

The College of Charleston

FACULTY NEWSLETTER

August 2001

Hugh Wilder, Speaker of the Faculty

New President

While this will not be news to any of you, I trust, I would be remiss if I did not begin the first Faculty Newsletter this year with the announcement of the selection of Leo I. (Lee) Higdon, Jr., as the next president of the College of Charleston. Serving on the Presidential Search Committee, I had the privilege of meeting Mr. Higdon during the search process, and I have also met with him this month during his visits to Charleston. I am very excited about the prospects for the College under Lee Higdon's leadership, and I am excited about working with him this year as Speaker of the Faculty. One of President Higdon's first requests was for a meeting with faculty senators, which I arranged earlier this month. The meeting went very well, clearly demonstrating Mr. Higdon's eagerness to learn about the College from the faculty perspective and to listen to Senators' hopes and concerns for the College.

As you probably know, Mr. Higdon comes to Charleston from Babson College in Wellesley, Massachusetts, where he served as president since 1997. Prior to his tenure at Babson, he was Dean of the Darden Graduate School of Business Administration at the University of Virginia, where he also held the Charles C. Abbott Chair of Business Administration. Before moving to the University of Virginia, Mr. Higdon was Vice Chairman and Member of the Executive Committee of Salomon Brothers, where he managed the firm's Global Investment Banking Division.

Fall 2001 -2002 Meeting Dates

Faculty Meeting: Monday, September 10, 5:00 pm, Physicians' Auditorium, followed by a reception hosted by the Office of Academic Affairs.

Faculty Senate Meetings: September 4, October 2, November 6, November 27, all at 5:00 pm, ECTR 116.

Mr. Higdon earned an A.B. degree in History in 1968 from Georgetown University and an MBA in Finance in 1972 from the University of Chicago. He also served in the Peace Corps as a secondary school teacher in Malawi.

President Higdon officially takes up his duties at the College on October 1. I know, however, that he has been hard at work for the College since his selection in June by the Board of Trustees. I am already greatly impressed with Lee Higdon's energy and enthusiasm for the job, his understanding of the mission and values of the College of Charleston, and his commitment to helping us reach our goal of becoming a nationally preeminent public institution of liberal arts and sciences. I know you all join me in warmly welcoming Lee Higdon to the College community.

2001-2002 New Faculty

(Plus a few new appointments for continuing faculty)

Charles Bashaw, Visiting Assistant Professor, History.

Sam Berry, Visiting Assistant Professor, Economics and Finance.

Sherrie Bettenhausen, Associate Professor, Foundations, Secondary and Special Education.

Calvin Blackwell, Assistant Professor, Economics and Finance.

Christopher Boucher, Assistant Professor, History.

Timothy Callahan, Assistant Professor, Geology.

Burton Callicott, Librarian I, Library.

Wanda Calvert, Visiting Assistant Professor, Elementary and Early Childhood Education.

Karen Chandler, Assistant Professor in Arts Management, Library.

Robert Channell, Assistant Professor, Physical Education and Health.

Marian Currinder, Visiting Assistant Professor, Political Science.

Claire Curtis, Assistant Professor, Political Science.

Isaure de Buron, Assistant Professor, Biology.

Roscoe Davis, Visiting Assistant Professor, Classics.

Louise Doire, Visiting Instructor, Philosophy and Religious Studies.

Steve Estes, Visiting Assistant Professor, History.

Charles Geer, Visiting Instructor, English.

Julie Geiger, Visiting Assistant Professor, Theater.

Timothy Giblin, Visiting Assistant Professor, Physics and Astronomy.

Bethany Goodier, Assistant Professor, Communications.

Susan Harper, Visiting Assistant Professor, Arts Management.

Melissa Hughes, Assistant Professor, Biology.

Marie Huntington, Visiting Instructor, English.

Peter Imoro, Visiting Assistant Professor, Economics and Finance.

Candace Jaruszewicz, Assistant Professor, Elementary and Early Childhood Education.

Steven Jaume, Assistant Professor, Geology.

Stephanie Johnston, Master Teacher, Early Childhood Development Center.

Patricia Kelly, Instructor, Computer Science.

David Kiracofe, Visiting Assistant Professor, History.

Lori Kornegay, Visiting Assistant Professor, Arts Management.

Cynthia Lewis, Visiting Instructor, English.

Stephen Litvin, Associate Professor, Management and Marketing.

