

Palmetto College Campuses Faculty Senate Minutes

November 10, 2017

USC Sumter-200 Miller Road Sumter, SC 29150

AGENDA

Coffee9:00 9:30AM

Arts and Letters Building Lecture Hall, Room 116

Morning Session

.....9:30 - 10:15 AM

Arts and Letters Building Lecture Hall, Room 116

Welcome, Dr. Ernest Jenkins

Report from the Chancellor, Dr. Susan Elkins

Report from the Dean of Extended University and Associate Provost, Dr. Chris Nesmith

Reports from Palmetto College Campus Deans

Dean Walt Collins, USC Lancaster

Dean Ann Carmichael, USC Salkehatchie

Dean Michael Sonntag, USC Sumter

Acting Dean John Catalano, USC Union

Standing Committees.....10:15 - 12:00 PM

I. Rights and Responsibilities

Arts and Letters Building Room 122

II. Welfare

Schwartz Building, Room 120

III. System Affairs

Arts and Letters Building, Room 148

Executive Committee.....10:15 –12:00 PM

Administration Building, Reynolds Gallery, Room 211

Deans Meeting.....10:15 - 12:00 PM
Administration Building, Bultman Conference Room 201

Luncheon12:00 - 1:00 PM
Arts and Letters Building Banquet Hall, Room 142

Afternoon Session.....1:00 - 2:45 PM
Arts and Letters Building Lecture Hall, Room 116

AGENDA

I. Call to Order at 1:05

II. Correction/Approval of Minutes: September 22, 2017
USC Columbia

III. Reports from Standing Committees

A. Rights and Responsibilities – Professor Jason Holt

B. Welfare – Professor Matt Rashotte

C. System Affairs – Professor Andy Yingst

IV. Executive Committee

A. Chair - Professor Ernest Jenkins

B. *Palmetto College Campuses Faculty Manual* Liaison Officer – Professor Andy Yingst

V. Reports from Special Committees

A. Committee on Libraries - Professor Rebecca Freeman

B. Committee on Curricula and Courses – Professor Stephen Criswell

C. Committee on Faculty Welfare – Professor Shelley Jones

D. Faculty-Board of Trustees Liaison Committee – Professor Hennie van Bulck

E. PCC Research and Productive Scholarship Committee – Professor Chris Sixta Rinehart

F. Palmetto College Campuses Academic Advisory Council – Professor Chris Nesmith

G. Other Committees

Conflict of Interest Committee – Professor Noni Bohonak

VI. Unfinished Business

VII. New Business

A. PCC Faculty Senate Executive Committee Vice Chair Nomination

B. PCC Faculty Senate Grievance Committee Nominations

VIII. Announcements

IX. Adjournment

Morning Session

Welcome

Chair, Dr. Ernest Jenkins called the meeting to order at 9:35 AM and welcomed everyone. Dr. Jenkins introduced Campus Dean of Sumter, Dr. Michael Sonntag.

Dean Sonntag welcomed everyone and commented on the improvements that Sumter has made since the last Senate minute including: paint, carpets, new furniture, and roof improvements. Dean Sonntag thanked Paula Epperson and Carol Reynolds for arranging the Senate meeting.

Reports

Palmetto College Chancellor, Dr. Susan Elkins-see report in appendices

1. The fall census date was October 26. We are up by 200. Fall enrollment is up 42% from 4626 to 4826. We are not far from 5000 students.

FTE enrollment was up by 157 or 5.15%. This is the largest enrollment percentage increase of all USC campuses. PC had the largest increase of all USC campuses, which hovered around 2% increases.

Palmetto College: Enrollment has gone to 984 from 806. That is at least a 22% increase. We have graduated 877 people. We are close to 1000 in enrolled students. We will cross the 1000 mark in either fall or spring.

2. We have continued to secure additional library services. Hopefully people completed the survey. Dean McNally has committed to helping us get what we need. We will invite Dean McNally to the next Senate meeting in Columbia.

3. The Deans and I are following up on the Faculty Salary Report resolution presented by the Welfare Committee. I have just given Matt Rashotte the information on the system wide policies, procedures, and processes for requesting and obtaining a salary increase. Dr. Rashotte has that information and I am sure he will share it with the committee today. We will continue to work on this throughout the year with long-range budget and planning processes

4. All of the Senate committees have been appointed and are on the website per the handbook.

5. We are in our 5th year at Palmetto College so we are getting ready to launch other committees such as: Long-range Planning Committee, Safety and Security, Data and Reporting, Policy Advisory, Military, and Faculty Assembly Special Events (Dr. Tom Bragg will chair this).

The Executive Committee decided we would skip the Faculty Assembly this year but we are talking to faculty about their opinions concerning this. It is difficult to find a date that works for everyone, following the wishes of the faculty.

As always, I want to thank you for all your work with the Senate and for everything you do for our students.

Dean of Extended University and Associate Provost, Dr. Nesmith will give the academic actions and curriculum action report in the afternoon session. **See report in appendices.**

Thank you to Dean Sonntag and Sumter for hosting Senate.

1. T and P is progressing well. All of the committees are filled. Thank you to all who are serving on the committees.

2. Executive Committee meeting of the year: FO chairs brought forward the issue of the instructor approval process for the Columbia campus department chairs. We are working on creating a set of guidelines for Dept. chairs so that they have a better understanding of the process. Dean Lacy Ford stated that his office will work with Dept. Chairs to expedite the process and ensure timely processing.

3. Assessment-The Office of Institutional Research have made some changes to the cycles of assessment. Instead of an annual report and plan, a report will only be generated every other year so that faculty have better opportunities to review results and make changes. Data will still be collected every semester. We have an opportunity to revise the assessment process. We will maintain current tracking with the Columbia Campus and will be able to look at our campuses independent from Columbia and we will get our own results.

Areas include: GHS, VSR, SCI, AIU, INF, and GSS will be assessed in the spring. Brittany Ashley is in the Office of OIRA and we have talked about setting up training sessions for reviewers in January and February. Assessments can be done on own your time. We will hopefully have this done by March or April. Expect calls about being a reviewer for spring. Although Columbia faculty was not participatory of this in the past, spring is assessment for our students.

