

Morning Session

- Session called to order shortly after 9:30.
- Remarks, USC President Robert Caslen (0:54)
 1. Thanks to Chair Rinehart, and praise for her research career.
 2. (2:00) Thanks to the Palmetto College faculty and praise to the program
 3. (3:10) Comments on his visit to USC Salkehatchie and how well they do with low budgets.
 4. (4:30) Comments on service as a philosophy.
 5. (5:20) Higher education as a business.
 6. (6:30) Service as a tool to recruit high school students.
 7. (9:00) Transfer programs and incentives.
 8. (10:30) Online degree completion programs.
 9. (12:30) Expanding Palmetto College into more 4-year degree programs.
 10. (15:00) Thanks
- Report from Chancellor Elkins (17:00) (report available in appendices)
- Report from Associate Provost Catalano (28:00) (report available in appendices)
- Report from Dean Catalano, USC Union, (31:00) (report available in appendices)
- Report from Dean Cox, Palmetto College Columbia (35:00) (report available in appendices)
- Report from Dean Collins, USC Lancaster (45:00) (report available in appendices)
- Report from Dean Nesmith, USC Salkehatchie (51:40) (report available in appendices)
- Report from Professor Van Bulck for USC Sumter (59:00) (report available in appendices)
- Adjourned for committee meetings.

Afternoon Session

- I. (1:00) Call to order
- II. (2:00) Attendance
- III. (4:00) Approval of the minutes (approved)
- IV. Reports from Standing Committees
 - A. Rights and Responsibilities, Sarah Miller
 - a) R&R continues to look at how service and teaching intersect in tenure files for paid service,
 - b) Clarifying the grievance committee process,
 - c) Looking at how teaching loads vary along the tenure track at different campuses.
 - d) New charges include looking at redefining tenure to mean tenure across Palmetto College rather than at a specific campus,
 - e) Looking at grievance committee membership requirements to ensure that a grievance committee member never reviews a tenure file that they previously reviewed as a T&P committee member

McManus: Don't we already require people going up not to serve?

Miller: If elected, you would deal with grievances that came from the year you were elected for, which might mean you serve for more than one year. Motion expected at the next meeting.

- B. (8:20) Report from Welfare Committee, Bianca Rowlett
 - a) The committee worked today on arranging T&P workshop
 - b) Worked on the faculty welfare committee, soliciting feedback
 - c) Worked on the award processes for the Plyler, Duffy and Shaw awards
 - d) New charge is to update the faculty welfare website answering questions faculty had responding to the survey last year
 - e) Possibly including a messaging system for faculty to be able to send concerns to the Welfare Committee.
 - C. (11:30) Report from System Affairs, Dana Lawrence
 - a) Motion today to approve a course for USC Salkehatchie's nursing program.
 - b) Talk about a system-wide advising support system
 - c) The committee wants to address deficiencies in academic support for students across campuses
- V. Executive Committee Reports

- A. Executive Committee, Christine Sixta Rinehart
 - a) Assigned charges to committee chairs during the executive committee retreat
 - b) Presenting a motion today to increase the Chair's term to two years from one.

- B. Faculty Manual Liaison, Andy Yingst
 - a) Motion to extend the term of the chair from 1 to 2 years today,
 - b) Motions coming from R&R later this year.

VI. (14:45) Reports from Special Committees

- A. Committee on Libraries (no report)
- B. Committee on Curricula and Courses

Has met twice, conducted usual business. Details in the report attached in the minutes. Of note to us is that PALM 405 was created.
- C. Committee on Faculty Welfare

No presentation today; a report is in the appendices
- D. Faculty-Board of Trustees Liaison Committee, Christine Sixta Rinehart

A report is given in the appendices, but a quick mention of successful T&P candidates, and all proposed changes to our manual passed.
- E. Palmetto College Research and Productive Scholarship Committee, Kevin Torres (18:15)

The committee is creating a research focused website across Palmetto College, which will include regularly rotating faculty highlights, as well as a newsletter.
- F. Palmetto College Academic Advisory Council, Ray McManus

The committee is waiting for Palm 405 course approval.
- G. Conflict of Interest Committee

VII. Unfinished Business

Electing the Palmetto College grievance committee. Local campus nominees are:
 Matt Rashotte, PC Columbia,
 Andy Yingst, USC Lancaster,
 Carmela Gottesman, USC Salkehatchie,
 Hennie Van Bulck, USC Sumter
 Christine Sixta Rinehart, USC Union.
 No discussion, the slate is elected unanimously.

VIII. (23:30) New Business

- A. Bryce Mobley described the recent upgrades to the Palmetto College teleconferencing technology which occurred over the summer. Improved fidelity in cameras, open mics rather than push to talk, better data streaming.

- B. (30:00) Dana Lawrence presented a motion from System Affairs to approve the new

course PCAM 101, needed for USC Salk's nursing degree requirements. The course is equivalent to USC Beaufort's Nursing 101 and is similarly 2 hours. No discussion. The motion passes unanimously, and is passed up to USC Courses and Curricula. (Full text available on the Palmetto College motions website.)

C. (32:30) Andy Yingst presented a motion from the Executive Committee to extend the Chair's term from one year to two. (Full text available on the Palmetto College motions website) The terms of the Chair Elect and Immediate Past Chair remain one year each, so only one of these positions is filled at a time. Chair Elect is elected only every other year. Patrick Saucier (PC Cola) asked about the timing of alternating terms. Being a change to the manual, this motion wasn't voted on this session.



UNIVERSITY OF
South Carolina

PALMETTO COLLEGE

Palmetto College Faculty Senate

USC COLUMBIA

Moore School of Business

Friday, September 27, 2019

Coffee9:00 - 9:30 AM
Room 334, Moore School of Business

Morning Session9:30 - 10:45 AM
Room 334

Welcome, Dr. Christine Sixta Rinehart

Remarks, President Robert Caslen

Report from the Chancellor, Dr. Susan Elkins

Report from the Associate Provost and Dean of USC Union, Dr. John Catalano

Reports from Palmetto College Campus Deans

Dean Ron Cox, USC Palmetto College Columbia

Dean Walt Collins, USC Lancaster

Dean Chris Nesmith, USC Salkehatchie

Dean Michael Sonntag, USC Sumter

Pinning of New Senators

Standing Committees10:45 - 12:30 PM

I. Rights and Responsibilities
Room 368

II. Welfare
Room 367

III. System Affairs
Room 366

Executive Committee10:45 - 12:30 PM
Room 365

Deans Meeting10:45 - 12:30 PM
Room 364

Luncheon12:30 - 1:30 PM
Rooftop 511

Afternoon Session1:30 - 3:30 PM
Room 334

AGENDA

- I. Call to Order at 1:35
- II. Attendance
- III. Correction/Approval of Minutes: April 12, 2019
USC Union
- IV. Reports from Standing Committees
 - A. Rights and Responsibilities – Professor Sarah Miller
 - B. Welfare – Professor Bianca Rowlett
 - C. System Affairs – Professor Dana Lawrence
- V. Executive Committee
 - A. Chair - Professor Christine Sixta Rinehart
 - B. *Palmetto College Faculty Manual* Liaison Officer – Professor Andy Yingst
- VI. Reports from Special Committees
 - A. Committee on Libraries – Professor Rebecca Freeman
 - B. Committee on Curricula and Courses – Professor Christine Sixta Rinehart
 - C. Committee on Faculty Welfare – Professor Shelley Jones
 - D. Faculty-Board of Trustees Liaison Committee – Professor Christine Sixta Rinehart
 - E. Palmetto College Research and Productive Scholarship Committee – Professor Kevin Torres
 - F. Palmetto College Academic Advisory Council – Professor Eric Reisenauer
 - G. Other Committees
 - Conflict of Interest Committee – Professor Noni Bohonak
- VII. Unfinished Business
 - A. Palmetto College Grievance Committee Election
- VIII. New Business
 - A. Videoconferencing Classroom Upgrades
- IX. Announcements
- X. Adjournment

**USC Palmetto College
Faculty Senate Meeting
September 27, 2019**

Elkins Remarks

Good morning! As we begin a new academic year and a new semester, it is such a privilege to be with you as we work together to serve our students across our regional Palmetto College campuses. As always, let me extend my thanks to each of you for your service as a member of the Palmetto College Campuses Faculty Senate. Your leadership, both individually and collectively, is extremely important, so please always know how much you are appreciated!

