

USC Lancaster  
Faculty Meeting Minutes  
April 5, 2013

Minutes approved for March meeting.

**Reports of Officers:**

**Dean of the Campus** – (Emanuel) – **see Appendix #1**; will be transitioning out of office on April 15<sup>th</sup>; invitation to discuss budget; recognition of Bobby Collins 10 years of service (although actually many more) and Ron Cox 20 years of service. \*Applause\*

**Associate Dean of Academic and Student Affairs** – (Cox) – **see Appendix # 2**; Correction to Orientation schedule: June 11 & 12, July 23 & 24; reminder to remain patient with Palmetto College implementation.

(Alhaddad) – can we advise for 4 year Palmetto degree?

(Cox) – yes.

(W. Collins/Emmanuel) – assured all campuses will be ready for Fall.

(English) – possible to apply online for 4 year senior campuses thru “Self-Service Carolina”.

(Sellhorst) – will Palmetto College students count as FTE?

(Cox) – yes.

(Sellhorst) – are faculty required to get course approvals from USC-Aiken, USC-Upstate, etc. ?

(Cox) – not clear yet.

(Gardner) – how much funding will be coming to this campus for serving Palmetto students?

(Cox) – under discussion at higher levels of administration.

(Gardner) – if not counted as FTE, will there not be a disincentive to offer those courses?

(Cox) –I cannot say “I agree with that statement.”

(Priest) – still offer video Palmetto Program courses? will technology be updated?

(Cox) – yes on both counts; BOL & BLS degrees will likely continue to be offered in video format.

(Gardner) –are online evaluation response rates available?

(Cox) – only after evaluations are complete.

**Assistant Dean of Students** – (W. Collins) – see **Appendix # 3**; women’s softball to be suspended; open to input.

(Sellhorst) – have players been notified?

(W. Collins) – yes.

(Parker) – will another women’s sport be added?

(W. Collins) – yes. Reminder of Summer Orientation schedule; Access BIT via online referral;

Teacher of the Year Finalists: N. Guittar, Sellhorst, Hassell \*Applause\*

Open-door policy in Dean’s Office.

**Academic Success Center** – (D. Lawrence) – see **Appendix # 4**.

**Admissions** – (English) – first week of registration complete, results better than expected; Palmetto courses and students continue to pose problems, but will get worked out; inform about any problems; thanks to advisement trainees.

(Mobley) – training for staff/adjuncts?

(English) – not yet, possible in future.

**Advancement** – No report.

**Business Manager and Planning** – (P. Johnson) – after financial aid students need to go to “Accounts Receivable”

To pay bill; business office staff still training on BANNER.

(Nims) – any effects of sequestration on financial aid?

(P. Johnson) – no information, but alert on topic.

**Computer Services and Information Technology** – No report.

**Counseling and Disability Services** – No report.

**Facilities, Management, and Construction** – No report.

**Gregory Health & Wellness Center** – (Sellhorst) – practice Yoga classes underway; Spinning classes and Zumba classes

Up & running; looking to add P90X instructor & possibly Water Yoga.

**Law Enforcement & Security** – (Rutledge) – assault at Gregory H&W center was not a threat to campus (two Cousins involved, no criminal history); vehicle registration & ID cards under discussion, more info in future.

**Library/Webmaster** – (Harris) – student survey out, faculty survey next, please respond; Rebecca Freeman to speak on April 17<sup>th</sup>; last week snack promotion; National Poetry Month contest; transitioning to “mysc.edu”.

**System Committees:**

**Columbia Senate** – (Alhaddad) - two meetings, bullying policy and tobacco free policy under discussion; (Bohonak) – some resistance to tobacco free policy in Columbia.

**Regional Campuses Faculty Senate** – “Executive” – (Nims) –will meet on April 19<sup>th</sup>; “Rights and Responsibilities” – (Hammond) – pending changes to tenure form should be reviewed.

**Provost’s Advisory Council** – (Gardner) – meeting not re-scheduled.

**Local Committees:**

**Assessment** – (Davaut) – turn in materials ASAP, by next Friday at latest.

**Native American Studies Committee** – (Taylor-Driggers) – thank you for successful Native American Studies Week; recordings of all lectures are available; upcoming Red Rose festival in May, Catawba Pow-Wow next weekend in Rock Hill.

