

A. Announcements/Informational items

- 1) **Congratulations and Welcome Back.** Kicking off the new year, the BOT approved **Carlina de la Cova's & Terry Weik's** promotion cases. Congrats to our two new full professors! We also just got word **Magda Stawkowski** was awarded a McCausland Fellowship in addition to the Department being successful in its bid for a **Linguistic Anthropologist Postdoctoral hire in the new Bridge to Faculty program**. That will be an expedited search this Spring, so during Executive meeting we will discuss those particulars. I also anticipate more good news to follow. **TFAC** this semester are **Lori Donath** (once again) teaching a section of 102 IAP and our Postdoctoral scholar, **Amanda Wissler**, teaching a section of 212 (elective in the Med Anth Minor). **Please consider volunteering** to conduct a **Peer Teaching Evaluation** for either of them in addition to **honoring a request from Dillon**. Finally, **Kathryn Luchok**, a colleague and **FTE Instructor for WGST** is again teaching sections of ANTH 388 and ANTH 392 (serving WGST and the Med Anth Minor).
- 2) **Reminder Spring Schedule of Anthropology Faculty Meetings** – Wednesdays 12-2 via zoom.
Feb. 16, 2023
March 16, 2023
April 13, 2023
May TBD
- 3) **Many unit Annual Review submissions are still outstanding.** Please send your Annual Activities – Long form, copy of CV and any peer evaluations of teaching if you had those done to me, Claudia and Ati. Claudia can send me copies of student course evaluations.
- 4) **Outside Professional Activities** (aka conflict of interest reports) via the AIR system are due before the end of this month. https://sc.edu/about/offices_and_divisions/provost/faculty/outside-professional-activities.php
- 5) **Dates for Campus Visits** – Please be fast in providing Atieno with your availability to meet with the candidate and attend volunteer for meals.
 - a. **Next week (3rd week in Jan):** Dr. Shattuck (1/17-1/18) for Bio & Dr. Dedrick (1/19-1/20) for Arch
 - b. **4th week in Jan:** Dr. Clinton (1/23-1/24) for Bio & Dr. Jankovic-Rankovic (1/25-1/26) for Bio
 - c. **Last week in Jan/First week in Feb:** Dr. Rosado Ramirez (1/30-1/31) for Arch and Dr. Bloch (2/2-2/3) for Arch.
- 6) **CAS Dean's Office Notes.**
From December 12 meeting:
 - a. Provost's office is running a space audit seeing how much Departments are using classrooms designated as 210 (these are ones that unit controlled like Gambrell 406 or 412) or 220 (teaching lab spaces). We need to ensure that above and beyond classroom use, anytime we use these spaces for events or workshops, etc. we should schedule it in 25 Live so that it is clear they are being maximally utilized. So for example, any volunteer arch work in the wet and dry teaching labs outside of formal classes would be ideal times to schedule in the system. Claudia and Atieno know how to input that information into the system.
 - b. AD of Research and Graduate Studies, **Jeff Twiss** and his team will be offering workshops to help people learn to navigate USCERA and there will be another effort at providing support and training for how to actually make a realistic budget.

- c. **Faculty workload & revisiting Post-Tenure Review.** The Dean disclosed that there is going to be more administrative scrutiny with regard to faculty teaching workload. The Faculty Manual stipulates that the baseline expectation for ALL FTE faculty is 12 hours per semester (which is being interpreted as credit hours = a 4:4)! The load can adjust up or down, depending on the level of course, # of students enrolled, and service and research load. The Dean warns that faculty who are not research productive as part of the PTR process might be expected to shoulder more teaching if stalled on research and that units will be expected to stiffen PTR requirements. So units that grant tenure will need to revisit those criteria and procedures as well as review T&P criteria every 10 years to make sure it's up-to-date. The Dean seems especially focused on PTR review and up-dates.