Also, we welcome President Robert “Bob” Caslen as the 29th President of the University of South Carolina, along with First Lady Shelly Caslen. We are grateful for their commitment to the university system and to our regional Palmetto College campuses and Palmetto College Online. The President and First Lady visited USC Salkehatchie and USC Sumter yesterday, and they will be visiting our other campuses soon. And, it was great to have him speak to us this morning. We are grateful for their time, as well as their unwavering support of our campuses!

My report today includes six brief items:

1. First, it’s always great when we start a new year with a pay raise! We are thankful that funding for the USC from the state legislature included a two percent salary increase for those who earn a base salary of less than \$100,000 and a \$600 bonus for those who earn a base salary of \$70,000 or less. The raises are currently being factored into the PC Campuses 2018-19 Salary Study, then additional information regarding the Salary Study implementation will follow. In conjunction with a recommendation from the Senate Welfare Committee survey, I’ll be visiting each of the campuses this fall to share a Palmetto College Update and information on implementation of the Salary Study recommendations.
2. Next, I’m pleased to report that all of our Tenure and Promotion candidates from last year’s cycle were successful! Elizabeth Easley (Lancaster) was granted tenure and promoted to Associate Professor, and the following were promoted to full professor: Julia Elliot (PC Columbia/formerly Extended University), Bettie Obi-Johnson (Lancaster), and Bryan Lai (Salkehatchie), with 100% agreement through every step of the process from the unit level all the way to the president.
3. The former Extended University unit now bears the new name of USC Palmetto College Columbia, with Dr. Ron Cox serving as the Dean of the new unit. PC Columbia houses the BOL and BLS degrees, our new Palmetto Pathway Program, the University of Possibilities Program, and the new Lexington Transfer Center as we strive to better serve Richland and Lexington Counties. Dean Cox will share additional information in his report. Congratulations to Dean Cox and those in the new PC Columbia!

4. Distance learning classrooms on each campus have received significant upgrades over the summer to better serve our students and faculty through a grant of approximately half million dollars from USDA Rural Development. Many thanks to Bob Dyer and the IT teams both here in Palmetto College Central and across the campuses for their diligent work on the upgrades!
5. In conjunction with requests from the Executive Committee, a new website that includes all Palmetto College faculty by discipline has now been developed and launched. We owe a huge thank you again to Bob Dyer, Bryce Mobley, Victoria Hollins, and the HR leaders across the campuses, and we want to take just a minute now to share the site with you.
6. And, finally, we are pleased to let you know that library resources from the Thomas Cooper Library are now accessible to Palmetto College faculty, with our PC faculty classified as affiliate faculty of USC Columbia! A huge thank you to Dean Tom McNally and his staff for their assistance.

In closing, again, thank you for all that you do for your campuses and your students every day!!! It is such a privilege to work together with our model of shared governance as we serve students across this great state!

John Catalano

Associate Provost, Palmetto College

Report to PCFS, September 27, 2019

Within the last few months there have been additional changes in Byrnes. The most dramatic change has been the addition of 54 live students. For most of you that must sound strange, but from January 1 until the first Palmetto Pathway orientation in August, I never met a student on the third floor of Byrnes. We have now added classroom space and a student lounge area. Please visit. Dr. Cox has done a good job with the current PP class and plans are underway in case this pilot program expands next year. Dr. Cox has also taken over as Dean of PC Columbia and working closely with my longtime friend from Lancaster feels like old times for me. It also relieves me from at least part of Dean Nesmith's duties that I covered from January 1 through June 30. Dr. Mews has also recently come on board as Assistant Dean of PC Admissions reporting directly to Chancellor Elkins and two more reporting lines were removed from my duties as Financial Aid now reports through him. While I am encouraged more and more duties are removed from my job description, there are many other academic duties that fall under my watch. Regular meetings include the SC CHE, CAAL, CAD, ACAP, APL, NOC, the Chancellor's Cabinet, and I convene the Academic Deans. I supervise the course approval process for faculty (although Jean Carrano really does the bulk of that work), and I also play a small role in the PC accreditation process. Please feel free to contact me with your questions and concerns on any of this.

John Catalano, USC Union

Dean's Report to PCFS, September 27, 2019

Students

Enrollment for Fall 2019 is up. We now serve approximately 1150 students from over 100 high schools, over 50 counties, and 10 states. This is the fourth year in a row that USC Union has set a Fall Semester enrollment record. The third privately owned and operated student housing site adjacent to campus is now open. Six students studied sociology in Ireland in May. International study plans for next summer are underway. Two students presented their research to the USC Union Partnership Board in May and were well received. A rifle target team is new for the Fall. Both soccer and baseball will now play at new Bantams stadiums in Jonesville. NJCAA women's volleyball will be added in Fall 2020.

Faculty & Staff

We have hired new tenure track faculty in Foreign Language and Psychology this fall. Our athletic director and softball coach, women's soccer coach, and a recruiter from Admissions all left USC Union this summer. Zach Simmons will serve as the new Athletic Director, Dr. William Royce is the new softball coach, and we will hire a new student activities coordinator who will plan and oversee student events. Tiffany Turner who has been part time is now full time helping both the Admissions Office and the Business Office.

Facilities

We have met with architects to develop final plans for the conversion of the old library space to classrooms and faculty offices, using the space primarily for language arts and humanities instruction. We should have the space ready by Fall 2020. Preliminary architectural plans are being drawn to convert the old Post Office Building to a fine arts building, including classrooms and faculty offices. Plans are also being drawn to convert the corner building next to the Bookstore at 317 East Main St. It will be the new USC Union Welcome Center, housing Admissions and Financial Aid. We have added a third PC classroom to Union and Laurens sites and upgraded the four older PC rooms this summer. This year we hope to renovate all restrooms in the CB & MB, including handicapped accessibility upgrades. Science and Nursing Building improvements are ongoing. Several grants, including a BC/BS grant of \$150K, have been awarded toward nursing simulation and nursing instruction. We also have received Mrs. Rippey's building at 125 East Main St. as a gift.

Budget

The USCU budget is in good shape, due mainly to recent enrollment increases, and both revenues and expenditures are very close to budgeted figures. We ended the fiscal year meeting our goal of maintaining a three-month reserve balance. SC continuing appropriations will get a bump this year thanks to Doug Gilliam's efforts in Columbia. USC Union has also seen some one time appropriations designed to renovate current facilities.



M. Ron Cox, Jr., Ph.D., Dean
USC Palmetto College Columbia

REPORT TO THE PALMETTO COLLEGE CAMPUSES FACULTY SENATE
27 September 2019 C.E.

Welcome to USC Columbia and the Moore School of Business. It is our pleasure to serve as the host campus for this inaugural meeting of the Palmetto College Campuses Faculty Senate for the 2019-2020 academic year.

