

Faculty Meeting Agenda:

April 1, 2016:

- I. Call to Order 12:01 PM
- II. Correction/Approval of the Minutes—March minutes approved
- III. Reports of Officers
 - a. Dean of the Campus--- **Dean Walter Collins (SEE APPENDICES #1 & #2)**

Gardner: I would like to ask my standard question about raises.

W. Collins: The raise that is being proposed now is at 2% which is the standard raise. The Senate finance meeting was a little more negative than the House meeting, so I think that 2% is the most realistic.

Gardner: Is it ever possible for you to award raises just on this campus?

W. Collins: Well, we would have to do a compression survey, but it's something we could talk about.

- b. Associate Dean for Academic and Student Affairs—**Dean Ron Cox (SEE APPENDIX #3)**

Neal: I have a question about 2nd 8 week classes? These will end after graduation so how does that work?

Cox: Students do not receive their diploma at graduation, so their degree is pending the final grades. The reason our graduation is earlier is because the President and Provost are present at every graduation in the system.

- c. Academic Success Center- **Dana Lawrence (SEE APPENDIX #4)**
 - d. Human Resources- **Tracey Mobley-Chavous**
 - i. Reminder that Form 1095 is in your campus mailbox as proof that you had health coverage in 2015
 - ii. Campus visits for Computer Science Search: Chuck Baldwin (3/31/16) and Vincent Scovetta (4/4/16); presentations at 2:30PM in Hubbard 222
 - iii. Campus visits for the English and Economics Searches are in the process of being scheduled.
 - iv. Instructor contracts are in mailboxes and the deadline is April 15

N. Lawrence: What about the Speech search?

Cox: There were only three applicants that were what we were looking for and we sent those names to Columbia. Columbia liked two of the candidates and one had already taken another job and the other has not responded to any contact. In the next year, we think we will be able to cover the classes for the coming year. We are hoping to resume the search in September 2016 for August 2017. This will require a new search and a new search committee.

- e. Computer Services and Information Technology—**Blake Faulkenberry (SEE APPENDIX #5)**
 - i. Report was submitted as part of Dean Collins' report
 - f. Law Enforcement/Security—**John Rutledge**

- i. Almost finished with Hubbard Dr.
 - ii. Starting on the traffic circle
 - iii. If there is an emergency, call 911
 - g. Medford Library—**Kaetrena Kendrick (SEE APPENDIX #6)**
 - h. Native American Studies Center—**Chris Judge**
 - i. Completed Native American Studies Week
 - ii. Three new exhibits
 - 1. Catawba Baskets by Faye George Greiner, curated by Brittany Taylor
 - 2. Food Ways and Culture, curated by Stephen Criswell
 - 3. People of the Waccamaw, curated by Susan Hayes Hatcher and Phil White
- IV. Reports of USC System Committees
- a. Palmetto Colleges Faculty Senate
 - i. Executive Committee – **Chris Bundrick (SEE APPENDIX #7)**

Bundrick: There are still several spots open on the Senate Executive Committee. This and the difficulty that we have had filling spots in local governance could be something that the Senate and/or the campus might want to discuss. In the context of how we elect our Senators.

Scarlett: What do you mean by that?

Bundrick: One of the things that we done locally is elected 9 senators that can't or won't serve on the Senate's Executive Committee. I think that every senator's reasons for not serving are real and legitimate reasons. I know that we have not discussed the aspect of Senate representation in the local election process, at least not for a long time, and I think that maybe part of the conversation should be more about Executive Committee, Senate leadership, the obligations that those roles put on the people that agree to serve here. Personally, I don't know if it is always important to have representation on Executive Committee, but I know that others on this campus feel very strongly the other way.

- ii. Rights and Responsibilities—**Jason Holt**
 - 1. Continuing to work on mid-year hire timeline
 - 2. Hope to have something to present at the next meeting in the form of a motion

- iii. System Affairs—No report

- iv. Welfare—**Fernanda Burke**

- 1. Duffy and Plyler Awards will be presented at the Senate Meeting

- b. Provost's Advisory Council—**Fran Gardner**

- i. Have inquired about why this committee has not met, but have not heard anything back yet

Cox: Provost is coming to campus for 2 hours on April 14.

