

USC LANCASTER
FACULTY ORGANIZATION MEETING MINUTES
September 5, 2014

- I. Call to Order: 12:00pm
- II. Correction/Approval of the Minutes—April meeting minutes approved
- III. Reports of Officers
 - a. Dean of the Campus---Dean Walt Collins—**REPORT ATTACHED (SEE APPENDIX #1)**
 - i. Enrollment
 - 1. Enrollment looks strong so far.
 - ii. Athletics
 - 1. We're still working on adding another women's sport: volleyball
 - i. Currently negotiating permission to use gym at North Elementary School
 - iii. Financial
 - 1. Correction to info on budget meeting: date is October 10 (not Oct. 3)
 - iv. Questions/Discussion

(Hammond) Asking on behalf of Fran Gardner: do we have more information about the Palmetto College funding Model? Is it based on enrollment? Number of classes offered?

(W. Collins) There is a plan to have a model in place. We'll have data available this fall. Emphasize that model won't hurt us—but not sure how much we'll benefit.

(Hammond) Greater allotment based on number of courses offered? We need to address the way that Palmetto courses are scheduled. Right now, Extended University has highest course offering AND controls the schedule.

(Parker) Are we relatively close to what we expected for enrollment?

(W. Collins) It looks that way. Banner shows registered students, whether they paid bill or not, but it looks good so far.

(W. Collins) Please come to me with questions/suggestions. Office door always open.
 - b. Academic and Student Affairs Dean—Dean Ron Cox—**REPORT ATTACHED (SEE APPENDIX #2)**
 - i. Reminder: Meeting with Humanities faculty immediately after faculty meeting.
 - ii. Kip Howard repeatedly commented on how dedicated USCL faculty and staff are to the students and their jobs.
 - iii. Palmetto College Revenue
 - 1. Last year we go ~\$500,000
 - 2. There IS something in it for USCL
 - iv. Contacting Students (Gateway)
 - 1. Praise for PALS, Laura Carnes, and Admissions for their work calling prospective students
 - v. Highlights from Written Report:

1. Please send syllabi to Pam Ellis
2. Keep checking rolls for accuracy—Banner is changing things
3. Please submit excessive absence reports
4. If a student is no on your roster, it means he/she hasn't paid tuition.
5. Rosters on Blackboard do not match Banner—check Banner for class roll.
6. Division chairs will be contacting you soon about spring schedules.
7. REQUEST: please submit spring schedule requests AND drafts of summer and fall 2015 for planning (drafts can be changed as necessary).
8. Congratulations to our newly-tenured faculty.
9. Welcome, new physics instructor, Godfrey Ndubuisi.
10. Course Evaluations: Paper is the default. If you want electronic, let Academic Affairs office know by September 15.
11. Let Academic Affairs office know if you cancel a class (for illness, etc.); also, let students know via Blackboard.
12. Student assistant access to faculty offices not allowed unless faculty member tells Academic Affairs office the student has permission and for what purposes (terms of access)
13. Would like Hiring Priorities Committee to meet in fall as usual; would like to start having meetings in spring to get jumpstart on future academic year.
14. Budget still uncertain, but campus needs can still be met while we figure it out.
(W.Collins) New fees that started this year have separate accounts. Older fees (science and math) do not.
15. Travel Budget:
 - a. Starting at \$25,000—approximately \$400 per full-time faculty member.
 - b. Will try to meet all requests—try to include travel money in RPS grant if applying for that.
 - c. Priority given to t-t faculty who are presenting, tenured going up for promotion who are presenting—may need to reconsider how we prioritize this.
 - d. Goal is to be as fair and equitable as possible in disbursement of travel funds.
16. Proposing CHEM 101 as Carolina Core course—first course sent by USCL
 - a. Consider proposing courses in collaboration with colleagues on other regional campuses. Talk to Nesmith about procedure
 - b. Discussion
(Hammond) Chance of success proposing courses that are taught in Columbia?
(Cox) Needs support of department—depend on how we make the case for that course as meeting Carolina Core requirement.
(Hammond) and if department is not cooperative?

(Cox) I don't know. Also, we don't know which courses are currently in the pipeline for approval.

17. Palmetto College Awareness Day: trying to emphasize USCL's role in Palmetto College (not clear in current promo materials)
18. Jr. Scholars Day: Let Ron know if you'd like to present.
19. Appreciative Advisement
 - a. Laura Carnes and Ashley Lloyd met w/ Student Affairs committee about creating an Ad hoc committee to examine the way we advise students
20. Athletics: congratulations to baseball team for being named Academic All-American team
21. Travel Study: considering a 2016 international trip
22. Questions/Discussion

(N. Lawrence) Advising workshops?
(Cox) Yes, we'd like to do those more regularly. Consider how we train new faculty, for example?

c. Graduation with Leadership Distinction--Laura Carnes

- i. USC Connect office initiated GLD program
- ii. Provides formal recognition of extensive engagement in out-of-classroom service, leadership, etc.
- iii. All USC system students eligible.
- iv. Available at Assoc. and Bach. Level
- v. Would like to have some Assoc. graduates from USCL in May 2015
- vi. Laura can help students navigate process.
- vii. Orientation must be completed before graduating semester—so May 2015 grads need to do it in fall 2014
- viii. Four pathways for GLD program—ideally tied to student's major or field, but not required.
- ix. Core experience varies by pathway
 - x. Different requirements for Assoc. vs. Bach.: 3hrs coursework for Assoc., 6hrs for Bach, for example.
 - xi. Presentation requirement—multiple options
 - xii. E-portfolio components
 1. About me
 2. Key insights
 3. In-depth analysis
 4. Leadership
- xiii. Laura can help student
 1. Identify pathway
 2. Identify requirements already met
 3. Help navigating training and putting together e-portfolio
- xiv. Please let your students know about this opportunity
- xv. Help Laura reach out to potential GLD students
- xvi. USC Connect office open to adding additional courses to GLD course list. More USCL classes on list will help students.

(Penuel) Curriculum Committee will look at this?
(Cox) CC has asked to look at this. Questions raised: Does it affect curriculum? Goes on degree, but doesn't affect degree requirements. Not sure what the appropriate venue is for considering this program.
(Alhaddad) This sounds like advising issue, not curriculum

(Cox) Okay—yes, not sure where this falls.

(Judge) Was this move made to fill honors college gap?

(Cox) This came out of QEP proposal for SAC reaccreditation. The idea is that the GLD will help students stand out to employees—shows that student went above and beyond degree requirements.

(Obi-Johnson) Definitely part of advising—good to include in advising workshop.

(Cox) At Freshmen Orientation, I present it like this:

- 1) Core Experience
- 2) Enhancement Experience
- 3) Credit Hours

Plus, e-portfolio and presentation

(Carnes) Created planning worksheets; happy to help students—send them to me.

(Cox) Important for advisors to know GLD courses

(Carnes) Science and Social Science faculty should definitely look at research courses.

(Cox) We need to focus on Assoc. option.

(Carnes) Students have opportunity to get both—one for Assoc and one for Bach. Columbia students can't do this.

(Biggs) Graduate in December—too late?

(Carnes) No—feel sure GLD committee will work with interested students.

(W. Collins) 100 grads in May 2014 from Columbia

d. FERPA Summary—Ken Cole—**ELECTRONIC COPY OF PRESENTATION SAVED ON *S* DRIVE**

(Hammond) Can we discuss grades with online students by phone?

(Cole) University policy says no.

(Hammond) Skype?

(Cole) No—easily hacked.

(Cox) By phone, can't verify. By Skype, yes. But hacking is a concern.

(Cole) Pass questions to Deans to get clarification.

(Cox) Does signed release require us to discuss student record with someone else?

(Cole) No—with some exceptions (subpoena, etc.)

(Cox) Advice: say, “Under FERPA, I can't”—then send them to Academic Affairs office. I will then contact you, get info, meet with parent. Centralizes info, avoids accidental violation.

(Van Hall) How many FERPA complaints, annually?

(Cole) None for USCL, that I know of. The only complaint I know of involve accidental violation—like throwing away info instead of shredding, or a hacked system.