4. I would like to discuss establishing a Faculty Assessment Committee for Palmetto College as we need more faculty input to help with this particular process. One advantage to this is that Committee could report to Senate each year.

Reports from Campus Deans-Reports submitted at end of morning sessions (in order)

Dean of Extended University, Dr. Chris Nesmith-see report in appendices.

Dean of USC Lancaster, Walt Collins-see report in appendices.

Dean of USC Salkehatchie, Ann Carmichael-see report in appendices.

Dean of USC Sumter, Michael Sonntag-see report in appendices.

Dean of USC Union, John Catalano-see report in appendices.

Afternoon Session

I. Call to Order

Chair Ernest Jenkins called the session to order at 1:05 P.M.

Christine Sixta Rinehart called the roll by campus with the following results:

Extended: (all present: Rashotte, Jones, S (alternate), and Saucier)

Lancaster: (present: Lawrence, P, Freeman, Yingst, and Lawrence, D)

(not present: Howard Kingkade, Tania Wolochwianski, Jason Holt, and Susan Cruise)

Salkehatchie: (present: Miller, Peek, Gottesman, and Dangerfield)

(not present: Bragg and Cherry)

Sumter: (all present: DaSilva, Picariello, Chang, Rowlett, and Ghoshroy)

Union: (present: Anderson, Mayon, and Pisano)

II. Correction/Approval of Minutes from the April 7, 2017 meeting

E. Jenkins moved on to the approval of the minutes. He noted that the minutes had been available and asked if there were any corrections. Hearing none, he asked for a motion to approve the minutes, which was seconded. The minutes were then approved as submitted.

III. Reports from Standing Committees

A. Rights and Responsibilities-Professor Jason Holt (substituting Pat Lawrence)

1. We will be introducing an amendment

2. We also drafted language concerning the third year review process to make a change to the manual later today.

B. Welfare-Professor Matt Rashotte

Charges:

1. T and P Workshop (January 12, 2018 at Capstone Building)

2. 3 Service Awards-deadlines are now in place and guidelines are out.

3. Considering the feasibility of having an ombudsman-person at PC level to turn to as a resource.

4. Salary Inequity-considering financial concerns of the faculty.

As part of the salary resolution that was passed last spring, we were asked to produce a document concerning system wide policies to create a salary increase. The Chancellor has given me this information and we will disseminate this to the faculty. In addition, we thought about other ways that we could get a salary increase at all campuses. We will talk more about this to FO Chairs including an

estimate of how much this would cost. We are 3% underpaid compared to other campuses. So we thought about a 3% raise across the board. We are trying to understand how much this would cost, getting this at zero or above zero. At Extended there are about 10 faculty members. If the average salary is 50,000, then 3% of that is a 1500 dollar raise so this would be 15,000 dollars. So we are only talking about 15000 dollars. How much would this cost in dollars and is this fiscally responsible?

We have also thought about raising awareness at the Columbia level through the Columbia Faculty Senate.

We have also thought about approaching the State Legislature and figuring out what they could do.

We were also interested in having our Chancellor make a comment about the Palmetto College Faculty Salary Report.

5. Job Satisfaction Survey-This will be sent out early next year. Faculty are concerned about whether they can skip questions or whether they have to answer questions. So we are thinking about having a training session about how to skip questions as you do not have to answer them all.

Question:

Became a group discussion:

Kajal Ghoshroy-For salary, that 3% raise also has to have the indirect costs that the university pays like retirement, social security, etc.

Rashotte- So whatever amount, 25% of that would be additional costs for campuses?

Ghoshroy-So you have to consider the other portion would be salary plus the benefits. It is about 25-30% of the salary.

Rashotte-Thank you for that information, I did not know.

C. System Affairs-Professor Andy Yingst

1. USC Lancaster approved the update to CRJU and we will bring it forth as a motion under new business today.

2. PC Faculty Advisory Council-BOL/BLS change. We are asking for more detail on this.

3. Pilot study for proposed changes to course climate survey.

No questions were asked.

IV. Executive Committee

A. Chair Jenkins

1. We will have motions under unfinished as well as new business.

2. Update-USCL passed a new degree change to the AA degree in November and faculty voted to approve. They then had a meeting with Palmetto College and the Provost and we received clarification on a number of matters. In connecting with SACS and as USC prepares for interim report for 2020-

2021, Lancaster decided to withhold that discussion before Senate. The revision had to do with rebalancing of degrees to meet needs on USCL campus. Moving forward that discussion will also include PC faculty as whole regarding the degrees. We will seek representation in the Provost Office as changes are made for SACS.

No questions were asked.

B. Palmetto Colleges Campuses Faculty Manual Liaison Officer-Professor Andy Yingst

3 pieces of unfinished business

1. 2 year term for Manual Liaison- from 1 year to 2 years with no limits on renewal (previously 1 year term could be renewed 3 times). Tom Bragg presented this last time.

2 and 3. Add Faculty Liaison Officer to list of people that we need to elect at end of year. Also needs to be elected: Libraries, Curricula and Course, and Faculty Welfare. In the past years, we have forgotten to do this.

Report: 3 Old Motions and 3 New Motions Coming from Executive Committee that I will be presenting.

Ernest Jenkins: Do we have any nominations for Executive Committee for 2018-2019?

No nominations were given at this time.

V. Reports from Special Committees

A. Committee on Libraries-Professor Rebecca Freeman-no report

B. Committee on Curricula and Courses-Professor Stephen Criswell-no report

C. Committee on Faculty Welfare-Professor Shelley Jones-see report in appendices.

D. Faculty-Board of Trustees Liaison Committee- Professor Hennie van Bulck-no report.

E. PCC Research and Productive Scholarship Committee-Professor Christine Sixta Rinehart-see report in appendices.

Please have your own RPS website for scholarship, teaching, or service. Please contact Bob Dyer about that website. PCCRPS is proud to showcase Dr. Andy Kunka as the First Quarter Scholar for fall 2017. We are still in the process of looking for a Second Quarter Scholar for Fall II, 2017. Dr. Andy Kunka will present at the first ever Palmetto College Faculty Research Symposium on January 26th at 10:00 AM. This presentation will be broadcasted to all Palmetto College campuses.

