

**USC LANCASTER**  
**FACULTY ORGANIZATION MEETING MINUTES**  
**April 10, 2015**

- I. Call to Order: 12:01pm
- II. Moment of Silence in honor of the late Patrice Moss, BSN student
- III. Correction/Approval of the Minutes—March minutes approved
- IV. Reports of Officers
  - a. Dean of the Campus---Dean Walt Collins—**REPORT ATTACHED (SEE APPENDIX #1)**
  - b. Academic and Student Affairs Dean—Dean Ron Cox—**REPORT ATTACHED (SEE APPENDIX #2)**
    - i. We had five GLD graduates in May (excellent results from the first year of this program)
    - ii. Advising  
(N. Lawrence) If student is High School education major, do not send to Elementary Ed advisor. Student needs to see subject-area advisor.  
(Cox) No secondary ed degree at USC. Student's major is the subject to be taught.
  - c. Academic Success Center—Dana Lawrence—**REPORT ATTACHED (SEE APPENDIX #3)**
  - d. Admissions—Dean Cox
    - i. Introduction: New Director of Enrollment, John Paul Jones
    - ii. Mr. Jones starts on April 15, 2015
  - e. Human Resources—Tracey Mobley-Chavous
    - i. You should have received an email about sexual harassment training—please complete it.
    - ii. Teaching presentations for Psychology search will take place on April 21 and 24.
    - iii. Accepting donations to Patrice Moss scholarship fund.
    - iv. Dependent audit for PEBA—should receive in home mailbox. Check on status 7 days after mailing.
    - v. Email about Women's Leadership Institute. RSVP if interested in attending.
  - f. Law Enforcement—John Rutledge
    - i. See email re: missing books—make sure your office is locked when you aren't in it.
    - ii. See email re: Hubbard Drive project plan
    - iii. From 8-9pm only one Hubbard computer lab will be open
  - g. Library—**REPORT ATTACHED (SEE APPENDIX #4)**
  - h. Bookstore—Laura Satterfield
    - i. Please submit summer and fall book orders ASAP
- V. Reports of USC System Committees
  - a. PCFS Executive Committee—Bruce Nims
    - i. Met last week
    - ii. Augie Grant (incoming Columbia Senate chair) sat in on meeting
    - iii. Chancellor Elkins planning to officially announce Chancellor's Faculty Innovation Program at next senate meeting
  - b. Rights and Responsibilities—Christopher Bundrick
    - i. Committee is continuing to discuss external review

- c. System Affairs—Andy Yingst
  - i. Discussing curricular change procedure
- d. Welfare—Ernest Jenkins
  - i. Duffy Award winner selected—announced at next PCFS meeting.
- e. Faculty Manual Liaison Officer—Lisa Hammond
  - i. Ballot for upcoming election is on Faculty Senate website
  - ii. New charge to R&R coming
  - iii. PC campus discussions of change to +/- grades. If any campus rejects it, the proposal ends.  
(Alhaddad) Survey results presented, but not a motion to senate yet.
- f. Provost's Advisory Committee—Fran Gardner
  - i. Meeting next Friday
  - ii. Agenda:
    1. Lines of responsibility
    2. Questions for Provost vs. questions for Chancellor
    3. Provost's Grants—discussion re: replacing with PC Grants
    4. Questions about Carolina Core
    5. Extended University wants to discuss evening program
    6. Forward concerns to Noni—Fran cannot attend meeting
- g. Columbia Senate Report—Shemsi Alhaddad—**WRITTEN REPORT (SEE APPENDIX #5)**
  - i. (Bohonak) CHEM 101—my understanding is that it will move forward at next senate meeting.
- h. Executive Vice-Chancellor Search—Bruce Nims
  - i. Moving forward
  - ii. List narrowed
  - iii. Announcements about candidate interviews coming soon
- VI. Reports of Local Committees
  - a. Local Tenure and Promotion—Jason Holt
    - i. Annual reviews will be returned in the next couple of weeks (Catledge) The same is true for Instructor Peer Reviews
  - b. Student Affairs—Chris Bundrick
    - i. Travel Study 2016—Healthcare in London (Nursing course); will be open to ALL USCL students; 7-night trip
    - ii. Springs contest—6 submissions
    - iii. Travel Study 2015
      1. Bob Bundy
      2. BIOL 399: Marine and Freshwater Ecosystems
      3. NC—Sailing trip
      4. 7 students, plus Todd Scarlett and Tracey Craig
      5. Communicating with elementary students as they go via facetime
      6. Ship captain is BIOL professor at Eastern Carolina University
      7. Students will gain multidisciplinary experience while learning how to do field research.
- VII. Unfinished Business:
  - a. Welfare and Grievance Committee Motion—Campus Description--  
**DOCUMENT ATTACHED (SEE APPENDIX #6)**
    - i. Document distributed at March meeting—ruled substantive

- ii. Currently one short of quorum—for this reason we must use last year's description.  
[Two more voting members arrive]
- iii. (Biggs) Motion to Amend: term "STEM" should be removed, because issues described are not unique to STEM disciplines. On pg. 11—remove "for STEM" from Description of Facilities.  
(Hammond) Second  
DISCUSSION:  
(Scarlett) This section was written with STEM faculty in mind. Does it reflect needs of non-STEM faculty?  
(Nims) Can Welfare and Grievance committee defend "STEM" inclusion?  
(N. Lawrence) My understanding is that these limitations—while they do apply to other disciplines—these conditions are particularly applicable to STEM.  
(Cox) I support removal of "STEM" because it suggests that other disciplines have everything they need.  
(Golonka) "STEM" defined broadly, but I don't think committee members would have a problem with removing it from description.  
(Alhaddad) I agree with Annette [Golonka]. "STEM" is meant to be more inclusive than previous version. I support striking "STEM".

\*\*\*MOTION PASSES\*\*\*

- iv. (N. Lawrence) Motion to amend: Remove "the STEM" from last sentence on pg. 11.  
(Biggs) Second  
(Yingst) Call the question

\*\*\*MOTION PASSES\*\*\*

- v. Discussion of original motion—NONE

\*\*\*ORIGINAL MOTION PASSES UNANIMOUSLY\*\*\*

(Hammond) Please copy Jean Carrano when sending to Nesmith

VIII. New Business—NO QUORUM

IX. Special Orders--NONE

X. Announcements for the Good of the Order

- a. (Bonner) Thanks to Shemsi Alhaddad and Dana Lawrence for their good work as Vice-Chair and Secretary
- b. (Bonner) Recognize Kitty Jackson, who is retiring after 59 years as educator.  
(Jackson) 59 fulfilling years—it has been especially nice to be back at USCL
- c. (Moon-Kelly) Charlotte Concert Band—Free Concert at Queens University on April 11. Also, send email about possible faculty/staff talent show in fall—let me know if you're interested.
- d. (N. Lawrence) Lancaster County Council of the Arts "Ladies Night Out" is on Saturday, April 18—includes performance of USCL Players' production of "Awesome 80s Prom". Ernest and I have tickets for sale.
- e. (Yingst) Chair of Evaluation committee—future charge to Evaluation committee to replace numerical scores on annual review with effective/ineffective like it is on administrative review.

**DISCUSSION:**

(Holt) For Instructor or Tenure-Track reviews?

(Yingst) Both

(Holt) Right now scored per category plus overall. Would that change?

(Yingst) Yes

(Nims) There's an overall on administrative evaluations. Changes would make evaluations more consistent and would match faculty manual. Makes sense to me.