Kenneth Lokensgard, Visiting Instructor,
Philosophy and Religious Studies.

Lynette Long, Visiting Assistant Professor,
Communications.

Michelle Mac, Assistant Professor, Chemistry
and Biochemistry.

Bonnie McCarthy, Assistant Professor,
Foundations, Secondary and Special
Education.

Deborah McCarthy, Assistant Professor,
Sociology and Anthropology.

Eileen Moore Quinn, Assistant Professor,
Sociology and Anthropology.

Tiffany Paeschke, Visiting Instructor,
English.

Ruth Orman, Coordinator of Communication,
School of Education.

Erin B. Rasmussen, Assistant Professor,
Psychology.

Paul Roof, Visiting Assistant Professor,
Sociology and Anthropology.

Lee-Chin Siow, Assistant Professor, Music.

Alison Smith, Visiting Instructor, French.

Yong-Jin Song, Visiting Assistant Professor,
Communications.

Roxanne Stalvey, Instructor, Computer
Science.

Tricia Thelen, Assistant Professor, Theater.

Judy Trotter, Instructor, Elementary and Early
Childhood Education.

Felix Vasquez, Assistant Professor, Hispanic
Studies.

Gene Waddell, Librarian II, Library.

Philip Whalen, Visiting Assistant Professor,
History.

Justin Kim Wyatt, Assistant Professor,
Chemistry and Biochemistry.

Rebecca Yeomans, Visiting Assistant
Professor, Biology.

New Library

Update on the Addlestone Library
David Cohen, Dean of Libraries

The College has begun construction on the new Addlestone Library. The new facility will be twice as large as the current building, with a capacity of 1 million volumes (more than double our current collection) and seating for 1,400 students (almost 3 times the number in the current library). The new library will include 20 group study rooms, an expanded area of Special Collections and a great reading room. The Center for Effective Teaching and Learning offices and faculty computer lab will be housed in the new building, as will the staff of Academic Computing.

As many of you know, the Bishop England High School was built on an African-American burial site. During demolition of the high school, the contractor discovered four graves on the footprint of the new library. The Catholic diocese has removed the remains from the graves and will re-bury them shortly at another cemetery. President Sanders has appointed a small committee of

community leaders and College staff to recommend an appropriate memorial commemorating this significant site. This memorial will be the first honoring African-Americans on the peninsula.

In early August, the State Department of Archives and History expressed new concerns that the College has not sufficiently documented the archeological significance of the site. Marvin Dulaney met with the staff of the Archives Department and is responding to their request with an extensive report.

In the past month, the College awarded the general construction contract to Hitt Contracting, Inc., headquartered in Fairfax, Virginia. They have begun preliminary work-obtaining city permits and surveying nearby properties before they begin driving piles. The plans call for a two-year construction period. Here's the preliminary schedule for Year 1:

- 4 weeks - site preparation (began August 1).
- 10 weeks - driving piles (tentatively beginning September 1). The architects estimate that each pile will be approximately 90-110 feet deep to ensure a firm foundation.
- 38 weeks - structural work to frame the building.

While Hitt is working on the structure, the library staff will spend the next year designing and selecting furniture; writing specifications for computer networking and equipment for the classrooms, labs and work areas; writing specifications to outsource the move of 450,000 books; and writing specifications for shelving.

New Speaker of the Faculty - Report (Hugh Wilder)

I am honored to serve as your Speaker of the Faculty this year. A large part of my job is to represent the faculty to the administration of the College. I trust that you will advise me well as I carry out this duty; I can't represent you if I don't know how you want to be represented. I am also responsible for advising you regarding matters of College governance which are of concern to faculty. Through this Newsletter, my reports to the faculty and the Senate, and other means available, I'll do my best to keep you informed. In this report, I will review some developments at the College and my own activities since beginning my duties as Speaker in May.

1. Presidential Search and Appointment. I was privileged to serve as faculty representative on the Search Committee. I am delighted with the appointment of Lee Higdon as our next president. I want to add, though, that I was also very pleased with the search conducted by our Board of Trustees. When President Sanders announced his resignation, Joel Smith, Chairman of the Board of Trustees, spoke to the faculty and expressed his commitment an open and rigorous national search for the person best qualified to be the next president of the College. Mr. Smith asked us to trust in the integrity of the process. I can report to you that Joel Smith maintained his commitment throughout the search. I congratulate Joel for his leadership and the Board for its selection of Lee Higdon as the next president of the College.

