

USC Lancaster Faculty Meeting Minutes
March 4, 2022

Please note: To access the recordings of previous Faculty Organization meetings, do the following:

1. Log into Blackboard and go to Organizations.
2. Select USCLFO.
3. Click Tools on the left-hand menu.
4. Click on Blackboard Collaborate Ultra on the right.
5. On the black bar with the word "Sessions" on it, click the three lines (the menu) to the left on this bar.
6. Choose Recordings.

Also, chat messages are shown on the recordings, but not necessarily reported within these minutes. ***These minutes are not verbatim*** and as such, pronouns are often mixed in the comment sections.

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USC Lancaster Faculty Meeting Minutes
March 4, 2022

CALL TO ORDER: A. Yingst, 1:02 PM

CORRECTION/APPROVAL OF MINUTES: The minutes of the Feb 11, 2021, faculty meeting were approved.

REPORTS OF OFFICERS:

Dean of the Campus – Dr. Walter Collins, report submitted ([Appendix 1](#)).

- Page 1
 - Covid19 numbers – 2 new cases this week.
 - Masking requirements changed recently – communicated 10 days ago and on report submitted. Speculation about requirements that mask wearing will change again sometime during this semester. Distancing is still very much encouraged and highly recommended. Anything we can do to reduce the spread of the virus. Those who have ongoing concerns, please let him know.
- Page 2
 - Enrollment numbers – 1689, largest spring enrollment ever at USCL.
 - Legislative update about finances – fiscal year 2023, please see report for numbers. Historical figure for recurring operations funding.
 - Budget is not finished.
- Page 3
 - Time of the year for evaluation of the Dean – email link. Please fill out.
 - Commencement April 30th, outdoor ceremony currently being planned. Chief William “Bill” Harris will be the speaker. Campus map planned and will be shared.
 - SACS COC in-person visit planned.
- Page 4
 - March 16th – CRASE (Civilian Response to Active Shooter Events) training event.
 - Bookstore shift in their model. Presenter for Follett, Andy Roush.

Associate Dean for Academic and Student Affairs – Dr. Todd Lekan, report submitted ([Appendix 2](#)).

- Page 1
 - Enrollment numbers – please see file for numbers.
 - Course modality – about 29% for online.
 - Faculty Review Intent Forms were sent out with a deadline of March 15th.
 - 30% of courses are online in Fall 2022 right now.
- Page 2
 - Travel study proposals
 - Several positions are open. Maybe a new faculty position for the fall – a psychology/counselor faculty instructor that needs Columbia’s approval, a nursing

- o faculty instructor to take over advising and needs currently being addressed by adjuncts, and a biology lab manager as Uday will be leaving this academic year.
 - o Student awards
- Pages 3
 - o New Lancer summer orientation dates. There are some differences from previous years.
 - o Recent faculty accomplishments – see the file.
 - Not in report – Erin Moon-Kelly – events. Creative Tuesdays A Music Edition is on the LCCA's YT channel
- Pages 3
 - o March Women’s History Month Lunch and Lecture series.

Questions and/or Comments:

Bundrick – appreciates the reports and mentions from some of the committees, such as Hiring Priorities Committee, but I hope this doesn't signal that those committees see themselves as more a part of the dean's office than the faculty organization.

Institutional Effectiveness and Research Dr. Shemsi Alhaddad

- Will be sending out a link to a form that will be used for the Blueprint which is the annual report that goes to Palmetto College and then the University system. This is due June 1st, with some items due as early as March 15th right after spring break, so please submit as soon as possible. Changes can still be made, but please submit these before May 1st as this gives Shemsi time to finalize the report.
- If you want a printable PDF of the survey to look over before completing the Google form, please email Shemsi and this will be sent to you.
- Feedback at the end of the form to help make the form better.
 - o If you have no answer to a section, skip that section and leave it blank.
- Thanked Andy and Annette for feedback on the form.

Academic Success Center – Dr. Patrick Lawrence - report submitted ([Appendix 3](#))

Human Resources – Tracey Mobley Chavous, report submitted ([Appendix 4](#))

IT – Blake Faulkenberry, report submitted ([Appendix 5](#))

Medford Library – Rebecca Freeman, report submitted ([Appendix 6](#))

Student Success & Retention Report – Asheley Schryer, report submitted ([Appendix 7](#))

TRIO Report – Matt Williamson, report submitted ([Appendix 8](#))

Guest - Follett Regional Manager, Bookstore – Andy Roush, please see recording for the presentation.

- Synopsis of the presentation.
- The bookstore is trying to reduce the number of students who do not have access to the texts for a course prior to a class beginning.
 - The book offerings will be digital focused with materials accessible from the start of the class period.
 - Limited access to materials for a per credit hour fee (currently \$25/credit hour)
 - Faculty can choose content from 6000+ publishers. The one issue is that an older edition will not be available, but the cost of the material is not as much of an issue as it is fixed on the credit hour – 3 credit hour class costs \$75.
 - There is an opt out of the program, but it is an opt out of all of the program. There is no opt out for just a single class. The view is that in a regular term, on average the cost is less under this system.
 - All students have the materials before the first day

Questions and/or Comments - most of these were in chat:

Castiglia – in chat: So this would not include lab kits for online science classes?

Roush - Yes.

Moon-Kelly – in chat: What about dual credit students? Are they eligible for this program or is it just full-time students?

Roush – they can be included, but they can also be excluded.

Sellhorst – in chat: What about recommend vs required materials?

Roush - recommended would not be included in this.

Golonka - in chat: What about labs that do not have a required manual or text through the bookstore?

Roush – If there is no textbook for a class, the \$25 fee still is paid, but this is offset by the cost of the books for other classes. If someone has all classes without books, then the student should probably opt out.

Martek - what about a four-credit class where only one credit of that would have a required book?

Roush – the fee is based on how many credit hours a student takes, so the student may want to opt out of the system due to the fees.

Hassell - Seems quite cost effective for the students. How much work will this place on bookstore personnel to maintain/keep track of? I also am assuming the required book selection process won't change much for instructors?

Roush – There is a little bit of work to get digital information into the system, but this is always an issue. Digital items are easy, physical items can also be part of this system. Physical items would need to be purchased earlier for timing.

Yingst – If a student signs up for this service and the bookstore doesn't have a required material at the start of the semester for whatever reason, and they're forced to buy that out-of-pocket. Will there be a refund or rebate system in place?

Roush – They need to go through the system first, but if this happens then they should be refunded – [this is unclear]

Yingst - How difficult is it to opt out? What's the deadline?

Roush – 30 days before class starts there will be an email and information about the process.

This link is not to be placed on the syllabus.

Mobley Chavous - If a student drops a class or adds a class later how are they refunded or charged?

Roush – if they drop a class, the system is linked so the fees go through that route. The fees go through the business office.

Criswell – Can faculty opt-out because they do not use a text?

Roush – no, this is student only. If you choose to not use materials, that is your choice. We will be assessing the cost and effectiveness of the program, so we could be increasing or decreasing the fee in the future.

Mobley Chavous - Are we assuming that most materials will be electronic instead of hard copy?

Roush – yes, we are assuming most of the materials will be electronic. What is covered with the \$25/credit hour - what is covered first is the digital, then the rentable book, etc.

Yingst – can faculty require to say that we are requiring a hard copy book?

Roush – digital will be the first choice.

Castiglia - What if the student has a disability and requires a hard copy or large print copy?

Roush – the digital book has a read out loud program.

Martek - what about lab manuals that are not easy to use the digital?

Roush – lab manuals are going to be physical, not digital.

Criswell - For desk copies, do we still go through the publisher or do y'all provide instructor copies?

Lawrence - digital books are very difficult for in-class discussion of the text. Accessibility concerns, etc.

Roush – I can look into this, but books available in digital formats are the preferred choice. There may be some titles inexpensive to rent.

Mobley Chavous – one concern is that a lot of our students are first generation and there may be concern about access to iPad, laptop, etc. How do we make sure they have access to something digital to receive the book?

Roush – the digital books will work on a phone, tablet, etc, so this does cover those devices. They need internet access initially, but once they load the text onto their shelf they will not. Any questions, please email or ask Shih.

Guest - Center for Teaching Excellence Instructional Design Services – Jennifer Yowell – presentation, please see recording and [Appendix 9](#).

- Went over what Center for Teaching Excellence does and the Instructional Design Team.
- Short course offerings
 - Several listed, included Getting Started Teaching Online (GSTO), Carolina Online Learning and Teaching (COLT), and Technology for Teaching and Learning (TOTL)
- Website: sc.edu/cte

OSP Project Coordinator – Andrea Campbell

- You may have received an email requesting response for OSP students in your courses.