(Criswell) Does this cover any grade at all or just final grade? Thinking of Supreme Court case re: students grading each other's quizzes.

(Cole) I don't know.

(Criswell) Speaking in generalizations about grading practices?

(Cox) Yes, cite policy, etc. For more info, talk in person.

(Cole) If you can definitely confirm identity, you can discuss info by phone, but be cautious.

e. Human Resources—Tracey Mobley-Chavous

- i. USC campuses need Title IX coordinator. I am USCL's coordinator.

- ii. Report any issues/incidents of sexual assault or sexual harassment to Tracey—she will follow up.
 - iii. We don't want reports going unnoticed or ignored.
 - iv. Do not send these reports as BIT referrals or to Deans—tell Tracey directly.
 - f. Law Enforcement—John Rutledge
 - i. Save Act put in place last year—more info coming
 - ii. Still figuring out our responsibility to students re: off-campus crime.
 - iii. Parking—get parking tag if you haven't already.
 - iv. Green spaces
 - 1. New faculty spaces created
 - 2. Green spaces are for anyone
 - 3. Cars 4-cylinders or less
 - v. Next 3 Sundays
 - 1. Change in staffing
 - 2. 9am-9pm, beginning 9/7
 - g. Library—Lori Harris—**WRITTEN REPORT (SEE APPENDIX #4)**
 - 1. Book signing: September 9, 5:00pm in library
 - h. Native American Studies Center—Stephen Criswell
 - i. Lunch & Learn: Sept. 19.
- IV. Reports of USC System Committees
 - a. Executive Committee—Bruce Nims
 - i. Executive Committee retreat over the summer
 - b. Provost's Advisory Council—Noni Bohonak
 - i. Has not met yet.
 - ii. (Hammond) Trying to get that situated)
 - c. Columbia Senate Report—Shemsi Alhaddad (read by Bonner)—**WRITTEN REPORT (SEE APPENDIX #5)**
 - i. New courses approved for Distance
 - ii. Plus and minus grading system—24% in favor/ 74% did not respond
 - iii. Changes: Arts BA, Econ BA & BS, Film/Media Studies
 - iv. Refer questions to Shemsi
 - d. Palmetto Faculty Advisory Committee—Lisa Hammond
 - i. New appointed committee of people teaching PALM courses.
 - ii. Discussed purpose: how it differs from other committees
 - iii. Discussed whether business should go through Palmetto Colleges Campuses Faculty Senate—I urged yes.
 - iv. Seems to function as curricular committee
 - v. Wants to see elected members
 - vi. Possible new degree plans
 - vii. Academic support
 - viii. Discussion/Questions
 - (N. Seems to take up lots of System Affairs business—without anyone knowing
 - (Hammond) Yes, and I will make this report at Senate.
 - e. Faculty Manual Liason Officer—Lisa Hammond
 - i. New edition of faculty manual—approved by Board of Trustees in July
 - ii. Hope to get document online next week
 - iii. Executive Committee retreat: this was a new thing; good exchange with Chancellor Elkins.
 - iv. Online T&P process launching this semester

- v. Workshop October 10—open to anyone; T&P Committee members should plan to attend.
- V. Reports of Local Committees
- a. Local Tenure & Promotion Committee—Jason Holt
 - i. Met and elected co-chairs: Noni Bohonak and Jason Holt
 - b. Bookstore—Biggs
 - i. Met
 - ii. Sales are up
 - iii. Students can quickly order out-of-stock books
 - iv. Price-matching with other retailers.
- VI. Unfinished Business: NONE
- VII. New Business
- a. Election
 - i. We accidentally elected a non-tenured person to System Grievance (member also cannot serve on local or system T&P).
 - ii. Nominations from the floor: Noni Bohonak
 - iii. Noni Bohonak elected by acclamation
 - b. Vaping and E-Cigarettes—Ron Cox
 - i. Not a motion—just discussion
 - ii. Right now we have restrictions on tobacco usage on campus. How do we want to handle E-cigarettes?
 - iii. Columbia includes e-cigarettes in campus tobacco ban.
 - iv. Discussion
(Sellhorst)
(Cole)
(Cox) My recommendation is to apply current tobacco restrictions to vaping—for simplification.
(W. Collins) Sumter: tobacco free in Jan. 2014; Salk: intends to go tobacco free in Jan. 2015; Union: considering it.
(Sellhorst) Willing to work on educational pieces as part of implementation and enforcement.
(Rutledge) If its legally enforceable, it will impact students AND faculty.
(Biggs) Better to offer alternative location than have total ban.
(Bundy) We've gone beyond discussion point.
(Cox) Does it seem plausible to include vaping under tobacco use policy?
(Van Hall) I have problem with interfering with individual rights based on personal preference.
 - c. Elections for Palmetto College Faculty Senate and Dean's Advisory Council
 - i. Election results: Palmetto College Campuses Faculty Senate
 - 1. Senator (term expires May 2015): Stephen Criswell
 - 2. Alternates: Garane A. Garane, Rebecca Freeman
 - ii. Election results: Dean's Advisory Council
 - 1. Kaetrena Kendrick
 - 2. Todd Scarlett
 - 3. Sarah Sellhorst
 - d. Motion from the Floor—Suzanne Penuel
 - i. Motion: USCL Curriculum Committee consider 2-year GLD program for vote by USCL faculty
 - ii. Second (Criswell)
 - iii. Discussion:

(Golonka) Very little under sciences; seems premature to put it under vote.

(Harris) Then is it premature to have people graduating with it?

(Golonka) But what are we going to vote on?

(Penuel) We could vote on version presented by Curriculum Committee.

(Hammond) Penuel would like CC to consider different version?

(Penuel) Or approve it as is, or suggest that we vote against it.

(Hammond) Fran Gardner was on committee re: GLD and she had a hard time getting them to listen to input. I think we should have the committee look at making it fit USCL students' needs (current Assoc version is Bach. cut in half)

(N. Lawrence) Are we empowered to change anything?

(Bundrick) Graduation language: degree "conferred by faculty." Therefore, faculty should have a say.

(Cox) All motions from USCL Faculty Organization are recommendations. We should absolutely look at it and send recommendations forward. Also, I think Senate System Affairs or Curriculum Committee should look at it.

(Penuel) In some cases, GLD is 2/3 of the Bach. requirement for Assoc. level. My motion is focused on 2-year program. CHE might see this as Columbia infringing on our program.

iv. Vote: Motion passes unanimously.

VIII. Special Orders

a. Appreciation Plaque presented to Andy Yingst in recognition of his two years of service as Faculty Organization Chair.

IX. Announcements for the Good of the Order

a. (W. Collins) Founders Hall Ribbon Cutting, Thursday, Sept. 11 from 4-5:30pm

b. (Judge) Thanks to the Collins' for faculty/staff lunch in August

X. Adjournment: 2:15pm

IN ATTENDANCE: Shemsi Alhaddad, Adam Biggs, Noni Bohonak, Michael Bonner, Dwayne Brown, Christopher Bundrick, Bob Bundy, Brent Burgin, Fernanda Burke, Steven Campbell, Jill Castiglia, John Catalano, Courtney Catledge, Ken Cole, Walt Collins, Bobby Collins, Kim Covington, Ron Cox, Stephen Criswell, Liz Easley, Stan Emanuel, Rebecca Freeman, Garane A. Garane, Annette Golonka-Duker, Lisa Hammond, Lori Harris, Darris Hassell, Claudie Heinemann-Priest, Kate Holland, Jason Holt, Ernest Jenkins, Bettie Obi-Johnson, Chris Judge, Dana Lawrence, Nick Lawrence, Lynnette Martek, Tracey Mobley-Chavous, Thomas Monroe, Erin Moon-Kelly, Godfrey Ndubuisi, Bruce Nims, Phillip Parker, Suzanne Penuel, David Roberts, John Rutledge, Todd Scarlett, Ann Scott, Brittany Taylor-Driggers, Richard Van Hall, Amber Williams, Tania Wolochwianski, Andy Yingst.