(Yingst) Intent is to give evidence for tenure file, too

- f. (Bohonak) CSCE search committee ended up with no one. I ask that committee members meet with me after this meeting.
- g. (Hammond) Denise Shaw is seriously ill right now—please send good thoughts her way.
- h. (Bonner) We need volunteers to help count faculty election ballots

**RESULTS ATTACHED (SEE APPENDIX #7)**

XI. Adjournment: 12:58pm

IN ATTENDANCE: Alhaddad, Biggs, Bohonak, Bonner, Bundrick, Bundy, Burke, Castiglia, W. Collins, Covington, Cox, Easley, Emanuel, Gardner, Golonka-Duker, Hammond, Hassell, Holt, Jackson, Jenkins, J. Jones, D. Lawrence, N. Lawrence, Martek, Mobley-Chavous, Monroe, Moon-Kelly, Nims, Parker, Richardson, Roberts, Rutledge, Scarlett, Van hall, Yingst

Submitted by Dana Lawrence, Faculty Organization Secretary



UNIVERSITY OF  
**SOUTH CAROLINA**  
LANCASTER

Dr. Walter P. Collins, III  
Regional Campus Dean

Report to the Faculty Organization of USC Lancaster  
April 10, 2015

**People**

**Enrollment**

As of April 7, 2015, 1296 students (headcount) are registered for the Spring 2015 semester. Final enrollment in Spring 2014 was 1368. We are also serving 121 BOL/BLS and 42 BSN students at USCL as well this semester who do not count in our campus enrollment numbers.

**Congratulations to Dr. Michael Bonner and Dr. Ernest Jenkins...**At the March 20-21, 2015 meeting of the South Carolina Historical Association, Dr. Bonner was elected president, and Dr. Jenkins was elected to be editor of *The Proceedings*, the association's peer-reviewed journal.

**Athletics**

Recruitment for the **women's volleyball team** is progressing with approximately 15 students on an active interest list. Tuesday night's information session was well attended by prospective players and parents. One student has been formally signed to the team already.

There are **home baseball games against Florence-Darlington Technical College** on April 18 and 19 at 1:00 PM and 3:00 PM.

**Budget**

We continue to monitor the campus budget situation. As of the close of the third quarter, there are no significant changes in our status, and we continue to stabilize our financial situation. We are on pace to increase our end-of-year carry forward on June 30. **The tentative Spring 2015 PC revenue is \$316,846, while the Spring 2014 PC revenue was \$136,791.** The campus continues to benefit under the new revenue sharing model. This fiscal year (since July 1, 2014) we have received the following revenue from Palmetto College:

Fall 2014 tuition revenue	\$378, 857
Spring 2015 tuition revenue (tentative)	\$316, 846
FY 2015 base funding (pays for 3 positions)	\$148, 500
FY 2015 supplemental funding (based on campus contributions to PC in FY 14)	\$74, 783
FY 2015 enrollment enhancement funding	\$100,893.25

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TOTAL \$1, 019,879.25

The budget building process for FY 16 is under way. The Dean's Budget Advisory Group met on Monday, April 6 with Kevin Russell to begin the process and to provide input.

## Facilities

Campus renovation and construction projects continue:

- BSN Nursing Simulation Lab—the renovation and construction project has been awarded through the state construction project bidding process to Perception Builders, Inc.
- Phase II of Gregory Health and Wellness renovations and refurbishments and renovations to TRiO restrooms—projects will open for bid on Monday, April 13.

Repairs to science lab exhaust hoods in Bradley and renovations for ASC's new space in old upstairs section of Medford will go to bid next.

**Founders Hall** was awarded the **Merit Award for Design at AIA Charlotte's Annual Design Awards Gala** on March 19.

During the campus spring break, facilities staff members were able to accomplish the following:

- Replaced all of the HVAC filters in all buildings on campus and at the NASC.
- Cleaned the internal tubes on main heat exchanger at the Gregory Center.
- Cleaned and prepped the Gregory and Starr cooling tower for summer operation.
- Cleaned the coils on the following air cooled chillers: Hubbard, Medford, and 2 units at Bradley. Also completed detailed PM on both Bradley units and on the Medford unit.
- Repaired lights at Gregory Center racquetball courts.
- Performed the annual trimming/pruning of all rose bushes in the rose garden.
- Performed miscellaneous extra custodial cleaning in all buildings – the cleaning that normally cannot be accomplished during the week.

## Other items...

- **Honors Day** was March 27, 2015. Special thanks to Prof. Kim Covington for her work on pulling off another successful event. About 335 regional high school students attended.
- The greater University's capital campaign, **Carolina's Promise**, concludes on June 30. The University has reached 96.7% of the billion dollar goal. Recent visits with local industry and individuals have resulted in commitments for additional support for USCL. More visits will be scheduled when three new industries in the county are fully operational.

Since the beginning of the Spring 2015 semester, the **USCL Office of Advancement** has recorded the following gifts, grants and donations:

Big Thursday of Lancaster, Inc. Scholarship Fund	\$27,500
Chester HealthCare Foundation Scholarship Fund	\$10,000
A partially endowed scholarship has been fully endowed	\$5000
A verbal commitment for a new scholarship fund	\$10,000
A scholarship fund proposal awaiting confirmation by donor	\$25,000
ACCESS program grant for Gregory Health and Wellness	\$45,000
Donor contribution to existing endowed scholarship	\$10,000

Please be reminded of the giving opportunity announced this week: **Patrice Gladys Moss Nursing Memorial Scholarship Fund**--Established by the Black Awareness Group (BAG) in memory of Patrice Gladys Moss, the scholarship(s) will be awarded by the USC Lancaster Scholarship Committee to a continuing student who is enrolled in the Bachelor of Science in Nursing degree program at USC Lancaster.

- **Congratulations to the BSN Nursing faculty** for organizing a successful BSN program information session on Thursday evening, April 9. There were approximately 50 in attendance.
- USCL hosted the **Board of Directors of the Olde English Consortium** in Founders Hall on Thursday morning, April 9. The Board consists of 9 public school superintendents from across our region as well as the Dean of the College of Education at Winthrop and me. Special guest at the meeting was the newly elected state superintendent of education, Molly Spearman.
- **Denied Columbia Students Recruitment Initiative:** We have received the names of applicants not admitted to USC Columbia. Dean Cox is working with Thomas Monroe, Laura Humphrey on specific strategies for contacting and recruiting these students. USCL will reach out to these students several times over the next few weeks through different methods of contact.
- On Wednesday, April 8, two USCL-based PC students, Jonathan Moffett and Ashley Ostrom, were inducted into **Alpha Sigma Lambda**, the Adult Student Honor Society at a ceremony in Columbia.

Thank you for a great academic year—for your collegial spirit and your dedication to our students and their many successes. Please accept my sincerest wishes for a smooth end-of-semester and exam period to come. I hope that you find ample time for rest and rejuvenation in the coming summer months.



UNIVERSITY OF  
**SOUTH CAROLINA**  
LANCASTER

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

**REPORT TO THE FACULTY**  
**10 April, A.D. 2015**

**SUMMER & FALL 2015 SCHEDULE & ADVISING.** Thank you to all faculty & staff who have begun working with students for academic advisement for Summer & Fall 2015. Please continue to make every effort to reach out to your advisees and to arrange appointments for them to get advisement before the end of the semester.

**2015 USC LANCASTER COMMENCEMENT EXERCISES** will be held Saturday, May 02 in Bundy Auditorium. ALL full-time faculty are strongly encouraged to attend and participate in Commencement Exercises, and all adjunct faculty are invited as well. There will be a VIP reception in the Multipurpose Room prior to the ceremony (faculty are invited), with a reception for graduates and parents following the commencement exercises. **If you have not already done so, please respond to my e-mail notification and let me know if you are going to be marching with the faculty. It is very important that we have an accurate count so that we can make sure there are enough chairs on stage.**

**FINAL EXAMS** will be held April 29 – May 07 (May 04 & 05 for 2<sup>nd</sup> 8 week classes). The exam schedule is online at <http://usclancaster.sc.edu/academics/exams.htm>.

Please remember that per USC policy:

- No final examination may be held outside of the stated time without the special permission of the dean of the college concerned.
- In any course or laboratory which meets two or three times per week, no quiz, test, or examination may be given during the last two class meetings prior to the regularly scheduled examination period.
- In any course or laboratory which meets once a week, no quiz, test, or examination may be given during the last class meeting prior to the regular examination period.
- If an instructor teaches more than one section of the same course, students may transfer from one examination section to another with the instructor's permission.
- Students who are absent from any final examination will be given the grade of **F** on the course if they have not offered an excuse acceptable to the instructor. If excused, they will be assigned a grade of **I** (see "I" entry under "Grading System"), and may complete the course through a deferred examination (see below).
- Re-examinations for the purpose of removing an **F** or raising a grade are not permitted.