- Just wanted to thank you in advance for looking at the list and responding.

REPORTS OF COMMITTEES:

USC SYSTEM COMMITTEES – DID NOT MEET

OTHER SYSTEM COMMITTEES

Columbia Faculty Senate –report submitted ([Appendix 10](#)).

Questions:

Penuel – she saw something about PCC losing a representative on the Courses and Curriculum Committee.

Pangburn – I’m on the committee and will reach out to the C&C chair and get back to you on this after spring break.

LOCAL COMMITTEES:

Local T&P Committee – Chris Bundrick

- Are finishing reading FIFs and will have feedback by the end of the semester as well as for the 3rd year and post-tenure reviews.

Athletics Advisory Committee – Elizabeth Easley – report submitted ([Appendix 11](#))

UNFINISHED BUSINESS: NONE

NEW BUSINESS: NONE

SPECIAL ORDERS: BALLOT

The current ballot was shared and discussed. Below are discussion concerns and questions, but please see video and final ballot for the voting slate.

Columbia Faculty Senate – question about voting - Can remote senators vote?

Yingst – they are still meeting online, and the plan was to continue to meet online, so everyone can vote.

Penuel – we are assuming members can be distance based and still vote. The C&C Committee and the removal of a PCC representative issue may not happen if we have representation within this group.

PCC Faculty Senate – will this be online next year? Answer: We do not know at the current time.

ANNOUNCEMENTS:

Yingst – Math placement test issues with the security certificate. If you have an advisee having trouble with the math placement test, you can email Dr. Alhaddad to fix this.

Freeman - The library and TRiO are collecting period supplies during March. If you are interested in donating there are boxes in the library and TRiO.

ADJOURNMENT: 2:32 PM

ATTENDING: Shemsi Alhaddad, Albert Blackmon, Chris Bundrick, Zoe Byrd, Li Cai, Andrea Campbell, Steven Campbell, Jill Castiglia, Courtney Catledge, Walter Collins, Kim Covington, Stephen Criswell, Susan Cruise, Jerry Currence, Liz Easley, Stan Emanuel, Buddy Faile, Blake Faulkenberry, Rebecca Freeman, Annette Golonka, Summer Harmon, Darris Hassell, Ernest Jenkins, Chris Judge, Nick Lawrence, Pat Lawrence, Todd Lekan, McKenzie Lemhouse, Lynette Martek, Tracey Mobley Chavous, Erin Moon-Kelly, Angela Neal, Uday Neelakantan, Allan Pangburn, Suzanne Penuel, David Roberts, Asheley Schryer, Peter Seipel, Sarah Selhorst, Nahid Swails, Suzette Taylor, Brittany Taylor-Driggers, Jerrod Yarosh, Andy Yingst.

ABSENT: Marybeth Berry, Adam Biggs, Noni Bohonak, Fernanda Burke, Dwayne Brown, Mark Coe, Garane Garane, Lisa Hammond, Claudia Heinemann-Priest, Kate Holland, Jason Holt, Howard Kingkade, Dana Lawrence, Pernell Lewis, Bettie Obi Johnson, Phillip Parker, Leigh Pate, Babette Protz, Kim Richardson, Denise Roberts, John Rutledge, Todd Scarlett, Ann Scott, Mike Sherrill, Dick Van Hall, Tania Wolochwianski.

Faculty Secretary: Document submitted by A. Golonka on March 14, 2022, for faculty and staff review.

are still great practices to reduce the spread of the virus. Even in Starr and the Maintenance Building we highly recommend mask usage.

People

Enrollment

As of March 2, 2022, enrollment for Spring 2022 stands at 1689. We are currently ahead of enrollment numbers over last Spring and on a path to the largest Spring enrollment ever at USC Lancaster.

Searches

Faculty searches underway: Archivist, Art, English, and History. I have made an offer for the history position. Many thanks to all of the search committee chairs and members and to Mrs. Tracey Mobley Chavous for your dedication to these searches.

New staff members

Please welcome back the following new staff member to USC Lancaster:
Mr. Barry Hinson—Admissions Processor

Legislative Update

The House budget has been finalized and includes the following for USC Lancaster: \$1.269 million in recurring funding for operations. \$5 million in funding for deferred maintenance and renovations. Also, there is a 3% raise for state employees as well as a bonus of \$1500 in the House budget. This is a very preliminary look at what next year's allocation might be as the Senate is just beginning its work on the budget. There will be no tuition increase for students again next year. The USC system presentation to the Senate Finance Committee took place yesterday at 10:00.

Facilities Update

Automatic door openers for disability access (noted below as ADA entrances/upgrades): We have recently finished projects on the following campus areas/buildings: TRiO, Starr, and Bradley. Hubbard will be next. Automatic door openers were already operational at the library main doors and Founders Hall.

Open Projects

Hubbard parking lot – minor asphalt and concrete work remaining on punch list; work should be resolved this month.

Bradley parking lot – seal and stripe; summer 2022

Parking lots on north side of Hubbard Drive – seal and stripe; summer 2022

Campus signage – new building and directional signage in blue and white; spring 2022

Gregory Family YMCA – replacing gymnasium HVAC units; fall 2022

Stevens Theater renovations – seating, storage, dressing rooms, restrooms, sound, lighting; spring 2023

Bradley renovations; summer 2022

- Refresh for Arnold Special Events Room – paint, audio visual upgrades, new chairs
- Bundy Auditorium – carpet, new stage floor, stage lighting upgrades
- Restrooms (first floor) – automatic flushers, new vanities and sinks
- Hallways and foyer – replace water damaged sheetrock
- Classroom 121 – carpet

Upcoming Projects

Gregory Family YMCA – roof replacement, complete HVAC replacement, resurface parking lot

Bradley – office upgrades (carpet, paint, etc.); mechanical system upgrades

Dowling – locker room, training room, restroom renovations; resurface east parking lot

Founders – office upgrades (carpet, paint, etc.)

Hubbard – office upgrades (carpet, paint, etc.); ADA entrance

Medford – elevator upgrade; roof replacement

Starr – renovate office space

Soccer field – field, lighting, and ADA upgrades

Tennis court building – roof replacement

Picnic Pavilion – power access, lighting, ADA sidewalk

USC Lancaster in our Communities

The **Town-Gown Advisory Group** met on Feb. 24 and heard insightful updates from several community leaders including the newly chosen President of the Lancaster County Chamber of Commerce, John McCain, and the City Manager, Flip Hutfles. Also presenting was a private developer from Charlotte who is working on a Main Street project to bring a museum to Lancaster. Our final meeting for the semester will take place on April 14.

Other items...

- The next **Lunch & Learn at the NASC** is March 18 at noon with a talk entitled “From Catawba to Contemporary - Pottery & Ceramic Arts from the SC State Museum’s Collection” by Paul Matheny, Director of Collections at the museum.
- Please be on the watch over the next several weeks for an email containing a link to **my evaluation by faculty and staff**. Thank you for completing the evaluation. I always appreciate your feedback.
- We have just learned that the **Student Food Pantry has received a \$2500 grant from the Springs-Close Foundation**.
- **Commencement 2022**: Planning is underway for an outdoor commencement ceremony on Saturday, April 30 at 2:30 pm. This year’s speaker will be Chief William “Bill” Harris, Chief of the Catawba Nation. The ceremony will take place just in front of the Crawford Rose Garden. More information including a schematic layout of the space will be shared in early April. The pre-ceremony reception with our invited guests and platform party individuals from Columbia will also take place outside in the courtyard of Founders. The post-ceremony reception for graduates and families will be grab-and-go specialty items at stations around the ceremony location.
- **SACS COC in-person visit**. As I mentioned last month, while we have completed fully our requirements with SACS COC for reaccreditation and we have received the official letter from the SACS COC office reaffirming our accreditation, we still have to go through an in-person visit with SACS COC officials on April 26-28, 2022. Someone from the on-site team will visit Lancaster on April 27. We will know more about this visit, its itinerary and scope, in the next several weeks.

- **Guest presenter, Andy Roush.** Background: The **USC Lancaster campus bookstore** will shift its operations model for student purchase of textbooks and course supplies beginning in Fall 2022. This model is quickly becoming the norm for campus bookstores to remain viable and competitive in challenging economic times. The Access Program that Follett Higher Education will implement will have students charged a flat rate of \$25 per credit hour and will provide books and materials automatically based on courses students are registered for. Digital books and materials are prioritized but rentals and purchases are also included. The charges go on to student accounts, and the program is fully integrated into Banner as well as into the student billing system. Students also have the choice to opt out of the program. There are several advantages to this new approach. As noted, we will hear a short presentation today from Follett regional bookstore manager, Andy Roush, who will give an overview and answer any questions you may have.



