

USC-Lancaster
Faculty Meeting
10/3/2012

Minutes approved from 9/5/2012 faculty meeting.

Officers Reports:

Dean of the Campus - (Catalano) – enrollment is up about 5%, should offset last year's losses, reminder to attend opening of Native American Cultural Center downtown.

Associate Dean for Academic Affairs – (Cox) – see **Appendix # 1**; justifications for overages can be attached to Pink Sheets; information forthcoming on changes in 8 week exam dates; (Selhorst) – for B funds too? (Cox) - everybody

Associate Dean of Students – (Collins) – see **Appendix # 2**

Academic Success Center – (Dana Lawrence) – see **Appendix # 3**

Admissions – No report

Advancement – No report

Business/Planning – No report

Computer/Information Technology – No report

Counseling – No report

Facilities Management – No report

Gregory Health & Wellness Center – No report

Law Enforcement/Security – (Rutledge) – 3 breaking & entering cases and thefts.

Medford Library/Webmaster – No report

TRIO – No report

Reports of USC System Committees:

Columbia Senate – (Bohonak) – discussion of faculty civility, will inform of future discussion.

Regional Campus Faculty Senate – (Hammond) – Rights & Responsibilities working on tenure notification form, Faculty Manual liaison officer elected (Hammond).

System Affairs (Penuel) – see **Appendix #5**

Welfare (Burke) – Tenure & Promotion Workshop, Friday January 18th

Provost Advisory Council – (Nims) – meet November 2nd.

Local Committee Reports:

Welfare Committee – (Hunt-Sellhorst) – Duffy award nominees in by November meeting, one Nominee per division, files due January 31.

Hiring Priorities Committee – (Scarlett) – open to input.

Unfinished Business:

- **Motion – Change By-Laws** (Hunt-Sellhorst) 2nd (Penuel)
Proposed April 2012 – Compiler position, delete Honors Committee,

Discussion:

(D. Lawrence) – end of Honors program?

(Nims) – no longer operational

(Hammond) – want to see changes in By-Laws, not just summary, request

For mark-up copy before voting (vocal agreement from other faculty)

- **Motion effectively postponed until next meeting**

New Business: None

Special Orders: None

Announcements:

(N. Guittar) – new faculty/staff ALLY program; training available.

(Martek) – Judge on WLTR, good job.

(Emmanuel) – car wash in honor of Dr. Barry a success.

(Hunt-Sellhorst) – chairs call committees and inform of any changes.

For the Good of the Order:

(Yingst) – move faculty meetings back to Friday? **Vote – Faculty agreed to move meetings back to Friday in Spring 2013.**

Adjourned 12:45pm

Attending:

Alhaddad, Biggs, Bohonak, Bonner, Brown, Bundrick, Bundy, Burke, Catalano, Catledge, Coe, Bobby Collins, Walt Collins, Covington, Davaut, Emanuel, Faulkner, Freeman, Golonka, Hammond, Harris, Hassell, Jackson, Jenkins, N. Lawrence, Martek, Nims, Pangburn, Penuel, Richardson, Roberts, Rutledge, Sellhorst, D. Lawrence, Mobley, Moon-Kelly

Faculty Secretary
Mike Bonner

Appendix 1:

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

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

COURSE SYLLABI AND OFFICE HOURS: We are still missing a few course syllabi for 16-week and first 8-week courses (and the second 8-week session will begin October 22). Please submit a copy (**preferably electronic**) of your course syllabi and office hours to the Office of Academic Affairs. For Information about what needs to be included on your syllabus, see "Resources for Faculty" on the USCL webpage (<http://usclancaster.sc.edu/academics/syllabi.htm>).

October 11 is the last day for students to withdraw from 16-week courses without a grade of "WF." If students are attending your class who are not on the roll, please make sure that they check with the Admissions Office. Please continue to use the "Excessive Absences Referral Form" (<https://saeu.sc.edu/apps/uscl/attendanceReporting/index.php>) so that our office is aware of students on the roll who are no longer attending.