**TENURE & PROMOTION INTENT FORMS** have been distributed to all full-time faculty and are due in our office by Tuesday, April 15.

(If you are scheduled to undergo 3<sup>rd</sup> year review or post-tenure review, or if you are in your penultimate year on the T&P track, you will be required to submit a file and have been notified of this.)

If you plan to pursue Tenure & Promotion, please make sure you are working with your Academic Division Chair or with the Office of Academic & Student Affairs to identify external reviewers for your file. This process is outlined in the *Regional Campuses Faculty Manual*, pp. 21ff. **The list of five potential reviewers is due in Columbia by June 01.**

**FRESHMAN ORIENTATION for FALL 2015.** All fully-accepted incoming freshmen will receive an invitation to attend orientation, and they will be asked to register online for one of the four orientation sessions. The dates are:

- Tuesday, June 9 & Wednesday, June 10
- Tuesday, June 23 & Wednesday, June 24
- Tuesday, July 14 & Wednesday, July 15
- Tuesday, August 11 & Wednesday, August 12

Academic advisement will occur on the afternoon of each Wednesday, beginning at 1:15 pm. If you can be available to assist with advisement on those days, it will be extremely helpful. If you are not able to attend or assist, please let Laura know.

**ADMINISTRATIVE EVALUATIONS.** The division chairs and I are working on administrative evaluations. The goal is to have these ready for you by the last week of classes (before final exams begin).

**REQUEST FROM MAINTENANCE/FACILITIES.** As you may be aware, the number of custodial staff on campus has been reduced by approximately one-third. Duties have been re-distributed among the remaining staff. As you are also aware, Founders Hall is scheduled to open soon, which will add additional duties for the staff. I have been asked to share a couple of simple requests with the faculty:

- 1) If you would, please erase the marker boards in classrooms after you have finished teaching. This small act will help the custodial staff have more time to attend to other more pressing matters related to building upkeep.
- 2) When you finish teaching class, please ask your students to take their trash and put it in the waste cans. (It's the old adage of "Leave the place in as good – or better – condition than you found it.) Again, this simple act of tidying up will help the custodians fulfill their other duties.

On behalf of the custodial staff, thank you for your consideration and assistance with this.

Thank you to all faculty and staff who entered data into the website set up by USC Columbia's **Office of Community Engagement**. I will still be sending out period reminders asking you to enter projects into the database.

The 2+2 agreement with USC Beaufort to assist students in entering and completing a **Bachelor's degree in Hospitality Management** has been completed and signed. We will be advertising this agreement to our students (and to the general public) starting this summer.

**NEWS FROM PALMETTO COLLEGE:** The Palmetto College BLS/BOL Faculty Advisory Committee has APPROVED proposals from USCL faculty to add Native American Studies (NAS) and Public Health (HPEB) as major and cognate options within the Bachelor of Arts in Liberal Studies degree. The proposal will now move on to the System Affairs Committee of the Regional Campuses Faculty Senate.

Dr. David Hunter has been directing a search to procure an **Online Tutoring System** which will be made available to students in Palmetto College degree programs and on the Palmetto College campuses. Two vendors will be making presentations on April 27 and April 29, from 11:00 am to 12:30 pm, in MEDF 212. Ashley Lloyd has been directly involved in this search, but all faculty and staff are welcome to attend the presentations.

**Carolina Core Courses.** Just a reminder (again) that I have asked faculty to submit through their division chairs a list of courses (primarily 100 and 200-level) which they believe should be included in the Carolina Core (along with a brief justification for each course). Thus far I have received only a handful of proposals/suggestions/recommendations.

**Jan Benedict from eScience** was on the USC Lancaster campus last week to meet with science faculty and to demonstrate “virtual” laboratory products which are available for use. The science faculty have been asked to consider courses which might be suitable for incorporating “virtual” labs or lab components.

**SEARCH COMMITTEE UPDATES:** Candidates for the position of Assistant Professor of Psychology will be on campus in the coming weeks to meet with the committee and to provide short teaching demonstrations. The Office of Human Resources will be sending out reminders of these campus visits, teaching demonstrations, etc. Sincere thanks to all who are involved in these important searches.

As expected, the CSCE faculty position has proved to be more of a challenge. The ad continues to run and the committee will continue to review applications as they are submitted.

Bravo and congratulations to Ms. Thelathia Bailey and the TRiO staff for a very successful 2015 **OSP**y Awards ceremony, which was held on Wednesday, April 08 in the Bradley Multipurpose Room.

**ASSESSMENT COMMITTEE.** Thanks to all who have submitted artifacts, or who have agreed to serve as scorers for this year’s assessment efforts. If you have not yet submitted a needed item, or if you have not yet completed your scoring, please try to do so as soon as possible. Our report for this year is due by the first of June.

**CONGRATULATIONS** to **Dr. Michael Bonner** and **Dr. Ernest Jenkins**. At the March 2015 meeting of the South Carolina Association, Dr. Bonner was elected President for 2015-16, and Dr. Jenkins has been elected to serve as editor of *The Proceedings*, the association’s peer-reviewed journal.

**CONGRATULATIONS** to **Prof. Rebecca Freeman**, who published the chapter, "Fusion Tables for Librarians and Patrons" in Carol Smallwood's *Complete Guide to Using Google in Libraries: Research User Applications and Networking* (Vol. 2, pp. 99-111). (Lanham: Rowman & Littlefield, 2015.)

**CONGRATULATIONS** to **Prof. Kaetrena Davis Kendrick**, who published the article, "The Experience of Korean Academic Librarianship: A Phenomenological Study" in *The IFLA Journal* 40 (4): 267-279 (doi: 10.1177/0340035214543165.) This research was funded by a 2013 USCL Research and Productive Scholarship Award.

## STUDENT AFFAIRS

**Graduation with Leadership Distinction (GLD).** In my last report, I noted that the Office of Student Life has been working with four associate degree students and 1 bachelor degree student toward completion of the e-portfolio requirement as part of GLD. These students will present information related to their experience at USC Discovery Day on April 24 in Columbia. I am pleased to announce that ALL FIVE STUDENTS have successfully completed all requirements and will be recognized at commencement as “graduating with leadership distinction.” These students will also participate in a special “Cording Ceremony” on April 27 at 5:00 pm at Drayton Hall on the USC Columbia campus. All faculty & staff are invited to attend. Special thanks to Laura Humphrey Carnes for her work with these students.

**Peer Advisor at Lancaster (P.A.L.s) Program.** The PALs are currently being training using the Appreciative Advising framework, which is designed to assist their interactions with students and parents at orientation and registration. Additionally PALs will draw from this framework as they are integrated into UNIV 101 classrooms this Fall. We are very excited for the opportunity to partner with UNIV 101 and begin providing peer mentorship in the UNIV 101 classroom. Our goal is to improve retention and enhance the experience of both the peer mentor and UNIV 101 student.

**SPRING FLING** will be held April 23 from 11 am to 1 pm in the student center. Teacher of the Year awards ceremony will begin at 12:15 pm

The **USCL Black Awareness Group (BAG)** is establishing a new scholarship fund in memory of Patrice Gladys Moss, one of our BSN students who recently succumbed to cancer. Once established, the scholarship will be awarded to a continuing student enrolled in the USCL/USCCoN BSN degree program. If you would like to make a contribution, please make checks payable to the “EFUSCL” and forward to the Office of Advancement. The family will be notified of all gifts received.

## LANCER ATHLETICS

As many of you may already know, USCL has announced the addition of Women's Volleyball as an intercollegiate athletics program to begin in the Fall of 2015. Dr. **Fernanda Burke** and Professor **Darris Hassell**, faculty at USC Lancaster both with extensive experience with volleyball, will serve as head coaches in the inaugural year.