Submitted by Dana Lawrence, Faculty Organization Secretary

APPENDIX #1: DEAN'S REPORT



UNIVERSITY OF
SOUTH CAROLINA
LANCASTER

Dr. Walter P. Collins, III
Regional Campus Dean

Report to the Faculty Organization
September 5, 2014

Enrollment

USC Lancaster's final summer enrollment in student headcount was 177. As of September 2, we had 1784 students registered for Fall '14. That number will increase somewhat as we continue to advise and register students for 2nd 8 weeks. We will be doing a push to promote the 2nd 8 week's offerings over the next several weeks with newspaper publicity and follow up with students whose application or financial aid was incomplete in some way. Currently we have 785 high school students enrolled in Dual Credit courses.

People

We welcome a new colleague, Prof. Godfrey Ndubuisi, Instructor of Physics.

Congratulations to Prof. Marybeth Holloway (Theatre and Speech) who was awarded a grant through USC to take 8 students to Spoleto, Italy to perform a theatrical piece about race relations. The group's performances were Tuesday and Wednesday (Aug. 19 and 20), and they returned home on August 21. For more information, follow this link: <http://www.lamamaspoletopen.net/edizione-2014/6520-2/>

Mrs. Tracey Mobley-Chavous is our campus's representative in the **SC Women in Higher Education** organization for this year.

Athletics—We currently have 72 student-athletes at USC Lancaster, with about two-thirds from beyond our 6-county service area. Both soccer teams began practice on August 1. The Athletics Advisory Committee met this morning. We are continuing to look at which women's sport(s) to add to our athletic programming. We have hired an individual to coordinate athletics fund raising. This person will be paid a nominal salary (\$1500) and has the opportunity to earn a bonus of \$1500 if a fund raising goal of \$30,000 is met.

Facilities

Founders Hall—The ribbon cutting and open house celebration is scheduled at 4:00 pm, September 11, 2014. Custodial and Maintenance staff members have worked tirelessly over the summer to coordinate and complete a variety of physical plant projects including the following:

1. Refreshed striping on all parking lots except Bradley
2. Cleaned/refreshed all yards and grounds (new mulch, plantings, etc...)
3. Renovation of upstairs Medford (old section); painting, redo on some aspects of restrooms and installation of new lighting
4. Upgrade of the Gregory pool deck area, painting pool area and installation of a handicap shower/restroom area
5. Replaced carpet in Bradley 120 and 121
6. Made repairs in Bradley as result of water leak on first floor
7. Had east Hubbard parking lot repaired due to construction activity
8. Took over Founders Hall and set up custodial coverage for the new building
9. Helped coordinate the "Great Move," the initial move into Founders Hall offices and the resultant multi-office moves triggered by that opening
10. Coordinated major repairs to Medford hot water pump, Gregory cooling tower pump and Starr Hall cooling tower pump
11. Assisted with the rearrangement of CRD clinic equipment and offices, as well as establishing a termite control procedure
12. Coordinated pressure washing of Bradley (west and east sides) and Starr (south side)
13. Replaced 3 exterior doors on Hubbard Hall, west side and painted doors
14. Cleaned and repainted all handrails around Bradley and Starr Halls
15. Replaced one light pole and fixture in front of the Bradley building

Phase II of renovations and upgrades in Gregory Health and Wellness will continue now that the pool renovations have concluded. Funding was awarded in FY 14 for these projects. Other projects could include a combination of some of the following: boiler and chiller work, lobby and membership office refreshing and HVAC upgrades in the Khoury Fitness Room.

Financial

All USC Lancaster unrestricted fund balances for FY 14 finished in the black. We ended where we anticipated after the reductions of March 2014. Central Office budget officers have set quarterly meetings with local campus leaders on each of the 8 USC campuses. We will have our meeting in early October.

We are grateful to our local legislative delegation and to our local BOT member, Mr. Hugh Mobley, for helping secure in the FY 15 budget \$495,000 for campus capital improvements (one time money for Nursing Simulation Laboratory and upgrades to existing Science Laboratory space and equipment). **Other legislative funding for this current fiscal year beyond our base funding (currently at \$1.6M) includes: \$148,720 (non-recurring parity funding) and a \$48,066 increase in recurring parity funding.**

There was also a 3% tuition increase for FY 15.

The push from the campus and our legislative delegation is certainly to increase recurring parity funding, and while we had some success with that request this year, the legislature has seemed more amenable to capital improvement allocations.

The will be a campus budget update and Q and A brown bag session at 11:00 AM on October 3, 2014. This will be just before the next FO meeting.

USC Lancaster continues to lead the Regional Campuses in enrollment in Palmetto College degrees (BOL and BLS). Chancellor Susan Elkins participated in a panel at last week's Lancaster County Chamber of Commerce Education Summit held here on campus.

Palmetto College is covering the costs of a recruitment and enrollment analysis and assessment for the Regional Campuses, including USC Lancaster. The consultant, Kip Howard, met with 15 Lancaster administrators and staff in early June. Mr. Howard was also on campus this past Wednesday to observe and interact with our Admissions and Records Office professional staff. We are currently working through his feedback report to address areas noted for improvement. For example, the report suggests hiring a full-time student recruiter and enhancing our pre- and post-acceptance follow up with applicants for admissions. Formal requests for assistance with enrollment and recruitment efforts have been made, and we anticipate that these and other items will be addressed with the help and support of Palmetto College funding.

Palmetto College Funding to USC Lancaster in last fiscal year:

Fall 2013 tuition revenue:	\$136,107.66
Spring 2014 tuition revenue:	\$136,791.43
Library data base support funding:	\$31,750
Standing yearly allocation to USCL (supports 3 positions)	\$148,500
Allotment of additional funding in July 2014 based on last year's contributions:	\$74,783
Total:	\$527,932.09

Other items...

The **Native American Studies Center** continues to host various community and regional events including groups of Lancaster School teachers and administrators and, a couple of weeks ago, a meeting of the Carolinas Student Travel Connection. The **Lunch and Learn Series continues on Sept. 19 at noon. Topic: History of the Face Jug with Philip Wingard.**

I have set a budget of \$40,000 for this year's local Research and Productive Scholarship Awards. Applications will be available later this Fall.

On July 1, 2014, Springs Memorial Hospital took over operation of the John Morrison White Clinic (Cardiac Rehab). The two USC Lancaster employees are now paid by the hospital. Students continue to work in the clinic as well. The hospital pays a monthly rent for space and for a license to use the equipment. The clinic is still located on our campus and continues to serve this community.

Several individuals from the community and faculty have agreed to accompany me on a round of visits to prospective donors as we **continue to raise funds for USCL's 50th Anniversary Campaign**, part of the greater University's Carolina's Promise campaign. Areas for suggested giving include Founders Hall, Campus Beautification, Faculty Development and the General Fund.

Funding for the BSN Simulation Laboratory currently stands at \$500,000 with funds coming from the aforementioned Capital Improvement

Legislative Allocation (\$200,000) and various grant sources: The J. Marion Sims Foundation (\$200,000), The Chester Health Care Foundation (\$25,000), The Lutz Foundation (\$25,000) and The Chester Foundation (\$50,000). In kind equipment donations have been promised from Springs Memorial and Piedmont Hospitals. The Laboratory will be located in the former Gallery/Art Studio space in Hubbard Hall (near the mailroom), and construction will begin soon.