- c. Columbia Senate—**Noni Bohonak**

- i. Meets Wednesday 4/6/16

V. Reports of Local Committees –

a. **Student Affairs—Chris Bundrick (SEE APPENDIX #8)**

i. Title IX work on the website

Bundrick: I'm going to ask Tracey to speak a little about the changes/updates to the website.

Mobley-Chavous: The portion of Title IX that Chris is referring to is the report of sexual assault, sexual harassment, sexual violence, and sexual misconduct. As faculty, you are our front line as students may reveal things whether it is through writing, through direct conversation, or if you notice they are acting differently in class. So what we are asking, is that if a student reveals something of this nature, even if it happened years ago, please report this information to me as the Title IX Coordinator. USC Lancaster has a responsibility to the students. They made need counseling, they may need to be removed from class for a certain reason; there are many reasons that it is important to report this information. You are required to give the student's name and once you have reported the incident, then you have fulfilled your responsibility.

Biggs: So are you saying that even if someone makes mention of historic events?

Mobley-Chavous: Yes. We were given an example in training where a student received text from a family member while in another country saying something had happened to them years ago. The University was required to respond to that even though it did not happen to the student. Since the University had the knowledge, they had to respond.

Biggs: In that example, it did not happen to the student?

Mobley-Chavous: It did not happen to the student, but it affected the student.

Rutledge: Tracey has a tough job and we need to help her do that job. You need to report things even that they happen off campus.

Mobley-Chavous: Yes, even if it did not happen on campus. Sometimes people say, "If it didn't happen at USCL, then why should we worry about it?" We should worry about it because we have the knowledge of a crime. The University has an obligation to respond. In South Carolina, there is no statute of limitations on sexual misconduct. Your responsibility is to report.

Bundrick: One potential outcome from you reporting is that nothing happens.

Mobley-Chavous: Exactly. There have been cases where the student involved did not want any help or support. However there was documentation of the fact that that the University responded.

Roberts: Should we tell the student that we are sharing this information?

Mobley-Chavous: You can. Sometimes students will say things like, "I'm going to tell you something, but I don't want you to tell anyone else." You would can say that you are under obligation to report that information to the Title IX coordinator.

b. **Ad Hoc Academic Advising-- Nick Lawrence**

- i. 25 people responded to the survey regarding advising and we got some interesting information
- ii. The motion of making advising part of teaching needs to be addressed
- iii. Faculty members carrying significant advising loads are doing a crucial service to the campus and system
 1. Academic advising should be recognized as a major service in FIFs
 2. Administrators, division chairs, and T&P committee members should recognize it as a major service component
 3. It seems that people taking on more than they should, therefore if someone is very active with advising then you have done your

service to the campus. Anything else you do because you want to and therefore you should be picky about what you choose.

4. Those that prefer to focus their service elsewhere should not be required to advise.
- iv. Recommendation: Create a culture where scholarship and service are weighted similarly
- v. “When weird things happens, send them to Ron.”
 1. We want to get students enrolled and we want to help them. If you are confused, send the student to the Academic Dean’s Office.
- vi. Several staff have overwhelming levels of advising activity
 1. This is another reason that it would not be good to list advising under teaching in the manual
 2. Committee Recommends: Administration devise methods of compensation for those who have very heavy advising loads and/or for those who do not have advising listed as part of their official responsibilities
- vii. Faculty/staff concerns unequal distribution
 1. Particularly in the undecided major category
- viii. Academic advising in the summer
 1. Faculty are not required to advise in the summer
 2. However, the summer sessions do need advisors
 3. Recommendation: Administration should devise a method of compensation

Johnson: Great work. Brought out a lot of insights that needed to be discussed.

Gardner: This was a conversation that we needed to have. I would like to see this continue on next year.

- c. Hiring Priorities Committees—**Todd Scarlett**
 - i. Almost done with our recommendations
 - ii. Confusion/frustration around the job announcements and how they are worded
 1. Starts with Tracey then it goes to Ron and the division chairs
 2. Then it goes to Columbia and once its approved it gets published

Bohonak: Having been through many searches, we are very restricted in what we are able to say. I totally rely on Tracey here, because she knows the proper wording. There is so much legality on what can be said.