CONGRATULATIONS to the USC Lancers baseball team, who won 3 of 4 games against Spartanburg Methodist College on March 21 & 22; split a series 2-2 against USC Sumter on March 28 & 29, and won 3 of 4 games against USC Salkehatchie on April 03 and 04.

The Lancers will play Louisburg College (away) on April 11 and 12, and will return home to “Doomsday Corner” on April 18 & 19 to face Florence-Darlington Technical College. The Region X tournament is currently scheduled for May 2-6 in Burlington, NC.

Please send all ASC-related questions and Computer Lab reservation requests to [LawrenDE@mailbox.sc.edu](mailto:LawrenDE@mailbox.sc.edu) or call 313-7023.

## Spring Semester

	January 2014	January 2015	February 2014	February 2015	March 2014	March 2015	Apr/May 2014	Apr/May 2015
<b>Number of Tutors</b>	10	10	10	11	10	11		
<b>Total Number of Sessions</b>	50	44	89	88	77	116		
<b>Tutoring Sessions/Day (avg)</b>	3.6 (14 operating days)	3.7 (12 operating days)	5.6 (16 operating days)	6.3 (14 operating days)	3.7 (21 operating days— including 6 Spring Break sessions)	6.4 (18 operating days— including ONE Spring Break session)		
<b>Tutoring Sessions/Tutor (avg)</b>	5.0	4.4	8.9	8	7.7	10.5		
<b>Appointment</b>	n/a	40 (3 no-shows; 1 cancellation)	n/a	72 (11 no-shows)	n/a	89 (9 no-shows)	n/a	
<b>Drop-in</b>	n/a	8	n/a	26	n/a	36	n/a	

## Tutoring Sessions by Area

Spring 2015 Totals		January 2015	February 2015	March 2015	April/May 2015
<b>Biology</b>		1	7	4	
<b>Chemistry</b>		5	7	6	
<b>Computer Science/RCAM 151</b>		7	10	31	
<b>Economics</b>		0	0	2	
<b>French</b>		0	0	0	
<b>Italian</b>		0	1	2	
<b>Math/RCAM 105</b>		20	33	23	
<b>Physics</b>		2	0	0	
<b>Spanish</b>		3	7	21	
<b>Statistics</b>		n/a	1	1	
<b>Writing</b>		5	22	26	
		<ul style="list-style-type: none"> <li>• CRJU: 1</li> <li>• ENGL: 3</li> <li>• PHIL: 1</li> </ul>	<ul style="list-style-type: none"> <li>• ENGL: 16</li> <li>• PALM: 1</li> <li>• PHIL: 1</li> <li>• SPCH: 1</li> <li>• UNIV: 3</li> </ul>	<ul style="list-style-type: none"> <li>• ENGL: 9</li> <li>• HIST: 4</li> <li>• MGMT: 1</li> <li>• MUSC: 1</li> <li>• PALM: 1</li> <li>• POLI: 1</li> <li>• PSYC: 1</li> <li>• Scholarship Essay: 1</li> <li>• SPCH: 2</li> <li>• UNIV: 4</li> </ul>	
<b>Other</b>		1	0	0	
<b>TOTAL # OF SESSIONS:</b>		<b>44</b>	<b>88</b>	<b>116</b>	

## Notes on the ASC's booking system:

- Students must book appointments at least 12 hours in advance.
- The booking page allows students to book a maximum of one week in advance (in an effort to allow as many students as possible to have access to tutoring services).
- Students who do not show up for appointments TWICE (without cancelling) are not allowed to book appointments for the rest of the semester. They are welcome to work with tutors on a drop-in basis.
- **ALL students can still work with tutors on a drop-in basis!**

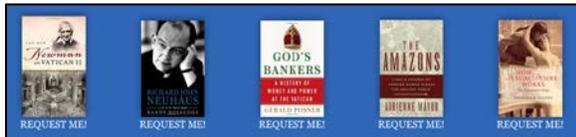
# Medford Library

## Report to the Faculty

April 10, 2015

### BOOK MARK"IT" VIA TUMBLR

<http://usclmedford.tumblr.com>

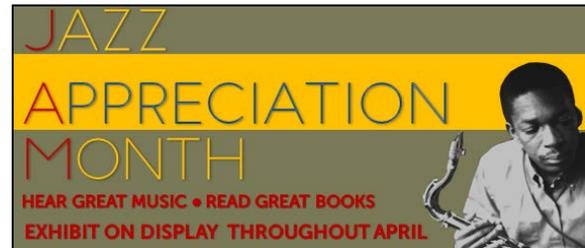


**t** These books could be coming soon to our library... if you request them for purchase. On the tumblr page, click on the image of the book for the book's information page or to request the title.

### LIBRARY VISITORS & SERVICES DURING MARCH

Welcomed visitors **5,444** times  
Had **28** of our Online Library Guides used **1,406** times.  
Checked out **288** books, new books, and reserve items  
Answered **93+** reference questions  
Borrowed **44** books and loaned **38** books through PASCAL Delivers and ILL  
Saw the Group Study Rooms in use **42** times  
Held **1** event in which students designed **19** t-shirts and devoured **125** treat bags on St. Patrick's Day

### EXHIBIT



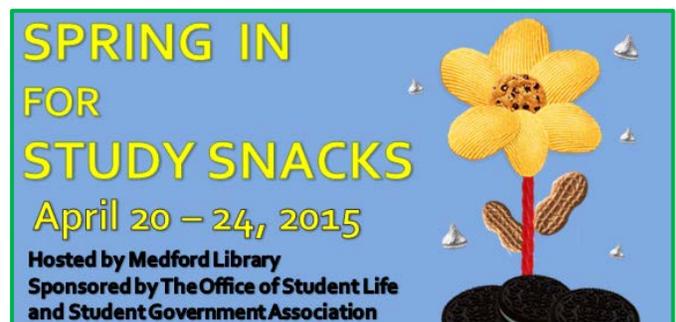
### UPCOMING PROGRAMS

#### *Faculty Colloquium:*



Prof. Erin Moon-Kelly presents "The Risks and Potential Rewards of Launching an Arts Company" Wednesday, April 15, 12:15 – 12:45 pm

#### *Study Snacks for Crunch Time:*



# Columbia Senate Report

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From the 4/1/2015 Columbia Senate meeting; reporting to the 4/10/2015 USCL Faculty Organization meeting.

Senators: Alhaddad, Bohonak, Campbell

## Faculty Civility Advocate

Overview of the activities since the initiation of this office. Created website and forms.

## Committee on Curricula and Courses

### New courses (Effective: 2015-2016 Bulletin)

- **HIST 314 Video Games and History.** (3) History in video games; comparison of selected games with historical scholarship, to assess the validity of the games' presentations of historical developments and the value of games to the understanding of history.
- **HIST 360 Into the Wild: Global Conservation since 1800.** (3) Global and comparative environmental-historical investigation of the ecological, socioeconomic, and cultural significance of wilderness protection, nature conservation, national parks, and nature tourism; field excursions required.
- **HIST 387 Messiahs, Mystics and Rebels in the Islamic World.** [=RELG 368] (3) Representative messianic movements, millenarian visionaries and apocalyptic imaginings in the Islamic world from the 7th century to the present, with attention to related developments in the Jewish and Christian traditions over the last two millennia.
- **HIST 389 Science, Magic and Religion.** [=RELG 362] (3) Occultism as a link between science and religion and its central role in Western intellectual and cultural history; the historical development of the science-magic-religion continuum in the Islamo-Christian world from late antiquity to present.
- **HIST 446 Immigration and Ethnicity in America.** (3) Issues of immigration, assimilation and nativism in the United States, 1840 to 1930.
- **FINA 446 Insurance Operations.** (3) Innovative insurance operations to compete in the modern world. Prereq: FINA 341

### New course (Effective: 2015 Summer I)

- **EXSC 201 Foundations of Physical Therapy.** (3) Introduction to the profession and practice of physical therapy detailing the functions, disorders, and therapies of the major organ systems in applied context.