Summer efforts by USCL Admissions and Records, PALs, Student Life and Academic and Student Affairs to contact denied Columbia applicants, Gateway students and applicants with incomplete apps:

Date	Contacted whom and from where
24-Apr-14	Phone Bank (called students in service area + Meck/Union Co., NC)
1-May-14	Email "Steps to Apply..." to service area + Meck/Union Co., NC
20-May-14	Letter from the USCL Dean
22-May-14	Email-Gateway students to service area + Lex, Rich Co, SC & Meck/Union Co, NC-"Steps to Apply"
29-May-14	Dean's Letter to Gateway students to service area + Lex.,Rich Co., and Meck/Union Co. NC
12-June-14	Facts & Figure card to Gateway/Denied service area + Lex., Rich Co., and Meck./Union Co. NC
28 June -July 2-14	Called incomplete Fall applicants
July 7, 2014	Letter from Dean to applicants with incomplete applications

Administrative Areas of Focus and Enhancement 2014-2015

Recruitment and Retention

- Implement suggestions made through analysis of USC Lancaster's recruitment practices and procedures
 - Incorporation of the use of a CRM software
 - Involve alumni in the recruitment process
- Continue to engage and implement suggestions generated by the ad hoc Retention Committee established in Fall 2013
- Enhance the prospective student visit and communication process
- Targeted visits to high schools for recruitment programming
- Targeted marketing outreach to prospective students

Teaching and Learning Spaces

- Construct and launch BSN Nursing Simulation Laboratory

- Ready the upstairs Medford offices (old section) to become the Academic Success Center
- Renovate and upgrade existing science laboratories in Bradley
- Addition of a computer lab
- Conclusion of Gregory Health and Wellness Renovation
- Other minor renovations to various campus areas (office painting in Bradley)

Advancement

- Visits with prospective donors who did not contribute to USC Lancaster's 50th Anniversary Campaign for Founders Hall
 - Campus Beautification
 - Faculty Development
 - Founders Hall (some naming opportunities remain)
 - General Fund
 - Endowed scholarships
- Completion of USC's Carolina's Promise Campaign (our 50th Anniversary is part of this campaign) for USC Lancaster

SOUTH CAROLINA

Public and Nonpublic High School Graduates – 1996-97 through 2027-28

ACADEMIC YEAR	RACE/ETHNICITY TOTAL	PUBLIC BY RACE/ETHNICITY					PUBLIC TOTAL	NONPUBLIC TOTAL	PUBLIC & NONPUBLIC TOTAL
		American Indian/Alaska Native	Asian/Pacific Islander	Black non-Hispanic	Hispanic	White non-Hispanic			
1996-97	30,829	56	304	12,212	204	18,052	30,829	2,418	33,247
1997-98	31,373	49	312	12,304	217	18,490	31,373	2,667	34,040
1998-99	31,496	63	339	12,296	280	18,519	31,495	2,915	34,410
1999-00	31,617	54	352	12,321	308	18,582	31,617	2,919	34,536
2000-01	30,025	43	368	11,435	322	17,856	30,026	2,923	32,949
2001-02	31,083	66	376	11,647	380	18,614	31,302	2,943	34,245
2002-03	32,421	49	387	12,330	454	19,202	32,482	2,963	35,445
2003-04	33,179	69	412	12,853	495	19,350	33,235	2,968	36,203
2004-05	33,562	72	447	12,906	648	19,489	33,439	2,950	36,389
2005-06	34,201	58	455	12,774	639	20,275	34,274	3,559	37,833
2006-07	34,842	44	462	12,643	631	21,062	35,108	3,211	38,319
2007-08	35,066	14	604	12,766	965	20,717	35,303	3,199	38,502
2008-09	38,933	107	605	14,541	1,227	22,453	39,114	3,073	42,187
2009-10	38,844	82	652	14,291	1,327	22,492	39,043	2,948	41,991
2010-11	39,044	69	534	14,294	1,443	22,704	39,168	2,866	42,034
2011-12	39,732	61	610	14,465	1,603	22,993	39,496	2,802	42,299
2012-13	38,491	78	651	13,442	1,768	22,551	38,712	2,601	41,313
2013-14	36,729	80	653	12,200	1,628	22,169	37,439	2,596	40,035
2014-15	37,079	74	715	12,099	1,787	22,404	37,771	2,498	40,269
2015-16	38,020	85	735	12,343	2,025	22,832	38,678	2,360	41,038
2016-17	39,073	96	829	12,433	2,118	23,598	39,617	2,286	41,904
2017-18	40,415	107	925	12,990	2,455	23,937	40,910	2,222	43,132
2018-19	40,486	103	988	12,867	2,701	23,827	40,953	2,169	43,122
2019-20	39,677	94	1,016	12,250	2,873	23,445	40,005	2,055	42,060
2020-21	39,725	112	1,013	11,998	3,042	23,560	39,905	1,967	41,872
2021-22	40,307	128	1,055	11,995	3,226	23,902	40,485	2,141	42,626
2022-23	41,842	172	1,377	12,756	4,579	22,958	41,739	2,187	43,925
2023-24	45,241	209	1,470	14,094	5,327	24,142	45,032	2,340	47,371
2024-25	45,733	197	1,532	14,190	5,470	24,343	45,462	2,350	47,812
2025-26	45,836	190	1,622	14,221	5,444	24,359	45,489	2,350	47,839
2026-27	43,922	171	1,596	13,442	4,864	23,848	43,731	2,274	46,005
2027-28	42,341	172	1,626	12,878	4,387	23,277	42,142	2,189	44,332

Notes: The "Race/Ethnicity Total" column is the sum of the five racial/ethnic group columns. It will not equal the "Public Total" column in the projected years and also may not for the years in which actual data are reported if the state collects data on additional racial/ethnic groups. Beginning 2008-09, Native Hawaiians that were reported separately were added to the Asian/Pacific Islander category here, and multiracial individuals were distributed among the four race categories. See Appendix B for details about the source data and Chapter 4 for the projection methodology.

Actual
 Projected

**UNIVERSITY OF SOUTH CAROLINA LANCASTER
(ACTUAL) UNRESTRICTED CURRENT FUNDS SUMMARY**

Run File Date: 30-Jun-2014

RESOURCES:

Revenue:

	A Funds	B Funds	C Funds	D Funds	E Funds	R Funds	S Funds	TOTAL
Tuition and Fees	6,585,817			442,775	531,525	0	0	7,560,116
State Appropriations	1,707,054			0	0	0	0	1,707,054
Grants, Contracts and Gifts	1,129,182			2,630	44,124	0	0	1,175,937
Sales & Service of Educ and Oth Sources	83,239			28,901	741,382	0	0	853,522
Sales & Service of Auxiliary Enterprise		0	42,805					42,805
Total	9,505,292	0	42,805	474,306	1,317,032	0	0	11,339,434

Transfers:

Transfers-In	650,716	0	0	196,864	574,943	26,700	26,521	1,475,744
Transfers-Out	-456,840	0	-27,700	-214,114	-655,619	-6,271	0	-1,360,544
Net Transfers	193,876	0	-27,700	-17,250	-80,676	20,429	26,521	115,200

Prior Year's Fund Balance	126,368	0	10,422	11,410	66,407	2,287	374	217,269
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TOTAL RESOURCES	9,825,536	0	25,527	468,466	1,302,763	22,717	26,895	11,671,903
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USES:

Educational and General Expenditures:

Instruction	5,727,539			0	190,116	0		5,917,655
Research	91,252				15,128	0		106,380
Public Service	-15,400				805,839	0		790,439
Academic Suport	706,105			0	1,552	0		707,657
Student Services	760,759			302,492	6,165	0	0	1,069,415
Institutional Support	1,027,467				255,347	22,267		1,305,080
Operation and Maintenance of Plant	1,263,463				0			1,263,463
Scholarships and Fellowships	142,206			0	0		26,871	169,077
Total	9,703,390	0	8,221	302,492	1,274,147	22,267	26,871	11,329,166

Auxiliary Expenditures		0	8,221					8,221
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TOTAL USES	9,703,390	0	8,221	302,492	1,274,147	22,267	26,871	11,337,387
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Fund Balance	122,146	0	17,306	165,974	28,616	450	24	334,516
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'A' Current Funds

June 2014

52 USC LANCASTER**I. Resources**

	BUDGET	ACTUAL
Tuition and Fees	6,645,636	6,585,817
State Appropriations	1,707,054	1,707,054
Grants, Contracts, and Gifts	1,142,338	1,129,182
Sales and Services of Educ. and Oth. Sources	65,025	83,239
Sales and Services of Auxiliary Enterprises	0	0
Total Unrestricted Resources	9,560,053	9,505,292
Transfers and Prior Year Balances		
Net Transfers	148,500	193,876
Beginning Fund Balance	251,792	126,368
Total Transfers and Prior Year Balance	400,292	320,244
Total Resources	9,960,345	9,825,536