From January 1/11 meeting:

- a. CAS will be rolling out requests for hiring plans for TT and FTE Prof Track faculty the coming year. There will be fewer to give out. Proposals that show how the requests are building on subfield or cross-field areas of strength to build national reputations will be key. Appended to this request will be a demand for a 1 page outline of what the current Post-Tenure Review Standards are and note any plans for updating them. We can predict that ours are in serious need of overhaul and the T&P committee should have at least a meeting Chaired by Sharon to outline what changes might be made and we think will be important for how we best encourage and support faculty productivity .
- b. In the planning of Honors College staffing, CAS wants to ensure that units maintain autonomy over who teaches them while at the same time freeing up opportunities for others to teach sections so that it's not the same TT/Tenured faculty always teaching them.
- c. CAS will wrap up their review of all College level and unit Level Ed Foundation gift account to see which ones are under-utilized and might be re-directed to units. We will be contacted if there are scholarships that could go to our students from the College level that currently don't come our way. That said, our unit level Dot O'Dell Student Travel Award needs to be reactivated and I have already brought this to both Eric and Terry's attention last semester as the gift agreement requires us to work together with staff. So once the searches are behind us we should be able to set up that meeting and make some decisions about how to proceed.
- d. CAS Dean wants robust faculty attendance at the call to attend **Imagine Carolina**. This is being led by the Huron Consulting firm.
- e. Dean says the University roll out of President's request for new Certificates has not been well thought through (recall the debacle with One Carolina online learning two years ago!) and we will see a plethora of colleges putting in 12-credit hour "skill" based certificates that are not interdisciplinary or require cross-college involvement to tap into credit hours that normally would go toward the 18 credit hour minors.
- f. CAS reminds that criteria for Prof Track Faculty must be done this semester. They are still waiting on some clarification from the Provost's Office on a few issues – 1) with the intention to allow for a third level [currently just two Instructor/Lecturer to Senior Instructor/Lecturer) & 2) the workflow and submission for approval process. The important thing is that we have a plan and vote on it so we are ready to submit ASAP. Sharon will be sharing a proposal today.
- g. **Reminder: Syllabi submission due to Amanda Atkinson.** I already forwarded the email to all. CAS Dean wants them by **Friday 13 (i.e. tomorrow)**.
- h. CAS AD of UG Christy Friend is asking for Chairs to send 1-2 faculty who would be willing to participate at a recruitment event or two.

B. Reports and discussion:**1. AGORAE Representative –McGraw****2. DEI Representative – Goldberg**

1. CAS is working on restructuring the DEI committee. Trying to take into account the impact scale has on individual departments' ability to participate in college-wide efforts and reduce redundancies. Will have update on what this might look like after meeting on 1/19.
2. **Would like to propose the department consider purchasing an institutional membership to the Society for Black Archaeologists (SBA).** \$75/year. Met with leadership board at SHA meetings. Some of our faculty are currently involved in individual-level partnerships but would be great to show departmental-level support. Description of membership level from their website: SBA Non-profit Institutional Membership comes with the following: - Show your institution is in partnership with the vision of SBA - Access to the SBA Newsletter - Ability to post job announcements.
3. HBCU Archaeology Experience Recruitment initiative still on-track for spring break with SCPRT at Rose Hill Plantation. Already have several registrants. **Still looking for additional funding if department might be able to support?**
 - a. Will be hosting archaeology/anthropology info table at Clafin/SC State in late January/early February, waiting on date confirmation from Alison McLetchie. Will be a Wednesday around lunchtime. **Seeking volunteers.**
4. Spring iteration of Shadow program (geared towards HS students of underrepresented backgrounds) call sent to legal for language check. Hoping to disseminate week of 1/23. **May limit to a few targeted counties for first time to reduce logistics challenges—open to department feedback on that.**

3. SCIAA News - King**4. T & P Chair - DeWitte**

1. Draft of Criteria for Prof. Track Faculty

5. Graduate Director – Weik

1. Admissions
 - i. Admit System
 - ii. Funding
 - iii. Recruitment

6. Faculty Senate – Simmons

The Faculty Advisory Committee introduced a proposed change to the faculty manual that would establish Unit Level budget committees that would be comprised of majority-elected faculty members. This was an initiative of the AAUP born out of the senate ad-hoc committee on shared governance, which recommended faculty involvement in budget as a key to shared governance. The senators were instructed to bring this proposal back to the faculty for comments before a vote at the February senate meeting. The specific language of the resolution is below:

Proposed text to insert on page 14 of the Faculty Manual

BUDGET COMMITTEES

Each college, school, and any other Dean-led unit shall have a representative committee that advises on the allocation of funds to its programs. This committee should be made up of a majority of elected faculty members. Each unit shall decide on an appropriate size for this committee, which must have no fewer than five members. This committee will serve as a liaison between the unit administration and the faculty on matters pertaining to the university budget, advocate for faculty priorities on matters of budget and budgetary policy, and provide a venue for discussing faculty questions and concerns about the unit budget and budgeting process. This committee shall support the key role that chairs and directors play in colleges' budget decision making. The unit-level Faculty Budget Committee shall meet regularly with the Dean or other senior administrative officer(s) of the unit to discuss financial matters and collaborate in the development of budgetary processes and plans. The unit-level Faculty Budget Committee shall report its work to the faculty of the unit and solicit feedback and input from the unit's faculty on budgetary matters. The unit-level Faculty Budget Committee shall be properly oriented and trained in the details of the University of South Carolina - Columbia budgeting process. The unit-level Faculty Budget Committee shall have access to all relevant budgetary data to fulfill its purpose including, but not limited to analyses of past budgetary experience, reports on current budgets, and budgetary projections.

7. Hiring Business – Executive Session

1. Bio – DeWitte
2. Arch - Jones
3. Postdoc Ling Anth – Reynolds
 - a. Search Committee needs to be formed. Jennifer (Chair), John D-W (Cult), _____ (one more anth), LING rep, & Outside College Rep

5. Old Business

6. **New Business – By-law subcommittee:** Drue and Jennifer are in the process of setting a timeline to review other unit by-laws and draft a set for faculty comment. If anyone else would like to be part of this process, let Drue know.

Formation of a T&P subcommittee to review PTR.**7. Good of the Order****Appendix – Spring Enrollment Data as of 1/12**

1. **101** [1 web section; 50] filled to capacity section
2. **102** – Large lecture [12 sections; 240] nearly filled to capacity (3 seats open); 102 (IAP) [1 section; 35] 10 students enrolled.
3. **161** –17 seats not filled of large lecture/10 labs (150 possible enrollment); 2 Honors sections nearly filled to capacity (2 seats open out of 36).
4. 200-level – non Core courses
 - a. **208** (Drue) – elective - enrolled 21 of 40 (down from last year)
 - b. **219** (Joanna) – Arch – enrolled 20 of 20 [last year we had a higher enrollment cap]

- c. **229** (Eric) – Arch – enrolled 31 of 35
 - d. **280** (Magda) – Cult – enrolled over limit **36** of 35
 - e. **287** (Jon) – new arch special topics course – enrolled 24 of 30
5. **200-level VSR**
- a. **212** (Amanda) - FULL
 - b. **216** (Terry) - FULL
6. **300-level**
- a. **303** (Terry) [9 (of 25)+ 10 (AFAM filled) = 19]
 - b. **320 (arch integrative) (Joanna) [7 (of 12)]**
 - c. **366 (bio integrative?)** (Carlina) [29 (of 30)]
 - d. **371 (Ling integrative)** (Dillon) [11 (of 25 allocated to ANTH) + 10 (LING filled) = 21]
 - e. **373** (LING Staff) [16 (of 20 seats allocated to ANTH x-list)]
 - f. **388** (Luchok) [5 (of 6) + 14 (WGST Filled) = 19]
 - g. **391** (linggrad) [4 (of 5 allocated to ANTH x-list) + 4 (of 15 allocated to LING x-list) = 8]
 - h. **392** (Luchok) [9 (of 10) + 12 (of 15 WGST x-list) = 21]
 - i. **442** (Joy Peliier) [5 (ANTH filled) + 5 (of 10 allocated to LING x-list) + 5 (of 10 allocated to ENGL x-list)= 15]
7. **500-level –**
- a. **512** (Marco) [12 (of 20)]
 - b. **517** (Kim) [9 (of 10 allocated to ANTH x-list) + 10 (AFAM filled) = 19]
 - c. **536** (King) [15 filled to capacity]
 - d. **551** (David) [15 (of 30)]
 - e. **552** (Magda) [15 filled to capacity + 7 (of 10 allocated to HPEB) = 22]
 - f. **591** (Dillon) [6 (of 25 allocated to ANTH x-list) + 7 (of 10 allocated to LING x-list) = 13]
8. **700-level**
- a. 706 (Drue) [5 + 5 (of six allocated to WGST) = 10]
 - b. 711 (John) [8]
 - c. **751 (Steve) [2]**
 - d. **762 (Sharon) [5]**
 - e. **780 (Jennifer) [2 (ANTH) + 3 (LING) = 5]**