No Questions

F. Palmetto College Campuses Academic Advisory Council-Professor Chris Nesmith

1. A few new tracks were given to System Affairs for BOL/BLS.

For Cultural Studies, contact Stephen Criswell.

2. There is a potential program change, to add a course to BOL called a Senior Leadership Capstone course that is equivalent to the BLS capstone. This course has not been developed but if the committee moves forwards, current leadership course faculty can develop this.

3. BLS/BOL will under program review next academic year. We are due for this review every 10 years and we are working on possibilities for a team. If you teach these courses, you may be asked to join the team.

No questions were asked.

G. Other Committee

1. Conflict of Interest Committee-Professor Noni Bohonak-no report

VI. Unfinished Business

A. Rights and Responsibilities-Pat Lawrence

1. We looked at the reappointment process during the probationary period. We did not have anything for mid-year review but did have one for summer hires. We looked at the Columbia Manual and then adopted those same dates. Two unintended consequences were: referencing a document that did not exist including cause and that the written notice needed to be given for retainment and termination. We did not want to add a letter. So we removed a paragraph and substituted another that is closer to the original language.

Jenkins: Coming from committee, this needs no second. Is there any additional discussion?

No discussion

Motion passes, no opposed.

B. System Affairs-Andy Yingst

1. "BOL/BLS be amended: UNIV 401 be replaced with name change PALM 401?"

Jenkins: Coming from Committee, this needs no second.

Motion passes, no opposed.

2. Spch 140 be replaced with broader requirement of any CMS approved courses?

Motion has been posted, coming from committee, it needs no second.

Question Matt Rashotte: What does CMS stand for?

Yingst: Communication Spoken

Question Rowlett: It (Spch 140) will still be there as it looks like you are trying to get rid of it?

Yingst: It will still be an option, but not the only one.

No opposed, motion passes

C. Executive Committee

1. Faculty Manual Liaison Officer from 1 year term to 2 year term renewable indefinitely

Coming from committee, this needs no second.

No discussion

Motion passes, no opposed.

2. Current criteria for T and P.

Change respected to respectful.

No discussion

Motion passes, no opposed.

3. Vice Chair-changes Vice Chair to Chair-Elect (11 places throughout the manual where this needs to be changed).

Coming from committee, does not need a second.

No discussion

Motion passes, no opposed.

VII. New Business

A. Executive Committee

1. Preamble and Appendix Reorganization-These are policies coming from the Provost's Office and Human Resources. The stuff in appendices is relevant and important to faculty members but is not created or maintained by Senate. Much of the time we spend in Senate is bringing information up to date. We can make appendices easier to amend in some way. We propose moving stuff in appendices and adding a preamble so that stuff can be amended without Senate approval.

Gottesman: Can you explain more about the section that is remaining in the appendices but is not one that needs to be changed? Why is this in the appendices but is not in the main body? Why is this not being moved? (By laws and standing rules)

Yingst: There are rules for how you can change the manual. We are leaving it in the appendices so it does not have two sets of rules to apply to it.

No additional discussion.

2. External Review-date change plus clarifications

-Motivation-external reviewers are chosen by June 15th, we propose moving it back to April 15th, as it is hard to reach them, with a list of 5 names given much earlier.

-Will candidates be required to submit their entire file at this time or just their scholarship portion?
Currently only the research section of the file is required.

-One cannot have contact with reviewers after they have been contacted. One can contact them during the grievance period.

We are moving up the deadline for T and P, get five names earlier.

Only research section will be required.

Candidates cannot have any contact with reviewers after reviewer has been contacted. Can contact during grievance procedure.

See motion.

This is ruled as substantive

Discussion

Dean Collins: Why was the president's letter chosen as the end point rather than the letter from the Board of Trustees?

Yingst: The president's letter is the start of the Grieving Process.

3. Data has limited availability

We might not have all data, let's not punish faculty for less than 6 years of data. Data unavailability should not affect a candidate's file.

Question Van Bulck: I have a suggestion that rather than saying comma or else, rephrase it to "the shorter of one of those periods"?

No other discussion

4. Executive Committee Election

At present manual, states that no campus can have more than one person on the Executive Committee. It also states that the person who gets the most votes is the person that is elected. These two rules are in conflict with one another.

We propose omitting that every campus has at least one member on the Executive Committee and propose that every campus can have an extra member at large. Campuses can elect an at large member if no one is on the Executive Committee. But this person would lose a vote in Senate as they would just lose a Senator. Person needs to let campus know if they choose to be at large, then campus must choose another senator to replace them.

See motion.

Question DaSilva: If at large member chooses to be a Senator and at large member, can they vote on Executive Committee and Senate floor?

Yingst: Yes they can vote on both.

Saucier: I represent a campus where this might occur but I think that the campus should choose what the person does, not the person.

Yingst: This doesn't totally address your question but the campus has the option of picking someone who is not a senator.

Saucier: But the FO picks the member at large and goes to EC, FO should decide.

Yingst: Does the room generally prefer Patrick's version?

Room: Yes

Yingst: I will have that amended for next time.

Gottesman: I am confused if you can vote in both places, then what is the choice?

Saucier: You can't.

Yingst: Campuses stretched thin can decide.

DaSilva: Who decides how they vote? Who decides where that senator goes? EC or campus?

Saucier: You are either a voting senator or voting EC member, you cannot be both. FO can chose what person does.

Yingst: Language has both.

Miller: I understand what you are trying to do for smaller campuses. If you are voting for EC, you are part of it. So that would make you a member and you can also be a senator. Is there any precedent for a single person having two votes?

Yingst: I don't want to drag this into the weeds. I don't understand why EC does not get a vote. If the room is opposed to it, I will write that they only get one vote.

Miller: I do not think that a single person should get two votes. It seems unprecedented.