II. Uses

Personnel Services	6,004,690	5,884,139
Fringe Benefits	1,959,347	1,903,352
Contractual Services	611,226	603,171
Supplies	135,062	119,379
Utilities	416,150	473,652
Other Expenses	833,870	719,698
Total E&G Expenditures	9,960,345	9,703,390
Total Auxiliary Expenditures	0	0
Total Uses	9,960,345	9,703,390
Ending Fund Balance	0	Final 122,146

**UNIVERSITY OF SOUTH CAROLINA LANCASTER
(ACTUAL) UNRESTRICTED CURRENT FUNDS SUMMARY**

Run File Date: 30-Jun-2013

RESOURCES:

Revenue:

	A Funds	B Funds	C Funds	D Funds	E Funds	R Funds	S Funds	TOTAL
Tuition and Fees	7,028,634			550,588	522,903	0	0	8,102,125
State Appropriations	1,542,448			0	0	0	0	1,542,448
Grants, Contracts and Gifts	1,127,205			800	103,740	0	0	1,231,746
Sales & Service of Educ and Oth Sources	91,325			19,712	890,765	0	3,777	1,005,578
Sales & Service of Auxiliary Enterprise		0	74,823					74,823
Total	9,789,612	0	74,823	571,100	1,517,408	0	3,777	11,956,720

Transfers:

Transfers-In	501,514	0	2,000	517,808	702,994	50,110	23,850	1,798,276
Transfers-Out	0	0	-58,960	-517,808	-799,541	-12,000	0	-1,388,310
Net Transfers	501,514	0	-56,960	0	-96,547	38,110	23,850	409,967

Prior Year's Fund Balance	-115,314	0	4,944	-106,020	33,126	0	1	-183,264
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TOTAL RESOURCES	10,175,812	0	22,807	465,080	1,453,986	38,110	27,628	12,183,423
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USES:

Educational and General Expenditures:

Instruction	5,872,612			0	171,890	0		6,044,502
Research	73,709				33,605	0		107,315
Public Service	111,570				876,998	0		988,569
Academic Suport	526,033			0	0	0		526,033
Student Services	868,208			453,670	7,021	0	0	1,328,899
Institutional Support	1,097,584				298,065	35,823		1,431,471
Operation and Maintenance of Plant	1,350,582				0			1,350,582
Scholarships and Fellowships	149,145			0	0		27,253	176,398
Total	10,049,444			453,670	1,387,579	35,823	27,253	11,953,769

Auxiliary Expenditures		0	12,385					12,385
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TOTAL USES	10,049,444	0	12,385	453,670	1,387,579	35,823	27,253	11,966,154
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Fund Balance	126,368	0	10,422	11,410	66,407	2,287	374	217,269
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APPENDIX #2: ACADEMIC AND STUDENT AFFAIRS DEAN'S REPORT



UNIVERSITY OF
SOUTH CAROLINA
 LANCASTER

M. Ron Cox, Jr., Ph.D.
 Associate Dean for Academic & Student Affairs
 118 Hubbard Hall

REPORT TO THE FACULTY
05 September, A.D. 2014

COURSE SYLLABI AND OFFICE HOURS: If you have not already done so, please submit a copy (**preferably electronic**) of your course syllabi and office hours to the Office of Academic Affairs. Remember that we need a **separate syllabus for each section you are teaching**, even if they are the same course. **Please submit these even if you have posted your syllabi and office hours on your webpage or on Electronic Blackboard.** We need them on file for SACS purposes. For Information about what needs to be included on your syllabus, see "Resources for Faculty" on the USCL webpage (<http://usclancaster.sc.edu/academics/syllabi.htm>).

PLEASE be sure to check your course rolls for accuracy. If students are attending your class who are not on the roll, please make sure that they check with the Admissions Office to determine the issue or problem at hand. It will save much time and effort (yours, the Admissions Office's, and the student's) if these issues are handled at the beginning of the semester and not after grades have been assigned. We ask each professor to "police" his or her class rolls to ensure that students enrolled in a course have met any pre-requisites. (Banner is supposed to be handling this, but it's a less than perfect system.) With that in mind, however, we have always followed a policy of allowing students to stay in a course for which pre-requisites have not been met with the instructor's permission.

Please continue the "Excessive Absences Referral Form" online to report students who have stopped attending but who may still be on your roll. The last dates for students to withdraw from courses without a grade of "WF" is September 16 (Fall I); October 09 (16-week courses); and November 13 (Fall II). (<https://saeu.sc.edu/apps/uscl/attendanceReporting/index.php>)

2015 Academic Schedules. Your division chairs are already asking for your course schedule proposals for SPRING 2015. Our goal is to have everything ready for preregistration on Monday, October 20 (just before Spring Break, which is later than normal this semester).

Please confer with the faculty within your division and strategize the selection of courses, as well as the times at which they are being offered, so as to minimize conflicts and competition among courses and enable us to meet the needs of the largest number of students. We are especially in need of folks who will agree to teach in the evening sections (especially the 8:30 – 11:00 pm block).

The SPRING 2015 Draft Schedule for Palmetto College courses is attached to this report.

SUMMER 2015 Academic Schedule for Palmetto Courses. Each regional campus Academic Dean has been asked to identify faculty who wish to teach two-way video and online courses for Palmetto College in Summer 2015. Please notify your division chair if you wish to offer such a course, but please remember that the Palmetto Summer Schedule is different from our local summer schedule. Palmetto has no "Maymester," and so the Summer I session generally runs May through early July, with classes meeting 150 minutes per day two days a week (MW or TTh). The Summer II session generally runs from early July to early August, with classes meeting 135 minutes per day four days a week (Monday – Thursday).

This has NO EFFECT on the Lancaster summer schedule, which will continue to consist of Maymester, Summer I and Summer II. Those dates are available on the online academic calendar: <http://usclancaster.sc.edu/admissions/Calendarlist.htm>.

On the subject of schedules, I am asking the division chairs to begin a more long-range version of schedule planning. In the long run, my hope is that this will help save time in getting the actual schedules set up during the semester where pre-registration will occur. Here's the way I'd like it to operate:

DURING FALL SEMESTER: Complete schedule for the next SPRING semester
Create draft schedule for next SUMMER terms (including Maymester)
Create draft schedule for next FALL semester

DURING SPRING SEMESTER: Complete schedule for SUMMER terms
Complete schedule for FALL semester
Create draft schedule for next SPRING semester

CONGRATULATIONS to the USC Lancaster faculty who successfully maneuvered the tenure and promotion process and are now (thanks to the awarding of tenure) much more dangerous (but no less pleasant) people than they were this time last year:

- Dr. Shemsi Alhaddad, Associate Professor of Mathematics
- Dr. Chris Bundrick, Associate Professor of English
- Dr. Annette Golonka, Associate Professor of Biology
- Dr. Kate Holland, Associate Professor of Psychology
- Dr. Kim Richardson, Associate Professor of History

PLEASE JOIN ME IN WELCOMING our new instructor of physics, Dr. Godfrey Ndubuisi. Dr. Ndubuisi holds the Ph.D. in Inter-cultural and Educational Studies from Trinity International University, the M.Div. from Columbia International University, and the MS and BS degrees in physics from Arizona State University. Prior to coming to USC Lancaster, he taught a wide variety of physics courses at Allen University, Benedict College, and the University of South Carolina Columbia.

FALL 2014 COURSE EVALUATIONS. Last year, this Faculty Organization voted to make traditional in-class (paper) course evaluations the "default" method, but retained the option of allowing faculty to choose if they wished to have their course evaluations available online. Please notify Pam Ellis by SEPTEMBER 15 if you wish to use online course evaluations. Otherwise, you will get the old timey (time honored?) paper version.

IF YOU HAVE TO CANCEL A CLASS, it is very important to notify both your Division Chair and the Office of Academic Affairs, preferably with both an e-mail and a phone call. When e-mailing, please include your division chair, me, and Pam Ellis. I also strongly encourage you to send out a notification e-mail (or an Announcement) to your students utilizing Blackboard. We will try to get signs posted for you prior to the start of your class.