2013 Academic Schedules. Thank you all for your support and cooperation with providing your proposed class schedules for Spring, Summer, and Fall 2013. Please be sure to review the schedule drafts as they are made available, not only checking your own classes but also checking the courses needed for students majoring in your discipline or advisement area.

NATIVE AMERICAN STUDIES CENTER grand opening and ribbon cutting will be held tomorrow (Thursday, October 4). USC President Harris Pastides will preside over the University's grand opening ceremony from 2:00 to 4:00 p.m. The public grand opening will begin at 5:00 PM. All USCL faculty and staff are invited to attend either event (or both). Business attire, please.

Palmetto College Update: Palmetto Programs continues to grow by leaps and bounds, with more and more USC Lancaster students electing to remain on our campus and complete their BLS or BOL degree. Plans continue to be announced for the new Palmetto College, but there remain many more questions than answers – answers that hopefully will be provided once a Chancellor is named.

Online Course Workshops: With the increasing number of online courses available to our students (and presumably even more as Palmetto College develops), many of our students have experienced difficulties in adapting their academic habits to meet professors' demands. (Many students appear to have signed up for these online courses thinking that they were "self-paced" courses, much like the old "correspondence" courses offered by USC.)

The Office of Academic Affairs is working with the Academic Success Center to develop a series of workshops for students who plan to enroll in these online courses. **If you are an academic advisor and you recommend an online course to a student, PLEASE ENCOURAGE THEM TO PARTICIPATE IN ONE OF THESE WORKSHOPS.** Dates and times of the workshops will be published online and announced via e-mail and campus news.

Student Assistants/Workers in 2013. In an attempt to help reduce expenditures in "A" funds, we are asking all faculty (and all offices) to reduce the number of hours for each student worker to no more than ten (10) hours per week beginning SPRING 2013. Any request for hours in excess must be accompanied by a written justification explaining why the extra hours are absolutely needed. Each such request will be considered on a case-by-case basis, but will be approved only in the most extreme circumstances.

CONGRATULATIONS to Professor Chris Judge, who was recognized as a USC "Scholar of the Month" for September 2012. http://www.sc.edu/research/featuredscholars_September.shtml

CONGRATULATIONS to Professor Marybeth Holloway and several students of the USC Lancaster players, who were nominated (and in some cases won) awards from the Metrolina Theatre Association for 2011-2012:

- Brittany Johnson – nominated for Best Actress; *You're A Good Man, Charlie Brown*
- Grant Baker – nominated for Best Supporting Actor; *You're A Good Man, Charlie Brown*; **winner for Best Supporting Actor; *As You Like It***
- Kendall Carnes – nominated for Best Supporting Actress; *As You Like It*; **winner for Best Cameo; *You're A Good Man, Charlie Brown***
- Nigia Stevens – nominated for Best Supporting Actress; *You're A Good Man, Charlie Brown*
- Chantall Montgomery – nominated for Best Cameo; *As You Like It*
- Kassie Boone – nominated for Best Makeup; *As You Like It*
- Marybeth Holloway – nominated for Outstanding Direction; *You're A Good Man, Charlie Brown*

AND NOW... FOR SOMETHING COMPLETELY DIFFERENT

RULES FOR TEACHERS (1872)

1. *Teachers each day will fill lamps, clean chimneys.*
2. *Each teacher will bring a bucket of water and a scuttle of coal for the day's session.*
3. *Make your pens carefully. You may whittle nibs to the individual taste of the pupils.*
4. *Men teachers may take one evening each week for courting purposes, or two evenings a week if they go to church regularly.*
5. *After ten hours in school, the teachers may spend the remaining time reading the Bible or other good books.*
6. *Women teachers who marry or engage in unseemly conduct will be dismissed.*
7. *Every teacher should lay aside from each pay a goodly sum of his earnings for his benefit during his declining years so that he will not become a burden on society.*
8. *Any teacher who smokes, uses liquor in any form, frequents pool or public halls, or gets shaved in a barber shop will give good reason to suspend his worth, intention, integrity and honesty.*
9. *The teacher who performs his labor faithfully and without fault for five years will be given an increase of twenty-five cents per week in his pay, providing the Board of Education approves.*

There is no indication that these policies are being considered for introduction into the 2013 *Regional Campuses Faculty Manual*.