2. President Higdon. One of the most interesting aspects of my job this year will be working with our new president. My first impression is very favorable. President Higdon is eager to learn about the College

from faculty members, to hear and respect our views, and to work with us as he begins to lead the College. One of President Higdon's first requests after his appointment was to meet with a group of faculty senators. I was happy to arrange this meeting, and included Tricia Folds-Bennett as outgoing Speaker and one senator from each school (Diane Cudahy, Mary Beth Heston, Mike Morgan and George Pothering). The meeting was lively and substantive. Among other matters, we discussed:

- Infrastructure problems: classrooms, physical plant, maintenance, support staff;
- Leadership issues;
- Need for master facilities plan;
- Need for "master intellectual plan": What will it mean to become a "nationally preeminent public liberal arts and sciences institution"? How do we get there from here?
- Faculty professional development and morale issues: faculty salaries, teaching load/workload issues, support for research and sabbaticals, etc.;
- Financial issues: How can the College maintain quality, let alone improve, under current budget constraints?

President Higdon offered no easy solutions, but he clearly understands some of the challenges the College faces.

3. Salary Raises. Returning faculty have by now received their contract letters with new salary information. While the state-appropriated funds for salary increases were modest (a pool amounting to 2% of total salaries), I am grateful to President Sanders and Provost Abrams for committing additional College operating funds for raises. Special attention was paid this year to salary equity issues. In this zero-sum game, this means that fewer funds were available in

some schools and departments for merit increases and to address salary compression problems. Nevertheless, the focus on equity, with the modest funds available, is appreciated.

4. Board of Trustees. I attended Board meetings in April and July. Through these meetings and with my service on the Presidential Search Committee, I have established good working relations with Chairman Joel Smith and other members of the Board. Aside from the appointment of our president, the most noteworthy activity of the Board (I believe) concerned the College budget.

5. College Budget. As Speaker, I have already learned how serious the constraints are on the College budget. Mr. Gary McCombs, Senior Vice President for Business Affairs, will be reporting on the budget at the first Senate meeting, September 4. The news is not good. Last year was a difficult year. Due to the hiring freeze, virtually no new faculty lines were filled. Equipment purchases, including new computers, were frozen. This year looks bleak, as well. We will have trouble making up the ground lost last year, let alone moving ahead.

The College's two largest revenue streams are state appropriations and tuition. State appropriations (per student and as a percentage of operating budget) are relatively low, even in a state which compares unfavorably with other states in the southeast. Tuition is also low, and the College's tuition increase for 2001-2002, 4.1%, is the lowest of any four-year college in the state. Yet we are committed to becoming a nationally preeminent public liberal arts and sciences institution. How we can rise to that stature at current funding levels is a fair question.

6. Parking. Judging by the number (and tone) of the e-mails and telephone calls I've received, this is **the** hot issue this fall. I want to thank both Gary McCombs and Julia Eichelberger (Chair of the Faculty Welfare Committee) for their helpful e-mails. The College is making a good-faith effort to deal with a difficult and complex issue. As you may know, a campus-wide Parking Advisory Committee was established last year to deal with long-range planning for parking. Three faculty members serve on this committee: Rob Dillon (faculty parking liaison), Michael Gill (Faculty Welfare Committee), and me. Please contact us with your concerns and suggestions.

7. Web Site. It's time the Faculty Senate moved into the late twentieth century. Elaine Montambeau, web designer in the Office of Academic Computing, is designing a Faculty Senate web site. We hope to have it up in a few weeks. I hope this will allow us to save some trees by publishing this Newsletter and other Senate documents on the web.

Again, I look forward to working with you this year.

2000-2001 Committee Reports

Academic Planning Committee (Rick Heldrich, Chair)

The Academic Planning Committee (APC) formulated a procedure for how it would deal with General Education issues. After much discussion, including discussions with the college's Assessment and Curriculum committees, the APC approved the following motion. *The APC will address Gen Ed issues in a cooperative manner with all interested parties (e.g., individuals; student, faculty or administration committees; departments; or schools) serving as both an advisory body to*

those who seek its counsel and as a deliberative body which may make motions for change with philosophical justifications to the senate. The 2000-2001 committee suggests that the 2001-2002 APC work under these guidelines to evaluate and test their effectiveness, and hopes that using guidelines developed in advance of a general education issue will facilitate its work.