ON A RELATED NOTE, if you have a student assistant or wish to allow students to have access to your office when you are not present, please notify the Office of Academic & Student Affairs. Specify the student(s) who have your permission to enter, and specify the terms of the access (e.g., Can the student be left alone? Must the student be supervised?). Our office will share this information with Campus Security, Maintenance, etc. No student is to be allowed access to your office unless this notification has been provided.

I am asking the **HIRING PRIORITIES COMMITTEE** to hold its regularly meetings this fall and to report to the Office of Academic Affairs promptly so that we can begin considering faculty hires for the 2015-2016 academic year. If the budget situation holds steady, I plan to ask them to meet again in Spring to begin considering hires for 2016-2017, so we can get an earlier start on the process.

The **FACULTY SEARCH** for an Assistant Professor of Sociology, to begin in January 2015, continues.

The Search Committee members are:

- Dr. John Rutledge, Chair (BBC&E)
- Dr. Babette Protz (BBC&E)
- Professor Darris Hassell (Humanities)
- Professor Allan Pangburn (Math/Science/Nursing/Public Health)
- Dr. Chris Bundrick (At-Large, Elected by Faculty)
- Ms. Tracey Craig (Staff Appointment/Student Services)
- Ms. Tracey Mobley-Chavous (HR/EEO)

As I noted in my e-mail, I have given the following charges to the committee:

- 1) Please take this appointment and duty seriously. (I know you all will, but it bears saying.) Few hires at a teaching institution such as ours are more important than its faculty.
- 2) The first step will be for Committee members to review the applications. (This may include applicants who were considered in the first search but who weren't available for a summer interview or an August hiring date.) As you review the applications, please keep in mind that this is a tenure-track position, so the person needs to illustrate a commitment to teaching (our primary function), but also demonstrate a potential to be successful in terms of scholarly accomplishment. But teaching is first and foremost what we are looking for. Beware of those who want to focus on research and see teaching as a necessary (but bothersome) activity.)
- 3) Meet and select the top 4-5 that you want to interview by telephone. Set up the telephone interviews.
- 4) After telephone interviews are complete, determine who "makes the cut" and **call references**. This can be done by a single person, or the committee may wish to divide up the list, with everyone calling a few references for each candidate "still in the running."
- 5) After references have been contacted, decide who we are interested in actually bringing to campus for an interview. Send me those names. Ideally I'd like to have three names to bring in to campus.
- 6) AT THIS POINT, I WILL FORWARD THE NAMES AND CREDENTIALS (including transcripts & vitae) to the SOCY department at USC Columbia. I will ask for a quick review by the department – essentially "We are considering the following candidates for an Assistant Professorship in Sociology at USC Lancaster. Do you see any red flags that would prevent this person from being approved to teach the SOCY courses we need, or any other reason why we should not pursue this person as a candidate?"
- 7) Once I have the unofficial "OK" to proceed on the candidates, we arrange the on-campus interview and visit. Each candidate should:
 - a) Take a campus tour.
 - b) Meet with the committee.
 - c) Give a brief teaching demonstration. All faculty & staff are welcome to attend and ask questions, offer feedback to search committee members, etc.
 - d) Meet with the Associate Dean.
 - e) Meet with the Dean.
- 8) After all candidates have been vetted, the committee sends forward its recommendations to the Associate Dean. The committee should include ALL candidates who would be considered acceptable hires and they should NOT be ranked.
- 9) The Associate Dean will confer with the Dean, who will make the final decision on making an offer. (This will take time while background checks are performed; this is also the time period where I send the formal request to the Department asking for approval for the person to teach specified courses. If the department won't approve the person to teach the courses we need, then there's no reason to make him/her an offer of employment.)

On the subject of the campus **BUDGET**:

- I know there is considerable angst. As Dr. Collins has reported, enrollment numbers (and thus the budgetary situation) appear to be about on target for the Fall 2014 semester. Numbers are still in flux, and it's certainly not like we won the lottery or anything, but we are hearing no warning sirens and seeing no red flags at this point. Cautious optimism.
- We continue to hope for additional enrollment in Fall II and a good Spring 2015 enrollment as well.
- Your division chairs have submitted budget proposals for each division, and these are being considered within the overall budget picture.
- By October's meeting, we should be able to have some specifics. In the meantime, please continue to make spending requests thoughtfully through your division chairs. We will make every effort to honor those requests, with particular emphasis on those related to your instructional needs (our primary focus at USCL).
- There have been questions from the MSN faculty about the student fees paid for science labs and for certain MATH courses (e.g., MATH 141 & 142). The same question could now be asked for student fees in ARTS classes, THEA production classes, and PEDU classes.
 - At the most recent budget meeting in Columbia, I asked about these. If I understand correctly, the money from these accounts goes directly in the general instructional account (A000), and then can be placed into designated sub-accounts.
 - Lancaster's sub-accounts, however, are extremely out of date. (For example, there are still sub accounts for continuing education, which we haven't had on this campus since before I arrived in 2002).
 - One request we have made, therefore, is to have the sub-account numbers "cleaned up" and to establish relevant sub accounts with names that actually indicate what the money is for.
 - However, it has never been our practice to designate specific lab fees for specific classes. That is, the lab fees for Anatomy & Physiology don't go into a specific account only for BIOL purchases. Same goes for the other lab sciences and for MATH.
 - Rather, the money has been available to meet the most critical needs in the most critical areas. Sometimes BIOL may have a huge purchase; sometimes it may be CHEM; a few years back there was some kind of MATH software that we had to buy. The money to pay for these purchases came from the overall laboratory fees.
 - I would like to ask the MSN faculty to first, meet within your disciplines, and develop a prioritized list of the things you need, followed by the things you want, followed by the things it sure would be nice to have, followed by "If I win the lottery, I'd buy..."
 - Then – and here's the tough part – I'd like to ask the division to meet, review all of the lists, and develop like a three-year plan for purchasing. What are the critical purchases that are required most immediately for you to teach your classes? What purchases could be held off until spring, or until next fiscal year? This will not be an easy task, but it will give us a plan to proceed with.
 - We have always made every effort to accede to any purchase request that was related to teaching, and we will continue to do so if at all possible.
- Faculty Travel Assistance for 2014-2015.
 - Based on current enrollment figures and projections, we have a Faculty travel assistance budget of \$25,000 for the current fiscal year. (This comes to a little less than \$400 per full-time faculty member for the year.)
 - Each division chair has been asked to get your estimations of travel needs for 2014-2015, and they (and I) will be reviewing these as they are submitted. Obviously, however, we will not be able to grant every request in full.
 - We will continue to try to give priority to untenured tenure-track faculty who are presenting and tenured faculty seeking promotion who are presenting, but we will also have to take into account past activity.

- Last year, we ran out of travel assistance money and some faculty requested but did not receive travel assistance, or received limited assistance.
- So faculty who received full funding last year may not receive funding this year, so that those who didn't get to travel last year may have a chance.
- We will do everything in our power to try to meet all needs.

CAROLINA CORE. There has been a noticeable dearth of activity as of late regarding new courses being considered for Carolina Core approval. (Our office used to receive almost weekly updates with new courses under consideration.) However, one item that the Regional Campuses Academic Deans have discussed is how our campuses may propose courses for inclusion in the Core.

One suggestion that has been made, under the theory that there is strength in numbers, is that if a Regional Campuses Faculty member has a course that he/she believes should be in the Core, the first step would be to discuss it with faculty on the other campuses who also teach the course and develop a model syllabus illustrating how the course could meet the Core outcome. From there, the faculty members would then talk with the Academic Program Liaison in his or her college or school. (Dr. Chris Nesmith is the designated APL for the regional campuses, although I also serve on the Carolina Core advisory committee.) In his capacity as APL, Dr. Nesmith has experience with academic program actions at the USC Columbia-level and can provide guidance on how to develop the idea and take it through the entire University Faculty Senate approval process. Procedures and forms for proposing a course are available on the [Academic Programs website](#). The specific information on how to submit a Carolina Core course is on the [Program Proposal website](#).