From parking to room reservations to coffee and meals, putting together a meeting like this is a communal effort, and I'd like to begin by offering my thanks to Chancellor Elkins and her staff in Thornwell, the members of the Senate Executive Committee, and my staff in Palmetto College Columbia, for all of their work in organizing this day.

I. Palmetto Pathway

- Launched in Fall 2019, this bridge program admits freshmen to USC through the Palmetto College campuses (in this case, USC Lancaster)
- Students live on campus and have access to all aspects of USC Columbia campus life (with the exception of participation in the Greek system), but take courses through the Palmetto College campuses
- Held two orientation sessions in late July & early August, which included academic advisement
- 12 different academic courses were offered (most of which meet Carolina Core requirements – the only exceptions were MATH 111 and UNIV 101)
- 54 freshmen admitted, representing 17 different South Carolina counties
- Students must complete 30 USC credit hours in the Fall & Spring semesters, and meet transfer (change of campus) requirements for their specific degree or program in order to matriculate fully to USC Columbia for Fall 2020

II. BLS/BOL

- Fall 2019 – 324 students enrolled in USC Columbia-based degree programs through Palmetto College (includes BLS & BOL)
- BLS self-study completed in 2019; this year will be the self-study on the BOL
- A new course proposal – PALM 405: Leadership Capstone – has been created and submitted for approval. Presumably this will mean approval by the PCC Faculty Senate before being submitted to Courses & Curricula and the full USC Faculty Senate.
- Draft of the Spring 2020 course schedule for PC has been created and is available for review. If you are interested in offering additional courses – two-way video, online, or hybrid – please contact Professor Steve Lowe

III. Lexington Site

- Opened Fall 2013 on site of Lexington Middle School – building dedicated for use by Palmetto College
- Functioning as more of an information and admissions center; two Palmetto College admissions staff members go over two evenings a week and provide information and enrollment assistance to non-traditional students seeking to complete their bachelor's degrees through Palmetto College
- We also have two dedicated classrooms where courses may be offered, and we are working on a marketing plan to identify the courses most in need/demand by residents, businesses, and other agencies in the Lexington area

IV. Fort Jackson

- Welcome to new program director, Ms. Britteny Vereen, who assumed the position this summer after the retirement of longtime program director Connie Vise;
- Fall 2019 – 24 different courses for Fort Jackson – live, online, and hybrid – and have a total enrollment of 384 students; however, most of these are USC Columbia-based students.
- We received 20 military student applications for Fall 2019 but only enrolled 06 students. We are working with the USC Admissions Office to simplify the admissions process and make it more efficient so that we are better able to compete with the other institutions who also offer courses at Fort Jackson.

V. Miscellaneous

- I represent the Palmetto College Campuses on USC's Council of Academic Diversity Officers. USC Columbia will host "Diversity Week" from Sept. 30 to October 04. A list of events (many of which are open to all) may be found online at https://www.sc.edu/about/offices_and_divisions/diversity_and_inclusion/diversity_programs/diversity_week/index.php.
- I have been appointed to serve on the University's Ad Hoc Committee on the Teaching of the Constitution. Since 1924 (with numerous amendments), there has been a law in SC:

SECTION 59-29-120. *Study of United States Constitution requisite for graduation; attendance at veteran's activities.*

(A) All high schools, colleges, and universities in this State that are sustained or in any manner supported by public funds shall give instruction in the essentials of the United States Constitution, the Declaration of Independence, and the Federalist Papers, including the study of and devotion to American institutions and ideals, and no student in any such school, college, or university may receive a certificate of graduation without previously passing a satisfactory examination upon the provisions and principles of the United States Constitution, the Declaration of Independence, and the Federalist Papers, and, if a citizen of the United States, satisfying the examining power of his loyalty thereto.

However, UofSC has not made this a requirement (nor has any other public higher education institution). Last year, a revised version of the bill was considered, passed by the Senate, and favorably reviewed by the House Higher Education Subcommittee, but was not passed by the House due to the calendar. It is expected to pass this year and UofSC has been specifically targeted as being non-compliant. The committee will seek to develop a workable plan for UofSC should the revised law pass (which is anticipated). We would have one year to implement the law for incoming students.

- I also serve as the Palmetto College representative to the USC Connect Council, which is examining and proposing revisions and modifications to our Quality Enhancement Plan (QEP) in preparation for the upcoming SACS reaccreditation. My goal here will be to achieve revisions to the GLD requirements for students at the associate degree level.

VI. Congratulations to faculty:

- Palmetto College Columbia did not hire any new faculty this year, but we have established a faculty hiring priorities committee to identify the areas where we need to hire, and we hope to begin that process this fall, in hopes of hiring new faculty for Fall 2020.
- Faculty from Palmetto College Columbia have numerous accomplishments that I wish to mention:
 - Professor Julia Elliott – In addition to her promotion to the rank of Professor, her short story “Hellion” has been selected to appear in Best American Short Stories 2019 and will be performed in New York City on October 2. The performance will be recorded and broadcast on radio nationwide. She has also curated a feminist horror series that will screen this October at Columbia’s Nickelodeon Theatre.
 - Professor Mary Hjelm will be on sabbatical this Spring, where she will spend a semester in England at the Shakespeare Institute working on creation of a handbook for teachers of Shakespeare who are not themselves Shakespeare scholars.
 - Whether you know him as Raphael, Mac, Dawson, or some other name hidden amongst his multitudinous initials, Professor Jones recently (yesterday, in fact) presented “Purpose-Driven Death in Stephen King’s *Night Shift*” at the Popular Culture/American Culture Association in the South Conference in Wilmington, North Carolina.
 - Professor Patrick Saucier received promotion to the rank of Senior Instructor and continues to share his teaching talent and enthusiasm with students throughout Palmetto College and at Fort Jackson.

VII. And, finally, the introduction of Palmetto College Columbia’s Senate Delegation:

- Professor Julia Elliott
- Professor Matt Rashotte
- Professor Patrick Saucier
- Professor John Abdalla, alternate
- Professor R. Mac Jones, executive committee

My appreciation to the Senate for permitting me this time to report on some of the happenings at USC Palmetto College Columbia.

Respectfully submitted,

M. Ron Cox, Jr.

M. Ron Cox, Jr., Dean
Palmetto College Columbia



Celebrating 60 years of Education and Service

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

Report to the Palmetto College Campuses Faculty Senate
meeting at USC Columbia
September 27, 2019

People

Enrollment

As of September 26, 2019, 1619 students (headcount) are registered for Fall 2019. This is up 8.51% over this same date last year.

As of July 10, 2019, 439 students (headcount) were registered for Summer 2019. We finished the summer with about the same number of students when compared to Summer 2018.

Athletics

Men's and women's soccer seasons have already begun. See their schedules at the following link and join us for a match: <http://www.usclathletics.com/>

Coach Nick Calhoun (baseball) has assumed the duties of athletics director.

Volleyball play will be suspended for this season and will return in Fall 2020 due to difficulty in recruiting and getting a sufficient number of players this year. The coaches are working with those who were going to make up the team in the interim.

New faculty/staff for Fall 2019:

Dr. Jerrod Yarosh (tenure-track sociology) Ph.D. from Oklahoma State University
Dr. Nahid Swails (tenure-track physics) Ph.D. from the University of South Carolina
Prof. Suzette Taylor (instructor) associate degree in technical nursing
Ms. Brandy Truesdale, admissions counselor/recruiter
Ms. Haley Sims, assistant registrar
Mr. Que Harris, HR assistant
Mr. Jimmy Neal, part-time maintenance staff
Mr. Sam Bashoum, Assistant Baseball Coach

Searches in progress:

Psychology	IT staff member
Computer Science	TRiO staff member
Biology/Chemistry	Business Office cashier
Internship Coordinator	Dual Credit Enrollment Assistant
Associate Dean for Academic and Student Affairs	

Congratulations to

Dr. Bettie Obi-Johnson for promotion to Professor of Chemistry and to **Dr. Elizabeth Easley** for earning tenure and for promotion to Associate Professor of Exercise Science.