The APC received a letter from Dr. Gordon Jones, Dean of the School of Science and Mathematics, that addressed several areas of concern for future committee action. The committee also received a request from the senate to recommend action on a School of the Arts proposal. The committee did not have sufficient time to deal with issues addressed by the Dean or referred to it by the senate, but we did discuss the issues and decided to place a priority on the motion remanded to it by the senate. The committee began deliberations on the School of Arts proposal and found it had potential to solve one problem and create another. The APC was in agreement on the need to right the wrong addressed by the School of the Arts, but was uncertain about the implications of the fix suggested. It was decided to carry over debate to next year's committee rather than rush to a recommendation this year. The committee also passed forward the suggestions made by Dean Jones to the new committee for its consideration.

The final task of the committee was to hold a joint meeting with the outgoing and incoming committees to explain to the 2001-2002 committee why the 2000-2001 committee was passing off so much unfinished business. The 2001-2002 committee accepted the 2000-2001 recommendations to gather additional data and opinions before passing on its recommendation concerning the School of the Arts motion to the senate.

The newly elected Chair of 2001-2002 APC is

Todd McNerney (by unanimous vote). The newly elected Secretary of 2001-2002 APC is Alex Kasman (by unanimous vote).

Committee on Graduate Education, Continuing Education and Special Programs (Rohn England, Chair)

The Committee met five times during the Fall 2000 semester and five times during the Spring 2001 semester.

Many program changes, course proposals, and course changes were reviewed by the Committee and each proposal brought to Faculty Senate was approved. The details of each motion are included in the Faculty Senate minutes. A copy of the Committee's minutes will be submitted to the Faculty Secretary.

Maureen Hays (Anthropology) was elected Chair of the incoming committee and Susan Farrell (English) was elected Secretary.

My thanks to the outgoing members and good luck to the new committee.

Faculty Welfare Committee (Julia Eichelberger, Chair)

During the 2000-2001 academic year the Faculty Welfare Committee heard faculty concerns about the following issues. Following each issue is a summary of the Committee's response.

On-campus mail: The Welfare Committee asked the President and the President's Advisory Committee to restore campus pickup of stamped, personal mail from departmental mailrooms. We did not receive

a response.

SGA teaching evaluations: We met several times with representatives from SGA, advising them on a course evaluation questionnaire they wished to attach to existing course evaluations. SGA had wished to publish the results of this questionnaire, but as of Spring 2001, they have not presented any formal proposals to Welfare or to the Faculty Senate.

Faculty salary survey and its availability via web page: As part of the Welfare Committee's standing charge, we investigated faculty salaries and how they compared to those of different departments and institutions. The Office of Institutional Research and Planning has a website that allows users to make comparisons, by rank and department, among C of C faculty and between the C of C and other SC institutions that IRP considers comparable to C of C. This website is accessible at this address: <http://irp.cofc.edu/cupasal.htm>

The Welfare Committee asked IRP to place a link to this site on the College homepage, but as of Spring 2001 this has not happened. Welfare also obtained salary data from the state and placed it on reserve at the Library. We announced both these sources of information to the faculty in an e-mail memo.

Health benefits (current lack thereof) for full-time adjuncts: Committee discussed the lack of health benefits for full-time adjuncts and agreed that the College ought to provide such benefits to all full-time faculty. We then met with representatives from Academic Affairs who explained that the Provost and President decided that providing benefits would be too expensive for the College. The Committee researched the cost of providing health benefits for these faculty and determined that the cost could theoretically be as great as 390,000 per year, no small sum but one that

we believed a reasonable expenditure. (Unrestricted funds for the College in FY99 was around 65 million.) We presented a detailed proposal to the Faculty Senate asking that the College provide health insurance for full-time adjuncts at levels comparable to health insurance now available to roster faculty. Senate approved this proposal in November. As of this summer, the Provost tells us that there are currently no plans to provide health benefits to full-time adjuncts. Committee will pursue this matter in 2001-2002.