UNIVERSITY OF
SOUTH CAROLINA
LANCASTER

Todd Lekan, Associate Dean for Academic & Student Affairs

REPORT TO THE FACULTY ORGANIZATION

March 4, 2022

1. Spring 2022: Advising and Registration Update.

- a. As of February 28, **502 traditional degree-seeking** students have been registered.
- b. As of February 28, **1009 dual enrollment** students have been registered.
- c. As of February 28, **BOL** enrollment is **39 (43 last year)**; **BLS** enrollment is **40 (55 last year)**.
- d. **Total undergraduate headcount: 1686** (compared to 1624 last year).
- e. Note that students register for summer and fall terms beginning **March 14**.

2. Course Modality for FA22 Schedule. 220 out of 309 classes are face-to-face, which comes out to 71%. And 89 out of 309 (29%) are online. (Note that credit hour percentage is roughly the same).

3. 2022-2023 Faculty Review Intent Form.

- a. March 15 is the deadline to use the Faculty Review Intent Form to declare intent to undergo reviews during the 2022-2023 year.
- b. Please submit the Faculty Review Intent Form even if you are not undergoing reviews in 2022-2023. The form is the Palmetto College mechanism for faculty to communicate their intent to continue employment with the university in the next academic year. Thank you!
- c. Those faculty eligible for promotion have been notified. If you have any questions about your review schedule, please do not hesitate to reach out to me.

4. **Travel Study Proposals.** There is still time to submit these proposals! Please complete and submit the online form (<https://tinyurl.com/travelstudyproposal>) by 5 pm on March 15, 2022. **Note: You will be prompted to log-in with your USC username and password.*

5. **Positions.**

- a. Student Life Director: we are waiting on Columbia approval of our position description.
- b. Psychology/Counselor faculty instructor: this position will be a 12-month appointment with joint teaching and counseling responsibilities.
- c. Nursing faculty instructor: this position will address teaching needs currently being offered by adjuncts as well as taking on advising duties.
- d. The faculty positions have been vetted with the Hiring Priorities Committee. The next step will be securing Columbia approval.

6. **Student Awards.**

- a. Each year, the Clara P. Hammond Award is presented by the USCL Scholarship Committee, with recommendations from faculty/staff, to “an outstanding freshman or sophomore on the basis of exemplary scholarship, leadership, character, and contribution to the student body.” It is the highest student award given by the USC Lancaster campus, and the recipient receives a plaque as well as an original sculpture by Lancaster artist Bob Doster. This award is presented at the annual commencement exercises. The Scholarship Committee is currently seeking nominees. Please send your nominees, along with your rationale for the nomination, to me by the end of the workday on *Thursday, March 17*. Nominations will be reviewed by the Scholarship Committee, who will then select this year’s recipient.
- b. **Division Awards.** Each year the faculty in that division vote to present an outstanding achievement award to a student who has excelled in courses in that division. Please work with Division Chairs to identify nominees by Thursday, March 17.

7. **New Lancer Summer 22 Orientation.** Dates are set for **June 9, 22, 28; July 14, 20, 26.**

- a. Once students register for orientation, they will be instructed to sign up for advising and registration appointments with staff. The goal is to arrive at orientation with a reasonable schedule which can be modified that day or later before fall.
- b. AM: Dean presentations then 3 pod groups rotate through 3 sessions: Foreign Language Test, Financial Aid, Managing Money.
- c. Lunch: Resource fair and presentations from Trio.
- d. PM: Carolina Card/Parking; Course Schedule Review; Tour/Fun Activity.
- e. 5:30-6:30: Family member virtual orientation (Deans, Financial Aid, Business, Advising).

8. **Recent Faculty Accomplishments.**

- a. **Lisa Hammond** was awarded a two-week residency in poetry in February by the Hambidge Center for Creative Arts and Sciences. Situated on 600 acres in the mountains of north Georgia, Hambidge is a sanctuary of time and space that inspires individuals working in a broad range of disciplines to create works of the highest caliber. Hambidge Fellows include Grammy Award and Pulitzer Prize winners, Poet Laureates, Guggenheim Fellows, and MacArthur Fellows. Their books have been reviewed in the New York Times; their plays have been produced on Broadway; and their artwork showcased in the Venice and Whitney Biennales, among others.
- b. **Chris Judge** has been appointed to the Board of Directors of the USC Educational Foundation. He has also been elected Secretary of the newly formed Archaeological Institute of the Pee Dee.
- c. **Lauren Thomas** was awarded a BTC Rolling Grant through the Center for Integrative & Experiential Learning this semester. This funding is being used to purchase motion-sensor cameras to assess visitor demographics and types of physical activity behaviors occurring at the Lindsay Pettus Greenway in Lancaster, SC. Students taking HPEB 300 will be trained in how to utilize a direct observation instrument called [SOPARNA](#), which assesses use of outdoor recreation settings. Trail cameras will be placed in mid-March 2022 for one full week. Students will then code data from trail camera footage and analyze their collective findings. Results will be shared with the community leaders.

9. Upcoming Events.

- a. **March Women's History Month Lunch and Lecture series.** These talks will happen on Mondays at 12:15 (except for March 7) throughout March in the Student Center. Free lunch will be provided. Details forthcoming from the Student Life office.

- b. The next **Brent Burgin Lunch and Learn** event hosted by the Native American Studies Center will occur at noon on Friday, March 18. For information: https://sc.edu/about/system_and_campuses/lancaster/documents/native_american_studies/lunch_learn/2022/march.pdf

We like March.
His Shoes are Purple-
He is new and high-
Makes he Mud for Dog and Peddler.
Makes he Forests dry.
Knows the Adder Tongue his coming
And presents her Spot—
Stands the Sun so close and mighty
That our Minds are hot.

News is he of all the others—
Bold it were to die
With the Blue Birds exercising
On his British Sky.

--Emily Dickinson

Report to the UofSC Lancaster Faculty Organization

Academic Success Center

Patrick Lawrence, Director

Announcements

- The search is on for new tutors as some of our experienced peer tutors graduate to bigger and better things. If you have a talented student, especially in nursing, chem, or biology, we would love to know about them. Please forward recommendations to the address below.
- The ASC will be closed during spring break; however, students are still able to schedule appointments online for after we return.

Monthly Overview

February's big story is that the Center is springing to life as the semester gets underway. Our first full month of service, this is also the time when students start having projects due and facing mid-term assignments and exams, contributing to a much busier schedule. We are currently putting in place final preparations for summer tutoring, including hiring staff. We will be supporting most of the courses on the schedule, including writing, Spanish, math, and most sciences. Tutors will be available in person and via Zoom.

Our tutor Phyllis Jarvis supported Medford Library's Study Party on March 3rd to assist students with research and study skills on a drop-in basis. In another effort to diversify how we support students, the Center is exploring a math lab-style program that would offer tutor-supported study sessions in the ASC's large meeting room on a recurring basis. This project has been developed in close coordination with math faculty, and we hope to have a version in place this semester.

Summary of Tutoring Data

Year-to-year trends: While we are only at about 60% of 2020 levels with respect to the number of tutoring sessions we've held and number of students we've served, we are up significantly over last year, with an 80% increase in the number of tutoring sessions and a 30% increase in the number of students served. This indicates that we are continuing to bounce back from COVID lows and should expect to see more robust service numbers as the year progresses.

Month-to-month trends: February was also busy compared to December and January. In fact, both total sessions and students served effectively doubled over January. This is nice, but is due in part to the fact that Jan. and Dec. were partial months, meaning trends likely aren't significant.

Session distribution trends: We saw an explosion in the number of courses and fields we tutored, but also saw a large increase in two specific courses. Math continues to drive a lot of our traffic, and 111 and 115 are the courses we're serving over and above all others. We also saw a significant increase in the percentage of virtual sessions we're offering. We made a conscious effort to reach out to instructors of virtual courses to let them know this option was available for their students.

(See appendix for more complete data.)