...the following full-time instructors who were appointed to **Senior Instructor** effective August 16:

Stan Emanuel

Phillip Parker

Allan Pangburn

Lynnette Martek

Kim Covington

Dr. Courtney Catledge

Jill Castiglia

Brent Burgin

Darris Hassell

Dr. Chris Bundrick (English) for two publications forthcoming in 2020: "From Jumping Frogs to Sheets to the Grand Ole Opry: Three Examples of Frame Narrative in the Southwest Humor Tradition" in *Studies in American Culture* and "All we know is here we are": Gothic Aspects of Ray Bradbury's *The Martian Chronicles* coming out in *Fafnir: Nordic Journal of Science Fiction and Fantasy Research*.

Dr. Peter Seipel (philosophy) who has recently had two articles published/accepted for publication: "Why Do We Disagree About Our Obligations to the Poor?" in *Ethical Theory and Moral Practice* and "Famine, Affluence, and Philosophers' Biases" forthcoming in *Philosophical Studies*. Also, last Spring, Dr. Seipel received an award for the best non-tenured faculty paper at the annual meeting of the South Carolina Society for Philosophy.

Brittany Taylor-Driggers (art) who has had two of her pieces, *Tree Lights* and *His Room with a View*, selected for the SC & NC regional juried poetry and art publication *KAKALAK 2019* by Main Street Rag Publishing. *Tree Lights* was selected for the first place art winner and cover art.

Dr. Bettie Obi-Johnson (chemistry) and **Dr. Annette Golonka** (biology) for their recent publication "Floral Scent Variation in the Heterostylous Species *Gelsemium Sempervirens*" in the academic journal *Molecules*. The following USC Lancaster students also participated in the research and are listed as co-authors: **Austin Blackwell, Iver Vazquez, and Nigel Wolfram**.

USC Lancaster in our Communities

The **Town-Gown Advisory Group** will continue meeting this coming academic year and will be involved in the campus master plan update project. The first meeting took place on September 24.

The **University of Possibilities** (middle school outreach program currently with A. R. Rucker Middle School in Lancaster) will continue for this coming school year. We have had several community meetings over the last few months and most recently presented a short talk to the middle and high school principals at one of their first meetings of the new school year.

Budget

The Upper Palmetto YMCA completed 21 months of management of fitness operations at the Gregory Center as of the end of August 2019. The **Gregory Family YMCA** membership was at 2710 in mid-August, and finances continue to be stable. More improvements/renovations will be under way soon for expanded exercise space and child watch space.

Legislative update:

The state budget for FY 2020 has been finalized and USC Lancaster will be receiving a recurring allocation of \$649,998 for general operating and \$3.5 million for deferred maintenance and capital projects. **There was no tuition increase for USC Lancaster students for this academic year.**

Facilities

Expenditure of last fiscal year's deferred maintenance funding continues with the following projects: physics lab renovation, new roof for Hubbard Hall, update to fire alarm system in Starr Hall, and the replacement of solarium window system in the Gregory natatorium.

Various maintenance work has been ongoing over the summer including:

1. Continued pressure washing needed areas.
2. Sealed restroom floors in Bradley.
3. Cleaned carpet in classrooms.
4. Replaced hardware on main exterior doors at CRD.
5. Resurfaced whiteboards in Founders.
6. Refinished flooring in Bradley basement and first floor restrooms.
7. Refinished flooring in Bradley atrium.
8. Painted handrails at Starr Hubbard and Bradley.
9. Painted lettering on Visitor and Faculty parking.
10. Improved lighting on Gateway sign.
11. Trimmed trees across campus
12. Replaced broken curbing in certain areas across campus

During the next several months, we will refurbish and upgrade the tennis courts with a combination of community donations and campus funding.

The installation of the fencing along Hubbard Drive was completed in early August. This is one of the recommendations from the 2008 campus master plan.

Other items...

- USC Lancaster became a **tobacco and smoking free campus** on Monday, September 16, 2019. The new tobacco and smoking policy is modeled after the policies on other USC campuses and uses the process of peer-enforcement. Note also that the policy includes restrictions for use of vaping and e-cigarettes.
- The **Annual Richard Gannaway Scholarship Luncheon** has been scheduled for Wednesday, November 6, 2019 at noon.
- USC Lancaster will celebrate its **60th Anniversary this academic year** Events/activities will include exhibits, a publication, giving opportunities, a gala, recognitions, artwork, and other festivities. We have launched an inscribed brick campaign as well.
- **USC Lancaster Alumni Tailgate and 60th Anniversary Celebration** was held on September 12 with strong attendance.
- **Author Talk and Reading, Mrs. Mary Ann Claud**, Lancaster native, read from and discussed her latest novel, *Alex Dances*, at 4:30 pm, Tuesday, September 17 in the Medford Library.
- The **campus master plan update** has officially begun with a visit and campus walk on August 7 with Boudreaux. We will convene various feedback groups for meetings over the fall including: Commission/Foundation, Lancaster Leaders, Indian Land Focus Group, Faculty/Staff, Students, and Town-Gown/Board of Visitors. Faculty, staff, and students participated in a feedback session on Tuesday, September 24, 2019.
- **2019-2020 PCCFS delegation from USC Lancaster:** Brittany Taylor-Driggers, Patrick Lawrence, Peter Seipel, Stephen Criswell, Dana Lawrence, Bettie Obi-Johnson (new), Li Cai (new), Andy Yingst, Susan Cruise (alternate)



UNIVERSITY OF
SOUTH CAROLINA
SALKEHATCHIE

Palmetto College Campuses Faculty Senate

USC Columbia

September 27, 2019

Dean's Report

Campus news

- USC Salk hosted President and First-Lady Caslen at both the Allendale and Walterboro campuses yesterday, Sept. 26. Many faculty, staff and students came out to welcome them to our campuses.
- USC Salkehatchie hosted the Walterboro- Colleton Chamber of Commerce annual meeting on May 16. Jane Brewer, student services director, was the guest speaker, and received the Chamber's education award. Dr. Sarah Miller received the Humanitarian Award, and former Dean Ann Carmichael received the Lifetime Achievement award.
- New housing opened for the fall in downtown Walterboro.
- Work on entrance and highway beautification "University Mile" has begun in Allendale.
- On June 13, USC Salkehatchie hosted the annual celebration for SouthernCarolina Alliance, the seven county economic development alliance. Graduates of Leadership Salkehatchie were recognized at this program.
- Enrollment is basically even with last year, but we hope to have a small increase in headcount by the Fall freeze date.
- The Scholarship Donor Banquet is scheduled for October 29.
- USC Salkehatchie Sophomore Vince Cole, NJCAA Region X 2019 Player of the Year, has committed to play basketball at St. John's University next year. The Indians basketball team is ranked #23 nationally in the preseason rankings, according to *Street and Smith* magazine.

Faculty updates

Justin Mogilski

- Submitted an NSF grant to fund a psychophysiology lab and several psychology research
- Had a study published in the journal Evolution and Human Behavior.

Eran Kilpatrick

- Had a publication with an undergraduate researcher (Leisa Rauch) and colleague at USCL (Dr. Annette Golonka) in the Journal of the SC Academy of Science.
- Leisa also presented her research this past spring at the SC Academy of Science Annual Meeting and placed second in her session topic.