**Local Tenure & Promotion** – (Hammond) – annual peer reviews available for pickup; responses can be sent thru Dean Cox’s office.

**Scholarship** – (Cox) – work completed, recommendations made, 62 incoming freshmen will receive scholarships, thanks to committee members.

**Welfare & Grievance** – (Sellhorst) – updating campus descriptions.

## Unfinished Business:

None

## New Business:

Motion from Curriculum Committee (not allowed to be brought to a vote, not in 10 days prior to meeting)

### **\*Chair allowed for Discussion of Motion (see appendix #6) \***

(Bundy) – time bind due to upcoming assessment; need to develop a mechanism to amend curriculum if needed; SACS requires some conformity to be defined as a “system”.

(Gardner) – protest any Associates Degree that does not require a foreign language component. \*Applause\*

(Cox) – some campuses do not have foreign language professors; should be careful about recommending lower level courses for Palmetto.

(Nims) – origins of Baccalaureate Prep components; assessment determined combining degrees was best method  
To meet accreditation concerns; dissatisfaction can be amended over time thru RCFS, which is why local Curriculum Committee decided to pass. Recommends no immediate vote.

(Gardner) – should RCFS Curriculum Committee be a standing Committee? Composition?

(Nims) – will be ad hoc committee over the summer.

(Penuel) – when did USC-Salkehatchie vote?

(Cox) – meeting today.

(Penuel) – how do we get SACS report?

(Nims) – will be available to Systems Affairs soon.

(Hammond) – is Baccalaureate Prep an Associate’s Degree?

(Cox) – yes, a third degree option.

(Hammond) – at issue, “who are faculty who approve Curriculum?”, it has always been USCL faculty, for common curriculum will be RCFS; suggests vote on Baccalaureate Prep as Assoc. Degree.

(Yingst) – if USC-Sumter reduces science requirement will this be expected system-wide?

(Nims) – could be amended by RCFS.

(Cox) – any change by RCFS would need to be approved by each campus.

### **\*Motion – Amend Curriculum Committee Motion by Deleting two rightmost columns AA/AS degrees \***

(N. Lawrence)

(2<sup>nd</sup> – Bundrick)

(Cox) – cannot adopt Baccalaureate Prep, it’s a track not an Associate’s Degree.

**\*Motion to Suspend By-Laws to allow for discussion of Curriculum (Hammond)\*  
(2<sup>nd</sup> – Penuel)**

(Van Hall) – serious matters require time for consideration.

(Yingst) – I agree; may not get a quorum at next meeting.

**\*Motion to Suspend By-Laws Failed by Standing Vote (2/3 required)\***

(Discussion continued):

(Gardner) – how can we call Baccalaureate Prep an Associate’s Degree?

(Cox) – it’s not creating a new degree, just an AA with Baccalaureate Prep emphasis/major.

(Alhaddad) – does Baccalaureate Prep feed into BOL & BLS?

(Cox) – need to look at it more specifically, possible. \*More interpretation of Bacc. Prep track\*

(Bundy) – power to shape curriculum being transferred from faculty to administration or RCFS.

(Unknown) – who drafted the Bacc. Prep track?

(Cox) – ad hoc committee of the RCFS.

(Harris) – reason local Curriculum Committee accepted was because threat of non-accreditation by SACS as explained by administration.

(Cox) – Palmetto College is highly visible, less recourse for appeal if accreditation fails.

(Catalano) – why the hurry if SACS doesn’t return until 2016.

(Cox) – three years of assessment data required, should have started earlier.

(Bundrick) – if we accept, will we be locked into this curriculum for three years?

(Cox) – no, this was the most immediate compromise.

(N. Lawrence) – how should RCF Senators represent our campus?

(Nims) – plan meeting with Chancellor of Palmetto College to discuss concerns. RCFS may become Palmetto College Faculty Senate.

(N. Lawrence) – what does faculty want to be done on April 19<sup>th</sup>?

(Hammond) – shift of power from local faculty to RCFS curriculum committee? Dislike being forced to accept curriculum with time limit.

(Cox) – not intended to be rushed, Phil Moore believed curriculum approved by RCFS for single campus to mean system-wide approval.