Contact Information and Resources

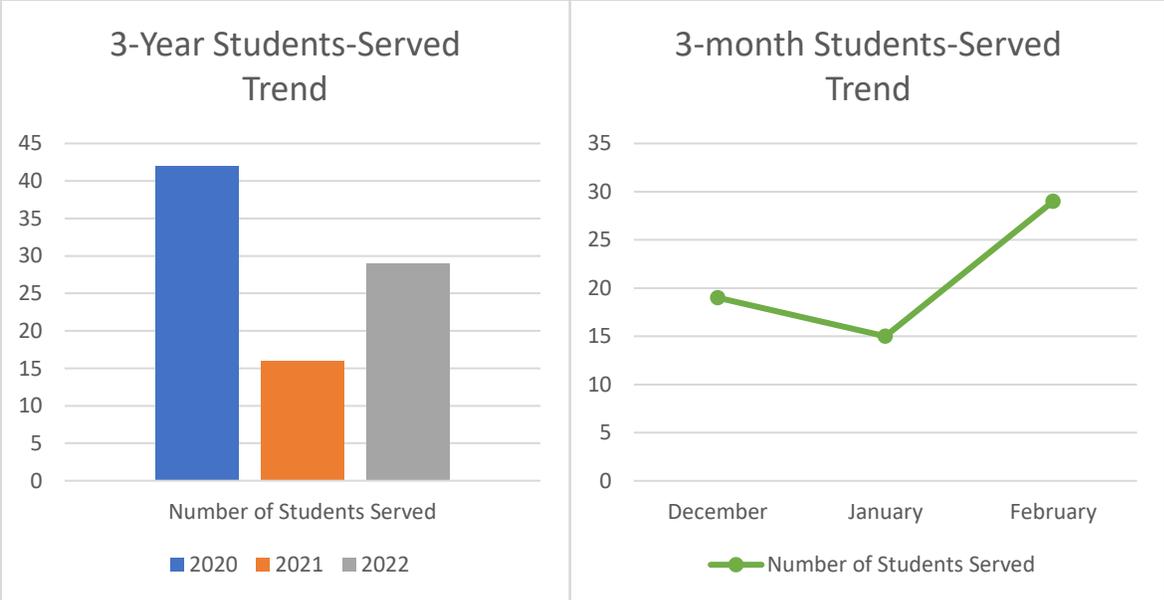
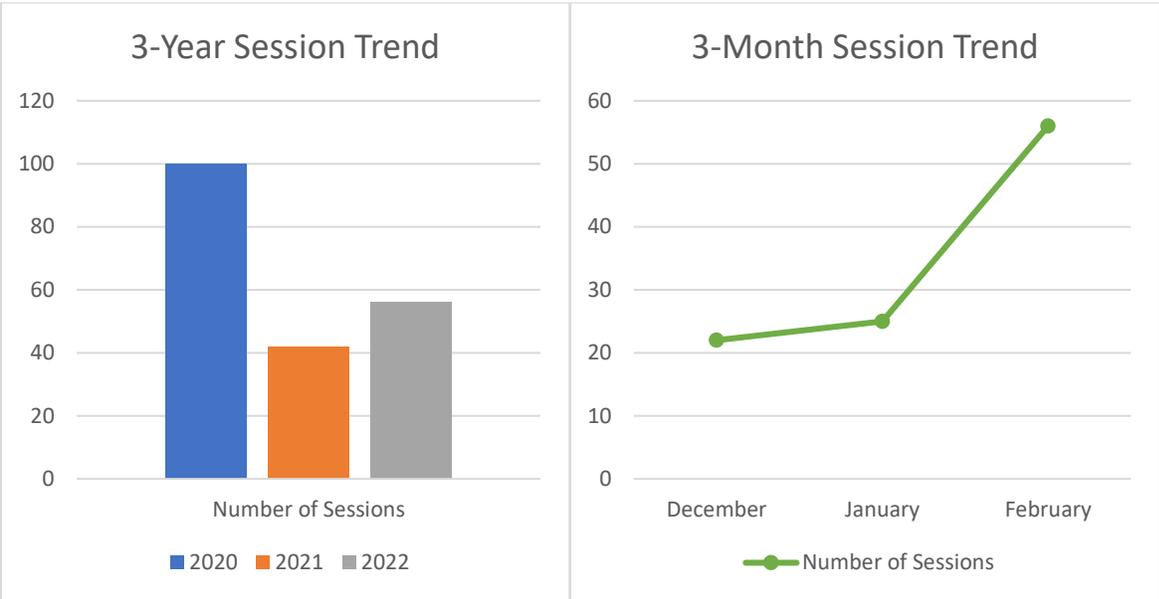
Phone: 803-313-7113

Web: sc.ed/lancaster/asc

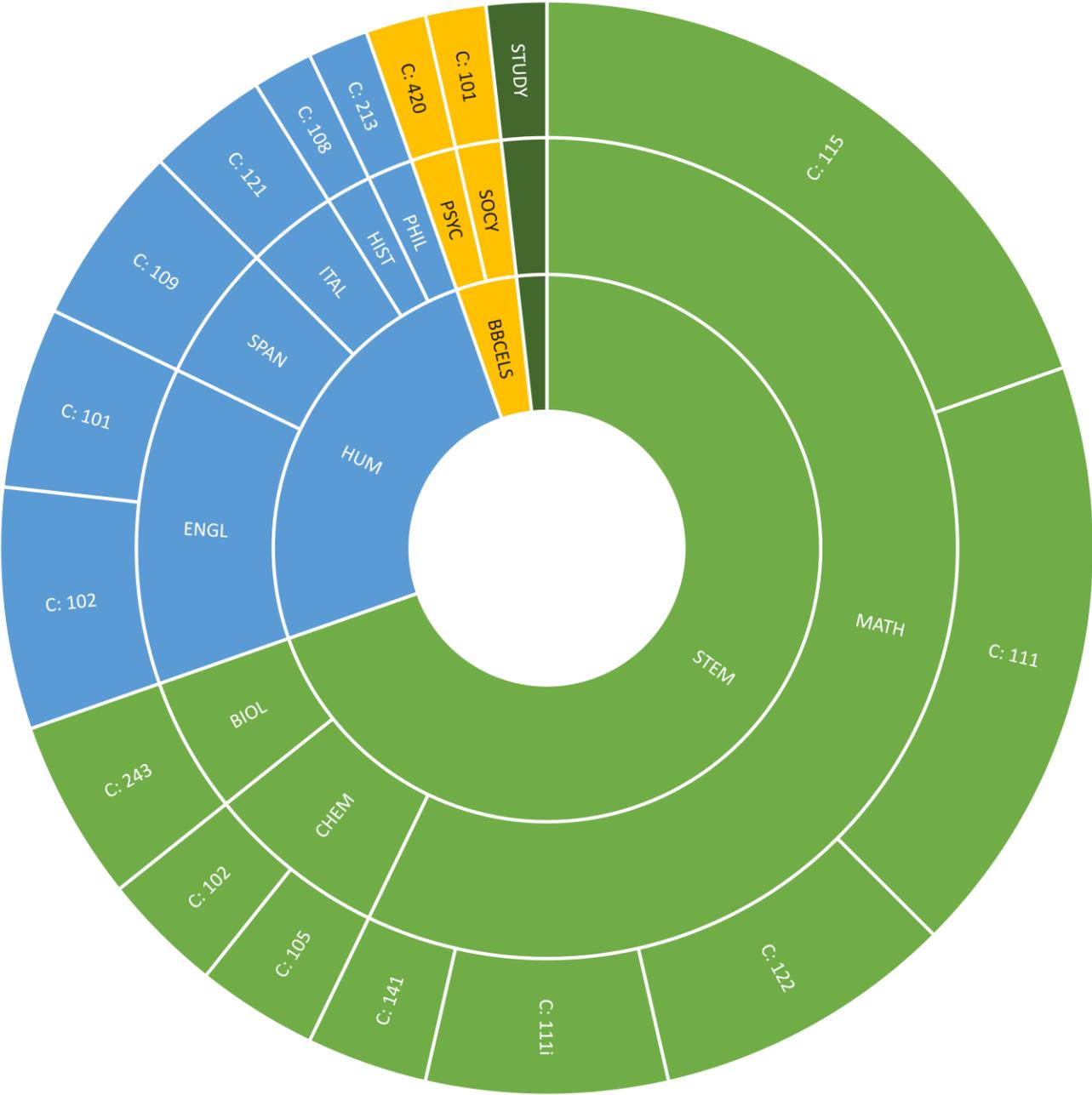
Patrick Lawrence, Director: pslawren@mailbox.sc.edu