Van Bulck: Focal point is on person not campus. The focal point should be on campus not person.

Dangerfield: So campuses with people do they get two votes or only campuses with smaller faculty numbers?

Yingst: They get two votes because they have senators and someone on EC.

Saucier: what Hennie said was correct as the votes do not belong to the individual. I agree with Van Bulck. This doesn't change power balance or influence.

Yingst: EC never votes on anything.

Gottesman: Doesn't EC also meet during Senate? How can one person be at two places at the same time?

Yingst: Person would miss EC but would go to committee meeting.

Van Bulck: It is hard to fix what's broken. Every campus should have a representative on Senate and EC. However, in a hardship situation, then a campus would be underrepresented. This is not perfect but they are represented. If they have no representative on EC, they can be there as much as possible.

Saucier: That does not seem like what we are hearing.

Yingst: Would people feel better if the person would not get a vote on EC?

Saucier: I agree with HVB that they should vote in both positions.

Miller: A campus would still have a voice on EC, but would only have a vote one place or another.

DaSilva: Did we address Saucier's original issue that that person would decide?

Yingst: I am amending this so that the FO decides not the faculty member.

Gottesman: This will be permanent right for either one or the other? Not per case?

Yingst: that would be the best way to do it, so it will be clear in the language.

No additional discussion

B. System Affairs-Andy Yingst

1. Motion to amend USCL CRJU program

Math- any 6 hours chosen from ARP courses (Math 111, 11i, and 115 are not ARP approved but are allowed here)

SCI – 4 hours- any approved

AIU- 3 hour of AIU, old one had none.

Spch 140-now to any CMS

GHS- 3 hours of GHS, 3 hours GSS and Poli 201

Additional CRJU at 300 and above

See motion.

Comment Ron Cox: This was the issue as it was sent back to USCL faculty. One GSS course was original. System Affairs wanted it to be a human or culture course from GSS.

Saucier: We looked at this twice, through committee which they did, approved through System Affairs, USCL did a great job on this.

C. Rights and Responsibilities-P Lawrence

Summaries of teaching evaluations are not required for third year review as this is onerous for third year reviewers as it is not required. We are changing a few words to state that this is not necessary. Currently third year review process is same as T and P except external review of scholarship. We would like a robust discussion of this on the campuses.

Coming from committee, this does not need a second.

This will be posted and voted on at the next Senate meeting.

Ghoshroy: The entire third year review process is a burden. In the tenure file, you never actually see your teaching summary. You would not see it otherwise. I would strongly recommend keeping this.

Picariello: Having just done this, it was made very clear to me that a summary was not required.

Lawrence, P: Standing in for Professor Holt, in some cases, this is true. We are wanting to codify and clarify to decrease vagueness.

Van Bulck: We used to summarize what it is somewhere. We need to clarify this for people here who have not gone through the process.

Yingst: Can be clarified with section number.

Gottesman: If it is a question here, it should be addressed in the file in the language.

Lawrence, P: Should I issue amended language then?

Van Bulck: We need to somewhere define what a summary of teaching evaluations is.

Yingst: We can be clarified by using section number as a reference in the file.

Lawrence, P: I will email the language.

VIII. Announcements

Jenkins: Please be mindful that Veteran's Day is tomorrow. If we do have veterans with us, we would like to thank you for your work and commitment.

IX. Adjournment @ 2:38 PM

Appendices

Faculty Senate

Friday, November 10, 2017

Remarks

Dr. Susan Elkins, Chancellor, Palmetto College

Since I had an extensive report at the first Senate meeting of the year on Friday, September 22, my report today includes only four brief items.

1. First, I'm delighted to share the very positive news on Fall Semester 2017 enrollment. As of the census date on October 26th, Palmetto College overall headcount enrollment for the campuses was up from the final day last year by 200, 4.32%, (from 4,626 to 4,826) and FTE enrollment was up by 157, 5.15%, (from 3,050 to 3,207) over Fall Semester 2016, resulting in the largest percentage increases of all the USC campuses. For comparison, the overall USC System increase was 2.05% in Headcount and 2.23% in FTE. The official Institutional Research report for October 26th is attached.

In addition to the associate's degree enrollment, the Palmetto College Online completion degree headcount enrollment as of the census date on October 26th was 984, compared to a final headcount last fall of 806, for a 22.08% increase, nearing the 1,000 mark. Palmetto College Online has also graduated 877 students as of Spring Semester 2017 and is on track to reach 1,000 graduates this year.

2. A second good news item is that the continued efforts to secure additional library resources for our Palmetto College faculty has moved forward as the needs assessment survey was distributed to all PC faculty during the week of October 16th and was completed by Friday, October 27th. The survey results have now been compiled, and we are working with Dean McNally and his team to develop a plan and timeline for securing additional resources, focusing first on those in greatest need as identified by the survey.
3. Third, the Deans and I are following up on the resolution passed at the last Senate meeting of the 2016-17 academic year regarding the Faculty Salary Report presented by the Welfare Committee. Per the resolution, the USC system-wide policies, procedures, and processes for requesting and obtaining a salary increase have been submitted to the Welfare Committee. Also, progress is being made in various ways on the individual campuses, and we will continue to work on this item throughout the year in conjunction with our short-term and long-range strategic planning and budgeting processes.

4. My final item relates to committee appointments. All the Senate committees now have the required representation per the Faculty Manual and they have been posted on the Senate website. Also, as we enter a year of long-range planning, we are finalizing Palmetto College committee appointments for the following college-wide committees: Carolina 2023 Strategic Planning Committee, Safety and Security Committee, Data and Reporting Committee, Policy Advisory Committee, Military Committee, and Faculty Assembly/Special Events Planning Committee. I look forward to our work together as we celebrate our past accomplishments and plan for a successful future for Palmetto College.

In closing, again, thank you for the opportunity to work with all of you, as well as for all you continually do as leaders of the Faculty Senate, along with your many contributions to Palmetto College and our students!