Carmela Gottesman

- Presented a paper at the 19th annual meeting of the International Vision Sciences Society.

Sarah Miller

- Sarah Miller presented at Colleton Museum Sept. 26

Melissa Rack

- Has a chapter that will appear in an essay collection to be published this fall.
- Also has an article to be published in the journal Studies in Philology, and another paper to be published in The Spenser Review.
- And a paper she will present at The Sixteenth Century Society Conference, St. Louis, Missouri, October 17-19, 2019.

Rod Steward

- Has been invited to present at the London Civil War society in October.

Bryan Lai

- Presented at the Research Forum on “recreational mathematics” Sept. 24.
- Congratulations to Dr. Bryan Lai on earning promotion to full professor!

Senators:

David Hatch
Sarah Miller
David Dangerfield
David Cherry
Francis Burns (new senator)
Melissa Rack (new senator – alternate last year)
Bryan Lai (new alternate)
Justin Mogiliski (new alternate)

New Faculty:

Kirsten Iden, Assistant Professor, English
Lokendra Paudel, Assistant Professor, Mathematics
Yasmina Vallejos-Morena, Assistant Professor, Spanish
Jessica Bryan, Clinical Instructor, Nursing

Respectfully Submitted,

Chris Nesmith
Dean



OFFICE OF BUSINESS AND
ADMINISTRATIVE MANAGEMENT

Hennie van Bulck
Interim Assistant Dean for Business and Administrative Management
Report to PCFS, Friday, September 27, 2019 meeting
At USC Columbia Moore School of Business

Enrollment

As of September 25, 2019, total headcount was 1350. This was an increase of 21.6 percent over Fall 2018.

Faculty and Staff Appointments

Dr. Kathleen Klick, Assistant Professor, Psychology.
Dr. Sher Chhetri, Instructor, Statistics and Math.
Mrs. Alethia Hummel Director of Marketing & Public Relations.

Facilities

- We invested in several significant capital projects this year. The Science Building Chemistry Lab renovation is complete. This \$2,000,000 project is the first phase of a three-phase Science Building renovation. Phase 2 and Phase 3 are planned for 2020.
- We replace five heat pumps on the BADM (Classroom) Building and finished the replacement of the chiller and chiller pumps in the Nettles Building.

Campus Awards

- USC Sumter was voted Best College/University and Best in Adult Education by the Sumter Item newspaper.
- USC Sumter has been named the second-best community college in South Carolina and No. 5 for best community college in the nation by Niche. This is the third year in a row the campus ranked second in the state and the second year it ranked fifth in the nation.

Athletics

- **Men's Golf** has its inaugural season 2019-2020. 5 student athletes for the first year.

- **Men's Tennis** competed for the second consecutive year in their National Championship Tournament and placed 14th nationally. They also had nationally ranked players.
- **Men's Soccer** has officially won against all USC regional campuses this season so far and is on track to finish ahead of all other USC branch campuses in Region X standings for second straight season.
- **Women's Golf** competed in their first National Championship Tournament in May 2019.
- **Baseball** finished runner up in their Conference Tournament.
- **Softball** finished runner up in their Conference Tournament.

Faculty and Staff Accomplishments

Dr. Hayes Hampton presented "Low Fidelity, Top of the Pops: Analog vs. Digital Aesthetics in Love Actually" at the Pop Culture Association in the South/American Culture Association in the South Conference in Wilmington, NC, on September 26, 2019.

Dr. Santosh Nandi has had four manuscripts accepted for presentation and publication:

"The Value of Quantitative Models in Business Model Research" accepted for presentation at the **2019 Meeting of the Southern Management Association**, in October 2019, in Norfolk, VA.

"The Challenges of ERP Implementation at ABC Mining Co." presented at the **50th Annual Meeting of the Decision Sciences Institute**, New Orleans, LA. [Finalist for Best Teaching Case Studies Awards]

"Practicing Circular Economy Business Models: A Supply Chain Perspective." Presented at the **50th Annual Meeting of the Decision Sciences Institute**, New Orleans, LA.

"Investigating Firms' Strategies and Influencers of Energy Management in Green Manufacturing Practices." Presented and published in the **Proceedings: 50th Annual Meeting of the Decision Sciences Institute**, New Orleans, LA.

Dr. Dan Kiernan's recent research in science education was published this month and last month in *The American Biology Teacher* which is the official peer-reviewed journal of the National Association of Biology Teachers.

Lisa Jeffords completed the L.E.A.D. Supervisory Essentials course in UofSC's Organizational and Professional Development Program, June 1, 2019.

Dr. Wanda Little Fenimore, has been awarded the Mellon/ACLS (American Council of Learned Societies) Community College Faculty Fellowship. She will be on leave from January - August 2020 to complete her book, *Elizabeth and Waties Waring: White Allies in the Black Freedom Struggle*.

Dr. Michele Reese had the poem "Ornamental Poison" published in The Blue Mountain Review, the poem "Onion Savers" appeared in The Stillwater Review, the poem "On the Complexity of Symbols" came out in Burningword Literary Journal, and the poems "The

Great French Wine Blight,” “Crop Insurance,” “Garnishes,” and “Grape Pickers” are included in the anthology Ezra’s Book published by Clemson University Press.

Dr. Mary Ellen Bellanca was re-appointed to a second three-year term as R. J. “Chic” Mathis Professor of Arts and Letters.

Dr. Andy Kunka and **Dr. Damien Picariello** received a Tournées Film Festival Grant from the FACE (French American Cultural Exchange) Foundation to stage a French film series on the USC Sumter campus.

Dr. Erin Baribeau and **Dr. Damien Picariello** published "Remembering a 'Mighty Endeavor'" in the *Sumter Item* newspaper on July 3, 2019.

Dr. Damien Picariello published "For Constitution Day, Humility and Charity" in the *Sumter Item* newspaper on September 14, 2019 and he was awarded a RISE grant from the University of South Carolina Office of the Vice President for the book project entitled "The Politics of Horror."

Dean Michael E. Sonntag, Associate **Dean Eric M. Reisenauer**, **Dr. Joseph G. Mews** and **Dr. Hendrikus van Bulck** presented “*Rethinking Enrollment Management at USC Sumter with Data Analytics and Effective Communication Strategies*” at the 2019 Regional Branch Campus Administrators (RBCA) Conference, Sarasota, Florida.

Dr. Kajal Ghosroy received an NSF grant for her proposal titled, “CC* Networking Infrastructure: Building a Science DMZ for Data-intensive Research and Computation at the University of South Carolina”, that was submitted from USC Columbia. This is a \$500K grant for IT infrastructure, and is a 3-year project. The PIs on this project are from USC Columbia: Jorge Crichigno, Paul Sagona, Neset Hikmet, Andreas Heyden, Steffen Strauch. Kajal Ghoshroy serves as a Senior Personnel on this project.

Executive Committee Report

1. The Executive Committee has met twice since the semester started. We completed the charges for 2019-2020 and those charges have been distributed throughout the committees. You should be hearing about them today.
2. We will present a motion on the term of the chair and a course reduction that will be offered today for discussion.

Respectfully submitted,

Christine Sixta Rinehart, Chair of PC Faculty Senate

Courses and Curriculum Report

Courses and Curriculum has met twice since the last Palmetto College Faculty Senate meeting on April 12. These meetings occurred on May 6, 2019 and September 6, 2019.