VI. Unfinished Business—None

VII. New Business –

- a. **Motion: Make Ad Hoc Committee on Academic Advising a Standing Committee—Annette Golonka**

Bohonak: Second

N. Lawrence: I think that this is valuable work, but I want to point out that we had such a hard time filling our slate. Given this, I am leery creating a standing committee.

Scarlett: I agree with that. On one hand, clearly there is more work to be done. On the other, I don't know if we really need a standing. I wonder if it can continue on as an Ad Hoc committee.

Bonner: It can.

Bundrick: I support both of those statements. I think this motion as it stands, would leave us with a lot more questions. I would be uncomfortable passing a motion like this without a description and a constitution of membership.

Bonner: That would all be to be determined.

Scarlett: Also, is there a committee under which this might fall?

Johnson: Can we move to make the Ad Hoc committee stand for one more year?

Lawrence: My understanding that Annette is willing to serve as chair for this committee. I would be happy to convene the first meeting to allow her to be elected.

Bundrick: Ad Hoc Committee exists to do one job and once that job is done, you would not need to elect anyone.

Vote: Motion does not pass

b. Whiteboards in Founders Hall

Van Hall: This is not new business; in fact it's old business. The whiteboards in Founders Hall don't work and never have worked. I think this situation is actually serious. It impacts our fundamental mission, which is teaching. It impacts it in a negative way. I know of faculty members that are vacating Founders and finding other places to teach. I know of faculty members that they have felt obliged to change the way they teach. I did get online, by my own initiative, and looked at options. It does not seem as if it would be cost prohibitive. There is a self-adhesive roll-on tape, that you can get 25 feet x 6 feet for \$500. This would be appropriate for one of the very large classrooms in Founders. I am asking to see if the Dean will take this under his personal advisement.

W. Collins: Absolutely. Thank you.

Bohonak: After talking to Dick about that, I got to thinking, that's what we did in 222. We put that type of surface over a chalkboard. It works great.

Gardner: Dick and I have had ongoing conversations about this issue and I agree with him whole-heartedly. I also have done a couple of hours of research and found numerous companies with numerous price points. There are many reviews, price points, and options. There are countless companies that we can go to and we can probably spend far less than \$500 for that size. By doing this, we are going to eliminate the need for all the chemicals which are not skin-friendly and eliminate all the dirty cloths laying around. This is a low-tech solution to this problem.

Johnson: I just wanted to say that I agree and I have had to modify my teaching strategies as well. I had a student that was very sensitive to the spray, so I wasn't able to use it to erase. I'm glad that we are finally addressing this.

Parker: Are we passed the point of talking to the contractor?

W. Collins: We have spoken to them.

Rutledge: I use this building too and have had issues. I think, in all fairness, we also need to be careful about what type of markers we are using. I have gone into a classroom before where people had been using permanent markers.

VIII. Special Orders-- None

- IX. Announcements/For the good of the order –
- a. **Holt:** Local T&P have completed their reviews and we will be distributing them following this meeting.
 - b. **Martek:** Earth Day celebration Tuesday, April 19th 1:20-2:45PM in Bradley 110
 - c. **N. Lawrence:** April 14 at 6:15pm Screening of Jaws (Founders 104)
 - d. **Catledge:** Peer Review has not completed their work, but we will complete it before the end of the semester and hand deliver them to your office. Also, there BSN info session on April 7, in Carole Ray at 5:30PM
 - e. **Gardner:** April 21, 4:30-6 Drop-in Reception for Bruce Nims Retirement
 - f. **Emanuel:** Rotaract Car wash next week and Bobby Collins Retirement Scholarship
 - g. **Cox:** Just a comment regarding equity in advising. It would be great if there was recommendation on who will take on Catalano's advisees.
 - h. **Faulkenberry:** Any announcements associated with student events can be sent to me in the form of a PowerPoint slide. I will post that on the monitors around campus.
 - i. **Easley:** If you have not voted for the election, I have ballots and envelopes in the front. Also, Celebration of Research and Productive Scholarship is on April 7th. We are still accepting scholarly work to display. This is from 11am-2pm in the Multipurpose Room.
 - j. **N. Lawrence:** Mike has done a great job as Chair of the Faculty Organization. He was always fair, always made sure everyone got a chance to speak. I have really appreciated it and USCL has gotten something to show appreciation for his service as Chair.