Appendix 2:

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

Report to Faculty October 3, 2012

- **Athletics—Student-athletes are selling raffle tickets to benefit the Lancers Club.** Tickets are \$20 and you'll have the chance to win either a 2012 Honda Civic or \$10,000. Drawing will be held on October 26th.
The Lancers Club supports academics through scholarships. If you would like to help support athletics at USCL please contact the athletics department at (803) 313-7094 or visit the web page at <<http://www.usclathletics.com/default.html>>.
 - **Travel Study—**Plans continue for the Italy trip (Shakespeare in Italy) during Spring Break 2013 and a Civil War themed trip during Maymester 2013. Courses in ENGL and HIST will be offered. Contact Dr. Dana Lawrence for more information on the Italy trip and Dr. Michael Bonner for more information on the Civil War trip. Scholarships for students will be available.
 - **Student Life/Activities—**
 - Annual Omega Scholars Car Wash;** Friday, Oct. 5; 9:00 AM to 3:00 PM
 - Academic Reality Check; Oct 10 in the Student Center at 12:15.** This program is designed to help students make decisions about dropping classes they are currently enrolled in, and the ramifications of dropping classes they are currently enrolled in. Additionally students will be given options pertaining to 2nd 8 week classes, and they will be given tips for staying in touch with professors and academic advisors when making tough academic decisions.
- Other items:
- We collected 38 pints of blood during the Blood Drive on Sept 11
 - We registered 36 people to vote at the Voter Registration drive on Sept 20
 - Students Fight Back was held on Oct 2. This live, 90-minute presentation teaches students the basics of personal safety and self-defense. The presentation has been seen by over a million college students. The speakers who presented the program travel the nation every Fall and Spring semester in an effort to reach as many students as possible with their message.
 - Student Organization Advisors can expect an award letter concerning monetary awards for the academic year in the next few days.
 - Student Government Senator Applications were due Oct. 1. If any last minute students are interested, they may fill out an application and turn it in by Friday at noon in the Student Life Office. Elections will be October 15 in the Starr Hall Lobby.
- **Security and Law Enforcement—**USC Lancaster's Clery Report for 2011-2012 has been filed and can be accessed online via the Law Enforcement and Security page or by clicking here: http://usclanaster.sc.edu/security/Crime_Data2011.pdf

- **Counseling Services**—Please send any undecided students who might be interested to see Mrs. Campbell for Career Counseling. Her office is located in Starr 125E.
- **Behavioral Intervention Team**—the team will meet a minimum of twice a month (and when emergencies arise) during the Fall 2012 semester to address the needs of students of concern and to take part in ongoing training and development. Referrals can be made at <http://usclancaster.sc.edu/BIT/index.html>

And finally,

As of 4:00 PM on 10-2-12, we have received 108 Excessive Absences Referrals. We have attempted to contact each referred student to talk with them about their absences and academic progress.

Appendix 3:

**ASC Report
October 5, 2012
Dana Lawrence**

- **Current and Upcoming Workshops**
 - Oct. 2-5: Microsoft Word Basics
 - Oct. 9-12: Microsoft PowerPoint Basics
 - Oct. 16-19: NO WORKSHOP
 - Oct. 23-26: Evaluating Sources
 - Oct. 29-Nov.2 : Using Sources Effectively
- **Tutoring**
 - August/September report posted in Disconnected S Drive in ASC folder
 - We had a total of 263 tutoring sessions in August and September:
 - Accounting: 1
 - Biology: 1
 - Chemistry: 24
 - Computer Science: 1
 - Math: 98
 - Spanish: 25
 - Writing: 113 (almost double the number of writing consultations we had one year ago)
 - Tutor schedule will change after Fall Break. We will add three new subjects/courses: French, BIOL 101, and Economics
- **Writing Tutor Retreat**
 - I took four of our writing tutors to the Palmetto State Writing Centers Association tutor retreat in Columbia on Saturday, September 29.
 - We had the opportunity to meet directors and tutors from a number of South Carolina schools, including Francis Marion University, Winthrop University, York Tech, USC Upstate, Coastal Carolina University, College of Charleston, and USC.
 - After a keynote address by former FMU peer tutor and current South Carolina Teacher of the Year, Amy McAllister, we attended interactive sessions on the following topics:
 - “Tutoring Style and Mechanics”
 - “Citation Workout” (demonstrating an interactive approach to teaching citation formats)
 - “Power Dynamics in Peer Tutoring”
 - “Exploring Grammar Assumptions”
 - “Myers-Briggs and Communication”
 - “Tutoring Reluctant Clients”
 - We left the retreat with new strategies for and new ways of thinking about writing instruction, and the tutors had a chance to mingle with others who recognize writing tutoring as a professional activity and who continue to develop their skills.

Appendix 4:

Hiring Priorities Committee Preliminary Report

2 October, 2012

Committee Members:

Todd Scarlett (Chair)

Lori Harris

Paul Johnson

Tracey Mobley

Bruce Nims

Suzanne Penuel

John Rutledge

Sarah Sellhorst

The Hiring Priorities Committee is currently seeking faculty input on hiring. We have received input on faculty hires for 2012-2013 from the Deans, Division Chairs and faculty who have contacted the committee already. From this input we have compiled a preliminary list of potential hires and a synopsis of justifications for each hire. The committee has ranked the recommended hires and the list below is ordered from highest to lowest priority. Note that this is a preliminary list. We are asking for further input from the faculty at this time. Please contact one of the committee members if you have input on what hires should have priority.

1. **Astronomy/Physics** – Dr. Faulkner is leaving in December so we need to replace him. Given that our tenure system is based on fall hires, it would be difficult to make a tenure track hire for January. It will likely be difficult to find someone to teach PHYS in the spring and summer, but it seems like the only viable option so we recommend hiring someone for fall 2013. The committee recommends hiring an astronomer. Astronomers take plenty of physics to teach the courses we offer, but someone with a PhD in physics may have no astronomy. Also, astronomers generally go to other facilities to conduct their research, whereas someone in physics would need equipment and facilities we would probably not be able to offer.
2. **Exercise Science** – Due to changes in the course sequencing for the BSN program and large enrollment levels in the current sections, we will need to add more sections of Anatomy and Physiology. We have also increased the number of seats available for the BSN upper division program, which will undoubtedly increase enrollment for the lower division courses such as A&P. In order to meet the need for both the BSN and ADN programs, as well as the other health related majors, we need to hire a tenure track professor in Exercise Science. Lab space for this individual is not an issue, as A&P labs are taught in the computer labs and Dr. Riner is willing to allow use of his research metabolic lab for this new hire. A candidate with research interests in Clinical Exercise Physiology would be preferred.
3. **Statistics** – Many degrees require statistics and with several new 4 year degrees being offered from one source or another, the demand for these courses will likely grow. We've tried to fill the need by looking for a MATH hire who had a background in STAT, but that hasn't panned out. We have the demand for a full-time STAT person so we recommend a tenure-track hire in this area.