The link for approved courses for the May 6 meeting can be found here:

<https://www.sc.edu/programproposal/committeereport.php?cm=FSO4&generate=Generate+Report#>

The following courses were approved for the September 6 meeting:

course_title	course_prefix	course_num
Internship	CRJU	494
Teaching Internship in Dance Education	DANC	479
Internship in Curriculum, Assessment, Teaching, and Professional Roles	EDEC	492
Internship in Elementary Education	EDEL	490
The Teacher as Manager	EDLP	520
Internship B in the Middle School	EDML	599
Teaching Internship in Foreign Languages	FORL	448
Directed Teaching of Foreign Languages	FORL	448A
Practicum in Teaching German to Young Children	GERM	401P
Internship in Public History	HIST	480
Hospitality & Tourism Practicum	HRTM	290
Hospitality & Tourism Internship	HRTM	495
Internship in Mass Communications	JOUR	597
Developing & Launching New Ventures	MGMT	473
Executing Strategy New Venture	MGMT	474
Business Internship in Management	MGMT	499
GSCOM Capstone Project	MGSC	497
Senior Nursing Capstone Practicum	NURS	435
Service-Learning	PALM	495
Directed Teaching in Physical Education	PEDU	479
PUBLIC HEALTH CAPSTONE SEMINAR	PUBH	498
Retailing Internship	RETL	495
Introduction to Field Education	SOWK	382
Practicum	SPTE	295
Internship in SPTE	SPTE	495
Community Service Internship	WGST	

And Later with changes secured:

CPLT – 300 What is comparative literature (College of Arts and Sciences)

WGST 487 Black Women Writers (College of Arts and Sciences)

Respectfully Submitted,

Christine Sixta Rinehart, member Courses and Curriculum Committee

PCAM N101 Course Proposal Motion

proposed by System Affairs Committee

to the Palmetto College Faculty Senate on 27 September 2019

ruled non-substantive; motion eligible for voting and approved on 27 September 2019

Course Proposal: PCAM N101

July 22, 2019

Requested by Chris Nesmith, Salkehatchie Campus Dean; Bryan Love, Salkehatchie Interim Associate Dean for Academic Affairs; and April Cone, Salkehatchie Nursing Program Coordinator

USC Salkehatchie requests the creation of a new course, **PCAM N101**, to fill a key role in its new Nursing Program partnership with USC Beaufort. The USC Beaufort Nursing Program requires the following course from the USC Beaufort course catalog:

NURS B105 – CONCEPTS, COMMUNICATIONS, AND CALCULATIONS (2). (Prerequisite: Declared Pre-Nursing Concentration or admittance into the Nursing Honors Program) This course introduces concepts essential to basic nursing practice. Nursing’s historical evolution as a profession through theory, concept and role development will be presented. An overview of medical terminology and medication calculations is provided as rudimentary skills that promote effective interpretation and communication within the health disciplines, and the mathematical calculations required to administer pharmaceutical agents.

This course is typically taken the second semester of the freshman year and it is required before a student is accepted into the upper division of the nursing program. In its MOU with USC Beaufort (and in keeping with its commitment to its students), USC Salkehatchie has assured it will offer all required lower-level nursing courses as Salkehatchie classes. Unfortunately, there is no USC Columbia equivalent for the USC Beaufort NURS B105. Hence, it is currently impossible for Salkehatchie nursing students to earn those required credits in a Salkehatchie class. After much study and consultation, we deemed the most appropriate move is to create a PCAM course to fill the role of NURS B105 on the Salkehatchie campus. *This is a vital, immediate need.*

The proposed course is:

PCAM N101—Nursing Concepts, Communications, and Calculations

2 credit hours

Prerequisite: Declared Nursing Major on the Salkehatchie Campus

Course Description: This course introduces concepts essential to basic nursing practice. Nursing’s historical evolution as a profession through theory, concept and role development will be presented. An overview of medical terminology and medication calculations is provided as rudimentary skills that promote effective interpretation and communication within the health disciplines, and the mathematical calculations required to administer pharmaceutical agents.

Please see sample syllabus.

This course should have no impact on offerings on any other campus. PCAM N101 will be restricted to USC Salkehatchie lower-division nursing students. If appropriate, a prerequisite of acceptance into the Salkehatchie pre-nursing program should be included (i.e. something along the lines of what is suggested above).

Immediate plans are for face-to-face offerings, but eventually we expect the course may be offered in face-to-face, hybrid, and online formats.

**University of South Carolina (USC) Salkehatchie
Spring 2020**

Course Number: PCAM N101

CRN/Section: 29825 (5A1 - Allendale)

Course Name: Concepts, Communication, and Calculations

Course Schedule & Location:

Tues. 9:00 am - 10:50 am OCB (Spruce Hall) 205

Faculty:

April Cone, DNP, MSN, RN

acone@email.sc.edu

Allendale Office: OCB 213

(803) 812-7429

Walterboro Office: WSB 119

(843) 782-8670

Office Hours: After class or by appointment

Course Description and Prerequisites

Credits: 2

Prerequisites: Declared pre-nursing major

PCAM N101: Concepts, Communication, and Calculations

2 credit hours

This course introduces concepts essential to basic nursing practice. Nursing's historical evolution as a profession through theory, concept and role development will be presented. An overview of medical terminology and medical calculations is provided as rudimentary skills that promote effective interpretation and communication within the health disciplines, and the mathematical calculations required to administer pharmaceutical agents.

Required textbooks:

Open access resources will be posted in Blackboard as needed.

Course Objectives:

Students will learn the history of the development of nursing into a profession. Concepts will include role development, common language of medical terminology, and the safety skills associated with calculation of medication dosages for administration.

Student Learning Objectives:

Students who successfully complete this course will achieve the following outcomes:

1. Translate nursing's history and definition through to its evolution into a contemporary science-driven profession.

2. Relate introductory theories and concepts germane to nursing history and the current definition and scope of nursing practice.
3. Develop mathematical skills required as a precursor to safe and effective medication administration.
4. Acquire and use medical terminology needed to effectively read medical literature and communicate with members of the healthcare team.

Methods of Instruction:

The methods of instruction for this course are face-to-face lecture, readings, discussion boards, small group activities, case studies, Blackboard technologies, multimedia presentations, and guest speaker discussions.

Methods of Evaluation and Grading:

<u>Assessment</u>	<u>% of grade</u>
Class participation	10%
Quizzes	40%
Midterm Examination	25%
Final	25%

Class participation: (10%)

Class participation will be based upon individual participation in small group activities, case studies, and class discussion boards.

Quizzes: (40%)

There will be a variety of quizzes covering medical terminology, medication calculation, and application of learned concepts.

Midterm Examination: (25%)

There will be a midterm examination covering course material from weeks 1 – 7. The format will be multiple choice, fill in the blank, and matching questions. The exam will consist of 50 questions.

Final Examination: (25%)

There will be a final examination covering course material from weeks 8-16. The format will be multiple choice, fill in the blank, and matching questions. The exam will consist of 50 questions

Grading Scale:

The BSN Program grading scale exceeds University requirements based on the standards for BSN majors. Course grades will be calculated by the weighted sum of all assignments. Grades are assigned according to the schedule below.

Above Average	Average	Below Average (not passing)
A = 92 – 100%	C+ = 81-82%	D+ = 73-74%
B+ = 90-91%	C = 75-80%	D = 70-72%
B = 83-89%		F = 69% & below

Course Modification:

Faculty reserves the right to modify the syllabus, including course policies, class scheduling, and course assignments or requirements in order to better meet course objectives. Notification to students will be made orally in class and/or in writing through official USCB communication systems (USCB email and Blackboard) when such changes are implemented.

Disabilities:

Students who have a documented disability or suspect they might, and have not yet received accommodations, should schedule an appointment to discuss their needs.

Technology System Requirements:

This course requires reliable access to a high-speed internet connection and dedicated access to a computer and printer.