Attachments: OIRAA Student HC/FTE Report, October 26, 2017

Palmetto College

Enrollment Trends Fall 2008 - 2017 HEADCOUNT

Palmetto College Campuses Lower Division (100-300 Level Courses)										
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
USC Lancaster	1,666	1,593	1,588	1,744	1,832	1,811	1,738	1,722	1,845	1,910
USC Salkehatchie	965	957	1,150	1,155	1,173	1,021	1,076	1,109	1,137	1,011
USC Sumter	1,235	1,206	1,192	1,018	898	924	879	901	805	1,002
USC Union	367	507	530	492	473	484	679	569	839	903
SUBTOTAL	4,233	4,263	4,460	4,409	4,376	4,240	4,372	4,301	4,626	4,826

Palmetto College Campuses 2+2/Bachelor's Degree Completion (300-400 Level Courses)										
Off Campus Sites/Interactive Video										
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Liberal Studies - Columbia (Palmetto College Campuses)	45	93	145	202	192	*	*	*	*	*
Organizational Leadership - Columbia (Palmetto College Campuses)		4	45	78	113	*	*	*	*	*
Business - Aiken (Sumter)	66	62	64	48	42	38	32	21	36	26
Education - Aiken (Salkehatchie)	10	10	10	4	7	12	10	10	9	12
Education - Upstate (Sumter)	79	72	69	59	42	44	21	21	29	26
Nursing - Columbia (Lancaster, Salkehatchie)	16	32	57	60	67	73	78	78	69	67
Fort Jackson	39	27	44	31	23	9	19	19	10	16
SUBTOTAL	255	300	438	482	486	176	160	149	158	147

Online 2+2/Bachelor's Degree Completion (300-400 Level Courses)										
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Business Administration - Aiken	-	-	-	-	-	28	78	118	146	177
Criminal Justice - Upstate	-	-	-	-	-	17	57	79	78	92
Elementary Education - Columbia	-	-	-	-	-	12	33	46	56	43
Health Informatics - Upstate	-	-	-	-	-	-	-	-	-	13
Health Promotion - Beaufort	-	-	-	-	-	-	-	-	5	19
Hospitality Management - Beaufort	-	-	-	-	-	-	-	-	1	12
Human Services - Beaufort	-	-	-	-	-	6	42	54	70	86
Information Management and Systems - Upstate	-	-	-	-	-	-	-	-	5	33
Information Science - Columbia	-	-	-	-	-	-	-	-	-	0**
Liberal Studies - Columbia	-	-	-	-	-	184	216	219	210	193
Organizational Leadership - Columbia	-	-	-	-	-	119	124	123	127	144
RN-BSN Program - Upstate	-	-	-	-	-	137	139	112	108	168
Special Education - Aiken	-	-	-	-	-	-	-	-	-	4
SUBTOTAL						503	689	751	806	984
GRAND TOTALS	4,488	4,563	4,894	4,891	4,862	4,919	5,221	5,201	5,590	5,957

Source: Institutional Research and Assessment/Palmetto College Internal Reporting - 102517
 *Reflects Final Fall 2017 numbers
 **Undergoing curriculum changes
 Headcount Enrollment Trends Spring 2008-2017
 102617



Student Headcount / FTE Report

Official F R E E Z E

Comparison of Fall 2017 to Fall 2016 (dates as specified below)

Campus	Campus	Campus	Headcount			FTE				
			Fall 2016	Fall 2017	Change +/-	Fall 2016	Fall 2017	Change +/-		
Flagship Campus	USC Columbia	Undergraduate	25,556	26,362	806	3.15%	25,331	26,145	814	3.21%
		Law	608	619	10	1.64%	630	632	2	0.32%
		Medicine (Columbia)	373	378	5	1.34%	373	379	6	1.61%
		Medicine (Greenville)	333	378	45	13.51%	333	378	45	13.51%
		PharmD	431	439	8	1.86%	482	473	-9	-1.87%
		Masters	4,491	4,236	-255	-5.68%	3,184	3,044	-140	-4.40%
		Doctoral	2,306	2,319	13	0.56%	1,461	1,375	-86	-5.89%
		USC Columbia - Total	34,099	34,731	632	1.85%	31,774	32,426	652	2.05%
		Flagship Campus - Total	34,099	34,731	632	1.85%	31,774	32,426	652	2.05%
Comprehensive Campuses	USC Aiken	Undergraduate	3,574	3,354	-20	-0.59%	2,989	2,932	-57	-1.91%
		Masters	174	152	-22	-12.64%	66	83	17	25.76%
		USC Aiken - Total	3,548	3,506	-42	-1.18%	3,055	2,995	-60	-1.96%
		USC Beaufort	2,005	2,077	72	3.59%	1,858	1,924	66	3.55%
		USC Beaufort - Total	2,005	2,077	72	3.59%	1,858	1,924	66	3.55%
		USC Upstate	5,594	5,775	181	3.24%	4,834	5,019	185	3.83%
		Masters	227	215	-12	-5.29%	75	70	-5	-6.67%
		USC Upstate - Total	6,821	5,990	-831	-12.18%	4,909	5,089	180	3.67%
		Comprehensive Campuses - Total	11,374	11,573	199	1.75%	9,822	10,008	186	1.89%
Palmetto College Campuses	USC Lancaster	Undergraduate	1,845	1,910	65	3.52%	1,174	1,186	12	1.02%
		USC Lancaster - Total	1,845	1,910	65	3.52%	1,174	1,186	12	1.02%
		USC Salkehatchie	1,137	1,011	-126	-11.08%	780	731	-49	-6.28%
		USC Salkehatchie - Total	1,137	1,011	-126	-11.08%	780	731	-49	-6.28%
		USC Sumter	805	1,002	197	24.47%	594	733	139	23.40%
		USC Sumter - Total	805	1,002	197	24.47%	594	733	139	23.40%
		USC Union	839	903	64	7.63%	502	557	55	10.96%
		USC Union - Total	839	903	64	7.63%	502	557	55	10.96%
		Palmetto College Campuses - Total	4,826	4,826	0	0.00%	3,050	3,207	157	5.15%
		Overall - Total	50,039	51,130	1,091	2.16%	44,646	45,641	995	2.23%

WY-WY indicates current week and Year values compared to equivalent week for the same academic term a year ago.