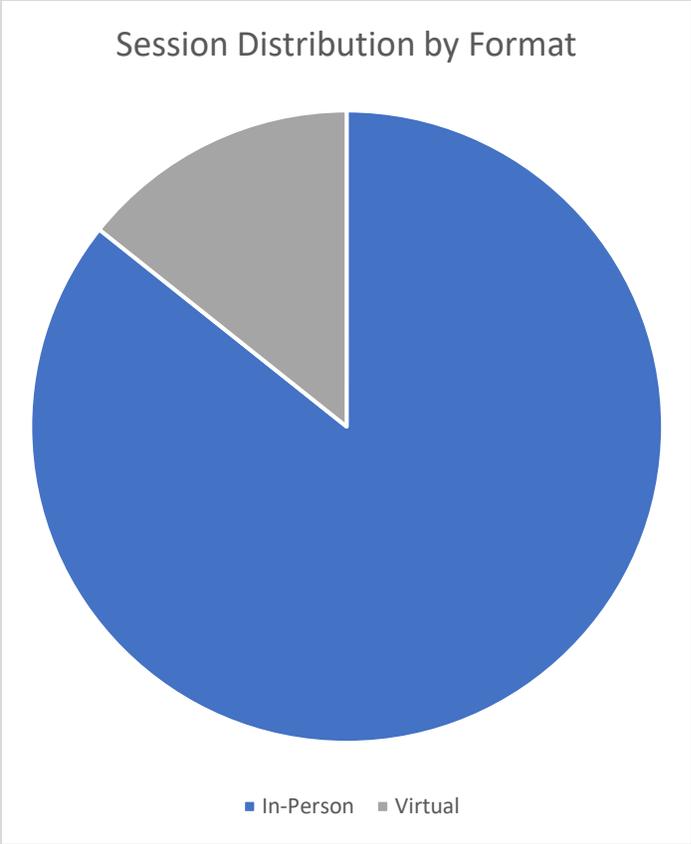
Elaine Connor, Academic Success Coordinator: etconnor@mailbox.sc.edu

Appendix: Tutoring Data



Session Distribution by Field and Course





FROM: Tracey Mobley Chavous, PHR -Director of Human Resources

MEETING: Faculty Organization Meeting – March 4, 2022

DATE: March 3, 2022

ATTACHMENTS: 0

INFORMATION ITEMS:

1) The 2021 Form 1095-C were made available to employees on March 2, 2022.

The Form 1095-C includes information about the employee's healthcare coverage. This form may need to be included when filing taxes.

A note about the amount entered on Line 15 of your Form 1095-C.

- The USC Benefits Department is **required** to enter the dollar value of the employee required contribution in Line 15. To establish the amount, they used the value of employee-only coverage for the least expensive coverage option. The Savings Plan is the lowest cost premium option offered at \$9.70 for single coverage. **Even if you actually enrolled in a higher cost coverage option, or opted out of coverage all together, line 15 reflects \$9.70, the lowest monthly cost.**

All employees who consented to receive their Form 1095-C electronically may access the form in the HR/Payroll system. <https://hcm.ps.sc.edu/>

After logging into the system select the Benefits Details Tile, then select View Form 1095-C. To view, print or save the Form 1095-C choose 1095-C Original under the heading Tax Form. Instructions gives directions for using the Form 1095-C to file your 2021 taxes.

Employees who did not electronically consent or did not meet the deadline will receive their Form 1095-C in the mail to the address listed in the HR/Payroll System.

The USC Benefits Department mailed Form 1095-C to the last known address listed in the HR/Payroll system for former employees.

Any questions regarding the 2021 Form 1095-C form should be directed to the USC Benefits Department via email BENEFITS@mailbox.sc.edu or telephone 803-777-6650. The USC Benefits Department is open Monday – Friday from 8:30am – 5:00pm.

- 2) Please consider the student employees who will need to be hired or rehired for Summer 2022.

An approved Personnel Request Form should be shared with the Lancaster Campus Human Resources Department at least two weeks prior to the requested start date.

Personnel Request Forms are located on the Human Resources website under the heading Forms.

https://www.sc.edu/about/system_and_campuses/lancaster/internal/faculty_and_staff/human_resources/index.php

The effective dates of summer appointments for student hires may begin on or after May 16, 2022 and must end on or before August 15, 2022. Student Assistants may work up to 40 hours per week during the summer.

To be eligible for hire current students must either register for a summer term or be pre-registered for at least 6-credit hours for Fall 2022.

New students are eligible for hire, but the effective dates of their appointment may begin on or after June 1, 2022 and must end on or before August 15, 2022. New students must also be preregistered for at least 6-credit hours for Fall 2022.

Please view the Student Employment Policy for further information.

<http://www.sc.edu/policies/ppm/hr186.pdf>

USC Lancaster Faculty Organization

Campus Technology Update

March 4, 2022

Highlights

- **Internet Circuit Diversification:** The UofSC Division of IT and Segra Communications has successfully diversified the campus internet circuit paths to USC Columbia. This will help minimize the outages campus has experienced over the past few years due to equipment failures or a break/cut in the infrastructure cabling within Segra's network. Just a reminder, that diversification of the circuit does not protect the "last mile" between Comporium's NOC and 476 Hubbard Drive, but incidents inside the "last mile" are extremely rare.
- **Classroom Audio/Video upgrades:** An installation crew from Clark Powell and Associates is now on campus and will remain onsite most likely beyond the original April 29 scheduled completion day. The crew is currently working through the Phase 1 portion of the installations in the Founders Hall and Bradley Arts and Sciences classrooms. An e-mail update regarding an early issue with the project was sent to faculty and staff on 3/1/2022, and I have included it as part of my report. I am also including the modified tentative installation schedule sent on 3/1/2022. the Weekly updates on the progress of the installations, as well as information on future issues that might arise will be sent to faculty and staff. Based on the current delivery dates of equipment on backorder, both phases should be complete by the start of Summer II.
- **Other project updates:**
 - Bradley Classroom media computers: Will be installed in coordination with the A/V upgrades in Bradley.

From: [Faulkenberry, Blake](#)
To: [LANCASTER Campus](#)
Subject: Founders Hall and Bradley Audio Visual Installation (updated schedule)
Date: Tuesday, March 1, 2022 8:51:00 PM
Attachments: [AVINSTSP22v2.pdf](#)

Hello USC Lancaster Faculty and Staff,

The Audiovisual installation vendor discovered very early Monday morning that 2 minor pieces of the installation hardware for our classrooms had not been received as anticipated and were still on backorder from the vendor. Fortunately, the hardware items were not associated with the basic functionality of the classroom presentation systems for the majority of the classrooms. As a result, some of the rooms will have to be done in 2 phases. Phase 1 being installation of the base functionality components, Phase 2 installation of hardware that is currently on backorder. The backordered items include the AirMedia wireless presentation system and Media Presentation Control panels for the systems. For phase 1, the newly installed content switcher/scaler is being set to automatically sense the input that is being used, Media PC, Laptop/Tablet or Bluray. The projectors will have to temporarily be powered on/off using the remote control provided with the Sony laser projector in the rooms until both installation phases are completed.

The installation order also had to be modified moving Bradley 120, 121 and Founders Hall 104 later in the installation order. Bradley 113, 226 and 106 have replaced Bradley 120, 121 and Founders 104 respectively from the previously shared installation schedule. An instruction page is being developed and will be placed in the rooms when phase 1 of the installation is completed. In addition, IT Staff will meet faculty in the rooms as they are completed and go over how the rooms will operate.

The modified installation schedule is attached and I will provide more information in my report to the Faculty Organization during the meeting.

Blake Faulkenberry
Director of Information Technology | USC Lancaster
blakef@sc.edu | Office Phone (803) 313-7033