4. **Computer Science** – Computer science has been a need for some time now. Though many degrees require a programming course, much of the CSCE load comes from students trying to meet the quantitative reasoning part of their gen ed requirements. In part, this need has been met by having Dr. Currence teach CSCE 101 and Dr. Bohonak teach 102, recently offering online versions of these courses with very high enrollment. The curricula for both CSCE 101 and 102 have been or are being changed to meet the math requirement more completely. The changes may have little impact on the enrollment in these classes or it may decrease enrollment significantly. Regardless of the results of the Carolina Core changes, the committee agrees that demand for CSCE courses is sufficient to justify an instructor hire in computer science. PhDs in computer science would be virtually impossible to attract or to pay for, thus the instructor level hire.
5. **Sociology** - Enrollments in SOCY 101 have increased nearly 50% over the past year, and demand for upper-division sociology courses has increased as students in the BLS, BOL, and BSN need 300 and 400-level SOCY courses to meet degree requirements. We currently have only one full-time sociologist (Dr. Guittar). He teaches a 4-3 teaching load which cannot satisfy the demand for SOCY 101 and upper-division courses needed by 4-yr students. Adjuncts are currently teaching 40% of USCL's sociology course offerings. The addition of a second sociologist will increase sections of SOCY 101, high-demand upper-division courses like SOCY 305 (for BSN & BLS), SOCY 304 (for BLS and BOL), and SOCY 220 – Elementary Statistics for Sociologists (for BOL and many other degree programs).
6. **Psychology** – Of the five people teaching psychology for us, only two are on the tenure-track. Psychology is the most popular area of specialization in the BLS degree and is in high demand in Palmetto Programs. There are more upper division courses taught in psychology on our campus and through Palmetto Programs than any other area. This has been a popular discipline at USCL for a long time and demand for psychology courses is consistently high. The committee recommends a tenure-track hire in psychology.
7. **Speech/Theater** – Enrollment in speech classes has increased to the point that an adjunct (Carolyn Taylor) has been added to meet the demand. Demand for theater classes has also increased and Professor Holloway has developed a very active and successful theatre program which produces 2 plays per school year. These plays and students have been regionally recognized. There is potential to draw more students into the BLS program which will allow them to stay all four years and major or concentrate in theatre. A tenure-track hire in theater and speech would help meet course demand, allow us to expand course offerings and further develop the theatre program. A candidate who has a well rounded background in theatre especially with technical ability as well as able to teach the SPCH 140 would be preferred.

Appendix #5:

REPORT
Ad Hoc Committee on Regional Campuses' AA and AS Degrees and the
Carolina Core
August 2012

Charges from Faculty Senate:

- To determine how well existing two-year degree programs on regional campuses meet the new Carolina Core requirements.
- To determine how consistent the regional campuses AA & AS degree programs are overall.
- Prepare a report and recommendations, as necessary, for the Regional Campuses Senate System Affairs Committee

Committee Work: This committee compared the AA & AS degree programs at Ft. Jackson, Lancaster, Salkehatchie, Sumter, and Union with each other and with the new Carolina Core requirements and found great variation among the campuses. What follows are **PROPOSED** Associate in Arts & Associate in Science degree programs requirements that align with the Carolina Core (fully, with one minor modification explained). These proposed AA & AS degree programs could, if desired by the Faculty Senate, be used as a common set of requirements for each campus's AA & AS degree programs.

Committee Recommendations: Below you will find a table defining the proposed AA & AS degree programs that (1) **align with the new Carolina Core** AND (2) **could serve as a common set of requirements for all campuses.**

*[As for (1)]: The Committee recommends that each of the regional campuses and Extended University seriously consider revisions to its existing AA and AS degree program requirements so these degree programs align, as closely as possible, with the new Carolina Core requirements. Some changes to the existing curricula will be necessary as regional campuses implement the new Carolina Core. Aligning the curricula with the Carolina Core is encouraged, not only for accreditation purposes, but also to aid students who may transfer to USC-Columbia. Yet the need for alignment with the Carolina Core must be balanced with the mission of regional campuses, which entails meeting a host of needs among a diverse student population, many of whom will never transfer to USC-Columbia or any other four-year college or university. In the interest of honoring this balance, the committee is recommending that we modify** the Analytical Reasoning and Problem Solving (ARP) Component, as stated in the table, and allow for more flexibility in meeting that requirement than Columbia will provide.*

*[**This modification is related to meeting the degree requirements ONLY since we obviously cannot alter the Carolina Core requirements.]*

[As for (2)]: Adopting a common set of requirements for the AA and AS degree programs would require each campus to make some modifications to its existing degree requirements. While most of the changes would be minor, in some cases additional

requirements would be needed. The most challenging new requirement for most campuses would be the Foreign Language (GFL) Component. Adopting a common AA and AS degree would have a number of benefits, most specifically for students seeking four-year degrees through Palmetto Programs. Faculty and staff who advise these students would also benefit.