UNIVERSITY OF
SOUTH CAROLINA

PALMETTO COLLEGE

Nov. 10, 2017

Report to the PCC Faculty Senate

Chris Nesmith

Associate Provost for Palmetto College Campuses
Dean, Extended University

Assoc. Provost Report

1. **T&P process** for this year is progressing. We have all committees filled at the local and the college level. Jean and I appreciate everyone's willingness to support their colleagues in this.

2. **Instructor Approvals:** I met recently with provost's office officials regarding concerns we have expressed regarding the lengthy time it sometimes takes to receive departmental approval for instructors. We are working on creating set of guidelines for department chairs, to help explain their role in the process. In the meantime, on Nov. 2, Dean Lacy Ford with Arts and Sciences said in an email: "My office will work with [the] Chairs to encourage expedited process and recognition of regional campus challenges."

3. **Assessment:** The Office of Institutional Research, Assessment and Analytics is in the process of instituting some changes to the assessment cycle and related processes. For our campuses and Palmetto College generally, we assess the AA and AS degrees together, as well as the Liberal Studies and Organizational Leadership degrees. USC Lancaster assesses its Business, Criminal Justice, and Nursing degrees separately, but the new cycles will apply to everyone. Generally, they provide some more flexibility, but most importantly, while the new process does continue to require collecting data each semester, it would require a report only every two years. This way there would be at least two reports every 5 years, for each SACSCOC reaffirmation and interim report. The hope and the expectation is that this will lead to a better report, with more opportunity for faculty to review and discuss the results and make recommendations based on it.

This change provides us with a unique opportunity to revise our assessment plan and to improve it. With our two associate degrees we have been engaged

in assessing the Carolina Core along with the Columbia campus for the past several years. This process will not change, but we will now have some opportunity to assess our students separately from the Columbia campus. That is to say, when we collect our student data, it will not be commingled with the Columbia data, and when our faculty reviewers review assessment data, it will be our students we review.

Given this opportunity, we have several areas of student work collected over the past few semesters that is in need of review by faculty next spring, that has been extracted from the larger pool initially gathered along with Columbia. Brittany Ashley, in the OIRAA office, and I will be setting up at least a couple of opportunities through ITV classroom early next spring to train reviewers on the process. Hopefully in January/February. After that, you would be able to complete the reviews via Blackboard--typically in March/April, and with several weeks certainly to do so. These include student work from GHS, VSR, SCI, AIU, INF, and GSS. Once we have this data, I think the resulting report is one we can rely on is a usable report, so it can be shared among all faculty, and provide a basis for discussion about improving learning outcomes and results.

Finally--given all of the above I have just mentioned, I would like to establish a faculty assessment committee. The representatives to the Specialty Teams will be included as members of the committee, but I would also like to solicit more faculty interested in serving. It would be an opportunity for you to have input into the assessment process, to help improve that, and also to help work with other faculty at your campus and across campuses in your discipline on improving student outcomes.

And, if I may, one advantage of having a standing assessment committee is that the committee itself could produce a very brief annual report to the senate, and you would not have to listen to me talk about assessment each time. I apologize for taking this much of the senate's time today, but this work is hugely important to us all. So please, when you hear the call come out for volunteers for reviewers for semester, and/or to serve on the assessment committee, please heed the call.



UNIVERSITY OF
SOUTH CAROLINA
LANCASTER

Dr. Walter P. Collins, III
Palmetto College Campus Dean

Report to the Palmetto College Campuses Faculty Senate
meeting at USC Sumter
November 10, 2017

People

Enrollment

As of October 25, 2017 (enrollment freeze date), we have 1910 students (headcount) registered for Fall 2017. We are at 1186 in full-time equivalent students. Both figures are up over Fall 2016. We are currently serving 115 BOL/BLS students and 46 BSN students. Recall that these last numbers do not officially count in our campus enrollment numbers.

Faculty/Staff

The following faculty and staff searches are underway:

Computer Science
Sociology
Art

Director of Enrollment Management
Dual Credit Coordinator
Athletics Trainer

Faculty Accomplishments. Congratulations to...

Prof. Fran Gardner, Professor of Art, whose artwork (two pieces) was printed in *Scanning the Hypnograph: Sleep and Awakening in Modern and Postmodern Representation* by Dr. Nathaniel Wallace, Professor of English, South Carolina State University.

Dr. Brooke Bauer, Assistant Professor of History and Native American Studies, who participated in a podcast coordinated by the College of William & Mary's Omohundro Institute. The digital project discussion focused on Catawba Indians' participation in the American Revolution.

Dr. Li Cai, Associate Professor of Chemistry, whose co-authored review article on one of his research projects – rare sugar synthesis – has been accepted for publication in *Carbohydrate Research*. The link is <http://www.sciencedirect.com/science/article/pii/S0008621517306183>.

Facilities

Renovations for the Gregory Center began on Monday, Oct. 9 with demolition of the showers and locker rooms. Work continues at a good pace. Work scope includes renovation of the men's and women's showers and locker rooms as well as a new floor, paint and lighting in the gymnasium. The gymnasium project will begin in late November/early December. Please keep in mind that the renovation project is separate from the transition of operations to the YMCA.

Other items...

- **YMCA transition update:** Y officials have met with Gregory Center employees as a large group to discuss future employment and have subsequently met with a select group individually. They are finalizing YMCA HR matters in the next week or two. USCL campus administrators have also met with Y officials regarding facilities matters post-transition in order to communicate respective responsibilities for taking care of the physical plant. The Y has ordered new exercise equipment for the Khoury Exercise Room. The equipment should be installed around the middle of December.
- Our annual **Scholarship Luncheon** was held on Wednesday, November 1, 2017 in the Arnold Special Events Room. Approximately 275 individuals were in attendance.
- The **USC Lancaster Board of Visitors** met on Wednesday, November 8 to elect officers and plan projects for the coming year. The BOV is an affiliate organization of the Educational Foundation of USC Lancaster.
- On October 17, I met with the leadership of **Giti Tire in Richburg, SC** to continue conversations regarding future collaborative projects between them and our campus.
- The **USC Lancaster Office of Advancement hosted a Lunch and Learn** for area legal advisors and estate planners (lawyers, financial planners, etc...) on Oct. 17. Approximately 11 people attended to hear about planned giving to our campus.
- The next **Lunch and Learn at the NASC** is November 17, 2017 at noon. Topic: “North Carolina’s Disappearing Indians: Race and the Story of the Chowans” by Dr. Warren Milteer.

