

MINUTES OF USC LANCASTER FACULTY MEETING ON FEBRUARY 3rd, 2012

The minutes from December 2nd, 2011 were approved.

Reports of Officers

Dean of the Campus (Dean Catalano): A written report was submitted (see **Appendix 1**)

Associate Dean for Academic and Student Affairs (Dean Cox): A written report was submitted (see **Appendix II**).

Associate Dean of Students (Dean Collins): A written report was submitted (see **Appendix III**) and he introduced Mrs. Teresa Ormand, USCL's new part-time personal counselor. Mrs. Ormand is available Monday and Wednesday from 8:30am until 5pm in TRiO.

Academic Success Center (Prof. D. Lawrence): The ASC currently has 17 tutors in 8 subjects and the spring 2012 schedule is now available at <http://usclancaster.sc.edu/asc/TutorSched.pdf>. The ASC usage report is available in the ASC folder on the Disconnected S drive. In addition, the ASC has several workshop scheduled for February including "Common Grammar Errors on Pronouns" and "Common Grammar Errors on Modifiers and Apostrophes."

Admissions (Mrs. Faile): Mr. Kenneth Cole offered a presentation on "Satisfactory Academic Progress for Financial Aid" where he spoke about the appeals process for students and the role of faculty in creating an Academic Plan for the student. The PowerPoint slides for Mr. Cole's presentation are available as a pdf file along with the Satisfactory Academic Progress worksheet in the Faculty Organization folder on the Disconnected S drive. If you have any questions on the information presented, please contact Mr. Cole at colekt@mailbox.sc.edu.

Law Enforcement (Mr. Rutledge): Mr. John Rutledge reported that the Lynx icons have disappeared from select computer desktop screens, but the Lynx system is still available even if the icons are missing. In order to access the system, press Shift + F1 on your computer keyboard.

Medford Library (Mrs. Eliades): Mrs. Lori Harris introduced USCL's new faculty librarian, Mrs. Kaetrena Kendrick, who came to us from USC Aiken.

TRiO (Mrs. Bailey): Mrs. Thelathia Bailey announced that there are a number of activities in place for February in celebration of Black History Month including a Black History Quiz Bowl for campus student organizations on Feb. 15. In addition, Mrs. Bailey announced the Second Annual Soul Food Cook Off & Fundraiser to held on Wednesday, Feb. 29, from 11am until 1pm. The guests will decide the best team along with several other awards, and the proceeds from the fundraiser will go to the newly established USCL Textbook Emergency Fund (see **Appendix IV**).

Local Committee Reports

Honors Day Committee: Prof. Kim Covington reported on the planning of this year's event on Friday, Feb. 24 and the deadline for schools to register is Monday, Feb. 13. If you are interested in offering an event for the students, please contact Prof. Covington at kcoving@mailbox.sc.edu.

Curriculum Committee: Dr. Sarah Sellhorst presented the proposed changes to the Associate in Science Degree (Business)—see **Appendix V**) and a motion regarding these minor changes will be presented under **New Business**.

Faculty Evaluation Committee: The committee submitted a written report (see **Appendix VI**) regarding changing the faculty evaluation from paper form to an online format for the spring 2012 semester. Dr. Jason Holt will present this motion under **New Business**.

Assessment Committee: Prof. Nathalie Davaut requested volunteers for scoring the submitted student work. The scoring should take place in March. If you would like to volunteer your time, please contact Prof. Davaut at ndavaut@mailbox.sc.edu or Dean Cox at roncox@mailbox.sc.edu .

Unfinished Business:

- The Native American Studies Steering Committee proposed a motion “to change the Ad Hoc Native American Studies Steering Committee to a Standing Native American Studies Advisory Committee” at the previous faculty meeting for voting during the February 2012 meeting. Discussion followed:
 - Dr. Shemsi Alahaddad: Why the need to have a member from each Division? The committee wants to be inclusive to all faculty members and disciplines interested in the Native American Studies program.
 - Motion was passed by majority vote.