CHEM 101, which is taught on the regional campuses but is no longer taught on the Columbia campus, is currently undergoing the process of consideration. USCL's chemistry faculty have been directly involved, along with their colleagues on the other campuses, and we are hopeful that once we have a successful submission, additional requests/recommendations from our campuses will follow. We have many courses that we teach that SHOULD be in the Core, that clearly meet the University's established learning outcomes, and we should strive to be pro-active in the process.

PALMETTO COLLEGE AWARENESS. Ms. Ashley Lloyd, who coordinates the Palmetto College degree programs for USCL, has proposed a series of information sessions for students (current and prospective) who wish to learn more about Palmetto College. These will be held on September 30 and October 01 from 12:15 to 1:00 pm, and an evening session will be held 5:30 – 6:30 pm on September 30. A flyer advertising these sessions is included with this report. I have also included an additional flyer, developed in the hopes of better explaining the connection between USCL and Palmetto College.

OLDE ENGLISH CONSORTIUM JUNIOR SCHOLARS DAY at USC Lancaster will be Thursday, October 23 from 9:00 a.m. until 1:00 p.m. We will be hosting approximately 150 of the "best and brightest" high school juniors from schools in and beyond our service area. One of the day's events includes students sitting in on "mini-lectures" provided by our faculty and staff. There will be two periods for these mini-lectures: 12:00 – 12:25 pm, and 12:30 – 12:55 pm.

Yes, I know this is Fall break, but **if you are going to be around and would be willing to participate, please let me know as soon as possible.** I don't know how many of these mini-lectures I will need, so at this point I am just asking for a list of folks who would be willing to speak to a couple of groups of really good high school (and potentially, USCL) students.

APPRECIATIVE ADVISEMENT. One of the key factors to retention is good, clear advisement of students. This often involves much more than simply giving a student a list of classes needed to complete a degree. While I think that we as a campus do a very good job overall in advising our students and successfully steering them through their academic careers, there is always room for improvement.

Ashley Lloyd and Laura Carnes attended an Appreciative Advisement Workshop this summer and met with Dean Collins and me to discuss what they learned. Out of this meeting, we have decided to embark on a few initiatives:

- 1) Conduct a student survey regarding their experiences with advisement at USCL – the good, the bad, and the ugly.
- 2) Ashley and Laura have agreed to take on the duties of Academic Coaching for students who are on academic probation. Andrea Campbell has also agreed to assist with these efforts.
- 3) Ashley and Laura will meet with the Academic Advisory Council to discuss what they learned at the workshop (along with what we find out from the student survey), and the Academic Advisory Council will embark on recommendations for revisions to the Advisement Process at USCL. Items to be addressed will include advising loads, CAP students, regular training workshops for advisors, etc.

FROM THE WORLD OF STUDENT AFFAIRS:

THANK YOU to all faculty and staff who assisted with the multitude of Freshman Orientation sessions this summer.

If they have not already done so, **STUDENT ORGANIZATIONS** need to submit their list of 2014-2015 officers to Student Life Director Laura Carnes. Any budgetary requests should also be submitted for consideration.

ATHLETICS

- The Lancers' Soccer teams began their season on August 23. The Men's team chalked up its first victory on September 01 against Warren Wilson College. Upcoming games at home for the Men's team include opponents Spartanburg Methodist College (September 10), Wake Technical Community College (September 14), and Cape Fear Community College (September 23). The Women's team will play Louisburg College at home on September 10, followed by Wake Technical Community College on September 14, Cape Fear Community College on September 24, and Oxford College on September 28.
- Coach Williams already notified the campus of this, but it deserves repeating. For the 2013-2014 year, the USC Lancaster baseball team was an NJCAA Academic All-American team. The team GPA was 3.23, which ranked in the top 15 in the country amongst junior college programs. This also gave the team the highest GPA in Region X, beating out Spartanburg Methodist, USC Sumter, Florence-Darlington Tech, USC Salkehatchie, Louisburg College, Pitt Community College, and Guilford Tech.

TRAVEL STUDY for May 2015 will be centered on BIOL 220: A water study of the Sounds of North Carolina. Students will sail the sounds and outer banks of the Tarheel State while studying the biology of the region. Please encourage students to talk with Professor Bob Bundy to find out more. Additional information on this travel study opportunity may be found at online at <http://usclancaster.sc.edu/travelstudy/2015/NCsounds.pdf>.

VAPING POLICY. As I noted in my e-mail of August 26, a question recently came up about USCL's policy on "Vaping" – electronic cigarettes and the like, which emit water vapor, but not smoke. USCL does not have an established policy on "vaping" so I looked to see if USC Columbia had anything. As many of you know, the Columbia campus went "tobacco free" on January 01, 2014. Their policy claims that the "FDA considers e-cigarettes a tobacco product, not a way to quit smoking. 'Vaping' emits fine particles into the air, polluting it, and creates the look and smell of smoking, which causes confusion in complying with and enforcing the tobacco-free policy." So Columbia has included e-cigarettes (and the like) in the campus ban on tobacco. USC Lancaster has not banned tobacco entirely, but does ban its use in buildings (even smokeless) and within 25 feet of doors and other entrances. I have asked that this be brought up for a recommendation under today's New Business.

Palmetto College BLS & BOL Courses--Spring 2015 January 12-April 27 exams follow as designated on posted schedule

[Spring I: ONLINE: Jan 12-March 6 Exams in these dates]

[Spring II ONLINE: March 16-May 6 exam in these dates]

REVISED 8/6/2014

COURSES	Course #	CAMPUS	INSTRUCTOR	Format	Accelerated Term	Confirmed	Actual Capacity	Seat Capacity per section/campus							Classrooms for Two-Way Video Courses							
								P11	P12	P13	P14	P15	P16	P19	TOTAL	P11	P12	P13	P14	P15	P16	
Survey of Commercial Law	ACCT 324	Salk	Jeff Irwin	Accelerated	Spring II	Yes	35	10	7	7	7	7	7	7	7	52						
Chemistry and Modern Society	CHEM 105	Union	H Maire	Accelerated	Spring I	Yes	24	10	7	7	7	7	7	7	7	52						
Criminal Justice and Mental Health	CRJU 426	Lancaster	Babette Protz	Full		Yes	40	10	7	7	7	7	7	7	7	52						
Criminal Law	CRJU 314	Salk	John Peek	Full		Yes	40	10	7	7	7	7	7	7	7	52						
Intro to Economics	ECON 224	Sumter	Sherry Grosso	Accelerated	Spring I	Yes	40	10	7	7	7	7	7	7	7	52						
Labor Economics	ECON 406	Sumter	Jean-Luc Grosso	Accelerated	Spring II	Yes	40	10	7	7	7	7	7	7	7	52						
Victorian Literature	ENGL 412	Salk	Tom Bragg	Accelerated	Spring I	Yes	30	10	7	7	7	7	7	7	7	52						
Women Writers	ENGL 437	Salk	Maureen Anderson	Accelerated	Spring II	Yes	30	10	7	7	7	7	7	7	7	52						
Business English	ENGL 463	Salk	Tom Bragg	Full		Yes	30	10	7	7	7	7	7	7	7	52						
The Sections and the Nation 1820-1860	HIST 403	Salk	Sarah Miller	Accelerated	Spring I	Yes	35	10	7	7	7	7	7	7	7	52						
Civil War and Reconstruction	HIST 404	Lancaster	Mike Bonner	Accelerated	Spring II	Yes	35	10	7	7	7	7	7	7	7	52						
Rise of Industrial America	HIST 405	Union	Steve Lowe	Full		Yes	35	10	7	7	7	7	7	7	7	52						
Computer Applications in Business I	ITEC 264	Sumter	Sherry Grosso	Accelerated	Spring II	Yes	40	10	7	7	7	7	7	7	7	52						
Organization Behavior	MGMT 376	Ex Univ	Terrie Smith	Accelerated	Spring II	Yes	40	10	7	7	7	7	7	7	7	52						
Negotiation and Conflict in the Workplace	MGMT 401	Ex Univ	David Hunter	Full		Yes	40	10	7	7	7	7	7	7	7	52						
SC Studies	PALM 493	Ex Univ	Mary Hjelm	Full		Yes	35	10	7	7	7	7	7	7	7	52						
SC Studies	PALM 493	Ex Univ	Mary Hjelm	Full		Yes	35	10	7	7	7	7	7	7	7	52						
Internship	PALM 494	Ex Univ	Shelley Jones	Full		Yes	25	10	7	7	7	7	7	7	7	52						
Internship	PALM 494	Ex Univ	Shelley Jones	Full		Yes	25	10	7	7	7	7	7	7	7	52						
Internship	PALM 494	Ex Univ	Dawson Jones	Full		Yes	25	10	7	7	7	7	7	7	7	52						
Contemporary Moral Issues	PHIL 211	Sumter	Anthony Coyne	Full		Yes	30	10	7	7	7	7	7	7	7	52						
State Government	POLI 365	Union	Christine Rinehart	Accelerated	Spring I	Yes	40	10	7	7	7	7	7	7	7	52						
Industrial Psychology	PSYC 350	Ex Univ	Matt Rashotte	Full		Yes	40	10	7	7	7	7	7	7	7	52						
Cognitive Psychology	PSYC 405	Salk	Carmela Gottesman	Accelerated	Spring I	Yes	40	10	7	7	7	7	7	7	7	52						
Developmental Psychology	PSYC 420	Ex Univ	KC Kirasic	Accelerated	Spring II	Yes	40	10	7	7	7	7	7	7	7	52						
	PSYC					NEEDED	40	10	7	7	7	7	7	7	7	52						
Foundation of Leadership	RCAM 205	Lancaster	Laura Carnes	Full		Yes	35	10	7	7	7	7	7	7	7	52						
Sociology of the Family	SOCY 305	Ex Univ	Patrick Saucier	Full		Yes	40	10	7	7	7	7	7	7	7	52						
Ecology of Human Social Systems	SOCY 311	Sumter	Chuck Wright	Accelerated	Spring II	Yes	40	10	7	7	7	7	7	7	7	52						
Race, Class, Gender and Sexuality	SOCY 304	Union	Anne McKenzie	Full		Yes	40	10	7	7	7	7	7	7	7	52						
	SOCY					NEEDED	40	10	7	7	7	7	7	7	7	52						
Org Communication	SPCH 331	Union	Jolie Fontenot	Accelerated	Spring II	Yes	25	10	7	7	7	7	7	7	7	52						
Senior Capstone Experience	UNIV 401	Ex Univ	Mary Hjelm	Accelerated	Spring I	Yes	20	10	7	7	7	7	7	7	7	52						
Senior Capstone Experience	UNIV 401	Ex Univ	Shelley Jones	Full		Yes	20	10	7	7	7	7	7	7	7	52						