X. Adjournment: 1:13PM

Attendance: Biggs, Bohonak, Bonner, Brown, Bundrick, Bundy, Burgin, Burke, Campbell, Castiglia, Catledge, R. Collins, W. Collins, Cox, Easley, Emanuel, B. Faulkenberry, Gardner, Harris, Hassell, Holland, Holt, Jenkins, Judge, Kendrick, N. Lawrence, Mobley-Chavous, Neal, Obi-Johnson, Parker, Pate, Penuel, Roberts, Rutledge, Scarlett, Scott, Taylor-Driggers, Van Hall, Wolochwianski



Dr. Walter P. Collins, III
 Regional Campus Dean

Report to the USC Lancaster Faculty Organization
 April 1, 2016

People

Enrollment

As of March 17, 2016, 1470 students (headcount) are registered for Spring 2016. This is our official Spring semester freeze number. Final enrollment in Spring 2015 was 1289. Spring 2016 is up 14% in headcount and 11% in FTE. We are serving approximately 115 BOL/BLS students this semester.

Athletics

There are away baseball games this weekend against USC Sumter; Sat. & Sun. at 1:00. Check the schedule for other upcoming games: <http://www.usclathletics.com/schedule.asp?sportID=1>

Staff

Ms. Arlether (Kathy) Waiters has accepted our offer and will begin as our new Admissions Processor on April 1.

Ms. Shericka Funderburk recently began part-time temporary work as a floating campus custodian.

Coach Randy Jordan (men's and women's soccer) has resigned. Kevin Thompson, in consultation with members of the Athletics Advisory Committee, is looking for part-time coaching staff to fill the position(s) with the teams.

Mr. Don Gardner will begin a part-time temporary work with the campus in the area of financial development/business affairs. His work will focus on increasing revenue in at least three areas: Gregory Health and Wellness, the campus rental program, and accounts receivable in the business office. His office will be Hubbard 229.

Congratulations to Dr. Kim Richardson, Dr. Liz Easley, and Dr. Stephen Criswell for recently receiving Online Course Development Grants from Palmetto College.

Congratulations to Dr. Michael Bonner whose book *Confederate Political Economy: Creating and Managing a Southern Corporatist Nation, 1861-1865* will be published by LSU Press on May 11. Follow this link for more information: http://www.amazon.com/Confederate-Political-Economy-CorporatistConflicting/dp/0807162124/ref=sr_1_1?s=books&ie=UTF8&qid=1458126692&sr=1-1&keywords=confederate+political Additionally, Dr. Bonner was recently elected webmaster for the Southern Historical Association.

Congratulations to Prof. Kaetrena Kendrick for the acceptance of her presentation of "Learning Near and Far: Using Free Tech Tools for On and Off-campus Instruction" at the Transforming Librarians through Technology Conference at USC Upstate on May 5.

Congratulations to Dr. Dana Lawrence who will present "Verona's Shakespeare: Romeo and Juliet, Tourism, and Commemoration" at the Renaissance Society of America Conference this weekend in Boston.

Budget

At the recent 3rd quarter budget update meeting, the campus received many compliments and praise for the increase in enrollment which resulted in an increase in revenue over and above the budgeted amount for this year. Work to recruit students and retain them are always a team effort (faculty, staff, admissions, ASC, TRiO among many others), and I would like to thank you all—both faculty and staff—for your work to assist in these areas. We remain on a course to continue building our carryforward again this year. Recall that we are working toward the equivalent of 3 months in general operations (\$2.4 million) as a carryforward.

Tentative Palmetto College revenue for Spring 2016 stands at \$381,000, an increase of approximately \$64,000 over Spring 2015.

Facilities

Work associated with Starr Hall is moving along and renovations are expected to begin later this Spring and continue into the Summer.