College's FMLA policy: Committee heard from a large number of faculty that the College's policy regarding family leave to care for an ill family member or new child (as mandated by the Family Medical Leave Act) has not been clear. The Committee studied the federal statute in detail and discussed ways it could be applied to teaching faculty who are in a time-sensitive work situation (must teach during the periods defined by the semester calendar). We also discussed family leave with Human Resources and with a department chair who suggested ways to meet both faculty and departmental needs when faculty apply for family leave. In April we sent the provost a detailed memo explaining the federal law and its application to College faculty, asking that he send it to the faculty and that he adopt certain other provisions that we recommended. The Provost thanked us for our memo and told us he supported it, but he has not yet presented anything to the faculty. The Committee plans to pursue this matter in 2001-2002.

Sabbatical leave policy: The Committee met with the Provost in response to the drastic reduction of sabbatical leaves granted for 2001-2002. The Provost said he expected sabbaticals to be permanently reduced, though not eliminated entirely. The Committee took strong exception to this policy. In May we sent a detailed memo to the Long-Range

Planning Coordinating Committee, outlining the benefits of sabbaticals, describing their costs, and arguing that the College should continue, as it had in the past, to grant all qualified sabbatical leave requests in order to support the faculty's charge to be outstanding teacher-scholars. We plan to pursue this matter in 2001-2002.

Welfare heard of several other faculty concerns, including changes of annual review procedures in some departments, parking concerns, and concerns about hiring faculty whose degrees were obtained from distance-learning institutions. Committee determined that there were no recommendations we could make at this time that would productively address these concerns, although we did appoint one member, Michael Gill, to serve on a Parking Committee for 2001-2002. We expect to continue to pursue remedies for the parking shortage in the coming year.

Committee on Student Affairs and Athletics (Marie Fitzwilliam, Chair)

Absent any mandate from the Senate or from the Dean of Student Affairs, this was a quiet year. Our duties were confined to two tasks that the committee regularly oversees: selection of Who's Who candidates in the fall and a recipient of the Alexander Chambliss McConnelley award, a graduating senior, in the spring. As chair, I was also on the selection committee for the Bishop Robert Smith Award and Charlie Post Memorial Scholarship.

As we met to consider and select students who had earned the privilege to appear in Who's Who, those demonstrating depth in academics, leadership, and community service, we made some recommendations to the Dean of Student Affairs, as follows:

First, to ensure confidentiality, we suggested to Dean Haborak that the Who's Who form could be numbered at the bottom as well as at the top. That way, the candidates' names and addresses could be removed, perhaps via some kind of perforation, before the committee gets the applications, but easily matched up later for identification once the selections have been made and the forms are returned to Student Affairs. The present system of whiting-out applicants' names does not ensure confidentiality and is doubtless time consuming.

Second, we asked that along with the applications the committee receive a list of College of Charleston student organizations. As is, candidates list various offices they hold, and, given the almost monthly proliferation of campus organizations, the committee cannot always tell whether the affiliation is CofC sanctioned.

Third, we mentioned that some of the language and/or categories on the Who's Who form needed to be revised to delete defunct scholarships or athletic organizations and add new ones. Pronouns needed to be gender neutral.

In late spring of 2001, the Student Affairs and Athletics Committee met to welcome its three new members, Mary Rivers, Susan Rozzi, and Jeff Yost. We also elected Jeff Yost secretary and reelected Marie Fitzwilliam chair.

**Committee on Academic Standards,
Admissions and Financial Assistance
(Walter Pharr, Chair)**

The Committee made three motions to the Faculty Senate. The first, a carry-over from the previous year's Committee, was that

undergraduate student teaching should be pass-fail rather than graded. (At the same time the Graduate Committee made a parallel motion concerning graduate student teaching.) The motion passed.

The second motion made by the Committee concerned attendance policies, particularly the policy that faculty may give a grade of WA for too many unexcused absences. Previously the Undergraduate Catalog and the Faculty and Administration Manual had very similar but not identical policies. The motion's primary purpose was to make these policies identical. The motion passed.

Several members of the Senate had requested that the Committee examine the grading system in use at the College, with a view to adding more grades. The third motion made by the Committee was that grades of A-, B-, C-, D+ and D- be added to the current grading system. The motion passed.

Every year the Committee receives many petitions from students asking to be allowed to waive various academic requirements. As usual the largest group this year consisted of students who wanted to be allowed to take more than seven of their final 37 hours not in residence at the College. The Committee approved ten and denied five of these petitions.

Four students petitioned to waive some requirements for the minor, either a residency requirement or a particular course. The Committee approved three and denied one of these petitions.