Two-Way Video Courses	Course #	CAMPUS	INSTRUCTOR	Format	Days	Time	Capacity	Classrooms for Two-Way Video Courses													
								P11	P12	P13	P14	P15	P16								
Alternatives to Incarceration	CRJU 422	Salk	John Peek	Two-way	T/TH	2:30-3:45	40	10	7	7	7	7	7	7	52	MEDRFD 212	ORIGCB 209	WALTM 206	SCHWITZ 110	507H 104	LIBR7 108
American Novel to 1914	ENGL 425A	Lancaster	Nick Lawrence	Two-way	T/TH	11:00-12:15	30	10	7	7	7	7	7	7	52	MEDRFD 212	ORIGCB 209	WALTM 206	SCHWITZ 110	507H 104	LIBR7 108
History of Mexico	HIST 423	Lancaster	Kim Richardson	Two-way	Maybe-need approval to teach		35	10	7	7	7	7	7	7	52	MEDRFD 212	ORIGCB 209	WALTM 206	SCHWITZ 110	507H 104	LIBR7 108
Introduction to Public Relations	JOUR 201	Ex Univ	Clare Morris	Two-way	T/TH	9:30-10:45	40	10	7	7	7	7	7	7	52	MEDRFD 212	ORIGCB 209	WALTM 206	SCHWITZ 110	507H 104	LIBR7 108
SC Studies	PALM 493	Ex Univ	Shelley Jones	Two-way	T/TH	4:00-5:15	35	10	7	7	7	7	7	7	52	MEDRFD 212	ORIGCB 209	WALTM 206	SCHWITZ 110	507H 104	LIBR7 108
Survey of Social Psychology	PSYC 430	Union	Randy Lowell	Two-way	M/W	1:00-2:15	40	10	7	7	7	7	7	7	52	MEDRFD 212	ORIGCB 209	WALTM 206	SCHWITZ 110	507H 104	LIBR7 108
Senior Capstone Experience	UNIV 401	Ex Univ	Dawson Jones	Two-way/hybr	Monday	5:30-6:45	20	10	7	7	7	7	7	7	52	MEDRFD 212	ORIGCB 209	WALTM 206	SCHWITZ 110	507H 104	LIBR7 108

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Whether you are just beginning college, or if you started but never finished your degree, USC Lancaster's dedicated faculty and staff are committed to student success, allowing you to build a strong academic foundation as you work toward your associate's degree. Degrees awarded include Arts, Science, Business, Criminal Justice, and Nursing.

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Learn more at **Palmetto College Awareness Days:**

Tuesday, September 30	12:15 - 1:00 PM 5:30 - 6:30 PM
Wednesday, October 01	12:15 - 1:00 PM

Founders Hall, Room 104

Reminder: Students reaching 90 attempted hours must be admitted to their intended four-year degree program to continue financial aid eligibility. The final deadline to complete the Change of Campus Form for the Spring 2015 semester is Nov. 1, 2014.

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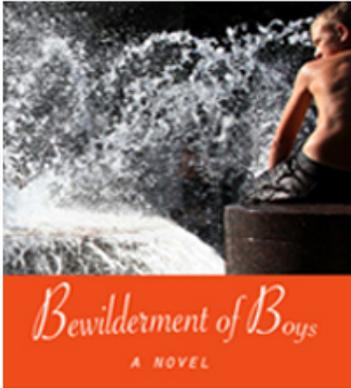
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Book Reading • Meet the Author



Tuesday
September 9
5:00 pm



Bewilderment of Boys
A NOVEL

Order high profile new books from the reviews list sent monthly to your email ↓

YBP Library Services



Key Reviews

Ensure timely coverage of high-profile books

Show What You Know

technology • tools • apps • study strategies • and more!
Students, Faculty, and Staff Welcome!

September 15th @ 12:15pm
Library Conference Room
Dr. Dana Lawrence
Create Visually Appealing Syllabi

HISPANIC HERITAGE MONTH

@ MEDFORD LIBRARY

Through October  Book Exhibit  Día de los Muertos Event



FALL 2014 FACULTY COLLOQUIUM SERIES

Making Your Own Aspirin: How to Add Inquiry into the Organic Chemistry Laboratory

FERNANDABURKE, Ph.D. Sep. 24 • Library Conference Room • 12:15p – 12:45p

APPENDIX #4: COLUMBIA SENATE REPORT (ALHADDAD)

Columbia Senate Report

Referring to the June meeting of the Columbia Senate

USCL representatives: Alhaddad, Bohonak, Campbell

- Committee on Scholastic Standards and Petitions is exploring the possibility of changing the grading system to a +/- system. This will affect the regional campuses and may negatively affect some scholarship recipients. The committee intends to survey the regional campus faculty before making a decision. More info here: http://www.sc.edu/faculty/senate/14/agenda/0604.USC_Grading_System_Survey_QUINN_3-2014.pdf and here http://www.sc.edu/faculty/senate/14/agenda/0604.Proposed_Grading_Policy_Changes.pdf
- Faculty Budget Committee explored the issue of salary compression. More info here http://www.sc.edu/faculty/senate/14/agenda/0604.Budget_Call_for_Faculty_Salary_Compression_Update.pdf
- Committee for Instructional Development proposed the following courses for distance education delivery and the proposal was approved by Senate: AFAM 201; PHYS 201/202 (lecture only, no lab); CRJU 322; ENGL 472; and MGMT 406. The last three will be available through Palmetto College. The first three will be offered through their departments in Columbia.