(Hammond) - as a faculty member would you vote for it?

(Cox) – as a faculty member, would support despite imperfections.

(Bundrick) – does this not mean one administrator’s misunderstanding is forcing this?

(Gardner) – faculty members need to re-read USCL’s mission statement, ask yourself “is this in the best interest of our students”?

(Cox) – accreditation is threatened for USC as a whole.

(Van Hall) – highly doubtful that the entire university would lose accreditation over one Associate’s degree.

(Biggs) – what happens if SACS does not award accreditation?

(Nims) – then our degrees would not be recognized, for example students could not go on to graduate school.

(Hammond) – common degree is a good idea long-term; but details will be handled over next two years.

(Unknown) – could this be handled over the summer?

(Nims) – already checked into, logistically impossible for members.

\*\* Discussion to schedule next meeting\*\*

### **Special Orders:**

None

**\*Next Meeting Scheduled for Monday, April 15<sup>th</sup> @ 12:15pm, for vote on Curriculum\***

Meeting Adjourned – 3:05pm

### **Attending:**

Alhaddad, Biggs, Bohonak, Bonner, Bundrick, Bundy, Burgin, Catalano, Catledge, W. Collins, Covington, Criswell, Davaut, Emanuel, Freeman, Gardner, Golonka, Guittar, Hammond, Harris, Hassell, Holland, Holt,, Jackson, Jenkins, Jones, Judge, D. Lawrence, N. Lawrence, Martek, Nims, Pangburn, Parker, Penuel, Priest, Richardson, Roberts, Rutledge, Sellhorst, Taylor, Van Hall, Williams, Wolochwianski, Worthy, Yingst, Sinfield, English, Faile, P. Johnson, Mobley, Moon-Kelly, Monroe.

### **Faculty Elections:** (2013-2014)

Faculty Chair - Andy Yingst

Faculty Vice Chair - Mike Bonner

Faculty Secretary - Dana Lawrence

### **Local Tenure & Promotion Committee:**

Catalano, Van Hall, Nims, Holt, Roberts, Sellhorst

### **System Tenure & Promotion Committee:**

Gardner, Criswell

Local Welfare & Grievance Committee:

Alhaddad, Taylor-Driggers, Golonka, Holloway

System Grievance Committee:

Holt

Regional Campuses Research & Productive Scholarship:

Criswell

Regional Campuses Faculty Senate:

Senators: Catalano, Campbell, Jenkins, Yingst

Alternates: Kendrick, Richardson, Freeman

Columbia Faculty Senate:

Campbell

Provost's Advisory Committee:

Gardner

Instructor Peer Review Committee:

Hassell, Covington, Wolochwianski, Catledge,

Davaut, Martek

Compiler:

Holt

**Appendix # 1:**

## **USC Lancaster Faculty Meeting**

### **April 5, 2013**

### **Dean's Report**

**Student Enrollment:** USCL is Down 2.58% in student headcount and down 4.17% in FTE for Spring 2013 as compared to Spring 2012. Nonetheless, we are still well ahead of the other regional campuses in both areas. USCL is also currently serving 180 +/- students working on Columbia degrees that do not show up in these enrollment numbers. Per admissions, we currently have 550 Freshman Apps with 303 accepted and 247 pending as compared to last year with 410 Freshman Apps with 299 accepted and 111 pending so the Fall semester is looking relatively strong.

**Faculty:** Tenure track searches continue in Astronomy/Physics and Exercise Science with Faculty hired in these disciplines scheduled to begin in August 2013. We are also searching for an Instructor of Sociology to begin in August too. We have made two offers for the Astronomy/Physics position, both of which have been declined. We are in the process of extending an offer for

the Exercise Science position. The Psychology Search has been suspended until Fall 2013 because we have been unable to find an acceptable candidate.

**Facilities:** Wet and cold weather for the first two months of this year has slowed the construction of Founders Hall significantly. The word now is that the earliest that the building will be available for occupancy will be late Spring or early Summer, 2014.

