal not be blocked or burdened by a non-existent rule.
- Dr. Jim Griffis moved to put either Dr. Ellis or Dr. Polinapilinho Katina as full time instructor.
- Dr. Holly Pae responded that the form be changed and that units should be the steward of who is teaching the courses. Courses may not always be able to be taught by a tenured faculty, but moving forward to offer the courses to students is optimal.
- Dr. Jim Griffis asked for a second. Dr. Carolina Webber seconded.
- Dr. Jim Griffis doesn't believe that the full-time faculty member listed as the instructor should have to teach the course but could serve as steward of the course.
- Dr. Carolina Webber offered support to the motion because previously an adjunct professor was listed on a proposal and that professor did not return to teach it. Courses should be covered by at least one full-time faculty member.
- Dr. Pam Steinke clarified that the SACCOC does require program coordination of a full-time faculty member, but not individual course coordination.
- Dr. Jim Kamla asked if it would make sense to table this to the next meeting to give time for someone to take ownership over this course.
- Dr. Ona Egbue asked if Dr. Polinapilinho Katina would like to take ownership. Dr. Katina indicated he was willing.
- Mr. Tim Ellis responded that he was still against placing another instructor on the proposal because he doesn't feel that it is necessary and that this motion is not the time to set the precedent. However, in the interest of passing the proposal, he would accept the friendly amendment to add Dr. Katina.
- Dr. Jeannie Chapman responded that there was a great deal of discussion previously over this matter in relation to ASL courses proposed in a previous year, and the courses were passed despite having only part-time faculty to teach them. The courses in the current proposal have been vetted by many in upper administration and the Academic Affairs Committee. She further remarked that two institutions have come together to plan around these courses, reflecting a significant amount of work.
- Dr. Celena Kusch noted that ASL was not the first group to do it and that a business logistic program also went forward without a full-time faculty member. Innovation needs to move at a faster pace than hiring. Program coordinators monitor course quality and instructor credentials.
- Mr. Tim Ellis accepts the friendly amendment to save the proposal.

- Dr. David Coberly asked if there is any assessment of programs taught by adjunct faculty. Mr. Tim Ellis clarified that this is not a program, that it is only three courses.
- Request for New Undergraduate Course
  - AMEC U350 - Advanced Problem Solving (pp. 28-31)
  - AMEC U360 - Industrial Digital Communications (pp. 32-35)
  - AMEC U370 - Advanced Maintenance (pp. 36-39)
- Vote: 27 in favor and 3 against.
- **LLC – Languages, Literature and Composition**
  - Dr. Pae reported a course description change, 12 new courses, and changes in the French minor. The floor was opened for debate.
    - Dr. Jim Griffis page 40 GERM 308 – remove “the study of” and page 42 to change the and to of in boxes and descriptions Rhetoric of Reproduction, in the description ENGL 376 “analysis of”.
    - Dr. George Williams accepts the friendly amendments.
    - Dr. Monika Shehi Herr asks for clarification on the word “analysis”. Dr. Johnson spoke to this question and asked if wordsmithing could be addressed outside of the senate meeting.
    - Dr. George Williams offered more options for wordsmithing.
    - Dr. Jim Griffis asked Dr. Hernandez-Laroche if she would be teaching all the courses. She responded that the new minor reflects the classes she already offers in the form of special topics courses.
  - Request to Modify or Delete Undergraduate Course Description
    - GERM U308 – Business German (pp. 40-41)
  - Request for New Undergraduate Courses
    - ENGL U376 – Rhetoric of Reproduction (pp. 42-45)
    - ENGL U377 – Women and Political Rhetoric (pp. 46-49)
    - ENGL U385 – Asian American Women Writers (pp. 50-54)
    - FREN U340 – French in Digital Environments (pp. 55-60)
    - FREN U345 – French Cuisine & Expression (pp. 61-64)
    - FREN U355 – French Thought & Leadership (pp. 65-68)
    - FREN U365 – French Fashion and Cultures (pp. 69-72)
    - FREN U370 – Global French Existentialism (pp. 73-76)
    - FREN U375 – Black Paris (pp. 77-80)
    - FREN U385 – French & Francophone Feminism (pp. 81-84)
    - FREN U395 – Translating French Cultures (pp. 85-88)
    - GERM U311 – German Translation (pp. 89-92)
  - Undergraduate Change in Curriculum or Program
    - Minor in French (pp. 93-95)
  - Vote: 25 in favor and none against.
- **MCS – Mathematics and Computer Science**
  - Dr. Pae reported that this packet modifies an existing course.
    - Request to Modify or Delete Undergraduate Course Description