Three students petitioned to be allowed to withdraw retroactively from a prior semester. Note that in such a case the student must withdraw from all of the courses taken that semester, not just those that he or she may have failed. Also, the student must have the permission of each individual professor to

withdraw from that professor's course. The Committee approved one and denied two of these petitions.

Two students petitioned to be allowed to receive credit for lower-level language courses after taking a later course. The Committee denied both petitions.

One student petitioned to be allowed to count a Spanish course toward the SNAP foreign language alternative requirement. The student had made a D in the course, and under the Three-Year Transfer Option which the student had chosen to exercise, grades of D are unacceptable. The Committee approved the petition, provided that the course be included in computing the student's GPA as well as counting to fulfill the requirement.

Two students petitioned to waive part of the humanities General Education requirement. The Committee denied both petitions.

One student petitioned to be allowed to withdraw from a course without penalty after the last date to withdraw with a grade of W. The Committee denied the petition.

One student petitioned to substitute certain courses that he had taken elsewhere for parts of the General Education requirements. This request was not within the Committee's purview. The student was urged to ask the Chairs of the departments involved to consider the requests for substitution.

Finally a student who had toured for a year with the theatrical production *Up With People* petitioned to be allowed to receive credit toward THTR 176, MUSC 131, and COMM 104 for that experience. The Committee denied the petition.

Faculty Advisory Committee on Tenure, Promotion and Third-Year Review (Hugh

Wilder, Chair)

The 2000-2001 Faculty Advisory Committee on Tenure, Promotion and Third-Year Review considered seventeen cases:

- Tenure and Promotion to Associate Professor (9);
- Tenure and Promotion to Professor (1);
- Promotion to Associate Professor (1);
- Promotion to Professor (2);
- Promotion to Senior Instructor (3);
- Renewal as Senior Instructor (1).

The Committee reviewed each case and sent its recommendations to the President.

Curriculum Committee (Lynn Cherry, Chair)

The Curriculum Committee met 8 times during the 2000/2001 academic year. We considered and approved a wide variety of actions, all of which were approved by the Faculty Senate.

New Course Proposals

- 54 proposals considered
- 50 approved by the committee and presented to the Senate

Courses to be counted for General Education Requirements

- 4 proposals considered and approved

Changes in Course Name - 12

Changes in Course Number - 25

Changes in Course Description - 2

Change in Course Prerequisites - 32

Change in Course Credit Hours - 2

Course Deletions - 3

Changes in Degree Requirements - 14

- BS Degree in Physics

- BA Degree in Physics
 - Classics
 - Concentration in Meteorology
 - Minor in Physics
 - Minor in Meteorology
 - Concentration in Engineering
 - Latin American and Caribbean Studies Minor
 - BA w/concentration in Environmental Geology
 - BS w/concentration in Environmental Geology
 - BS Degree in Geology
 - BA Degree in Geology
 - French Minor
 - BS Degree in Accounting
- New Minor or Concentration - 4**
- French Studies Minor
 - Asian Studies Minor
 - Hospitality and Tourism Minor
 - Concentration in Marketing

Post-Tenure Review Committee (Jorge Marban, Chair)

In Fall 2000 the Committee received five requests for deferments; two of them were granted and three were denied. It also received seven requests for cancellation of the review because of impending retirement. All seven requests were granted.

The Committee made a significant review of the Post-Tenure Review Policy during its term. At the November 28, 2000 meeting the Senate approved, with some changes in the original language, the Committee's deferment policy proposal, its recommendations regarding the composition and functioning of the PTR Department Panel and a proposition prohibiting candidates whose packets come before the Committee to serve on the Committee during the year of review. Deletions of some obsolete provisions were also approved. At the February 23, 2001

meeting, the Senate approved, again with some changes in the wording, a Committee proposal concerning assignation of ratings and another clarifying the role of the Committee as the central office for official communications regarding postponements and waivers of reviews. The Committee also presented a proposal to clarify the current eligibility requirement for a Superior rating. Neither this proposal nor a counter proposal were approved by the Senate.

The Committee received 18 requests for a Superior rating. One candidate was granted a deferment and withdrew from the process. After examining the remaining seventeen packets, the Committee decided to support the Superior rating requests of thirteen candidates while rating the other four as Satisfactory. The Committee also reviewed a disputed rating and supported the candidate's request for a Satisfactory rating. The distribution by rank of the Superior rating candidates was as follows: fifteen Professors and two Assistant Professors without terminal degrees. In addition, and outside the Committee's purview, there were thirty three requests for Satisfactory ratings all of which were granted. The rank distribution of those candidates follows: twelve Professors, seventeen Associate Professors, 2 Librarians III and two Assistant Professors, all with terminal degrees.