**Financial update:** We are currently waiting on the third quarter review of our financial situation by the Budget Office in Columbia. As far as state funding for next fiscal year, it does not appear that the parity funding issue is being addressed by the legislature to any great degree. Thus, we will likely get comparable state funding for next year as well. One significant financial decision that we did make recently is the suspension of Women's Softball for next year. Several of you have expressed an interest in learning more about the Budget. Accordingly, after this meeting, I will provide an overview of the Budget and answer questions in Bradley 101 for as long as you like.

The USC Internal Audit Department and an outside auditing firm continue their audit of several areas within the USCL system. We will keep you updated on the progress and results.

**Palmetto College:** We have attended two meetings about the new Palmetto College scheduled to roll out this Fall. We will be going to a third meeting in Columbia on April 18. A handout on the structure of Palmetto College and the associated degrees has been sent to you via email prior to this meeting. We will discuss this in more detail at the Faculty Meeting.

**Transition:** Dr. Collins and I have already started working to make the transition as smooth as possible including implementation of several things that he has included in his plan for USCL. I will officially move out of the Dean's Office on April 25 to allow our new Dean to get settled over a long weekend instead of in the middle of the week.

**Other:** Thanks to all of you for affording me the opportunity to serve as Interim Dean; it has certainly been a very rewarding experience that I will never forget. I look forward to continuing to work with all of you as I return to my role as a member of the faculty.

## Appendix # 2:

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

### **REPORT TO THE FACULTY**

**05 April, A.D. 2013**

**2013 USC LANCASTER COMMENCEMENT EXERCISES** will be held Saturday, May 04 at 2:30 p.m. in Bundy Auditorium. ALL full-time faculty are expected to attend and participate in Commencement Exercises. The VIP reception will begin around 1:00 p.m. in the Multipurpose Room (faculty

are invited), with a reception for graduates and parents following the commencement exercises. A notice will be sent out asking you to confirm your attendance so we can set up the stage appropriately.

**FINAL EXAMS** will be held May 01 through May 08 (May 08 & 09 for 2<sup>nd</sup> 8 week classes). The exam schedule is online at <http://usclancaster.sc.edu/academics/exams.htm>. Please remember that per USC policy:

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

**FACULTY SEARCHES** –We have interviewed candidates for Astronomy & Physics but have not yet been successful in finding a candidate to accept the position. Two Exercise Science candidates have been interviewed and a third is scheduled to visit campus on Monday, April 08, so we hope to be able to make an offer by the middle of next week. The Psychology Search Committee is working to schedule campus visits by finalists, and the Sociology Search Committee is reviewing applications and conducting telephone interviews. We still plan to have all of these positions filled by Fall 2013. My deep and sincere thanks to the members of each of these committees, and to the committee chairs, for their tireless work in these important endeavors. Report to Faculty – R. Cox 05 April 2013 Page 2

**TENURE & PROMOTION INTENT FORMS** will be distributed to all full-time faculty and are due in our office by Monday, April 15. (If you are scheduled to undergo 3<sup>rd</sup> year review or post-tenure review, or if you are in your penultimate year on the T&P track, you will be required to submit a file and will be notified of this.)

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

**COMMUNITY SERVICE ACTIVITIES.** Please remember to continue reporting your community service activities online. The link for reporting your activities is found at <http://usclancaster.sc.edu/commserv/index.html> (or you may go to the “Resources for Faculty” page on the USCL website. Many thanks.

**ADVISEMENT & PRE-REGISTRATION for SUMMER & FALL 2013.** My thanks to Ms. Amanda English for sharing her knowledge and skills with academic advisors in the series of Advisement Workshops she led to help us better understand the new Banner system. Although there continue to be glitches in the system, for the most part I have heard no major issues with students’ being advised and enrolling in courses for the Fall.

**FRESHMAN ORIENTATION for FALL 2013:** As most of you are aware, the decision has been made to return Freshman Orientation during the summer to a two-day schedule. (Well, really it’s more of a 1.5 day schedule.) It is hoped that this will allow our incoming students more time to interact with advisors, staff, and PALs and help increase student retention. The **tentative** dates for this year’s orientation sessions are:

Tuesday, June 4 & Wednesday, June 5

Tuesday, June 25 & Wednesday, June 26

Tuesday, June 23 & Wednesday, June 24

Tuesday, August 13 & Wednesday, August 14

**Academic Advisement is scheduled to take place on the afternoon of the second day of orientation (Wednesday).** All faculty are asked to make every effort to attend and participate in at least three of the four orientation advisement sessions.