### Change in prerequisites or description (Effective: 2016-2017 Bulletin)

- From: ECON 363 Introduction to Finance. [=FINA 363] (3) Prereq: ECON 221/222, ACCT 225/226, and 3 hours of statistics at the 200 level)

To: ECON 363 Introduction to Finance. [=FINA 363] (3) Prereq: ECON 221, ACCT 225, and 3 hours of statistics at the 200-level)

- From: FINA 363 Introduction to Finance. [=ECON 363] (3) Prereq: ECON 221/222, ACCT 225/226, and 3 hours of statistics at the 200 level)

To: FINA 363 Introduction to Finance. [=ECON 363] (3) Prereq: ECON 221, ACCT 225, and 3 hours of statistics at the 200-level)

- From: NURS 216 Biophysical Pathology. (3) Prereq: CHEM 102 and BIOL 244 or EXSC 224

To: NURS 216 Biophysical Pathology. (3) Prereq: CHEM 102; BIOL 243 and 244 or EXSC 224 and accompanying labs

- From: NURS 220 Clinical Nutrition. (3) Utilization of principles of therapeutic nutrition with consideration for the physiological and chemical disturbances of various health problems; the role of the nurse in clinical nutrition. Prereq: CHEM 102

To: NURS 220 Clinical Nutrition. (3) Principles of normal and therapeutic nutrition, and the role of the nurse in nutritional care. Prereq: NURS 216

- From: NURS 324 Chemical Therapeutics. (3) Principles of pharmacology for restoration and support of psychological, physiological, and chemical disturbances in human capacities. Role of the nurse in clinical pharmacology.

To: NURS 324 Chemical Therapeutics. (3) Pharmacology with an emphasis on clinical applications within the context of the nursing process and prioritization of needs.

### **Change in curriculum (Effective: 2016-2017 Bulletin)**

- International Business Major – addition of new thematic course

### **Committee on Instructional Development**

The following courses have been approved by InDev for distance delivery by the home department on the Columbia campus: HIST 201, PSYC 410, RETL 525, RETL 530, JOUR 201, and PHAR 401.



# UNIVERSITY OF SOUTH CAROLINA LANCASTER

## Campus Description for External Review of Tenure and Promotion Applications

**Purpose** The ~~2014 Palmetto College Campuses Faculty Manual Regional Campuses and Extended University Faculty Manual~~ requires each regional campus to provide a campus description as part of the external review process. Specifically, the manual contains the following statement:

*By April 15, each ~~Palmetto College Regional~~ Campus Faculty Organization will provide the Office of the ~~Palmetto College Chancellor Vice Provost for System Affairs and Executive Dean for Extended University~~ a campus description of that ~~Palmetto College Regional~~ Campus and the following information:*

- a. normal teaching load per semester*
- b. local funding and course relief for research and scholarship*
- c. description of facilities*
- d. availability of mentors or colleagues with similar interests*
- e. availability of students to participate in research and scholarship*

*The faculty organization will review the campus description annually, updating and approving it through official channels as needed.*<sup>4</sup>

## Campus Description

### Physical Location and Size

The University of South Carolina Lancaster (USCL) ~~is~~ a regional campus of the University of South Carolina ~~at that~~ was established in 1959. The campus is located in a rural area, approximately thirty-five miles south of Charlotte, ~~NC, NC and is situated on 150 acres, of which about 35 acres are developed.~~ USCL currently consists of seven modern buildings that house classrooms, faculty and administrative offices, laboratories, auditoriums, an academic success center, computer labs, extensive athletic facilities, a campus bookstore, and a library. ~~Through community support, the USCL campus has been continues to grow~~ing. ~~In the year 2000, the James A. Bradley Arts and Sciences Building opened. In 2003, the campus expanded and renovated Medford Library. In 2005, the campus opened the Carole Ray Dowling Center on newly acquired property adjacent to the campus.~~ In Fall 2013, the USCL Native American Studies Center opened in downtown Lancaster, adding classroom and lab space, as well as establishing a public museum. A new classroom building, in Fall 2014, Founders Hall, a new classroom building, Founders Hall, is expected to opened in Fall 2014. ~~iii~~

### USCL Faculty, Academic Divisions, and Disciplines

The size of the USCL faculty body has held steady at about 100 members over the past five years. Approximately one-third of the faculty members are part-time adjunct. In 2010, the 61 full-time faculty members were 21% tenured, 30% untenured tenure-track, and 49% non-tenure track instructors. Currently, the 61 full-time faculty members are 36% tenured, 16% untenured tenure-track and 48% non-tenure track instructors. ~~As of Fall 2013, USCL has over 100 faculty members, including part-time adjunct faculty. There are 64 full-time faculty, of which 36 are tenured (21) or tenure track (15).~~ ~~iv~~

USCL faculty members are grouped into four categories, with some faculty teaching courses in more than one division. ~~v~~

- **Division of Business, Behavioral Sciences, Criminal Justice, and Education.** This division consists of Accounting, Anthropology, Business, Business Administration, Criminal Justice,

Economics, Education, Psychology, Sociology, and Technology Support & Training Management.

- **Division of Humanities.** This division consists of African-American Studies, Art, English, Foreign Languages, History, Journalism, Music, Native American Studies, Philosophy, Political Science, Religion, Speech, Theater, and Women's Studies.
- **Division of Mathematics, Science, Nursing and Public Health.** This division consists of Astronomy, Biology, Chemistry, Computer Science, Exercise Science, Geography, Geology, Mathematics, Nursing, Physical Education, Physics, Public Health, and Statistics.

• **Librarians.**

## Degree Programs

USCL awards the following four associate degrees: Associate in Arts, Associate in Science, Associate in Science in Business, and Associate in Science in Criminal Justice. In conjunction with York Technical College, USCL awards an Associate in Science in Nursing. Students can earn three bachelor's degrees on the USCL campus: Bachelor of Arts in Liberal Studies (BLS) and Bachelor of Arts in Organizational Leadership (BOL) through Palmetto College, and Bachelor of Science in Nursing (BSN) through the USC College of Nursing.

~~USCL also offers courses that may be applied towards a baccalaureate degree. Generally, USCL offers the first two years of coursework for students pursuing Associate and Baccalaureate degrees, in business administration, criminal justice, education, applied professions, journalism, liberal arts, physical education, science, and mathematics. Due to the large number of specialized courses, students may not be able to complete the full two years of study in the following areas: four-year nursing, pharmacy, computer science, and engineering.vi~~

~~USCL also offers the first two years of coursework as well as support for Palmetto College, USC's online upper level degree completion program. where, in addition to the BLS and BOL degrees, students may earn bachelor's degrees in Business Administration, Criminal Justice, Elementary Education, Human Services, and RN-BSN in Nursing.~~

~~through Palmetto College.vii~~

## Student Profile

~~USCL students tend to be underprepared for college.Over the past five years, the student body has had an average yearly SAT score of approximately 900, an average ACT score of 18, and an average collegiate GPA of 2.8.—. Of the 381 freshmen who entered the university in Fall 2012, 8% were in the top 10% of their graduating high school class and 18% were in the top 20%. Their average SAT score was 884 and their average ACT score was 18. 10% received college credit while in high school.x~~

~~Many Most USC Lancaster students are first-generation college students come from ~~from~~ rural areas, small towns, and cities from across the central Piedmont area of the Carolinas.~~

~~Approximately 60% of the student body identify as white, 20% black or African American, 5% other minority or mixed race, while 15% choose not to report their race—. viii Of the Fall 2012 entering freshmen, 30% were minority students and 23% were African American. Only 3% were out of state and 1% were international students.ix~~

~~In Fall 2013, USCL awarded ed financial aid to approximately 94%x of enrolled students, including full-time, part-time, BOL, and BLS students.—. Approximately 60%xii of the awardees~~

~~were given Pell grants, usually an indicator of a household income less than \$40,000. USCL students were awarded \$1,561,638 in need-based grants and \$3,001,202 in scholarship. Also, 45%<sup>xiii</sup> of USCL students borrowed \$2,114,727 in Need-Based Loans.<sup>xiv</sup>~~

~~USCL seeks to make education accessible, affordable, and convenient to area residents.<sup>xv</sup> USCL does not offer remedial instruction, but is able to admit most students who apply due to the close working relationship between students and faculty.<sup>xvi</sup> Because many students are underprepared for college, faculty members regularly hold outside-of-class study sessions or~~

~~extensive office hours. Because of students' work and family obligations, it's not unusual for faculty to meet with students in the evenings and weekends.~~

## **Enrollment Numbers**

~~Over the past five years, full time enrollment (FTE) has increased from around 800 to 1250 students, a 56% increase. The number of part time students has decreased recently, but is typically around 800 students. In Fall 2013, full time enrollment (FTE) at USC Lancaster was 936 students. From 2003 until 2013 (a 10 year period; based on Fall semester enrollment data), USC Lancaster has had a 52.4% increase in FTE and a 19.5% increase in headcount.<sup>xvii</sup>~~

These numbers exclude students who are on campus working on bachelor's degrees in Nursing, Liberal Studies, and Organizational Leadership. The excluded student number is approximately 125 FTE per semester.

