

A. Review Minutes & Motion to approve minutes from April 28th, 2020 meeting**B. Announcements/Informational items**

1. **Warm welcome** (back) to everyone and especially our newest member, **Eric Jones**.
2. **Congratulations** on the official Tenure & Promotion of **Courtney Lewis** to Associate Professor. We also have other things to celebrate. **Monica Barra** was also awarded a National Academies of Sciences Early-Career Research Gulf Fellowship for her research. **Tiffany Jones** defended and filed her dissertation late this summer and started her new position as Assistant Professor at Harper College in a suburb of Chicago. **Amber Domingue** in addition to being awarded and NSF-REG grant this summer will also be the Department's first SREB-State Doctoral Scholars Fellow. Finally, one of our UG students, **Madison Blanding** is the recipient of a U.S. State Department-funded Benjamin A. Gilman International Scholarship Program Scholar. She will be studying at Victoria University of Wellington in New Zealand.
3. **Faculty on Sabbatical AY 2020-20201**. **Drue Barker** will be on sabbatical Fall semester. **Terry Weik** will be on sabbatical Spring semester.
4. **Andrew White** accepted a competitive job offer in Illinois. We wish him well on this next leg of his career.
5. **Lab/Office spaces**. Ken Kelly is scheduled to vacate his office and lab space before the end of Fall semester. Delayed due to the cancellation of in-person graduation and COVID-19. His office space suffered some water damage in the doorway. We will be reallocating TFAC office space to better space out Teaching Assistants.
6. **Faculty Meeting Schedule for 2020-2021 – “Shared Documents” Blackboard Collaborate Ultra – Tuesdays @ 3:00**

Fall 2020

September 15

October 13

November 10

December 8

Spring 2021

January 12

February 9

March 16

Last two weeks in March – Annual Reviews

April 27 [End of year Grad Review]

Sharon has also offered to let us hold faculty meetings using her professional Zoom line since that is already in place and we don't have to go through the Dean's office. So if everyone approves, we'll hold all other faculty meetings this year when social distancing via her account:

Topic: Sharon DeWitte's Sponsored ANTH FAC Zoom Meetings

[Time: This is a recurring meeting Meet anytime](#)

Join Zoom Meeting

<https://us02web.zoom.us/j/8404472582?pwd=YmlBRTN5UmdhOUMybStNMjVPRW96QT09>

Meeting ID: 840 447 2582

Passcode: 404760

7. **Hiring freeze this year due to COVID-19**
8. **Elect a unit representative to serve on the new CAS Academic Curriculum Planning Group.** This group will help the Dean's Office in supporting and increasing interdisciplinary efforts in hiring and the curriculum (including creating new interdisciplinary degrees), find ways to maintain and enhance the College prominence in the Core Curriculum, and to protect existing units and programs that the Board of Trustees might be keen to cut. This group will meet once a month. [The election must happen before the Tuesday after Labor Day].
9. **External Review update.** The Provost Office approved to postpone the external review until the Spring to honor our wish of having a real site visit. Assoc. Dean Weldon suspects a site visit wouldn't be possible. So first, do we want to ask for another extension or move forward with a virtual one? A second issue is that in spite of the fact that we gave a long list of reviewers, it has been challenging to get people to cover all 4 fields. Assoc. Dean Weldon wants to know if we should just proceed with whomever agreed. I think she might be willing to approach additional faculty if we provide her with the names. And, considering if we have to go virtual, we might no longer be subject to the regional constraints that the Dean's Office had originally imposed on us to keep the costs of travel and housing down.

C. Reports and discussion:

1. COVID-19 Unit Deployment Team – Reynolds, Carriere & Adongo
 - a. **COVID-19 hotline.** 803-567-8511
 - b. **Environmental, Health & Safety #:** 803-528-8191. Employees who test positive for COVID-19 in addition to calling the University's COVID-19 hotline must also call EHS to provide information about why the illness could be a potential workplace illness.
 - c. **Desks in Anthropology classrooms and teaching labs spaced using 4 ft spacing.**
 - d. **Hamilton 137, 142, and 144.** These classrooms/labs should now all be outfitted with computers and cameras for live-streaming.