You are also asked to consult with your fellow faculty members and secure someone to advise the students assigned to you on the day (or days) that you are unable to participate.

**SPRING 2013 COURSE EVALUATIONS:** On April 06, 2012 the Faculty Organization approved a motion whereby course evaluations would henceforth be administered online through Class Climate. Faculty were given the option, however, of requesting traditional paper evaluations. I sent out an e-mail earlier this week asking faculty wishing to administer paper evaluations to notify our office (and many of you have done so). In the future, we will be asking faculty to give us this notification within the first two weeks of the term (fall, spring, Maymester, Summer I, and Summer II), and I apologize for the lateness of the notification during the current semester. Report to Faculty – R. Cox 05 April 2013 Page 3

**A NOTE ABOUT ACADEMIC INTEGRITY:** Several faculty have notified me this semester of alleged violations of academic integrity in their classes. Please remember that faculty have full control over any academic sanctions imposed. However, we do ask that you report all violations to the Office of Academic & Student Affairs, so we have a record of the offense and how it was handled. It may be that the student has prior offenses which could impact the potential administrative sanctions (probation, suspension, expulsion, etc.) that need to be imposed. If the student is a Columbia student (i.e., fully admitted to Palmetto Programs or the College of Nursing), we recommend that the case be turned over to the USC Office of Academic Integrity (but please notify our Office anyway).

**PALMETTO COLLEGE UPDATE:** Chancellor Susan Elkins held a Palmetto College “kickoff” meeting on Friday, March 15 and a follow up meeting on Wednesday, March 20. Representatives from all of the USC Campuses (Columbia, the so-called “senior” campuses, and the regional campuses) attended, with Dean Emanuel, Dean Collins, and I representing USC Lancaster. The webpage has been launched (<http://palmettocollege.sc.edu>) and there was much discussion about a wide variety of issues ranging from admissions to financial aid to library resources to student & faculty support.

In addition, a “flow chart” (at the end of this report) was issued which shows how students may enter one of the various degree programs of Palmetto College. **I do not anticipate that this represents any major change in our current procedures regarding Palmetto students.** In fact, it appears to me that this “flow chart” really is for students who are not currently associated with USC but rather who conduct a “Google Search” for “online degree programs” and find Palmetto College. We will continue to offer students the first two years (approximately 60 credit hours) of academic coursework towards these degrees, and student who indicate an interest in completing one of the available online degrees will be directed to our local Palmetto College office (currently staffed by Miss Ashley Lloyd) to determine which degree program is best suited for them. Ashley will work with the USCL Admissions Office and the Office of Academic Affairs, as well as with the folks in Extended University, to make sure the student receives appropriate information and is directed properly. USC Lancaster will also continue to offer upper division coursework which is applicable to students in the BLS and BOL degree programs. (Acceptability of upper division work into the other baccalaureate degree programs will have to be negotiated by the Chancellor’s Office.)

The next meeting will be held in Columbia on Thursday, April 18.

I anticipate this summer that we will be conducting a search to make the Palmetto College administrative position a full-time one (Ashley is currently a part-time employee), as well as a search for an Instructional Technology position to help support the online degree programs. These positions are being paid for by USC Lancaster’s share of the Palmetto College state appropriation.

**A FINAL NOTE ON PALMETTO and A BIT OF COMMENTARY:** Despite the many questions which remain unanswered about Palmetto College, and the many uncertainties (and hurdles) that lie ahead of us, I firmly believe that the initiative has the potential to be one of the most important endeavors ever undertaken by the University of South Carolina. Report to Faculty – R. Cox 05 April 2013 Page 4

USC Lancaster has been a leading force in the development of Palmetto College up to this point, and I believe that our actions and hard work have served to benefit not only our students (by offering them baccalaureate opportunities) but our campus and our community as a whole. I earnestly hope that we will continue being a positive force in the initiative.

There is no doubt that Palmetto College is going to change us in some ways, and it appears that we are moving in a direction where all of the regional campuses will find themselves more centralized under the umbrella of Palmetto College.