New Business:

- The Curriculum Committee “moves that the curriculum for the Associate in Science Degree (Business) be changed effective fall 2012 as outlined in the document presented.” The changes are minor and will help in the accreditation of the program through the national association. This motion was ruled substantive and it will be voted on during the March faculty meeting.
- The Evaluation Committee proposed a motion “to adopt online course evaluations for all USC Lancaster’s classes beginning spring 2012 semester.” The motion was ruled substantive and the motion will be voted on at the next faculty meeting in March. Dr. Jason Holt stated that the online system will be more efficient and more cost effective. Issues of student participation were brought up previous to the meeting through email discussion. Information related to response rate from online evaluations compared to paper evaluations for several USC Columbia departments and USC Salkehatchie were sent by email to all faculty members. There does not seem to be a significant difference in response rates for the two systems. Discussion from the floor followed:
 - How easy will be to go back to the paper format if the online format does not work well? Not certain at this time.
 - Could we get our campus response rates for the current format? Ron’s office could compile this information.
 - Lancaster is the only Regional Campus that is not using an online evaluation system and the turn-around time for the online evaluations is 72 hours.
 - Could individual faculty add their own questions to the evaluation to their course? For individual questions, faculty should use Blackboard or Class Comment programs.
 - Teaching evaluations are central to our professional advancement so this change should be carefully considered.
 - Other measures of evaluating teaching effectiveness such as classroom visits could be considered.
 - When you change how you collect the data, you change the data. We have already gone through a few changes to the evaluation format in the last several years.

Announcements:

1. Dean Catalano introduced the new Math instructor, Prof. Allan Pangburn, who comes to us from UNC Wilmington.

2. Dr. Golonka announced that the Science Fair will be held next week with open viewing on Thursday, Feb. 9, from 5pm-6pm.
3. Dr. Lawrence reminded the faculty of the first call for papers for The Carolina Emerging Scholars Conference to be held May 12, 2012 at USC Sumter. This is a conference for all Regional Campus students to have the opportunity to present their work. The 250-word abstract are due February 24, 2012 and decisions will be made by March 9. Please contact Dr. Lawrence if you have any questions or would like a flyer for the event.
4. Prof. Kendrick announced that the Medford Library is now on Facebook. Please consider going to USCL Medford Library and "Like Us!" on Facebook.
5. Dr. Hammond announced a Blackboard workshop to help us make the transition to the version of program. The workshop will be held on Friday, Feb. 10, from 1pm-3pm.
6. Dr. Richardson made an announcement about the "National History Day 2012: Revolution, Reaction, Reform in History" to be held on Wednesday, Mar. 21, at 10am on the USCL campus for students in grades 6-12. For more information or to volunteer to serve as a judge, please contact Dr. Kim Richardson at krichard@mailbox.sc.edu.
7. Dr. Penuel announced the annual 5k Run for Literacy to be held on Saturday, May 5.
8. Dr. Holland is looking for students interested in conducting research and presenting their work at local and national conferences. If you know of a student that fits the bill, please contact Dr. Kate Holland at akhollan@mailbox.sc.edu.

Attending:

S. Alhaddad, T. Barnes-Bailey, A. Biggs, N. Bohonak, M. Bonner, D. Brown, R. Bundy, B. Burgin, F. Burke, S. Campbell, J. Catalano, C. Cataledge, M. Coe, R. Collins, W. Collins, K. Covington, S. Criswell, N. Davaut, S. Emanuel, A. Golonka, L. Hammond, L. Harris, D. Hassell, K. Holland, J. Holt, K. Jackson, E. Jenkins, B. Obi Johnson, K. Kendrick, D. Lawrence, N. Lawrence, D. Marin, L. Martek, E. Moon-Kelly, B. Nims, A. Pangburn, P. Parker, S. Penuel, C. Priest, K. Richardson, J. Rutledge, S. Sellhorst, W. Thurman, S. Williams, A. Yingst.

Faculty Secretary: Submitted as PDF on February 20th, 2012 by Fernanda Burke

USCL Faculty Organization, February 1, 2012

USC Lancaster Dean's Report

Student Enrollment: Enrollment is up once again this spring. Currently USCL is 3.5% above last spring, but final numbers won't be available until March.

Faculty: Two new faculty members started in January: Allan Pangburn, Instructor of Mathematics, and Kaetrena Kendrick, Instructor/ Librarian. That brings the total of new faculty hired this year to seven. We have received approval to hire an Assistant Professor of Spanish in the tenure track for the fall. We are awaiting approval to start a search for an Assistant Professor of African American Studies and an Assistant Librarian for the fall as well. Searches are getting underway. The responses to other faculty recommendations for fall 2012 hires will depend on the budget.