- e. **Faculty Teaching Tech Help:** See UPDATE: Blackboard and Classroom Technology Training and Resources' 8/13 email
 - f. **Report to office if we need new or different signs.**
 - g. **Daily Health Screening Form** to be replaced with one-time attestation.
 - h. **Daily Census Report** (info to Claudia) still required until further notice from the Governor's Office.
 - i. **COVID testing "strongly suggested" but not mandatory.**
 - j. **Faculty and unit administrators will not necessarily be notified by student health services if a student in their course is sick, unless it becomes necessary as part of contact tracing.**
 - k. **Dealing with reporters.** If a reporter asks faculty/staff about specifics about COVID policy, number of COVID cases in their classes, etc. --> need to refer to Jeff Stensland (Director of Public Relations).
 - l. **PPE and cleaning supplies, distribution and management.** As per Claudia and Ati's emails dated 8/12, contact Ati no less than a 1.5 weeks in advance of when you need to replenish a classroom cleaning supply.
 - m. **Events.** CAS has a line for events that we can use. If we decide to use it, we need to plan how to prevent Zoom bombing; remember to list events on 25Live calendar.
 - n. **Face coverings are mandatory (face shields can be used instead of masks).** For those teaching F-2-F, ensure your classroom has box of disposable masks to be distributed to students who forget. If a student claims they have a medical condition which exempts them from having to wear a covering, send them to the Office of Student Disabilities Services (now in Close-Hipp). You must ask them to leave if they refuse to wear a face covering.
 - o. **Seating charts in F-2-F classes.** It is advisable to make a fixed seating chart for any course that you run face-to-face as it will help with contact tracing in the event that a student tests positive and the tracing team contacts you about identifying students who might be impacted.
 - p. **Contingency planning for course coverage in the event a faculty member gets sick with COVID-19.** Wing meeting discussion item.
2. Undergraduate Director – de la Cova
 3. Graduate Director - DeWitte
 4. 4-Field Curriculum & Course Scheduling – Lewis

Follow up on equity policy, criteria, and procedure for course scheduling. Develop a proposal to discuss early fall 2020 to assist in AY course planning 2021-2022.
 5. T & P Chair – Reynolds (sitting in for Barker)
 6. SCIAA News - Smith
 7. Faculty Senate – Feliciano-Santos (resuming duties this fall)
 8. Colloquium Coordinators – Stawkowski & Barra
 9. AGORAE Representative

D. Old Business

Experiential Learning Opportunities [Arch Field School never made it on to that list; Internship proposal for course needs to be formalized in APPs]

E. New Business

Review of Committees & New Assignments for 2020-2021

- a. Awards & Assessment Committee (headed by incoming Grad Director Sharon DeWitte – Gail & Marco)
 - i. Program Assessments: Sharon – MA PhD Grad Programs; Carlina UG; Adam HCM Certificate.
- b. Colloquium Committee – Magda & Monica
- c. 4-field Curriculum & Course Scheduling/Advertising Committee (Courtney Chair. Wing leaders – Arch: __?__, Ling: __Sherina_, Cultural: __John__ Bio: __Sharon__)
- d. Website Committee [Jennifer, Sharon, Carlina & __Eric__]
 - i. If you had new digital professional pictures taken over the summer, please forward to me so that they can be uploaded into the new site]
- e. Election of CAS Academic Curriculum Planning Group Representative**
- f. Ad hoc Annual Review & Merit Committee (Kim is Chair, Sherina, Terry, Magda & Carlina)
- g. Tenure & Promotion Committee [Drue is Chair. All Assoc. & Full Professors are members]
- h. Lab space & equipment committee/coordinator [Kelly?]

F. Good of the Order