Founders Hall, Bradley Arts and Sciences and NASC Classroom AV upgrade installation schedule										
Install Date	Day of the week	BLDG/RM	Instructional Impact						Proposed temporary room assignment for install day	
2/28/2022	Monday	FNDRS 131							Complete	
3/1/2022	Tuesday	FNDRS 231	ENGL	463		TR	02:30 pm-03:45 pm	S Penuel	Complete	
3/2/2022	Wednesday	BRAD 113							Complete	
3/3/2022	Thursday	BRAD 226	CHEM	334		MWRF	08:00 am-09:15 am	F Burke	Currently in Progress	
3/4/2022	Friday	BRAD 110							Currently in Progress	
3/7/2022	Monday	FNDRS 127							Not needed Spring Break	
3/8/2022	Tuesday	FNDRS 001							Not needed Spring Break	
3/9/2022	Wednesday	FNDRS 003							Not needed Spring Break	
3/10/2022	Thursday	FNDRS 123							Not needed Spring Break	
3/11/2022	Friday	BRAD 107							Not needed Spring Break	
3/14/2022	Monday	FNDRS 129							Not needed, room shows on Banner as available all day	
3/15/2022	Tuesday	FNDRS 002	HIST	109		TR	01:00 pm-02:15 pm	K Richardson	move to FH 001, room shows available for section on Banner	
3/16/2022	Wednesday	FNDRS 128	MATH	Multiple Classes			08:00 am-03:45 pm	J Holt	move to FH 129 for install day	
3/17/2022	Thursday	FNDRS 126	SPAN	Multiple Classes			11:00 am-02:15 pm	T Wolochwianski	move to FH 231 for install day	
3/18/2022	Friday	BRAD 106							Not needed, room shows on Banner as available all day	
3/21/2022	Monday	FNDRS 130	ENGL	Multiple Classes			09:30 am-2:15pm	N Lawrence	move to FH 129 on install day	
3/22/2022	Tuesday	FNDRS 223	FINA	369		TR	08:00 am-09:15 am	S Emanuel	move to FH 231 for install day	
			ANTH	Multiple Classes			11:00 am-2:15 pm	C Judge		
3/23/2022	Wednesday	FNDRS 230	ENGL	101		MW	02:30 pm-03:45 pm	S Penuel	move to FH 232 for install day	
3/24/2022	Thursday	FNDRS 227	MKTG	350		TR	11:00 am-12:15 pm	S Emanuel	Move to BB 120 for install day	
3/25/2022	Friday	FNDRS 228							Not needed, room shows on Banner as available all day	
3/28/2022	Monday	FNDRS 229	SOCY	101		MW	09:30 am-10:45 am	J Yarosh	Move to FH 001 or 002 install day, room shows available for section on Banner	
3/29/2022	Tuesday	FNDRS 232	PALM	401		TR	11:00 am-12:15 pm	S Penuel	move to FH 231 for install day	
3/30/2022	Wednesday	BRAD 101	CHEM	102		MW	09:30 am-10:45 am	L Cai	Move to BB 107, room shows as available for section in Banner	
			CHEM	112		MW	11:00 am-12:15 pm	B Obi Johnson	Move to BB 107, room shows as available for section in Banner	
3/31/2022	Thursday	NASCTR 106							Not needed, room shows on Banner as available all day	
4/1/2022	Friday	FNDRS 226							Not needed, room shows on Banner as available all day	
4/4/2022	Monday	BRAD 207							Not needed, room shows on Banner as available all day	
4/5/2022	Tuesday	BRAD 204							Not needed, room shows on Banner as available all day	
4/6/2022	Wednesday	BRAD 208	Tentative Installation Date, will discuss with faculty using Bradley 208.							
4/7/2022	Thursday	BRAD 103	BIOL	208		TR	11:00 am-12:15 pm	U Neelakantan	Move to BB 106, room shows as available for section in Banner	
			UNIV	101		TR	1:00 pm-2:14 pm	D Jordan	Move to BB 101, room shows as available for section in Banner	
4/8/2022	Friday	FNDRS 228							Not needed, room show as available all day	
4/11/2022	Monday	BRAD 112							Not needed, room shows on Banner as available all day after 9:15 am	
4/12/2022	Tuesday	BRAD 202							Not needed, room shows in Banner as available all day	
4/13/2022	Wednesday	BRAD 120							Not needed, room shows on Banner as available all day	
4/14/2022	Thursday	BRAD 121							Not needed, room shows on Banner as available all day complete before SP2	
4/15/2022	Friday	FNDRS 104							Not needed, room shows on Banner as available all day	
4/19/2022	Tuesday	BRAD 203							Not needed, room shows on Banner as available all day	

Medford Library

FACULTY MEETING REPORT MARCH 4, 2022

FEBRUARY SERVICE STATISTICS AND PROGRAMS

- **1610** unique visits
- **1263** LibGuide views
- **85** Study Area Reservations
- **23** Community computer uses
- **2** Book a Librarian consultations
- **1** library instruction session
- **1** presentation to the PALs

FEBRUARY CIRCULATION STATISTICS

- **38** General collection items circulated
- **3** AV collection item circulated
- **4** Juvenile collection items circulated
- **3** Graphic Novel collection item circulated
- **2** New Book collection items circulated
- **2** Oversize items circulated
- **10** Special Collection items circulated
- **5** Reserve items circulated

EVENTS/DISPLAYS

- Book Display
 - Women's History Month Book Display
- Events
 - Period Product Drive
 - We are working with TRiO to collect period supplies to make available in the library and TRiO bathrooms. Unopened packages period supplies can be donated in designated boxes in the library and TRiO throughout March.

PUBLISHED? LET US KNOW SO WE CAN BUY YOUR BOOK!

- <https://usclancaster.libguides.com/c.php?g=322991&p=2164202>

HELPFUL LINKS

- Request Library Instruction:
<https://usclancaster.libguides.com/c.php?g=322991&p=2164214>
- Place materials on Reserve:
<https://docs.google.com/forms/d/e/1FAIpQLSedUHSP4B1lin9BFQUZwff3SJhaHI9vcFsvECnTaMTLYcKd2A/viewform>
- Book a Librarian: <https://usclancaster.libguides.com/c.php?g=322991&p=2164200>
- Reserve the library computer lab: <https://usclancaster.libcal.com/space/113144>
- Document the impact of your scholarly activities: <http://bit.ly/20Gu02g>
- Check out tools for teaching and learning support: <http://bit.ly/1nMHxrm>
- Material Recommendations. Have something you would like to see added to the collection? Please let us know.
<https://usclancaster.libguides.com/c.php?g=322991&p=2164202>

Student Success and Retention

USCL Faculty Organization Report

Report Sections

- Advising (Registration opens on March 14, 2022)
 - Counseling
 - Disability Services
 - Early Alerts (Send an alert anytime!)
 - Graduation with Leadership Distinction
 - Travel (Deadline to submit proposals is March 15, 2022)
-

Advising

- Summer/Fall 2022 Registration begins on March 14, 2022.
- We are promoting advising/registration week to week. On March 15, we will host a “Who is My Advisor?” event in front of Founders.
- Communication Plan:
 - All advisors (first-year and faculty) have been sent their list of advisees.
 - Students have been sent the name of their advisor and preferred contact method.
 - Each week, we will check our enrollment records and continue to follow up with students that are not registered.
 - We are messaging that all students need to register for classes before the end of the semester.
- Are you able to remove holds? Please check your Banner/Self-Service Access. If you are not able to remove holds, you will need to submit a DAPS request. Banner and Self-Service access/Ability to remove a hold: Send me an email if you need me to submit paperwork to get you access.
- Student advisees that are listed in self-service are not accurate. Please refer to the advisee list we send in emails. We are hoping to correct the self-service issue at a later date.

Counseling

USCL continues to search for a full-time counselor. While the position is vacant, counseling services are provided at no charge to students through MyGroup, a Student Assistance Program (SAP). To set up an appointment, students may call 704-529-1428 or 800-633-3353. There is also an option to submit an [online request](#). The student will be connected with a counselor based on their needs and preferences (telephonic, virtual, in person). Students also have access to a free 30-minute appointment for legal consultation with a local attorney and a free financial counseling appointment.

**If you would like to have someone walk the student through the process of signing up for an appointment, please feel free to contact me at (803) 313-7120 or schryer@mailbox.sc.edu or stop by Starr Hall room 126.*

In addition to counseling services, MyGroup provides access to an online resource library that features searchable databases and resource links for childcare providers, elder care, and related services. Financial tools include a discount shopping program. Downloadable legal forms, such as living wills and power of attorney documents, are available as well.

Students may access the MyGroup Work-Life portal for helpful resources including financial and legal services.

Access Information:

www.mygroup.com > My Portal Login > Work-Life
Username: usclcounseling Password: guest

All of this information is available at [Personal Counseling Services - My USC Lancaster | University of South Carolina](#).

Disability Services

If you have a student that needs accommodations, please contact Annette Horton in [Disability Services - My USC Lancaster | University of South Carolina](#).

Early Alerts

We know the importance of connecting with students early and often (occurring within the first six weeks) are ideal. We are requesting that faculty submit early alert forms for any student that is not attending class, missing assignments, or who would benefit from a contact by a student success staff person. This form will remain active throughout the semester.

[Early Alert - My USC Lancaster | University of South Carolina](#)

When a form is submitted, Academic and Student Affairs will contact the student via email/text to notify them of the alert and share relevant resources and contacts.

NOTE: This form is shared by Palmetto College, so Laura Carnes is copied on the email confirmation. Additionally, the following people/offices receive the alert:

- Zoe Byrd
- Pam Ellis
- Summer Harmon
- Asheley Schryer
- Business Office

Graduation with Leadership Distinction (GLD)

Are your students engaging in beyond the classroom experiences (community service, internships, research, global learning, leadership, etc)? If so, encourage them to pursue Graduation with Leadership Distinction. Students that are interested in the process can [make an appointment](#) with Asheley Schryer.