Regular **maintenance work** for several campus areas was completed over Spring Break. Work included:

1. Bradley: changed all HVAC filters, cleaned coils on 2 air handlers in basement, cleaned roof top units over multipurpose room
2. Starr: changed all filters, cleaned roof top unit, cleaned and filled cooling tower and started system up, and cleaned 1 air handler.
3. Founders: changed all filters, and completed preventive maintenance on chiller unit.
4. Medford: changed all filters, cleaned #1 air handler, did preventive maintenance on chiller, and tightened all power lug connections.
5. Hubbard: changed all filters, cleaned chiller coils, cleaned coils on 1 roof top unit, and replaced bearing and belt on #1 air handler.
6. Gregory: changed all filters and cleaned tower and restarted it up.
7. Carole Ray Dowling: changed all filters.
8. Native American Studies Center: changed filters
9. Additionally, unplanned work was completed as noted: a) Hubbard, had to clear drain lines on 1st floor, west side b) Hubbard, had to replace disconnect on rooftop unit c) Hubbard, boiler went down and had to do repair work, replace the sparker igniter and 2 burners, as well as cleaning the burner chambers. Also, accompanied inspector who was here conducting the every 3-year lead paint and asbestos inspection. He also did sampling in Starr Hall where the proposed project work is scheduled.
10. Custodial staff performed extra cleaning in Founders: classrooms, stairwells, and the art lab.
11. Trimmed rose bushes in rose garden.

Other items...

- The **Educational Foundation of USC Lancaster** held its annual fundraiser, the 5K and 10K **Laps for Lancers** on Saturday, March 19 here on campus. Thank you to those who participated and attended. The Foundation officers are still tabulating earnings.
- Next **Lunch and Learn at the NASC**, April 15th at noon. Topic: “Contemporary Cherokee Experiences in Academia” by Dr. Courtney Lewis.
- USC Lancaster will host the final meeting of the **Palmetto College Campuses Faculty Senate** on April 8, 2016. All faculty are invited to join us for lunch that day. If you haven’t already, please let Michelle know if you would like to join the group by the end of today.

Sincere thanks for your contributions to what has been a great academic year. I am proud to call each of you my colleagues, and I am inspired and motivated by your dedication to the success of our students. Best wishes for a smooth conclusion to the semester.

Office of Advancement



About the Educational Foundation of USC Lancaster

The Educational Foundation of the University of South Carolina Lancaster (EFUSCL) is a charitable 501(c)(3) organization founded in 1963 to “receive and administer funds for education and charitable purposes.” In addition to owning the real estate of the campus, the EFUSCL receives and manages charitable donations to enhance programming at USC Lancaster. Most gifts are designated for scholarships, but the Foundation also manages gift and grant funds that are designated for other purposes. The members of the Board of Trustees are volunteers who give generously of their time, talents, and financial resources.

130+

Scholarship
Funds

On average **\$200,000**
in scholarship funds awarded
each year.

Over **\$3**
million

in gifts since 2011.

27 new endowed funds
since 2011. Endowed
funds require a minimum
contribution of \$10,000.

Received **\$1.1m** in
grants since 2012 for
special projects from
local foundations.

The EFUSCL has
over **\$17.5m**
in total assets.

8 special purpose funds. Examples
include: Medford Library Fund, Native American Studies Fund,
Crawford Beautification Fund, and the Bradley Maintenance Fund.

**For more information contact:
Shana Dry or Sherri Gregory**



UNIVERSITY OF
SOUTH CAROLINA
LANCASTER

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

REPORT TO THE FACULTY

01 April, A.D. 2016

SUMMER & FALL 2016 PRE-REGISTRATION. Thank you to all faculty & staff who have been working with students for advisement for Summer/Fall 2016. Please continue to reach out and encourage them to get advised before the end of the semester.

2016 USC LANCASTER COMMENCEMENT EXERCISES will be held Saturday, April 30 in Bundy Auditorium. Full-time faculty are strongly encouraged to attend and participate, 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 27 – May 03 (May 02 & 03 for 2nd 8 week classes). The exam schedule is online at <http://usclanaster.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 Friday, April 15. If you are scheduled to undergo 3rd 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, make sure you are working with your Division Chair or with the Office of Academic & Student Affairs to identify external reviewers for your file. This process is outlined in the *Palmetto College Campuses Faculty Manual*, pp. 22ff. **The list of five potential reviewers is due in Columbia by June 01.**

FRESHMAN ORIENTATION for FALL 2016. 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 7 & Wednesday, June 08
- Tuesday, June 21 & Wednesday, June 22
- Tuesday, July 19 & Wednesday, July 20
- Tuesday, August 09 & Wednesday, August 10

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.

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

The Administrative Evaluations for campus administrators (Dean, Associate Dean, and Division Chair) are due on Friday, April 01 (that's today if you're reading this during the Faculty Organization meeting).