Committee Members: Janet Hudson (chair-Extended University), Suzanne Penuel (Lancaster), Bryan Love (Salkehatchie), Tom Powers (Sumter), and Samantha Hauptman (Union)

USC Regional Campuses Associate of Arts and Associate of Science Degrees **PROPOSAL**

Two Goals:

- (1) **Degree program requirements that align with the Carolina Core requirements**
- (2) **Possible common degree requirements for all regional campuses**

CAROLINA CORE DESIGNATION	CAROLINA CORE COMPONENT	CREDIT HOURS For AA & AS Degrees	COURSES*
CMW	EFFECTIVE, ENGAGED, AND PERSUASIVE COMMUNICATION: WRITING	6 hours—both degrees	ENGL 101, 102
ARP	ANALYTICAL REASONING AND PROBLEM SOLVING	6 hours—both degrees	MATH, PHIL, CSCE, STAT courses: choose from any two courses on <u>approved list</u> **
SCI	SCIENTIFIC LITERACY	7 hours—AA 8 hours—AS	Choose from list of approved courses
GFL	GLOBAL CITIZENSHIP AND MULTICULTURAL UNDERSTANDING: COMMUNICATE EFFECTIVELY IN MORE THAN ONE LANGUAGE	0-6 hours—both degrees	FOREIGN LANGUAGE Two courses in the same language OR a placement test score of 2 (e.g., S2, F2)

			OR completion of one course at the 121 level.
GHS	GLOBAL CITIZENSHIP AND MULTICULTURAL UNDERSTANDING: HISTORICAL THINKING	3 hours—both degrees	Choose from list of approved courses
GSS	GLOBAL CITIZENSHIP AND MULTICULTURAL UNDERSTANDING: SOCIAL SCIENCE	6 hours—both degrees	Choose from list of approved courses
AIU-1	AESTHETIC AND INTERPRETIVE UNDERSTANDING	6 hours—AA 3 hours—AS	Choose from list of approved courses in FINE ARTS or LITERATURE
AIU-2	AESTHETIC AND INTERPRETIVE UNDERSTANDING	6 hours—AA 3 hours—AS	Choose from list of approved courses in (neither literature nor fine arts) HUMANITIES
CMS	A—PERSUASIVE COMMUNICATION	3-9 hours—both degrees	Choose from list of approved courses, e.g. SPCH 140
INF	B—INFORMATION LITERACY	(Two of these last 3 CC Components MAY be met in the same course	Choose from list of approved courses. Overlay example: ENGL 102
VSR	C—VALUES, ETHICS, AND SOCIAL RESPONSIBILITY	(OVERLAY) with one of the above 7 Components, IF a course has been approved as an OVERLAY course.	Choose from list of approved courses
ELECTIVES		5-22 hours	
	<ul style="list-style-type: none"> • Must obtain a 2.0 GPA • Final 15 semester hours earned at respective 	TOTAL HOURS: 60	

	campus		

*The phrase “list of approved courses” appears often in this column. This is a reference to the courses that have been approved as Carolina Core courses. The approval process is ongoing, and the list, which is available online, will grow and change over time. For the fall 2012 semester, all courses previously approved as General Education courses have been grandfathered as approved Carolina Core courses to avoid chaos and confusion in the early, gearing-up phase of Carolina Core implementation.

**ARP—Regional Campuses will maintain an Approved Course List for the ARP Component that differs from the Columbia Approved Course List. (For example, courses below MATH 122 are not on the approved list from Columbia, nor are ACCT or MGSC courses, but individual regional campuses have traditionally accepted such classes as General Education requirements and reserve the right to continue doing so in the Carolina Core.)