~~xviii~~

## **a. Normal Teaching Load per Semester**

### **USCL's Definition of a Normal Workload**

The base teaching load for full-time teaching faculty is determined by the total number of credit hours taught over the nine-month contract period of Fall and Spring semesters. Librarians are employed on a 12-month basis, and their normal workload is determined by the number of hours worked each week. The normal workload for each category of faculty is as follows:

- Division of Business, Behavioral Sciences, Criminal Justice and Education: 24 credit hours (8 courses).
- Division of Humanities: 24 credit hours (8 courses).
- Division of Mathematics, Science, Nursing and Public Health:
  - Mathematics and Computing: 24 credit hours (6-8 courses).
  - Natural Sciences: 22 credit hours (6 lectures and 4 labs).
- Librarians: 37.5 working hours per week.~~xix~~

### **Additional Duties for Teaching Faculty**

#### **Academic Advising**

~~In addition to normal teaching loads, faculty must balance significant scholarship and service~~

~~expectations. USC Lancaster places a high value on service, both to campus and community. Community service is particularly emphasized given the high level of financial support USC Lancaster receives for classroom buildings, scholarships, and other academic interests from the local community. Service obligations are varied and often quite time-intensive, sometimes requiring regular travel within our service areas or to other campuses, particularly the USC Columbia campus. USC Lancaster's annual peer reviews weigh performance in the areas of scholarship and service equally, but the typical interpretation of the Regional Campuses' tenure and promotion criteria tends to weigh scholarship more heavily. Junior faculty must therefore carefully manage their scholarship and service efforts to meet this range of expectations.~~

Except in unusual circumstances, faculty members are required to serve as academic advisors. Although advising responsibilities are assigned by discipline, many faculty members advise in majors outside of their own, and some faculty advise students in more than one major. Advising loads are not uniform. ~~Some faculty may meet with fewer than 10 advisees each semester, while others meet with more than 70. Advising responsibilities are especially time-consuming in October and March, when students register for subsequent semesters. This coincides with many scholarly conferences.~~ Faculty advisors are ~~also expected~~ asked to attend at least three of the four summer freshman-orientation sessions.

~~***Labs, Recitations and Grading, limiting their ability to conduct scholarship that requires travel.xx***~~

## **Teaching Faculty**

USCL is located in a rural area, making it difficult to hire part-time instructors, teaching assistants, or tutors in most subjects. ~~Because of this, the full-time USCL faculty are responsible for almost all offerings.~~

~~There are no graders or teaching assistants. Faculty who teach general education courses typically have larger enrollments and are s~~Each faculty member is solely responsible for all grading, regardless of the enrollment size in their courses. Faculty members who teach courses with a mandatory laboratory or recitation component are solely responsible for all lab preparations, and may have up to six additional contact hours per year, over the normal 24 hours.

~~***Distributed Learning and Off-Campus Courses***~~Faculty typically feel that students in these courses need more feedback in order to succeed, so these courses tend to be grading-intensive.

~~Most classes are taught face-to-face on campus, between the hours of 8 am and 11 pm. Some faculty teach junior and senior level courses through Palmetto College. These courses~~classes are usually taught via two-way video, fully online, and/or have an online component. In order

to teach these distributed learning courses effectively, faculty receive special training. USCL faculty members also offer dual-credit courses at high schools throughout its service area, which may add up to a two-hour round-trip commute for these faculty members.~~In addition to preparation associated with the delivery of the course content, faculty find that these courses require more preparation than general education courses because of the high academic level of the course content.~~

~~As part of their normal teaching load, some faculty members teach dual credit courses through the USCL Office of Off-Campus Programs. Many travel to neighboring high schools several times each week, adding up to a two-hour round-trip commute. Enrollments in these courses may be larger than enrollments in comparable USCL courses, increasing the amount of grading involved.~~

~~Faculty may be obligated to teach evening courses in order to meet student demand for courses.~~

~~Faculty may be obligated to teach overloads in order to meet student demand for courses.~~

~~Faculty who teach courses that have a mandatory recitation or lab component may have up to six additional contact hours per year, over the normal 24 hours.~~

## **Librarians**

Librarians are fully engaged in user services, information acquisition and organization, teaching, management/administration, and technology in addition to balancing their faculty obligations of scholarship and service.

On average, librarians serve over 1000 patrons a week during the regular academic terms, fielding over 1000 reference questions annually. Instruction includes formal information literacy instruction for discipline-specific courses and individualized intensive research consultations for faculty and students.

All librarians are responsible for maintaining and augmenting the collections via the identification and purchasing of print and electronic resources that support USC Lancaster academic programs of study. As a Federal Depository for US government documents, librarians also adhere to the collections maintenance guidelines for these resources, as outlined by the US Government Printing Office. Librarians also perform periodic deselection of materials to ensure academic relevancy and appraise the historical value of Medford Library resources.

Librarians work closely with academic units and other departments to provide student and faculty-focused programs in the library. These events promote collections, highlight library services, and allow librarians to engage with students and faculty in a personalized manner that encourages these groups to collaborate with librarians and use resources more effectively.

Medford Library's faculty librarians are some of the few USCL faculty members employed on a 12-month basis, yet are involved in significant scholarship and service endeavors in addition to their normal year-round library responsibilities. Service engagement is encouraged in the USCL mission, and librarians are engaged in committees, task forces, and leadership positions at the campus, local, state, regional, and national levels.~~xxi~~.

## **b. Local Funding and Course Relief for Research and Scholarship**

### **Local Funding**

#### *Research and Productive Scholarship Grants*

The Research and Productive Scholarship (RPS) grant program is a local, competitive program, funded by the campus dean, judged by an administratively appointed committee. ~~Faculty submit a formal application judged by an administratively appointed committee.~~ This program is designed to encourage and support faculty and professional staff in their efforts to pursue productive research and scholarship. The anticipated outcomes of the grants include publications, presentations, creative exhibitions, performances, or other formats suitable to the discipline. From 20~~1008~~ to 201~~24~~, ~~\$182,641~~205,141 in RPS grants were awarded to ~~34-39~~ faculty members-, of whom 21 were untenured tenure-track and six were tenured at the rank of Associate Professor. ~~with a minimal grant of \$600 and a maximum grant of \$13,549 and~~ The RPS grant program has been allocated \$40,000 has been granted in made for 20135.

~~xxii~~

#### *Travel Funding*

Priority for travel budgets funding on the USC Lancaster campus ~~cover travel for an accepted-~~ is given for conferences or events at which-if a faculty member is giving a paper, presentation, or exhibition disseminating research. Funding is limited and is awarded based on the merit of the proposal. Typically funds are not allocated for longer-term travel, such as to summer workshops or to meet with collaborators.