It is therefore, in my opinion, absolutely imperative that the faculty of the regional campuses take pro-active steps to ensure that the principles of Faculty Governance are maintained. Palmetto College will make numerous baccalaureate degrees available to students (as a “gateway” to programs at Upstate, Beaufort, Aiken, and the College of Education at USC Columbia), but will itself award the two degrees currently in place – the Bachelor of Arts in Liberal Studies (BLS) and the Bachelor of Arts in Organizational Leadership (BOL). These are OUR degrees. WE are the faculty of the Palmetto College that awards these degrees. And we must make sure that as University faculty, our rights and our responsibilities are acknowledged and maintained.

The most logical body through which we, as regional campuses faculty, can exercise these rights and responsibilities is, I believe, the Regional Campuses Faculty Senate. It is not at all difficult to envision this body evolving into a Palmetto College Faculty Senate. But whatever its name, as the representative body all of the regional campuses, the Senate can – and I believe should – stake its claim to our collective ownership of the BLS and BOL degrees. It should demand a voice in the decision-making process for all students who seek to earn OUR degrees. And it should be prepared to share in the work that it is going to take to make Palmetto College a success.

Today, this Faculty Organization will elect a number of members to serve a three-year term on the Regional Campuses Faculty Senate. Along with their colleagues who already serve, these individuals will be in a position to help determine exactly what Palmetto College will be, and what our role as a campus and as a faculty will be in it. I therefore ask each and every member of this Faculty Organization to give thoughtful consideration to the names presented for nomination. These may very well be among the most important faculty positions that we elect today. Here endeth the sermon.

**BLS & BOL ADVISORS MEETING** will be held on Monday, April 08 to discuss several items, including Banner-related issues for Palmetto students, as well as the revised Program of Study Forms for BLS and BOL (both of which now incorporate the Carolina Core).

**THE USCL CURRICULUM COMMITTEE** met to consider the proposal for uniform associate’s degrees across the regional campuses. A report was issued to the campus last week and will be debated and voted on at an upcoming specially-called faculty meeting. The Regional Campuses Faculty Senate plans to hold a vote on the common curriculum at its next meeting, scheduled for April 19 at USC Salkehatchie (Allendale). Report to

Faculty – R. Cox 05 April 2013 Page 5

**Finally...CONGRATULATIONS** to Dr. Suzanne Penuel, who will be returning to the National Humanities Center this summer, having been admitted to the SILS Summer Institute in Literary Studies “Versions of *The Winter’s Tale*: Theater, Literature, Film, and Philosophy,” to be led by Professor Sarah Beckwith.

**\*\* PALMETTO COLLEGE Flow Chart was also attached\*\***

### Appendix # 3:

#### **Report to Faculty**

**April 5, 2013**

#### **TRANSITION TO THE DEAN’S OFFICE:**

As I said earlier this week in an email message to the campus, I begin my tenure as Dean of USC Lancaster with humility and hope. We have lots to tackle. Big initiatives and projects such as Palmetto College, One Carolina (Banner, etc...), USC Connect and Founders Hall are only beginning to take shape. I am committed to representing the interests of USC Lancaster with all I have, and I will work diligently every day for all members of our campus community. I simply request your help, insights and support through all of these endeavors. Evidence of your dedication to our students, to this community and to the health and well-being of this campus abounds, and so I am heartened as I begin this new phase of service. As was characteristic of the tenures of Dean Catalano and Interim Dean Emanuel, I will maintain an open door to your comments, questions and concerns. Please feel free to come see me.

In a meeting this week with Chancellor Elkins, Vice-Provost Plyler and Pam Hayes, I was asked my thoughts on changing my start date from May 1 to April 15, and I agreed to the change. This took place after Dean Emanuel had completed his report for today’s meeting thus the discrepancy in start dates in our reports. Ron, Stan and I have talked briefly about who might serve as Interim Dean of Students, and we hope to arrive at a decision next week. In the meantime, let’s prepare for Commencement and a strong finish to Spring 2013. Thank you for all you do for USC Lancaster.