Finally, the Committee elaborated a set of recommended guidelines for Post-Tenure Review packets. These recommended guidelines were sent to the College department chairs.

Committee on Assessment of Institutional Effectiveness (Susan Kattwinkel, Chair)

As you know, the Assessment Committee is divided into two subcommittees - General Education and Majors. The work of each subcommittee this year is summarized below, followed by a summary of presentations made this year on behalf of the committee.

This year, much of the work of the committee involved incorporating the work of Pam Niesslein, who has added Assessment to her list of duties. Ms. Niesslein has taken on much of the logistical work done previously by the committee, leaving the Assessment Committee free for decision making.

General Education Subcommittee

- Having chosen the Academic Profile test as the College's assessment instrument, as charged by the administration in 1999, the committee observed the pilot program of this test, administered this year by Pam Niesslein and Michelle Smith. A volunteer testing situation attempted during summer registration yielded unsatisfactory results, so in Fall students in the Learning Strategies classes were administered the test in class.
- The General Education Subcommittee, under the leadership of its chair, Dr. Bill Danaher, fielded questions about student sampling, test fairness and the possible use of results. Results of the pilot sample revealed that the students who took the test scored within expected parameters. Next year's committee will examine further fairness in testing and make suggestions for the best use of test results. The committee also will be considering (following discussions by this year's committee) other General Education assessment methods to be implemented.

Majors Subcommittee

- The Majors Subcommittee, under the leadership of its chair Dr. Jim Neff, and with the help of Pam Niesslein, prepared and hosted what has become the annual Assessment Workshop. Representatives from approximately two dozen academic and administrative departments attended this workshop, and I received a great deal of positive feedback. In the two years since the workshops began the committee has seen the quality of departmental Assessment Plans rise greatly and I believe that the workshop is helping departments learn how to use the planning process to benefit their own work.
- The Majors Subcommittee reviewed and provided feedback for the Preliminary Assessment Plans submitted by ten departments.

Presentations

- The chair of the committee reported to the Faculty Senate regarding the implementation of the pilot program of the Academic Profile Test.
- The chair of the committee reported to the Deans and Chairs regarding the implementation of the pilot program of the Academic Pilot Test.
- The chair of the General Education subcommittee reported to the Faculty Senate regarding the results of the Academic Profile Test.

Honors Program Committee (Amy McCandless, Chair)

The Honors Program Committee consists of five faculty, three of whom must be teaching

in the program. The Committee meets regularly with Dr. John Newell, Director of the Honors Program, to discuss Program policies, to review Program applications and course proposals, and to offer advice on Program curriculum and activities.

In 2000-01 The Honors Program offered 52 sections of courses with a total enrollment of 1106 (average class size = 21 students) taught by 35 faculty members, including President Alex Sanders. In addition to our required Honors English and Western Civilization, we offered Honors Calculus I, Applied Linear Algebra, Honors French, Psychology, Philosophy, Biology, Chemistry, Geology, and Astronomy. We also offered the following special topics courses: Hurricane!, Origin, Development and Impact of the Civil Rights Movement, Islamic Culture and Civilization in Medieval Spain, Concepts of Self: Body, Mind, and Spirit in a Comparative Context, King Street as a Classroom, and Law and Society. Three of these courses were team taught by two faculty members each. All special topics course proposals are reviewed and approved by the Honors Committee and the Committee subsequently looks at course enrollments across the curriculum.

All members of the Program Committee participate in student advising. All Honors Program students are advised directly by the Honors Program facilitating a close relationship between Honors students and Honors staff and faculty, and freeing the Advising Center to work with other students. To provide intensive and personalized advising for our almost 500 students, we enlisted the help of, and provided support and training to, faculty and staff members and developed new advising procedures and guidelines.

The Honors Committee met bi-weekly to consider applications for the 2001-2002 school year. Committee members used a common rating sheet that considered student SAT/ACT

scores, class rank, GPA, letters of recommendations, and student essays. Each application was read by at least two committee members. Figures are not yet in for fall 2001, but in fall 2000 the program enrolled 139 incoming freshmen with an average SAT score of 1306. Sixty-seven of these were from out of state (41%).