COURSE EVALUATIONS – SPRING 2016. Thank you to those who responded to our request regarding the format for your student course evaluations. Please remember that unless you notified our office that you preferred online evaluations, you will receive the traditional paper versions to be administered prior to the last day of classes. The paper evaluations will be distributed on Monday, April 11 and are due in the Academic & Student Affairs Office no later than Monday, April 25. **The ONLINE evaluations will be made available to students during this same two-week period.**

FACULTY SEARCH COMMITTEE UPDATES:

- **Computer Science:** The Committee has submitted its recommendations for finalists, and candidate visits to campus have been scheduled. One candidate visited on March 31 and another is scheduled for Monday, April 04.
- **Economics:** The Committee has submitted its recommendations for finalists and the names have been submitted for review by the appropriate academic department(s) at USC Columbia. Campus visits and teaching demonstrations will be scheduled in the very near future.

- **English:** The Committee has submitted its recommendations for semi-finalists and all have been reviewed by the USC Columbia English department. The Committee will be submitting its recommendations for finalists who will be invited to campus for further interviews and a teaching demonstration.
- **Speech & Communication:** Due to a low number of eligible applicants, the search for a SPCH faculty member has been suspended. We will re-advertise this search in FALL 2016, for a position to begin in FALL 2017.

NEWS FROM TRiO: For those who are not aware, Mr. Matt Williamson has been named interim director of the TRiO program, and I wish to take this opportunity to thank him for his dedicated service and commitment to the program and our USCL students. TRiO has been very active, hosting a “Basketball Blow-Out” (celebrating the NCAA “Final Four”) on March 31 in which faculty, staff and students competed for a host of prizes. The annual OSPy Awards are scheduled for Wednesday, April 13.

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.

DUAL CREDIT/CONCURRENT ENROLLMENT PROGRAM: Many folks have approached me over the years asking questions about USC Lancaster’s Dual Credit/ Concurrent Enrollment program. This week, I received the following statistics regarding the program which I believe are worth sharing:

Semester/Term	Student Headcount	Revenue (Yearly)
Fall 2011	575	\$230,274.00
Spring 2012	258	
Fall 2012	690	\$231,792.00
Spring 2013	249	
Fall 2013	755	\$365,244.00
Spring 2014	438	
Fall 2014	774	\$582,540.00
Spring 2015	385	
Summer 2015	35	
Fall 2015	680	\$691,315.00 (est.)
Spring 2016	565	
Summer 2016 (est.)	100 (est.)	

The DC/CE Program not only provides us a wonderful opportunity to market ourselves (especially our high quality faculty and academic programs) to capable students in area high schools, it provides USCL with a substantial portion of student headcount, as well as considerable financial benefit.

NEWS FROM PALMETTO COLLEGE:

At the recent meeting of the Palmetto College Campuses Faculty Senate, Dr. Chris Nesmith announced that he had received 59 BLS and BOL degree applications from the campuses. Thirty-two (32) of these are USC Lancaster-based students.

The Bachelor of Science in Hospitality Management degree from USC Beaufort is one of the new online degree completion programs that will be available to students in 2016-17. USC Beaufort has designated a two-year scholarship (\$2000 for 2 years – total of \$4000) for one USC Lancaster student in the program. Students must have a minimum 2.5 GPA and must submit a cover letter and resume in order to apply. The application must be received by Ms. Danielle Sample, PC Coordinator for USCL, no later than May 01 (and students must be entering the program for FALL 2016).

STUDENT AFFAIRS

Graduation with Leadership Distinction (GLD). Three USC Lancaster students are currently working with Dr. Elizabeth Easley to complete their requirements for Graduation with Leadership Distinction in May, 2016. Deep appreciation to Dr. Easley for taking on this important task.

SPRING FLING will be held April 07 from 11 am to 1 pm in the student center. Teacher of the Year awards ceremony will begin at approximately 12:15 pm.

LANCER ATHLETICS. Kevin Thompson has asked me to remind all faculty (and anyone else who reads this) that the Lancers Baseball team will have two away games this Saturday and Sunday (April 02 & 03) against the Fire Ants (that's "FAHR AIN'TS") of USC Sumter. USC Sumter currently holds first place in region play, followed by Spartanburg Methodist College (against whom the Lancers won two games this past weekend). The Lancers are currently third in Region X, with an overall record of 23 wins, 12 losses (7-5 in region games) for the season.