Facilities: Plans with the City of Lancaster that would move the Native American Studies Program to Main Street in Lancaster are progressing with the hope of a signed contract in the very near future. The Native American Studies Committee of the faculty is informed and involved. The groundbreaking for Founders Hall is on schedule and will take place in early March. All grounds keeping on campus is now outsourced to Landscape Designs of Lancaster. This is a five year contract that should result in an aesthetic improvement to campus while lowering overall costs. Over the last year we have been working through a detailed deferred maintenance schedule that totals \$1,000,000. The major project this year is the replacement of the Gregory HWC chiller that is over 30 years old (\$160,000) and scheduled for early March.

Community Events: Jimbo Whaley & Greenbrier will perform in the Bundy Auditorium on Feb 18.

Financial update: The budget situation has been helped dramatically by the enrollment increase.

Parity: for years I have complained about the inequity of state funding. It has only worsened.

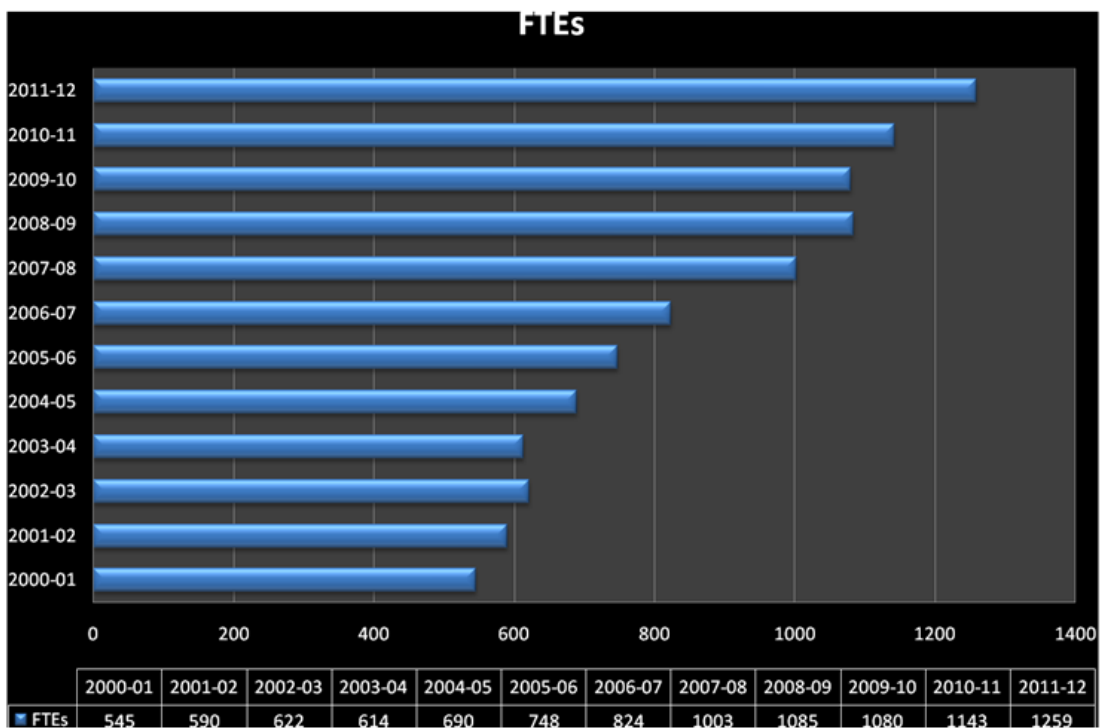
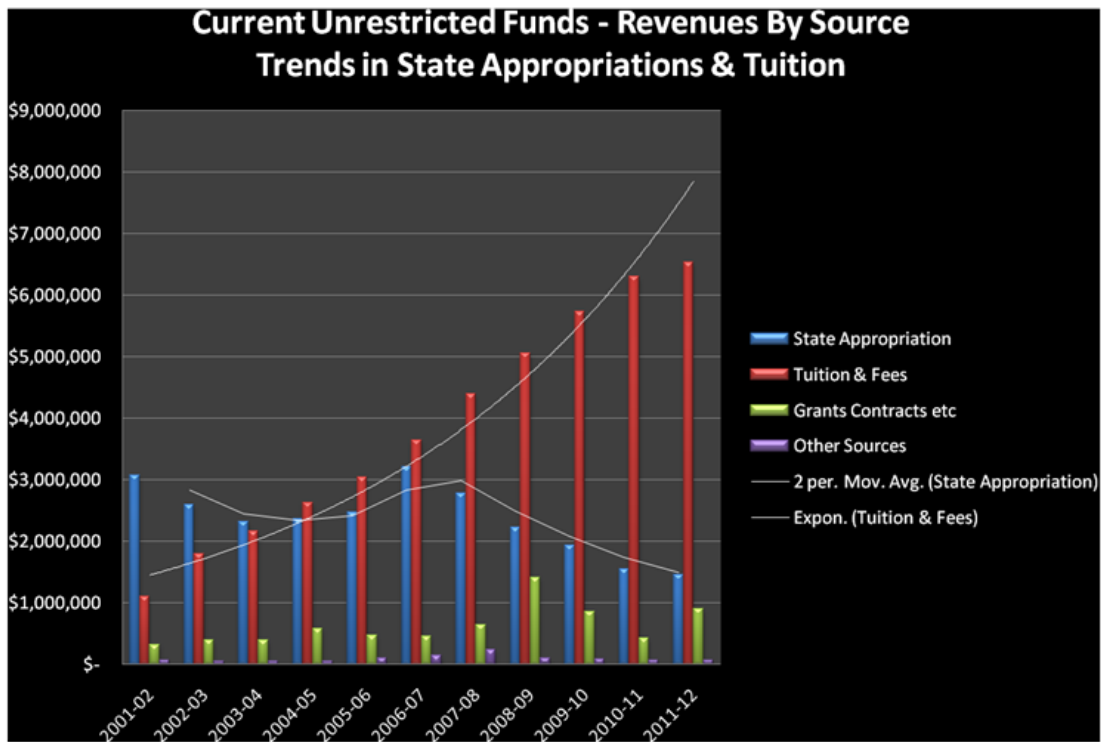
Fall Semester, 2011*