Visitors to the NASC between October 2016 and September 2017 number 8,170 making the total for the first five years 37,675.

Recently, a 90-second video was produced using a drone mounted camera flying through the NASC to showcase the facility and to promote it to visitors outside of Lancaster. The video situates the NASC in the heart of the Cultural Arts District in downtown Lancaster and then flies through the NASC galleries, classroom, conference room, archives and labs.

- I will soon begin visits and presentations to area county councils across our service area as I do each year. I give a campus update and answer questions council members might have.



UNIVERSITY OF
SOUTH CAROLINA
SALKEHATCHIE

**Palmetto College Faculty Senate
November 10, 2017**

Campus Dean's Report

USC Salkehatchie honored our scholarship recipients and donors at the Scholarship Recognition Banquet on October 24 on our Allendale campus.

The South Carolina Hospital Board Association and Colleton Medical Center toured our new high fidelity nursing simulation lab on November 1.

The campus Globalization Committee, chaired by Dr. Carmela Gottesman, hosted an international potluck on November 7 on both campuses. Faculty, staff and students prepared and served international cuisine and faculty presented a trivia contest for students.

November is Native American History month and USC Salkehatchie welcomed Chris Judge from USC Lancaster who presented a lecture for students as well as an evening presentation for community members on November 2. Thank you to Dr. Sarah Miller for coordinating.

The Salkehatchie Indians basketball team under the leadership of new coach, Jake Williams, has started off the season with a 3-0 record. The players have been actively involved in the community, participating in the Walterboro Fall Festival and assisting at the Colleton County Animal Shelter.

Respectfully submitted,

Ann C. Carmichael
Regional Campus Dean



OFFICE OF THE
DEAN

Palmetto College Campuses Faculty Senate Report
November 10, 2017
Michael E. Sonntag, Ph.D.

Faculty and Staff

Dr. Mary Ellen Bellanca:

- Presented a paper at the British Women Writers Conference at UNC Chapel Hill entitled "The Amanuensis is the Message: Isabella Fenwick, Autobiography, and Dorothy Wordsworth's Nineteenth-Century Reception"
- Planned and coordinated a very successful Fall Writer Series event with two presentations by bestselling Tom Franklin, attended by a total of about 150 people (October)

Dr. Rebecca Hillman:

- co-published an article in *The Fibonacci Quarterly*, Vol.55, No.3, August 2017, titled "Higher Order Boustrophedon Transforms for Certain Well-Known Sequences"

Drs. Dan Kiernan and Pearl Fernandes:

- presented at the Association of College and University Biology Educators on Inquiry-based Teaching in the College Classroom: The Nontraditional Student and Teaching A Non-Majors Biology Online Lab Course

Dr. Andy Kunka

- book published November 2 from Bloomsbury titled *Autobiographical Comics*

Dr. Sal Macias:

- Macias, S., III & Macias, D.R. (Accepted October, 2017; to appear in February, 2018). A comparison of introductory science textbooks: A sampling and content analysis for non-discipline specific scientific concepts. In *SAGE Research Methods Cases*.

Dr. Ray McManus:

- presented "Tell me a story: writing narrative poetry in the 21st Century" at the Pat Conroy Literary Festival with poets Kate Daniels and Adam Vines

Dr. Damien Picariello:

- published a book review this fall in *Perspectives on Politics*

Dr. Mark Roberts:

- Jones, C. M., E.R. Hoffmayer, J.M. Hendon, J.M. Quattro, J.F. Lewandowski, M.A. Roberts, G.R. Poulakis, M.J. Ajemian, W.B. Driggers III, M.R. De Carvalho, M.G. Rêgo, F.H. V. Hazin and J.F.Márquez-Farías. 2017. Morphological conservation of rays in the genus *Rhinoptera* (Elasmobranchii, *Rhinopteridae*) conceals the occurrence of a large batoid, *Rhinoptera brasiliensis* Müller, in the northern Gulf of Mexico. *Zootaxa* 4286 (4): 499–514.

Dr. Bianca Rowlett:

- article published in the Sumter *Item* titled "Revisiting the Russian Revolution 100 Years Ago."

Students/Athletics/Campus Events

- Recognized as #2 ranked community college in SC and #23 in the US by Niche.
- Hosted Faculty Scholarship Recognition Reception
- Hosted Academic Scholarship Donor Recognition luncheon
- Hosted highly successful campus/community Halloween event
- Fire Ants eSports now have 30 students playing three games in varsity competition—featured last week on WLTX for celebrating 3rd year of competition

Campus/Physical Plant

- Science building roof is complete
- Bids closed for Arts and Letters, Schwartz, and Nettles roofs
- Campus master plan development underway

Faculty/Staff Hires/Searches

- Assistant Professor of Management, Assistant Professor of Mathematics and Statistics, Director of IT, Coordinator of Educational Partnerships, and Buildings and Grounds Manager searches underway.
- PC Regional Admissions Representative recommendation to hire received.

Budget/Enrollment

- HDCT: 1002 (Fall 2017) vs. 805 (Fall 2016) (24% increase)
- FTE: 733 (Fall 2017) vs. 594 (Fall 2016) (23% increase)
- Third largest first time freshmen class in 25 years; second largest first time freshman class in 10 years; first time past 1000 enrollment since 2011.
- Spring 2018: up 110% including dual enrollment, 38% excluding dual enrollment

USC Union, Dean's Report to PCFS, 11/10/17

Students

Enrollment exceeded 900 for the first time ever. Continued emphasis will be on full time regular freshman enrollment, aided by new sports teams and student housing. The new Union County Community Scholarship and the new Laurens County Future Scholarship have helped with enrollment. Privately owned and operated student housing will be built on three sites and at least 60 beds should be ready for occupancy in 2018. A nursing program is still under review and we hope to have an announcement soon.