Want to schedule a GLD presentation for your student organization or class? Contact Liz Easley (EASLEYEA@mailbox.sc.edu) or Asheley Schryer (schryer@mailbox.sc.edu).

USCL students may apply for the [Carolina Engage Grant - Center for Integrative and Experiential Learning | University of South Carolina \(sc.edu\)](#) to successfully complete their beyond the classroom experience. Students can apply for up to \$500 initially by describing in detail how the beyond the classroom experience connects to their personal, professional, and/or academic goals. Priority is given to students demonstrating significant need in order to engage in meaningful beyond the classroom experiences. Funding may be used for conference registrations, education abroad experiences, professional clothing for an internship, certain technology requests, and many other beyond the classroom activities. Eligibility Requirements:

- Must be a full-time undergraduate student at UofSC Columbia or the Palmetto College regional campuses (Lancaster, Salkehatchie, Sumter, or Union)

- Must have a 2.2 cumulative GPA or higher
- Must be participating in a beyond the classroom experience
- Must be willing to submit a reflection through Garnet Gate upon completion of the experience

Encourage your students to present at Discover UofSC! This event is for students that have engaged in beyond the classroom experiences including research, community service, global learning, leadership, internships, etc. Discover UofSC is also looking for reviewers and volunteers to assist with the event.

- Presenters: [Register to present by Friday, March 4, 2022.](#)
- Reviewers: UofSC and Prisma Health faculty, staff, graduate students and postdocs, UofSC alumni and invitees of Discover UofSC organizers are eligible to serve as reviewers. [Register to review by Friday, April 1, 2022.](#)
- Volunteers: UofSC and Prisma Health faculty, staff, undergraduate and graduate students and postdocs, UofSC alumni and invitees of Discover UofSC organizers are eligible to serve as volunteers. [Register to volunteer by Friday, April 1, 2022.](#)

Note: Graduation with Leadership Distinction is a program through the Center for Integrative and Experiential Learning (CIEL) at Columbia, formerly USC Connect. Asheley Schryer and Dr. Liz Easley are the CIEL Fellows for the Lancaster campus.

Travel

Want to take your course beyond the classroom? The Student Affairs Committee is now accepting travel study proposals! Please complete and submit the online form (<https://tinyurl.com/travelstudyproposal>) by 5 pm on March 15, 2022. **Note: You will be prompted to log-in with your USC username and password.*

Questions? Contact Asheley Schryer at schryer@mailbox.sc.edu or (803) 313-7120.



Matt Williamson
Director, TRiO Programs

REPORT TO THE FACULTY ORGANIZATION
March 4, 2022

Opportunity Scholars Program:

- We are currently serving 142 students from low-income, first generation, or disabled backgrounds. We need a minimum of 23 additional eligible students, who will be double qualifiers (meaning both low-income and first generation) prior to the end of August 2022 to meet our federally mandated enrollment requirement of 165 participants. If any faculty member has a student that may qualify for our services, please contact **Andrea Campbell** at campbe99@mailbox.sc.edu.
- 27 of the best and brightest USCL students will be traveling with us to Williamsburg, Virginia during the spring break on March 7-10, 2022. While there we plan to tour **Colonial Williamsburg, William & Mary**, as well as engage in other cultural experiences.
- We plan to purchase 10 tickets for OSP students to experience the **Motown Ballet**, sponsored the Lancaster County Council of the Arts on March 14, 2022, at the Lancaster High School Multi-Purpose Building.
- The next **OSP Luncheon** will be held on Wednesday, March 16, 2022, at 12:15 p.m. in the TRiO Learning Resource Center. **Karlee Christian** will be speaking about the **National Society of Leadership and Success (NSLS)**.
- We will be hosting a **Civilian Response to Active Shooter Events (CRASE)** presentation in the TRiO LRC with **Dr. John Rutledge** from 12:00 Noon to 1:30 p.m. A food truck will be on campus for all who attend.
- **Asheley Schryer** will be speaking on how students may earn **Graduation with Leadership Distinction (GLD)** at the **OSP Luncheon** on Wednesday, March 30, 2022, at 12:15 p.m. in the TRiO LRC.

Upward Bound:

- Phase two of our hybrid **Spring 2022 Internship Academy** commenced on Monday, February 28, 2022, with **Bridgett Plexico** at the helm. Participants are learning soft skills while exploring a range of career options through the online Microburst Learning EmployABILITY Soft Skills platform.
- We will be purchasing 10 tickets for Upward Bound participants to attend the **Motown Ballet** on March 14, 2022.
- We are planning to participate in the **Career in Sports** event with the **Charlotte Hornets** on Friday, March 25, 2022. This will include a behind-the-scenes look at the Hornets franchise as well as attending the game versus the Utah Jazz at the Spectrum Center that evening.
- We are also planning a spring break overnight trip for up to 36 participants to the **Raleigh-Durham Research Triangle** on April 20-22, 2022.
- Intergovernmental reviews are currently underway on the Proposal Application Package we submitted to the federal Department of Education (ED) in January. We anticipate the announcement of new awards as early as late April 2022. This potential continuation award



will fund the Upward Bound project through 2027. The estimated size of new awards should be more than \$1.8 million.

Student Organizations:

- The **D.E.F.I.N.E.** organization is partnering with **The Children's Council of Lancaster** and **The Hubb** to educate and mentor female **Upward Bound** participants as part of **Seventeen Days**, which emphasizes teen pregnancy prevention services. They are currently planning a Saturday event in April.
- The next D.E.F.I.N.E. meeting will be held on Tuesday, March 15, 2022, at 12:15 p.m. in the TRiO LRC. Lunch will be served and all female USCL students are welcome to attend.
- The **G.E.N.T.S.** group will hold its next meeting on Thursday, March 17, 2022, at 12:15 p.m. in the TRiO LRC. Lunch will be served and all male USCL students are welcome to attend. Group members are currently attempting to coordinate an upcoming visit to the **Lancaster Children's Home**.

Community Service:

- OSP students in partnership with the D.E.F.I.N.E. and G.E.N.T.S. organizations, are continuing to sponsor the **Baby Bottle Fundraiser**. Proceeds will benefit the Lancaster Women's Enrichment Center, located on Main Street. This non-profit agency supplies vital care, counseling, education, and workforce initiatives and referrals for expectant mothers in our local community.
- The **USCL Cares Annual Coat Drive** concluded on Friday, February 11, 2022. Nearly 100 items were collected and donated to the **United Way of Lancaster County** to benefit the **Lancaster Area Coalition for the Homeless (LACH)**.
- On March 14-15, 2022, OSP students will partner with the **Lancaster Rotary Club** to label over 1,000 free books to be distributed in schools throughout Lancaster County.
- Special thanks to **Mark Ammons** and **Eddie Boykin** for meeting with **Christian Garcia** of **HOPE in Lancaster** last month. HOPE wants to partner with the University to implement a mentoring opportunity for college students called the **PrePair Program**. This program will involve pairing the student with a retired mentor from the community to help prepare them for collegiate success and for life after college (e.g., a student interested in the medical field will be paired with a retired local physician). The time commitment for the student will be one hour per month in addition to two 15-minute phone calls. As an incentive, HOPE will provide each student \$600 per year in gift cards (\$25 per month for Walmart and \$25 per month in gas) as well as access to groceries. For the first year, which will begin in September 2022, HOPE is wanting to have 2-3 of our Upward Bound high schoolers as well as 2-3 USCL students. If anyone has a student they would like to recommend for this program, Christian may be contacted at cgarcia@hopeinlancaster.org.

Instructional Design Services

Our Instructional Design team can help faculty in Palmetto College create highly engaging, effective courses focused on student learning experiences – in any delivery format! Contact us to [Schedule a Consultation](#). We're here to help you!

INSTRUCTIONAL DESIGN

Creating highly engaging classes takes planning. The CTE Instructional Design Team can assist you in:

- Designing detailed and organized syllabi
- Planning highly engaging student learning experiences
- Developing course outcomes and objectives
- Creating easy to navigate and accessible courses
- Incorporating multiple methods to check student learning
- Selecting impactful tools
- Engaging your students
- Tips for course management

TECHNOLOGY FOR TEACHING

Our instructional designers can help you choose the best technology tools to support your course objectives and activities, including technologies to help you:

- Communicate with students and share materials
- Create accessible videos and instructional materials
- Engage students with collaborative projects
- Administer assessments
- Monitor academic integrity
- Hold live meetings and virtual office hours

Let us help you steer clear of technical pitfalls, and free you to concentrate on what you do best - teach.