	HDCT	FTE	2011-2012 Appropriation
Lancaster	1,744	1,259	\$1,450,359 (\$1152 per FTE)
Salkhatchie	1,155	759	\$1,135,413 (\$1496 per FTE)
Sumter	1,018	775	\$2,297,158 (\$2964 per FTE)
Union	492	334	\$ 560,614 (\$1678 per FTE)

*These numbers do not include the number of students working on Bachelor's degrees on our campuses since they are technically Columbia students. In the case of Lancaster, that number of students working on Columbia degrees but doing all their coursework here exceeds 130.

A USC Lancaster student is valued at only 39% of what a USC Sumter student is. If we were funded the same as Sumter (\$2964 per FTE), the state would have to increase our appropriation to \$3,731,676, an increase of \$2.28 million.

I have attached two charts prepared by Paul Johnson that are very interesting.





UNIVERSITY OF
SOUTH CAROLINA
LANCASTER

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

REPORT TO THE FACULTY
03 February, A.D. 2012

COURSE SYLLABI FOR SPRING 2012: Just a reminder that we need a syllabus for each section of each course that you are teaching this semester. We have a few folks who haven't yet submitted them. (If possible, please send them electronically to Pam Ellis.)

SUMMER/FALL 2012 Schedule: Your division chairs have been working diligently on the Summer and Fall 2012 course schedules. Please be sure to review these draft schedules when they are sent out. We plan to begin pre-registration for Summer and Fall 2012 on Monday, March 12 (right after Spring Break.)

On the subject of course schedules... We have made every effort to set up schedules as you have requested, and your division chairs have argued valiantly on your behalf.

Please remember that our first duty is to meet the needs of our students, and we can't do that if everyone is teaching in the "prime real estate" times of TTh 9:30 a.m., TTh 11:00 a.m., and TTh or MW 1:00 p.m.

If adjustments have to be made to the teaching schedule you requested, I thank you for your understanding and cooperation. Special thanks goes to those of you who have indicated your willingness to offer classes during "non-prime-times" such as MWF 8:00 a.m. and evenings.

CURRICULUM COMMITTEE: A motion from the Curriculum Committee will be presented under "New Business" today requesting a minor change to the curriculum for the Associate in Science in Business degree. A copy of the proposed change is included with this report.