### **Course Relief**

#### *The Redefined Teaching Load Program*

Tenured and untenured tenure-track faculty may apply for a redefined teaching/librarianship

load for one semester during the academic year. Untenured tenure-track faculty are awarded a redefined teaching/librarianship load automatically, upon request. The redefined teaching/librarianship load is as follows:~~xxiii~~

- Division of Business, Behavioral Sciences, Criminal Justice and Education: 21 credit hours (7 courses).
- Division of Humanities: 21 credit hours (7 courses).
- Division of Mathematics, Science, Nursing and Public Health:
  - Mathematics and Computing: 21 credit hours (6-7 courses).
  - Natural Sciences: 19 credit hours (5 lectures and 4 labs).
- Librarians: 30 working hours per week for one semester of the fiscal year. The faculty's redefined teaching load policy was extended in 2014 to include librarians, giving them one day per week release for one semester per year to pursue research and scholarship.

### *Sabbatical Leave*

Tenured associate professors and full professors may request sabbatical leave which allows full-time faculty relief from all University duties during the sabbatical. According to the ~~Regional Palmetto College Campuses and Extended University~~ Faculty Manual "A sabbatical leave provides half pay for a full academic year or full pay for half an academic year. Because the granting of sabbatical leaves is dependent on the budget, ~~work loads~~~~workloads~~, and other considerations, it is a matter of administrative discretion." The first sabbatical at USCL was granted in 2008~~—~~. Since then, only two other faculty members have been granted sabbatical leave.

## **c. Description of Facilities**

### **Library and Library Services**

Medford Library at USC Lancaster employs three faculty librarians, has collections numbering roughly 80,000 book volumes, and is a US Government Federal Depository library~~—~~. As is the case with a small library on a small rural campus, Medford Library's collections and services are adequate for teaching and student research, but may or may not be adequate for faculty scholarly research.

Through local subscriptions, consortial and cooperative arrangements, and the affiliation with the greater University of South Carolina system, the Library provides subscription access to over 200,000 electronic book titles and over 180 web-based aggregated article databases,

reference titles, and individual e-journals. Almost all contain scholarly research articles with full text. In addition, Medford Library actively facilitates faculty research through Interlibrary Loan (ILL) and “PASCAL (Partnership Among South Carolina Academic Libraries) Delivers,” a South Carolina-based service in which books are borrowed from other in-state academic libraries, often with two-day delivery—.

Unfortunately, increased numbers of faculty, students, and programs in recent years have not been matched with increased financial support for Medford Library’s print or electronic resources. In fact, Medford Library’s materials budget since 2010 has decreased, as has happened in many academic libraries. As a result, many faculty members purchase their own journal subscriptions or books. Also, despite the library’s readily-available print and electronic materials, there can be a delay in getting research materials through ILL and books through “PASCAL Delivers” compared to campuses where collections are larger and materials are more conveniently available.

While steady decreases in library funding over the last decade have made it difficult for the library to keep up with resources for scholarly faculty research, new recurring funding for electronic resources, instituted in 2014 by the broader Palmetto College administration, will improve access to scholarly sources for all faculty and students from here on.

### **Technology, Lab Equipment, and Lab Space for STEM**

USCL is a student-centered campus, and as such, the priority for local, revenue-based funds is to support teaching—. Specifically, teaching needs take precedence when purchasing software and equipment and when scheduling laboratory time—. Teaching equipment and technology are generally up-to-date, meeting or exceeding the standards for a two-year campus. To accommodate instruction, faculty engaged in research often plan their projects around the teaching schedule, in coordination with colleagues who share lab space. Faculty engaged in research generally use a combination of the following to fund their projects: teaching resources, local funding, grants, and personal funds. Technology for Teaching

Faculty members are provided with a personal computer, either desktop or laptop, for teaching and research. Most classrooms are also equipped with computers and multimedia equipment for teaching.

Each of the six natural science labs is equipped with at least a single teaching computer. However, in three of the labs the audio-visual equipment and computers are not up to date and can’t be used in teaching. Due to safety concerns, only faculty and students enrolled in a lab section have access to these computers.

There are three computer labs that function primarily as teaching labs, but also serve as general access labs when no classes are in session. There is an additional computer lab that is

~~primarily used as a general access lab for students but may be reserved by faculty for instruction. Occasionally, all computer labs are reserved for standardized testing or placement testing. The computer labs are used regularly during the semester for instruction in Computer Science, Mathematics, Business, and English. There is a demand for more computer space, both for instruction and for general access, but currently there are no plans to meet this demand.~~

### ~~Technology for Research~~

~~The computer equipment is not advanced enough to do major computer science research at USC Lancaster. There is no dedicated computer lab for research in computer science or engineering.xxiv~~

~~Whenever possible, discipline-specific computer hardware and software is purchased through the Office of Computer Service and Information Technology. However, it is not uncommon for faculty to purchase hardware and software with grants or personal funds.~~

### ~~Equipment for Natural and Behavioral Science Research~~

~~There is no fixed, ongoing budget for research equipment. New tenure-track faculty receive start-up funds to purchase equipment that can be used for teaching as well as research. Some equipment has been purchased through grants, including the local Research and Productive Scholarship grant program. The USCL administration supports reasonable requests for equipment and software. However, shared or inadequate equipment limit the ability of faculty to conduct research.~~

### ~~Lab Space for Natural and Behavioral Science Research~~

~~Typically, lab and clinical space is either insufficient or non-existent. There is also insufficient storage space for securing professional files.~~

~~In general, faculty in the natural sciences share teaching and research space. While most Science faculty members have individualized teaching labs, those labs are, in many cases, shared with non-tenure track or adjunct instructors. At this time, there is one shared science research lab (principally for Biology and Chemistry work) that sometimes doubles as a teaching lab for organic chemistry and analytical chemistry and two research-oriented equipment rooms. Science faculty members report that there is often a usage conflict between teaching space and research space in the labs. Sharing lab space limits the scope of research projects and limits the amount of lab time available to each researcher.While the STEM tenure-track faculty are engaged in productive scholarship as it is broadly defined in the faculty manual, the scope of the projects may be limited by the availability of time, equipment, and lab space.~~

~~xxv~~

### Art and Theatre Resources

Prior to Fall 2014, the art studio was cramped and under-equipped. While there was an on-campus art gallery that hosted rotating exhibits, there was no dedicated student gallery space. In Fall 2014 Founders Hall opened. It includes a well-designed teaching studio and student gallery. There is a long range plan for purchasing equipment. The Native American Studies

Center offers rotating exhibits which at times includes student work when specific to the mission of the Center. Resources for Public Health Faculty

~~Public Health faculty have a dedicated research lab. They may use data collected from the Gregory Health and Wellness Center for their research. The Center is an on-campus complex that contains fitness equipment, a pool, and racquetball and tennis courts. Faculty and staff offer group fitness classes at the Center throughout the year. Membership is available for faculty, staff, and members of the community.~~ <sup>xxvi</sup>

#### ~~Art Studios and Galleries~~

~~Currently there is one dedicated gallery space on campus which offers 4-5 exhibitions per year. There is no dedicated space on campus for a student or faculty gallery. However, plans are underway to designate a student gallery in the near future. There is no designated studio space apart from the teaching studio and very little studio or gallery storage space, which limits the~~

~~types of exhibitions as well as making it more difficult to curate. There is no prep area in the storage or the gallery area. Aside from tables, easels, and chairs, there is very little equipment. Art history and art appreciation courses are taught in multimedia classrooms.~~<sup>xxvii</sup>

## Theater

~~USC Lancaster's theater program continues to grow but also faces significant infrastructural challenges. The campus currently features USC Lancaster has one auditorium where most theater classes and all productions take place. As of Fall 2010, the facility's sound system has not been updated and the light system, while being updated, does not yet meet the quality or technical requirements of a "theater-friendly" environment. nor does the auditorium itself. The seats are in poor condition, the light booth is poses a challenge because it lacks movable glass to allow operators to hear the shows. Some safety equipment is in place, such as flame retardant curtains. A new scrim (muslin backdrop curtain used for projection and lighting) is needed due to wear and tear on the previous-current one. Other difficulties include the poor condition of the auditorium seats, and a lack of There is no fly space, backstage area, and designated space for set-building. dressing rooms, costume storage, scene shop, nor prop storage. Prior to 2013, the theater program only had one former office space and one There is a closet to use for storage of costumes, props and theater equipment. In 2013-2014 two additional former office spaces were designated for theater-related storage. In 2014 the theater program also received some safety equipment, including flame-retardant curtains. near the~~