Technical Support:

USC Salkehatchie offers computer stations for student use. In addition, USC Salkehatchie's IT Help Desk can be contacted via email at sadesk@email.sc.edu or via phone at (803) 812-7413.

Inclement Weather:

In case of inclement weather or other extreme circumstances, all announcements about USC Salkehatchie openings or closing will be communicated officially through the University's main web page https://sc.edu/about/system_and_campuses/salkehatchie/index.php Check Blackboard for individual course changes due to official delays.

Attendance Policy:

Absence from more than 10 percent of the scheduled class sessions, whether excused or unexcused, is excessive and the instructor may choose to exact a grade penalty for such absences (*USC Salkehatchie Bulletin*).

Writing Requirements:

Effective written communication skills are essential to the role of the professional. All written assignments are expected to be submitted with correct spelling, grammar and punctuation, logical flow of ideas and concepts, adherence to APA writing guidance, free of acts of plagiarism, and submitted by due date. Professional written communication includes email correspondence with classmates and faculty and posts in Blackboard.

USC Honor Code:

All USC students are responsible for adhering the [Carolinian Creed](#)

Honor Code violations include:

Plagiarism: “Use of work or ideas without proper acknowledgement of source.”

Cheating: “Improper collaboration or unauthorized assistance on connection with any academic work.”

Falsification: “Misrepresenting or misleading others with respect to academic work.”

Complicity: “Assisting or attempting to assist another in any violation of the Honor Code.”

For more detailed information, please review the [USC Policy on Academic Responsibility – The Honor Code](#)

Any violation of the USC Honor Code will result in penalties ranging from a 0 (zero) for an assignment to dismissal from the program, depending on the severity of the violation.

[Office of Academic Integrity](#) provides resources to faculty and students for combating and preventing cheating, plagiarism, falsification, and complicity. Be aware that USC faculty are obligated to report any violations of the Honor Code to the Office of Academic Integrity.

Course Outline

Week	Classroom Activity/Topic	Reading/Class Activities	Outside Class Assignments
Week 1	<p>Module 1: Weeks 1-5 Introduction to the Art and Science of Nursing and Nursing Theory</p> <p>Week 1:</p> <ul style="list-style-type: none"> • Introduction/ Overview • Review Syllabus • Why do you want to be a nurse? 	<p>Read the following:</p> <p>ANA What is nursing? https://www.nursingworld.org/practice-policy/workforce/what-is-nursing/</p> <p>Watch the following short videos: JNJ: Why be a nurse? (2 videos: approximately 4 minutes) https://nursing.jnj.com/why-be-a-nurse</p> <p>In-class: Watch part of the movie "The American Nurse"</p>	<p>Interview a nurse. Why did this person want to be a nurse and how is this different from medicine? Due week 2 beginning of class.</p>
Week 2	<p>Week 2:</p> <ul style="list-style-type: none"> • Historical evolution of nursing 	<p>Review the following links:</p> <p>Nursing In American History: https://www.nursing.upenn.edu/nhhc/american-nursing-an-introduction-to-the-past/</p> <p>Nightingale Notes on Nursing: http://digital.library.upenn.edu/women/nightingale/nursing/nursing.html</p>	<p>Nurse from History: Sign up for historical nurse presentation group in the Blackboard wiki and present in class next week. See online grading rubric.</p>
Week 3	<p>Week 3</p> <ul style="list-style-type: none"> • Theoretical Foundations of Nursing Practice • Nursing as an art • Nursing as a science 	<p>In class: In class discussion of presentations of nurse from history</p> <p>Lecture: Brief lecture on art and science of nursing and nursing theory</p>	
Week 4	<p>Week 4</p> <ul style="list-style-type: none"> • Nursing as a profession <ul style="list-style-type: none"> ○ Scope of practice 	<p>Read: ANA Scope of Practice</p>	<p>Review case study for in-class discussion</p>

	<ul style="list-style-type: none"> ○ Ethics <ul style="list-style-type: none"> ▪ Critical thinking, autonomy, teamwork 	https://www.nursingworld.org/practice-policy/scope-of-practice/ In class: Case study discussion	
Week 5	Week 5 <ul style="list-style-type: none"> ● Abbreviations <ul style="list-style-type: none"> ○ Approved ○ Do not use 	Read posted: <ul style="list-style-type: none"> approved abbreviations list Do Not Use list abbreviations list JCH guide to medical abbreviations Quiz #1: abbreviations In class abbreviations game: bingo	Be prepared for In-class quiz on abbreviations
Week 6	Module 2: Weeks 6-10 Introduction to Medical Terminology and Patient and Health Team Communications Week 6: <ul style="list-style-type: none"> ● In class worksheet ● Basics: root word, prefix, suffix ● Odds & Ends <ul style="list-style-type: none"> ○ Colors ○ Directions ○ Tumor talk ● Systems <ul style="list-style-type: none"> ○ Circulatory ○ Nervous ○ Digestive ○ Respiratory ○ Urinary ○ Reproductive ○ Muscles and bones 	Work through the following medical terminology course before class. You do not need to pay for or print the certificate. Des Moines University online medical terminology course https:// u/medterms//www.dmu.edu Quiz #2: Medical Terminology Part 1 Basics, odds and ends In-class activity: online jeopardy game with medical terms and crossword puzzle	Be prepared for In-class quiz on medical terminology

	<ul style="list-style-type: none"> ○ Cancer ● Medicine cabinet 		
Week 7	Midterm test preparation review	<p>Review Medical Terminology lessons</p> <p>Quiz #3: Medical Terminology Part 2 Systems</p>	Be prepared for in class quiz on medical terminology
Week 8	Week 8: Midterm	Review material from weeks 1-6 for midterm examination	Prepare for Midterm exam in class
Week 9	<p>Week 9</p> <ul style="list-style-type: none"> ● Midterm test results review ● Understanding medical terminology to provide safe effective communication ● Applying medical terminology when reading medical literature ● Safety: Joint commission, IOM error report ● Evidenced based practice: Journal <ul style="list-style-type: none"> ○ Scientific process ○ Nursing process 	<p>Read:</p> <p>What is evidence-based practice? From Academy of Medical Surgical Nurses https://www.amsn.org/practice-resources/evidence-based-practice</p> <p>In class:</p> <p>Small group activity on EBP and safety Translate medical note from an audio clip (in class activity) Checked for spelling and correct translation.</p>	
Week 10	<p>Week 10</p> <ul style="list-style-type: none"> ● Patient centered use of medical terminology <ul style="list-style-type: none"> ○ Therapeutic communication <ul style="list-style-type: none"> ▪ TC Assignment video with handout 	<p>In class:</p> <p>Small group activity, TC video, handout, video analysis</p> <p>Analyzed a video of TC, played the "telephone game" with verbal orders.</p>	Home assignment: Health literacy assessment on someone at home. Bring to class on week 11.