Faculty & Staff

USC Union awarded nearly \$30K in new local funded research and productive scholarship grants to USCU faculty this spring and summer. If the budget allows we hope to continue the program. Dr. Lee Morris was introduced to the PCFS in September. USC Union was the only PC Campus FA Office to come through the recent CHE Audit with no findings.

Facilities

Main Building plaster repair and interior painting is ongoing. Central Building roof bid conference was delayed for environmental studies but will be bid out soon. Both MB & CB will have exterior wood repair and paint this year. Patron's Park architects have completed their plan and the project should be put out for bid soon. Several small projects are underway including the window panel replacement project in CB (93 in total), expansion of the new ASC, and moving the PC office to the ground floor of MB.

Community

The recent Scholarship Luncheon, during which donors and their recipients have a chance to meet, went well. Union County millage has increased from 2 mil to 2.4 mil with the plan to increase to 3.2 mil next year. Congressman Ralph Norman will be the Commencement Speaker in 2018.

Budget

The USCU budget is in good shape, due mainly to recent enrollment increases, and both revenues and expenditures are very close to budgeted figures. SC appropriations remain a concern.

PC Campus	Fall 2017 FTE	2017/8 Appropriation	\$/ FTE
Lancaster	1186	\$2,247,772	\$1895
Salkehatchie	731	\$1,729,298	\$2366
Sumter	733	\$3,066,468	\$4183
Union	557	\$ 829,695	\$1490
Average			\$2455

If USC Union were funded at the Palmetto College campus average we would have received an additional \$537,740 this year. If USC Union were funded at Sumter's rate we would have received an additional \$1,500,236 this year.

Palmetto College Campuses Faculty Senate
November 10, 2017 Faculty Senate Meeting
USC-Columbia

Report from USC-Columbia Faculty Welfare Committee

To: Palmetto College Campuses Faculty Senate

From: Shelley AJ Jones, Extended University
PCC Representative to USC-Columbia Faculty Welfare Committee—2015-2018

Meeting Dates: September 25, 2017 and October 30, 2017

The Columbia Faculty Welfare Committee welcomed guests in its September meeting, including Thomas F. McNally, Dean of Libraries, and Miranda Bennett, Associate Dean for Collections, to discuss, in part, access to library resources for Palmetto College faculty. For Palmetto College, Dean McNally stated that the libraries' responsibility is to serve the Columbia campus and students, but given that the relationship with the campuses is strong, he discussed two ideas for Palmetto College faculty that he has worked on with Chancellor Elkins: renegotiation of contracts with vendors and surveying the faculty to press the Provost (or others) for more funds to meet faculty need. In consultation with Miranda Bennett, Dean McNally determined that they will not pursue renegotiating contracts as this would require changing from renewing contracts for the Columbia campus, which would maintain lower rates, to starting new contracts. Dean McNally will pursue the second idea, with Dr. Bennett meeting with campus librarians during Fall Break to discuss administering the survey. Once they have a list of common databases/journals requested and have contacted vendors for pricing, they, along with Dr. Elkins, will approach the Provost about increasing the recurring funds that are set aside for campus electronic resources to cover these new purchases, finding other funding options if necessary. Dean McNally suggested repeating this process yearly or every other year. A point for clarification that Dean McNally will pursue is whether this existing Provost fund has an inflation factor built in. Dean McNally and Dr. Bennett agreed to check on whether inflation was built in and, if not, to advocate for 8%.

September's meeting also included a discussion with Tom Regan, Chair of the Budget Committee, of salary compression for Columbia faculty, with the last round of a three-round process approved by the Provost for January 1, 2018. Though these raises do not affect Palmetto College faculty, Dr. Regan agreed to answer any questions Palmetto College faculty might have regarding salary compression given our Faculty Welfare Committee's recent salary inequity report.

In its October meeting, the Committee welcomed Doug Foster, Vice President for Information Technology and Chief Information Officer, to discuss faculty concerns, including:

- Access to the University-owned supercomputer

- Further need for high performance computing, especially when faculty are asked to pay for storage out of grants when they already pay 46-48% of grant funds for indirect costs to the University
- Concerns for behavioral science and medical school faculty, including cloud storage for protected health information.
- Concerns for Palmetto College faculty (as brought to me by PC faculty), including Sumter's access to technology to aid teaching online, particularly access to laptops and recording studios; access to Pathfinder for two-year campuses (which was brought to him as a concern by FWC last year); reinstating access to the virtual classroom on Blackboard so that professors teaching online classes can have virtual office hours; and ways for online professors to back up their Blackboard modules.

Mr. Foster said he would look into these issues and will return next semester to speak with FWC regarding progress on these items.

Report to Palmetto College Faculty Senate for November 10, 2017
Research and Productive Scholarship

Currently, Research and Productive Scholarship is working on the following items:

I. As usual, upgrading and extending the Research and Productive Scholarship Website

A. Please consider having your own website whether it is scholarship, service, or teaching-oriented. Contact Bob Dyer to get your site set up @ DyerR@mailbox.sc.edu

B. RPS is showcasing two faculty research profiles this fall semester. The Fall First Quarter Scholar is Professor of English Andy Kunka from USC Sumter. We are in the process of finding the Fall Second Quarter Scholar.

Please see the RPS website for their amazing achievements.

<http://blogs.pc.sc.edu/rps/archive-featured-research/>

II. We are currently working on the presentation of Dr. Andy Kunka presenting his research at the first ever Palmetto College Faculty Research Symposium on January 26th to all the Palmetto College campuses.

Please submit questions and concerns to me at Sixta@mailbox.sc.edu

Respectfully Submitted,

Christine Sixta Rinehart, Chair of Research and Productive Scholarship