Appendix #4: ACS Report
 Academic Success Center Report
 For April 1, 2016 Faculty Meeting
 Submitted by Dana Lawrence

Please send all ASC-related questions and Computer Lab reservation requests to LawrenDE@mailbox.sc.edu or call 313-7023.

A note on shared tutoring session reports:

- The reports are filled out by the student being tutored, so that the student takes ownership of the session.
- Only signed reports are shared with instructors (not everyone signs).
- Reports are photocopies—placed (in folder) in campus mailbox
- Please contact me with any questions or comments you have about the reports or your students' experiences in the ASC.

Spring Semester

	January 2015	January 2016	February 2015	February 2016	March 2015	March 2016	Apr/May 2015	Apr/May 2016
Number of Tutors	10	6	11	6 (7 as of 2/16)	11	9 (5 during Spring Break)		
Total Number of Sessions	44	30	88	118	106	78		
Tutoring Sessions/Day (avg)	3.7 (12 operating days)	2.7 (11 operating days)	6.3 (14 operating days)	6.94 (17 operating days)	5.8 (18 operating days— including ONE Spring Break session)	4.1 (19 operating days— including ONE Spring Break session)		
Tutoring Sessions/Tutor (avg)	4.4	5	8	16 (total divided by 7)	9.6	8.7		
Appointment	40 (3 no-shows; 1 cancellation)	23	72 (11 no-shows)	86	80	68		
Drop-in	8	7	26	32	36	10		

Tutoring Sessions by Area

Spring 2016 Totals	January 2016	February 2016	March 2016	April/May 2016
Biology	2	13	4	
Chemistry	0	0	2	
Computer Science/RCAM 151	n/a	n/a—coming soon!	11	
Economics	1	1	0	
French	0	0	0	
Italian	5	10	4	
Math/RCAM 105	7	22	12	
Spanish	11	41	14	
Statistics	0	1	0	
Writing	4 • ENGL: 3 • PSYC: 1	30 • ENGL: 23 • HIST: 1 • Other: 2 • PSYC: 1 • RCAM: 1 • SPCH: 1 • UNIV: 1	30 • ENGL: 24 • MGMT: 1 • MUSC: 1 • PHIL: 1 • RCAM: 2 • UNIV: 1	
Other	0	0	1	
TOTAL # OF SESSIONS:	30	118	78	

**USC Lancaster Faculty Meeting
Technology Services Report
April 1, 2016**

As always I would like to acknowledge the efforts of the Technology Services staff. Antonio, Brian, and Karen continue to be committed to providing the best service for students, faculty, staff, and guests at USC Lancaster. Their presence and contributions are vital to the mission of our institution.

Fall 2015/Spring 2016 Highlights

- Added Digital/Media Signage in 2 locations in Bradley, the Medford Library and the NASC.
- Antonio and Brian continue to work through the deployment of Solid State Drive technology, memory upgrades and installation of Windows 7 64 bit
- Presented a proposal to Dr. Cox and the Academic Division Chairs to adjust computing capacity in Hubbard Hall 204 to enable the campus to add a teaching computer lab a moderate cost.
- The cloud based GHWC membership management system went into full production late in the Fall 2015 Semester.
- IT Staff complete end user support training for the BSN simulation lab.
- Purchased, and in process of configuring a webcast appliance to support commencement overflow room simulcast and enable capability of HD public webcasting.

Projects in progress and goals for Summer and Fall 2016

- Classroom multimedia presentation technology will be installed in Bradley 204 and 208 before June 30, 2016. The other (2) science labs are in the spending plan for FY2016-17.
- Current working on a teaching computer lab design for collaborative instruction. Design will be submitted to Dr. Cox and the Division Chairs during the month of April 2016.
- Considering upgrade and expansion of NVR and security cameras on campus
- Considering upgrade of campus telephone and voicemail servers