~~auditorium that stores pieces from previous productions as well as a former office space that is now designated storage for the theater.~~<sup>xxviii</sup>

## Library and Library Services

~~Medford Library at USC Lancaster employs three faculty librarians, has collections numbering roughly 80,000 book volumes, and is a US Government Federal Depository library. Through local subscriptions, consortial and cooperative arrangements, and the affiliation with the greater University of South Carolina system, the Library also provides subscription access to over 200,000 electronic book titles and over 150 web-based aggregated article databases, reference titles, and individual e-journals. Almost all contain scholarly research articles with full text. In addition, Medford Library actively facilitates faculty research through Interlibrary Loan (ILL) and PASCAL Delivers (Partnership Among South Carolina Academic Libraries), a South Carolina-based service in which books are borrowed from other in-state academic libraries, often with two-day delivery. As is the case with a small library on a small rural~~

~~campus, these collections and services are adequate for teaching and student research, but may or may not be adequate for faculty scholarly research.~~

~~Unfortunately, increased numbers of faculty, students and programs in recent years have not been matched with increased financial support for Medford Library print or electronic resources. In fact, Medford Library's materials budget has decreased, as has happened in many academic libraries. As a result, many faculty members purchase their own journal subscriptions or books. Also, despite the library's readily available print and electronic materials, there can be a slight delay in getting research materials through ILL and PASCAL Delivers.~~

## Vehicle Access

Faculty and staff have access to several vehicles for university-associated events, such as meetings at other campuses, scholarly activities, and classroom events. Prior driver license approval is necessary, and usually vehicles are available.

### **d. Availability of Mentors or Colleagues with Similar Interests**

Prior to 2013, a large proportion of the tenure-track faculty was untenured, making it difficult to find tenured mentors in each specific discipline. The tenured faculty mentored junior faculty in many ways, including helping them navigating the tenure system, alerting them to local and system-wide funding and service opportunities, and training them to be academic advisors. Currently there are more tenured faculty members than untenured tenure-track and so there is more potential to find a mentor in a specific discipline. As a small campus, finding mentors or colleagues with similar interests in a specialized research area may not be possible. Some faculty members prefer to work in their own area while others have succeeded in conducting interdisciplinary projects.

~~In most disciplines there are no available mentors or colleagues with similar interests. Although senior and mid-career faculty members are supportive of junior faculty, very few faculty members share a specialization or even discipline. This makes it difficult for the senior faculty to assist junior faculty in research, successfully applying for grants and funding, becoming familiar with local conferences, and making local contacts in their field.~~

### **e. Availability of Students to Participate in Research and Scholarship**

The availability of students to participate in research and scholarship varies by discipline and by project. Some projects attract students while others are inaccessible to students in their first two years of college. In some disciplines, students have contributed to projects that were disseminated on a professional level, while in others the results were disseminated in undergraduate research venues. In some of the less accessible disciplines, faculty provide opportunities to enhance student understanding of research, such as training students to use specialized equipment, teaching them analytical reasoning, or taking students to scholarly conferences. In recent years, there has been an increase in external grants to support faculty-mentored undergraduate research, benefiting students both by funding their projects and by giving them guided experience in writing grants.

~~Involving students in research and teaching often poses significant challenges. Most USCL students are college freshmen with no research experience. Training a student assistant~~

typically involves time-consuming instruction in basic research skills in the researcher's area of expertise. As USCL is primarily a two-year college, most students transfer to a baccalaureate-granting institution after one or two years. This limits the amount of time a student can spend on research after the training period.

Moreover, USCL students often have work or family obligations, preventing them from dedicating time to extra-curricular research. Due to constant budget cuts, there are no federally-funded work-study students. Most faculty do not have access to locally or federally-funded student assistants. Some faculty have been successful in funding student assistants through competitively awarded grants, while others have paid student assistants with personal funds.

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<sup>†</sup> *Regional Campuses and Extended University Faculty Manual*, 2012, pp. 21-22 (External Reviews), pp. 66-67 (Sabbatical Leave).

<sup>ii</sup> <http://bulletin.usclancaster.sc.edu/content.php?catoid=64&navoid=6848>

<sup>iii</sup> <http://usclancaster.sc.edu/usclhist.htm>

<sup>iv</sup> Need updated numbers and source

<sup>v</sup> <http://usclancaster.sc.edu/academics/acadprog.htm> <sup>vi</sup> <http://usclancaster.sc.edu/admissions/degrees.htm> <sup>vii</sup> <http://palmettocollege.sc.edu/about.aspx>

<sup>viii</sup> <http://usclancaster.sc.edu/usclhist.htm>

<sup>ix</sup> Admissions Director's annual report <sup>x</sup> Admissions Director's annual report <sup>xi</sup> (# awarded)/(Headcount+BLS+BOL) <sup>xii</sup> (# of Pell grantees)/(# awarded)

<sup>xiii</sup> (# need-based)/(Headcount+BLS+BOL) <sup>xiv</sup> Director of Financial Aid's annual report <sup>xv</sup> <http://usclancaster.sc.edu/usclhist.htm>

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<sup>\*vi</sup> <http://usclancaster.sc.edu/mission.htm> – <sup>\*vii</sup> <http://kudzu.ipr.sc.edu/enrollment/> – <sup>\*viii</sup> Need updated numbers and source

<sup>\*ix</sup> <http://usclancaster.sc.edu/academics/Redefined%20Work%20Load%20Request%20Form%202014-15.pdf>

<sup>\*x</sup> Maintained by the full-time teaching faculty

<sup>\*xi</sup> Maintained by the librarians

<sup>\*xii</sup> <http://usclancaster.sc.edu/rps/>

<sup>\*xiii</sup> <http://usclancaster.sc.edu/academics/Redefined%20Work%20Load%20Request%20Form%202014-15.pdf>

<sup>\*xiv</sup> Maintained by USCL Computer Science and Engineering faculty

<sup>\*xv</sup> Maintained by faculty in the natural and social sciences

<sup>\*xvi</sup> Maintained by public health faculty

<sup>\*xvii</sup> Maintained by art faculty

<sup>\*xviii</sup> Maintained by the theater faculty

<sup>\*xix</sup> Maintained by the librarians

## **APPENDIX #7: April 2015 FACULTY ELECTION RESULTS (Dana Lawrence)**

### **Columbia Faculty Senate**

Shemsi Alhaddad  
Noni Bohonak

### **Compiler**

Jason Holt

### **Dean's Advisory Council**

Ernest Jenkins  
Todd Scarlett  
Sarah Sellhorst

### **Faculty Chair**

Mike Bonner

### **Faculty Vice-Chair**

Nick Lawrence

### **Faculty Secretary**

Liz Easley

### **Instructor Peer Review Committee**

Dwayne Brown  
Bob Bundy  
Courtney Catledge  
Kim Covington  
Darris Hassell  
Lynette Martek

### **Local T&P Committee**

Fernanda Burke  
Kate Holland  
Jason Holt  
Bettie Obi-Johnson  
David Roberts  
Dick Van Hall

### **PCC Faculty Senate--Senators**

Susan Cruise  
Jason Holt  
Dana Lawrence

### **PCC Faculty Senate--Alternates**

Adam Biggs  
Mark Coe  
Garane Garane

### **PCC Grievance Committee**

Noni Bohonak

### **PCC Research and Productive Scholarship Committee**

Kaetrena Kendrick

**PCC T&P Committee**

Lisa Hammond  
Todd Scarlett

**Provost's PCC Advisory Committee**

Fran Gardner

**USCL Welfare and Grievance Committee**

Annette Duker-Golonka  
Liz Easley  
Darris Hassell  
Tania Wolochwianski

**PCC Faculty Advisory Committee**

Suzanne Penuel