- MATH U354 - Real Analysis I (pp. 96-97)
- Vote: 26 in favor and none against.
- **NSE - Natural Sciences and Engineering**
  - Dr. Pae reported 2 new courses.
  - Dr. Jim Griffis requested removal of “description of” on page 98 and allowed for additional wordsmithing to this course description. Dr. Briget Doyle accepted the friendly amendment.
    - Request for New Undergraduate Courses
      - BIOL U260 - Emerging Infectious Diseases (pp. 98-101)
      - BIOL U560 – Virology (pp. 102-105)
- Vote: 24 in favor and none against.
- **General Education Committee**
  - Dr. Pae reported a change in general education competencies and SLO statements.
    - Request to Change Undergraduate Academic Regulation or General Catalog Description
      - Proposed General Education Competencies and SLO Statements (pp. 106-111)
    - Dr. Ryan Crawford would like to reject selected courses for the nursing program. Dr. Pae will make the changes.
    - Dr. Stefanie Keen asked if the courses, BIOL 244L and BIOL 250L, can count as gen ed and toward a cognate. Dr. Courtney McDonald believed that these two courses could count toward one or the other but not both.
  - Change in Curriculum or Program General Education Requirements
    - BIOL U244 (pp. 112-114)
    - BIOL U250 (pp. 115-116)
- Vote: 24 in favor and none against.
- **JCBE - College of Business and Economics (Graduate Programs)**
  - Dr. Pae reported a change in admission requirements, a new course, and three certificate programs.
  - Dr. Amendolair asked for the packages to be voted on separately by unit.
    - Request to Change Graduate Academic Regulation or General Catalog Description
      - Admissions Requirements (for MSBA) (pp. 17-118)
    - Request to Modify or Delete Graduate Course Description
      - MSBA U790 - Analytics Practicum (pp. 119-120)
- Vote: 23 in favor and none against.
- **MBSON – Mary Black School of Nursing (Graduate Programs)**
  - Dr. Pae reported the approval for certificate program and a proposed master’s program.

- Request to Change Graduate Academic Regulation or General Catalog Description – CHE Notifications of Change
  - Admissions Requirements (Post-Master’s Certificate) (pp. 121-122)
  - CHE-Notification of Change—New Certificate Program Proposal
- Post-Master's Graduate Certificate: Clinical Nurse Leader (pp. 123-126)
  - Request for new Graduate Certificate
- Post-Master's Graduate Certificate: Clinical Nurse Leader (pp. 127-130)
  - CHE-Notification of Change—New Certificate Program Proposal
- Post-Master's Graduate Certificate in Nursing Education (pp. 131-134)
  - Request for new Graduate Certificate
- Post-Master's Graduate Certificate in Nursing Education (pp. 135-138)
  - CHE-Notification of Change—New Certificate Program Proposal
- Post-Master's Graduate Certificate in Nursing Leadership (pp. 139-142)
  - Request for new Graduate Certificate
- Post-Master's Graduate Certificate in Nursing Leadership (pp. 143-147)
- Vote: 25 in favor and none against.

- **Faculty Manual Update**

Dr. Johnson indicated that she has conducted thorough research on the post tenure review policy at other USC system campuses, peer institutions, and aspirational institutions. After meeting with Faculty Welfare, she reviewed and redrafted the proposal. A 30-day public comment period opens today (January 29) that includes opportunities for discussion on Blackboard, at the February 26<sup>th</sup> senate meeting, and at a General Faculty meeting on March 1. A tentative date to vote on this policy is set for March 2-4. The new draft is on our Blackboard group for USC Upstate Faculty Discussion.

Dr. Johnson reports that the current manual includes only a very short description of the post tenure review. Most recently, the Post-Tenure review procedures approved by Faculty Senate as part of the *Faculty Handbook* in April 2018 were mistakenly omitted from the appendices of the current *Faculty Manual* (2019). The Handbook was replaced with the revised manual in 2019, but this set of procedures slipped through the cracks. These procedures from 2018 exist in a liminal zone, having been approved not very long ago, but are located in a faculty handbook that is now defunct.

Highlights of Post Tenure Review proposal include:

- Flexible schedule: every 6-10 years
- Financial Accountability: Compensation amount added to policy in manual
- Removed requirement of documentation
- Administrative Labor Reduced: remove chair and dean from the main procedures; chair still impactful through two administrative reviews; dean still plays role by coordinating faculty development plan in cases where one is needed
- Reduce Pressure to Publish; establish flexibility around our expectations for faculty productivity across a career
- Proposal to form a new committee: UPTR with 6 members comprised of 1 rep from each college and school plus the library.

Discussion ended.

### **III. Announcements**

None.

### **IV. Adjournment**

- At 5:00 pm Dr. Darlene Amendolair moved to adjourn the meeting and Dr. Carolina Webber seconded. Motion was approved unanimously.