	<ul style="list-style-type: none"> ▪ Health literacy levels, assessment 		
Week 11	<p>Module 3: Weeks 11-15 Introduction to Medical Math and Safety</p> <p>Week 11</p> <ul style="list-style-type: none"> • Basic math review: <ul style="list-style-type: none"> ○ Roman numerals ○ Fractions ○ Decimals ○ Formula 	<p>In class:</p> <p>Small group work on math problems (review of take-home assessment)</p> <p>Play relay race with math problems</p>	<p>Pre-class:</p> <p>Worksheet math self-assessment. Turn in beginning of class week 11. Grade together in class.</p>
Week 12	<p>Week 12</p> <ul style="list-style-type: none"> • Systems of measurement <ul style="list-style-type: none"> ○ Metric ○ apothecary ○ Household ○ Conversion between systems ○ Weight conversion ○ Military time 	<p>In class:</p> <p>Comparison of teaspoons, conversion problems, military time clock</p>	<p>Pre-class work:</p> <p>Review posted handouts on blackboard</p>
Week 13	<p>Week 13</p> <ul style="list-style-type: none"> • Medication calculation examples <ul style="list-style-type: none"> ○ Oral medications, pills ○ Liquid medications, poured ○ What is a syringe measurement? 	<p>In class:</p> <ul style="list-style-type: none"> • Liquid medication cups • Syringe coloring papers • Medication calculation word problem for weight based and for number of pills 	<p>Pre-class work:</p> <p>Review posted handouts on blackboard</p>

	<ul style="list-style-type: none"> ○ Weight-based calculations 		
Week 14	<p>Week 14 Safety related to medication calculation</p> <ul style="list-style-type: none"> • 5 rights • Translate med directions based on abbreviation list 	<p>Read: Read posted handouts in Blackboard about rights of medication administration.</p> <p>In class: Small group activity. Read and translate medication orders to explain to a patient. Orders will include abbreviation and medical language</p> <p>Quiz 4: Math</p>	
Week 15	Week 15 review for final	Bring questions to class to review for final	
Week 16	Final examination	Per exam schedule	

Proposed Revisions to the *Palmetto College Campuses Faculty Manual*
 Palmetto College Campuses Faculty Senate
 University of South Carolina

Brief Title of Proposed Change	Two Year Term for Chair
Committee Proposing Revision	Executive
Date of Presentation to Senate	9/27/19
Senate Approval Date	

Rationale for Proposed Revisions

- Serving as Senate chair is a very great responsibility. To improve continuity in the position, a chair currently must serve as chair-elect prior to their time as chair, and then as immediate past chair after. Even with this, the amount of time spent learning the role is currently far outweighing time spent executing it. In this motion, we move to improve stability by extending the term of the chair to two years, and to attach a course release to make this feasible for our faculty to execute.

Summary of Proposed Revisions

- We move to increase the Chair’s term to two years. This would make four years total on executive committee, with one year served as chair-elect and one year as immediate past chair.
- If the chair is unable to serve at a meeting, the meeting will be run by either the chair-elect, or by the immediate past chair, whichever office is filled at that time.
- We also move that the Chair shall be granted a course release (or course buyout) per semester during their time as chair (but not as vice-chair or as immediate past chair).
- We move that this change begin taking effect in Spring 2020, for the chair-elect who was already elected in Spring 2019.

Section and page numbers of the current *Manual* for proposed revisions

Change 1:

Current	Proposed
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**Page 91:
Article III - Officers**

Section 1. The officers of the Senate shall be a Chair, a Chair Elect, a Secretary, an Immediate Past Chair, possibly one or more Members-at-Large, and a *Palmetto College Campuses Faculty Manual* Liaison Officer, as well as such other officers as the Senate may from time to time establish. These officers shall perform the duties prescribed by the parliamentary authority and rules adopted by the Senate. The Secretary shall serve for a term of one year. The person designated to serve as Chair will serve for a total of three years on the Senate Executive Committee, the first year as Chair Elect, the second as Chair, and the third as Immediate Past Chair. The *Manual* Liaison Officer shall be nominated and elected for a two-year term at the last Senate meeting of the year. The Liaison Officer need not be a currently serving Senator.

Section 2. The Chair Elect, the Secretary, and the *Palmetto College Campuses Faculty Manual* Liaison Officer shall be nominated and elected at the last Senate meeting of the year preceding the one during which they are to serve. They shall be nominated by the Nominating Committee or from the floor. (Palmetto College representatives to USC Columbia faculty committees shall be nominated and elected at this time as well, including (as needed) representatives to the USC Columbia Committee on Libraries, the USC Columbia Committee on Curricula and Courses, or the USC Committee on Faculty Welfare.) Any voting member of the faculty

**Page 91:
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Section 2. The Chair Elect, the Secretary, and the *Palmetto College Campuses Faculty Manual* Liaison Officer shall be nominated and elected at the last Senate meeting of the year preceding the one during which they are to serve, when needed. They shall be nominated by the Nominating Committee or from the floor. (Palmetto College representatives to USC Columbia faculty committees shall be nominated and elected at this time as well, including ~~(as needed)~~ representatives to the USC Columbia Committee on Libraries, the USC Columbia Committee on Curricula and Courses, or the USC Committee on Faculty Welfare as

may offer a nomination for Chair Elect and Secretary from the floor; however, only members of the Senate may vote in the election of these officers. Only voting members of the Senate and members of the Executive Committee shall be eligible for these offices. The Chair Elect shall assume the office of Chair at the close of the last meeting of the academic year.

Section 3. After election of the officers for the following year, any campus which does not have a member serving on the executive committee (either as Secretary, Vice Chair, Chair, or Immediate Past Chair) may elect from its Faculty Organization a Member-at-Large. A Member-at-Large will meet and have voting privileges in the Executive Committee unless they are a sitting senator, in which case they shall have voting privileges on the floor of senate but not in Executive Committee.

Section 4. The Chair shall vote only to break a tie. Other members of the Executive Committee shall not be voting members of the Senate. Each campus is entitled to its quota of voting members in addition to its membership on the Executive Committee.

Section 5. If the Chair becomes unable to serve during the course of the year, the Vice Chair shall assume the office and serve the remainder of that term plus the term to which regularly elected.

Section 6. Should the Secretary be unable to serve during the course of the year, a successor shall be nominated and elected at the next regular meeting.

needed.) Any voting member of the faculty may offer a nomination for Chair Elect and Secretary from the floor; however, only members of the Senate may vote in the election of these officers. Only voting members of the Senate and members of the Executive Committee shall be eligible for these offices. The Chair Elect shall assume the office of Chair at the close of the last meeting of the academic year.

Section 3. After election of the officers for the following year, any campus which does not have a member serving on the executive committee (either as Secretary, Vice Chair, Chair, or Immediate Past Chair) may elect from its Faculty Organization a Member-at-Large. A Member-at-Large will meet and have voting privileges in the Executive Committee unless they are a sitting senator, in which case they shall have voting privileges on the floor of senate but not in Executive Committee.

Section 4. The Chair shall vote only to break a tie. Other members of the Executive Committee shall not be voting members of the Senate. Each campus is entitled to its quota of voting members in addition to its membership on the Executive Committee.

Section 5. If the Chair becomes unable to serve during the course of ~~the a year in which~~ a Chair Elect is serving, the ~~Vice Chair~~Chair Elect shall assume the office and serve the remainder of that term plus the term to which regularly elected. If the Chair becomes unable to serve during the course of a year in which a Chair Elect is not serving, the Immediate Past Chair will serve the remainder of the year or until a new Chair is elected.

Section 6. Should the Secretary be unable to serve during the course of the year, a successor shall be nominated and elected at the next regular meeting.

Section 7. The *Palmetto College Campuses Faculty Manual* Liaison Officer is responsible for maintaining and publishing the *Faculty Manual*. The *Manual* Liaison Officer shall meet as needed with the Rights and Responsibilities Committee primarily, but also with other Senate Committees as needed. The Liaison Officer shall report to the Senate.

Section 8. The Executive Committee serves as a planning body for issues which confront both the Palmetto College Campuses and the University at large. It is composed of the Chair, Chair Elect, Secretary, Immediate Past Chair, who are elected by the Senate from among the appropriate campus delegations, and at possibly one or more Members-at-Large who are elected from the faculty organizations of those campuses not already represented on the executive committee. Each such campus may elect at most one member-at-large.

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