EVALUATION COMMITTEE: A motion from the Evaluation Committee will be presented under "New Business" today requesting that we go to an online course evaluation procedure. We are currently the only regional campus that does not use the online system, and the problems we have encountered with course evaluations from FALL 2011 have me hoping that the faculty will move expeditiously to approve this recommendation.




FACULTY SEARCHES – Searches for an Assistant Professor of Spanish and an Assistant Professor of African American Studies (both tenure track positions) have been approved by Columbia. We are setting up the search committees and plan to have both positions filled for FALL 2012.

ASSESSMENT – Almost all artifacts that we have requested have been received (and thank you for your support and cooperation). In the next phase, we will begin scoring the artifacts, and we will be asking faculty in different disciplines to assist with the scoring. Please give any request to serve your thoughtfulest and prayerfulest consideration. ☺

FIF/COMMUNITY SERVICE: As you complete your FIFs, please remember to report your community service activities online as well. The link is found online at <http://usclancaster.sc.edu/commserve/index.html> (or you may go to the “Resources for Faculty” page on the USCL website. Many thanks.

AND NOW, FOR SOMETHING COMPLETELY DIFFERENT...

NINJAS vs PROFESSORS
A COMPARATIVE ANALYSIS

	
NINJAS	PROFESSORS
Experts in methods of subterfuge	Experts in methods no longer used
Employs assortment of lethal weapons	Employs a bunch of lazy peons (you)
Can kill you without remorse	Can kill your career or worse
Always shown wearing the same outfit	Always wears the same outfit
Wears a hood	Wears a hood at graduation
Hurls Shurikens 	Hurls when you present your research
People think they're pretty cool	They think they're pretty cool
Shrouded in mystery	Shrouds you in misery

WWW.PHDCOMICS.COM

SO NOW YOU KNOW HOW STUDENTS REALLY VIEW US...



UNIVERSITY OF
SOUTH CAROLINA
LANCASTER

Walter P. Collins, III, Ph.D.
Assistant Dean of Students Affairs

Report to Faculty
February 3, 2012

- **Athletics**—Student-athletes performed well academically in Fall 2011. Seven student-athletes were named to the President's List while 26 were named to the Dean's List. This represents approximately 1/3 of all student-athletes at USCL. The overall GPA for student-athletes in Fall 2011 was 2.917.
Support opportunities: **The Lancer Club** supports academics through scholarships. If you would like to help support athletics at USCL please contact the athletics department at (803) 313-7094 or visit the web page at <<http://www.usclathletics.com/default.html>>.
- **Travel Study**—Approximately 10 students are now signed up for the New Orleans trip to take place in Summer I 2012. In the next week or so, we will make available on the website a **Travel Study Proposal Form** which can be used by faculty to propose international or domestic travel study opportunities. The Student Affairs committee will be responsible for receiving the completed forms and scheduling future trips based on feasibility and student interests. Stay tuned.
- **Student Life/Activities**—
Congratulations to the following students who have been chosen to serve as PALs this year: Chandler Baxley, Lauren Beam, Brooke Watts, Devin Starnes, Kevin Cooley, Daniel Helms, Ashleigh Outen, Kayla Starnes, Samantha Saglimbeni, Josh Gray, John Michael Catalano. The PALs are enrolled in RCAM 205 – Foundations of Leadership, and they will be attending SROW at UNC Charlotte in March. PALs will also represent USC Lancaster next Wednesday at **Carolina Day at the Statehouse**. They will meet with legislators to emphasize the importance of continued support for USC campuses.

Other items:

- Bi-Lo will be in Starr Hall on Feb. 14 selling Valentine's Day goodies.
 - Summer 2012 Freshman Orientation Dates have now been determined. They are June 13, June 27, July 25 and August 15
- **BIT:** As ongoing professional development, the team members will meet with representatives from Catawba Mental Health on Tuesday, February 7, 2012 for a round table discussion.
 - **Counseling Services**—CS welcomes Mrs. Teresa Ormand as a part-time personal counselor. Ms. Ormand holds a Master in Social Work from USC and is a licensed clinical social worker. Her office is inside TRIO.



Join us for the Second Annual Soul Food Cook Off & Fundraiser

Wednesday, February 29, 2012 11a.m. - 1:00 p.m.
Bradley Multipurpose Room, USC Lancaster Campus

Admission: \$5 USCL Students \$7 Adults Individual takeout plates \$8 each

Come taste food from all contestants and vote to determine the winners!