PALMETTO COLLEGE VIRTUAL OFFICE HOURS

Join the instructional designers for virtual office hours with faculty from Palmetto College campuses on April 22, 2022. Drop-in between 11:00 am and 1:00 p.m. to ask questions related to course design, pedagogy, or educational technology.

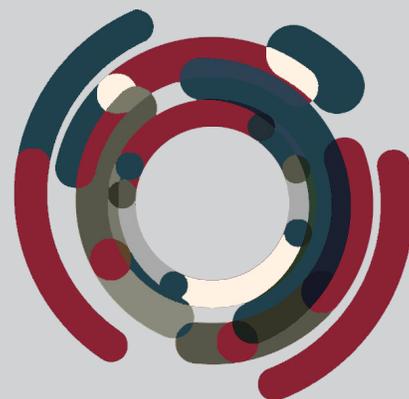
Here is the information for the Blackboard Collaborate Ultra session.

- Blackboard Collaborate works best with [Chrome](#).
- You will need either speakers/microphone or a headset (preferred) to hear and talk during the meeting.
- If you would like to share your video, you will need a webcam.
- Join via the [Blackboard Collaborate Session URL](#).
- How to [Participate in Sessions](#).

SHORT COURSES

CTE's instructional designers offer three short courses to support your professional development.

- Getting Started Teaching Online at UofSC ([GSTO](#))
- Carolina Online Learning and Teaching ([COLT](#))
- Technology for Online Teaching and Learning ([TOTL](#))



INSTRUCTIONAL DESIGN TEAM

Aisha Haynes
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Casey Carroll
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Instructional Designer
yowellj@mailbox.sc.edu

SCHEDULE A CONSULT

Contact the Center for Teaching Excellence for a [one-on-one consultation appointment](#) with an instructional designer to discuss your unique course needs.

WHAT FACULTY ARE SAYING

"Your great flexibility in responding to our needs and the excellence of your work with our faculty contributes immeasurably to our capacity to teach. The CTE is a treasure. Thank you!"

Columbia Senate Report

USCL Members Reporting to USCL Faculty Organization

Date of Report: March 4, 2022, Faculty Meeting

Dates of Columbia Senate Meetings: March 2, 2022

General

- Interim President Pastides: highlighted the new Women's Leadership Academy (contact Dr. Mary Alexander for additional information) and gave an update on the search for the VP for Research (three candidates were submitted and two have been interviewed thus far);
- Interim Provost Cutler: 1) updates to the mask mandate will be based on community trends and hospitalization data; 2) new hiring initiatives to increase diversity including funds to hire minority faculty and new Rising Star fellowship to recruit minority graduate students;
- Dr. Korsgaard: 1) the SC House Bill 4522 (Cancelling Professor Tenure Act) has been tabled for the time being, but has not gone away; 2) Provost search was reopened after the new President was announced to attract more candidates; a better pool of candidates was achieved and campus interviews should take place next month.

Curricula & Courses

[A public list of all proposed changes is available by following this link:](https://sc.edu/about/offices_and_divisions/provost/planning/academicprograms/proposals/submitted-for-approval.php)

https://sc.edu/about/offices_and_divisions/provost/planning/academicprograms/proposals/submitted-for-approval.php

On that webpage, you may search or filter by status, course title/number, college/school, proponent, or Carolina Core Learning Outcome. Each entry gives a detailed description of the proposed changes, justification, date it goes into effect, and the approval process.

The following is a summary of changes voted on in the March 2, 2022 meeting.

- Change in Course:
 - MUED 533 Methods for String Instruction I; New Course Name - Orchestra Methods I
 - MUED 534P Practicum in Methods of String Instruction II; New Course Name - Practicum in Orchestra Methods II
- New Courses:
 - BIOL 202 Infectious Diseases, Human Health, and Ethics (DL)
- Change in Degree Program
 - Bachelor of Science, Geography, 120 Credit Hours

- New Degree Program:
 - Geography Climate and Society Minor, 19 Credit Hours
- Courses Approved for Distributed Learning Delivery
 - BIOL 202 Infectious Diseases, Human Health, and Ethics (DL)

Instructional Development

[Report \[pdf\]](#); feedback is being requested on the proposal for changes to the Carolina Core. Please review the report below and provide feedback by March 18.

Faculty Advisory Committee

1. Faculty Manual Change to be voted on April meeting – [Adjudication Processes and Faculty Bullying/Civility Policy \[pdf\]](#); please review and provide input
2. Standing Rules Change to be voted on April meeting – [Creation of a Resolutions Review Team \[pdf\]](#); please review and provide input
3. Faculty Manual Change – [Consensual Relationships \[pdf\]](#); please review and provide input
4. The following proposals for Faculty Manual Change were voted on and passed: [Curriculum and Courses membership \[pdf\]](#) and [T&P date clarification \[pdf\]](#)

Adhoc Committees

1. Environmental Sustainability, Professor Caroline Nagel, Chair - [Report \[pdf\]](#)
2. Social and Racial Justice, Professor Meir Muller, Chair - [Academic Freedom Resolution \[pdf\]](#)

Report of Secretary

[Nominees for Elected Committees \[pdf\]](#); the slate of candidates was voted on and passed

The agenda and minutes are on the Faculty Senate Website at sc.edu/facultysenate



UNIVERSITY OF
South Carolina
LANCASTER

Athletics Advisory Committee

Faculty Organization Report

03/04/2022

Committee Members: Darris Hassell, John Rutledge, Walt Collins, Matt Williamson, Pernell Lewis, Nick Calhoun (Athletics Dept. Representative), Kyle Markowitz (Student Representative, Baseball)

Chair: Liz Easley

The Athletics Advisory Committee met on Thursday, March 3. Topics of discussion included:

1. Student-athlete checklist that was piloted with the Baseball Team.
 - a. One change that we have already made as a committee is to update the form so that it directs faculty to the USCL Athletics website for game schedule information.
 - b. We also discussed the best ways to have student-athletes distribute this form to faculty teaching online classes.
 - c. We look forward to all student-athletes utilizing this form during the Fall 2022 semester.
 - d. We welcome feedback as we work to prepare the form for next year. Please share your feedback with Liz Easley (easleyea@mailbox.sc.edu).
2. Updated USCL Athletics Website.
 - a. Please take a moment to look at the updated USCL Athletics Website: <https://usclathletics.com/>
 - b. 2-minute website tour can be found here: <https://web.microsoftstream.com/video/d3ae298e-df43-4489-893c-7619d427188c>
 - c. Rosters, schedules, statistics, and social media sites can be found on the Athletics website.
3. Assessing participation/attendance grades for athletes missing classes for games
 - a. The Athletics Advisory Committee members agree that this is best left up to individual faculty members based on their course procedures and University policies.
 - b. Coaches will continue to encourage student-athletes to be proactive and be prepared to present solutions regarding any missed work.
4. Title IX awareness/education for student-athletes and coaches
 - a. The Committee discussed incorporating a Title IX educational webinar/workshop for student-athletes. Dr. Collins will be researching options appropriate for students, and we hope to eventually have all students participate in this education.



UNIVERSITY OF
South Carolina
 LANCASTER

Name			
Semester	Spring	or	Fall
Sport	Year: In-season or Out-of-season		
Practice times:			

Student-Athlete Instructions:

1. Complete this form so that instructors will only have to add their signatures and comments.
2. In-season athletes should direct faculty members to USCL Athletics website for game schedule: <https://usclathletics.com/>
3. Completion and submission of this form does not exempt you from notifying each instructor 1 week in advance before EACH missed class due to a game.

Dear Professor,

To improve communication among student-athletes, faculty members, and coaches, we are encouraging student-athletes to speak directly to their instructors about the following information:

1. The student presenting this form to you is a student-athlete. Above they have indicated their sport and whether their sport is in-season or out-of-season this semester.
2. Their practice schedule and if in-season, the student-athlete has discussed their game schedule for the semester posted on <https://usclathletics.com/>
3. Please share any comments/feedback you have about the student’s performance in your course (i.e. attendance status or whether tutoring/outside of class help recommended).

By signing this form, you are indicating ONLY that you have reviewed the information on this form and that the student has shared their game/practice schedule with you. The student-athlete will still be required to communicate with you regarding every missed class (for games) in advance and discuss any make up work.

Instructor	Class Name	Meeting Times	Attendance Status/Comments/Feedback	Signature and Date

This form is due to the athlete’s coach by March 1 of the Spring semester and October 1 of the Fall semester.