Blake Faulkenberry
Director of Computer Services and Information Technology

Medford Library

FACULTY MEETING REPORT APRIL 1, 2016

SELECTED SERVICE STATISTICS/ ACTIVITIES FOR MARCH 2016

- **5,020** unique visits
- Taught **4** classes
- Processed **37** Interlibrary Loan requests
- Fulfilled **70** PASCAL Delivers requests
- Circulated **238** items
- Processed **193** new items
- Hosted Show What You Know – Prof. Rebecca Freeman (March 14)
- Hosted Cartoons, Cereal & Milk Event (March 16)
- Hosted Spring Bling Creative Venture (March 23)
- Co-Hosted Native American Studies Center event for Speaker Rayna Green (March 24)
- Hosted Faculty Colloquium – Dr. Steven Campbell (March 30)

NEW RESOURCES

- Continuing Database Trial: Swank (streaming movies; through 5/29/16)

UPCOMING PROGRAMS

- **April 1- 30: Vice + Virtue Exhibit**, “Human Sexuality: Love. Gender. Identity.”
- **April 13:** Dr. Susan Cruise presents at Faculty Colloquium: “A New Frontier: An Evaluation of a Pilot Program to Improve Retention of Undergraduate Students Raised in Foster Care” (Library Conference Room, 12:15 – 12:45)
- **April 18 – 22:** Study Snacks (10A – 2P, or until snacks run out)

REMINDER – CELEBRATION OF RESEARCH & PRODUCTIVE SCHOLARSHIP ON APRIL 7

- **Submit your posters and presentations for curation. Ask Professor Kendrick for more information. This is where your ephemeral research documents will be curated:**
<http://usclmedford.omeka.net/>

VISIT... MEDFORD LIBRARY'S TUMBLR PAGE <http://usclmedford.tumblr.com/>

- Book Mark(it)
- Browse forthcoming titles and request them for purchase

HELPFUL LINKS

- Is the Computer Lab available: <http://usclancaster.sc.edu/asc/calendar.htm>
- Schedule Library Instruction: <http://bit.ly/1MePeQQ>

- Faculty research support (Book A Librarian): <http://bit.ly/1iAfckX>
- **Document the impact of your scholarly activities:** <http://bit.ly/20Gu02g>
- **Check out tools for teaching and learning support:** <http://bit.ly/1nMHxrm>
- Reserve the conference room : <http://bit.ly/1NsfhEr>
- Reserve materials for your courses: <http://bit.ly/1iAfckX>
- Request books and media for purchase: <http://bit.ly/1iAfckX>



UNIVERSITY OF
SOUTH CAROLINA
LANCASTER

Chris Bundrick
USC Lancaster Senator
At-Large Representative, Executive Committee

PCCFS Executive Committee met in Columbia on March 25

Topics of discussion that might be of interest to Lancaster included:

- All senate motions passed by the senate over the last two years have been approved by the Chancellor's office and forwarded to the Provost's office.
- All T&P files have moved to the Provost's office for review.
- Chancellor's Innovation Grant review is complete. Nineteen grants were approved for a total of \$289,000. Specifics will be announced April 15.
- All campuses are undergoing comprehensive policy review. If you'd like the committee to look at a particular policy or policies, send details to Chris Nesmith.
- Be on the lookout for a survey regarding the adoption of minus grades, which should be going out to all regional campus faculty soon.
- There was a lot of discussion about the conflicting opinions regarding the ownership of two-year degree programs. It seems that SACs and CHE understand the situation in very different ways. Nesmith and Van Bulk are looking into possibilities.
- Lancaster's motion to ask R&R to list advising under service in the manual was complicated by Sumter's motion, asking R&R to more fully develop the way advising is part of teaching duties. No charge was sent, so the process is ongoing.
- Work continues on revisions to the course climate survey. Interested parties should contact Dr. Yingst to join the *ad hoc* committee.
- Senate is still planning a fall orientation. Details to follow.
- Dr. Yingst has volunteered to run for the At-Large position on Executive Committee, but there is still a gap in the lineup of senate officers. This and the difficulty we're having filling spots in local governance might be something the campus/senate might want to discuss, especially in the context of electing the senate delegation.

Appendix #8: Student Affairs Committee Report



UNIVERSITY OF
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Chris Bundrick
Student Affairs Chair

Student Affairs met 3/24 and discussed several items:

- EWS contest submission deliberations are ongoing, but we will select a winner soon
- Susan Cruse was selected to lead a 2017 Travel Study course in London and Paris.
- The committee is working on a student lounge renovation proposal. Hopefully the committee will have more details in the fall.