All proceeds will go to the newly established
USCL Emergency Textbook Fund.



Enjoy food prepared by:
Adopt A Leader—Chef Bobby Bailey
Comporium Communications
Founders Federal Credit Union—Chef Bruce Brunfield
Leroy Springs Catering—Chef Evelyn Springs
Omega Scholars
Delta Links
USCL Student Life
USCL Diabetes Education Center- "Riner's Diner"
USCL Medford Library



UNIVERSITY OF
SOUTH CAROLINA
LANCASTER

*For more information contact
TRiO staff at 803.313.7042*

TRiO

ASSOCIATE IN SCIENCE DEGREE (BUSINESS) WORKSHEET

NAME:			
Student Number:			
Anticipated Major:			

ENGL 101 (grade of C or better)	03	
ENGL 102 (grade of C or better)	03	

HIST 111 or 112; OR POLI 201, 341, or 370; OR Fine Arts Course	03	
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Psychology or Sociology	03	
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SPCH 140	03	
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Foreign Language (0 – 6 hours)		
Foreign language courses (SPAN recommended) through the 110 level or a score of "2" or better on placement test;		

Additional Humanities Courses (0 – 6 hours)		
If foreign language requirement is met through placement test, student must complete six (6) additional credit hours in humanities courses, chosen from ART, ENGL, FILM, FORL, HIST, MUSC, PHIL, RELG, THEA, SPCH		

Mathematics & Science (7-8 hours)		
One lab science chosen from ASTR, BIOL, CHEM, ENVR, GEOL, MSCI or PHYS ; and MATH 122 or 141; or CSCE 102; or PHIL 110; or STAT 110 or 201		

Professional Area Courses (15 hours)		
ACCT 225 or RETL 261	03	
ITEC 240 or ACCT 324	03	
MGMT 371	03	
FINA 369 or FINA 341 or PHIL 320 or PHIL 324	03	
ECON 221, 222, 224 OR FINA 301 or 364	03	

Business Major Courses (15)		
ITEC 143	03	
ITEC 164	03	
ITEC 270	03	
ITEC 242 or ENGL 463	03	
MGSC 290 or ITEC 264	03	

Electives		
Sufficient credit to have earned 60 hours total. No more than three (3) hours of PEDU credit may count.		

Other requirements:

1. 2.00 GPA (minimum) required on all work attempted at USC
2. Final 15 semester hours must be earned at USC Lancaster

**USC Lancaster FACULTY EVALUATION COMMITTEE
REPORT TO THE FACULTY
February 3, 2012**

A Motion: To adopt online course evaluations for all of USC Lancaster's classes beginning Spring Semester 2012.

Rationale:

- USC Lancaster is the only USC Regional Campus not using an online course evaluation instrument. Most of USC Columbia now uses an online instrument, as well.
- Results of online course evaluations are more accurate, because of the lack of human error which often effects paper survey scanning and compilation of results.
- Compilation of results is faster and disseminated to the faculty more quickly. Online evaluation results are available to the faculty the day after the cut-off date – no more waiting on scanning.
- Online course evaluation is much more efficient in terms of time spent locally to administer surveys and compile results.
- Online course evaluation surveys can be completed outside of class, if desired or needed, eliminating the expense of valuable class time on evaluations at the end of the semester.
- Online evaluations also eliminate:
 - problems with students who are absent on the day the evaluations are administered (most won't come by the Academic Affairs office to fill out a form and/or get there before the packets are sent to Columbia for scanning);
 - students forgetting to turn in the evaluation packet to Academic Affairs;
 - faculty forgetting to administer evaluations;
 - faculty getting the different classes' packets mixed up.
- Online courses must use online evaluation instruments, and the growth of online classes at USC means the online evaluation use will increase.
- Use of Class Climate for surveying, including setup, is free, whereas USC Lancaster now pays for paper printing and processing costs.

How It Works:

- Online course evaluations are conducted administratively, without intervention or work by the instructor. The instructor's only responsibility is to remind and encourage student participation and to inform students of the dates of availability of the surveys.
- Each student is directly emailed a link to the online course evaluation survey (for each class enrolled) and given a code word to use for access to the instrument. Online course evaluations are anonymous, even with the code word given.