#### **Dean of Students report:**

- **Athletics**—For financial reasons, a decision has been made that USC Lancaster will suspend the softball program for next academic year. Stan, Ron, Paul, Rick and I have discussed this possibility for about three months. While it was a difficult one to make, we believe it is in the best interest of USC Lancaster athletics as a whole to re-evaluate that program. Over the next several months we will be discussing the addition of another

women's program to begin in Fall 2014. The Athletics Advisory Committee has already been involved in discussions via email exchanges. Their continued input and that of any other faculty/staff member is welcome.

▪ **Student Life/Activities**

- **French Film Series** begins April 15. Please encourage students to come to one or more of the films. The *Tournées Festival – French Film Series*—was made possible with the support of the Cultural Services of the French Embassy in the U.S. and the Centre National de la Cinématographie et de l'Image Animée.
  - Monday, April 15 at 6:00 PM, Stevens Auditorium
  - Tuesday, April 16 at 4:00 PM, Stevens Auditorium
  - Thursday, April 18 at 4:00 PM, Stevens Auditorium
  - Monday, April 22 at 6:00 PM, Bradley 112
  - Tuesday, April 23 at 4:00 PM, Bradley 120Titles and descriptions are available on the Series flyer linked to the USCL homepage.
- **SGA executive council and Teacher of the Year elections were held in late February.** Teacher of the Year awards will be presented during the **Spring Fling event, April 23**. Congratulations to Dr. Sarah Hunt Sellhorst, Dr. Nick Guittar, and Professor Darris Hassel for winning in their respective academic divisions. Events will take place from 10:00 to 2:00 with the presentation of Teacher of the Year and other awards at around 12:30. Congratulations to the following who were elected to serve on the **SGA executive council**: President: Ty Reeves, Vice President: Brandon Newton, Secretary/Treasurer: Brooke Watts.
- The **Association of Carolina Emerging Scholars** will present its second annual literature and culture conference at USCL on May 18. The conference is sponsored by all USC Regional Campuses. The theme of the conference is “Deathless Love.” All faculty and staff are encouraged to come hear the work of students from across our campuses. Please see Dr. Nick Lawrence or Laura Humphrey for more information.
- The **PALs attended SROW**, an orientation and leadership training conference, at the University of Memphis over Spring Break. They are bringing their enthusiasm back to USCL for this year's Freshman Orientation.
- The **Spring Blood Drive** will be held on next Tuesday, April 9, from 9:00-1:30 in the student center; email Laura to make an appointment at

**SUMMER ORIENTATION**—The draft of changes to the summer Freshman Orientation sessions was sent out by e-mail attachment earlier this week. Please continue to send comments and concerns to Laura Humphrey or to me. Thanks again to the ad hoc committee of faculty and staff who contributed to putting this together. The dates for summer orientations are June 11-12, June 25-26, July 23-34, August 13-14. As before, we ask that faculty/staff advisees do their best to be around for at least three of the four sessions.

- **Security and Law Enforcement**—Please be mindful of the construction trucks moving about campus, especially in the parking lot between the Facilities Building and Hubbard Hall. Equipment and supplies continue to arrive.
- **Career Services**—As you speak with and advise students, please continue to send them to meet with Mrs. Campbell, Starr 125-E. Also, be aware of the expansion of services through JobMate and other Career Center offerings. The Career Services web site now shows clearly how our students can use those and other services.
- **Travel Study**—The trip to Italy took place during Spring Break. Dr. Dana Lawrence and Professor Trena Kendrick led the group of eleven students. One of the highlights of the trip was being in Saint Peter’s Square as the world learned who the next Pope would be.
- **Behavioral Intervention Team**—The team met yesterday and will continue to meet every other week. Dr. John Rutledge will be chair of the BIT going forward. Referrals can be made at <http://usclancaster.sc.edu/BIT/index.html>

#### **Appendix # 4:**

##### **ASC Report to Faculty**

**April 5, 2013**

**Dana Lawrence**

##### **Workshops**

- The writing workshops planned for April have been canceled due to poor attendance. I am planning to try the library-instruction model for writing workshops in the fall—offering in-class workshops at the request of faculty.
- We will continue to offer ASC Workshops through April 23
- Upcoming workshop topics (all workshops held in ASC Computer Lab from 12:15-1pm):
  - Research series (continued)
- Using library databases (Tuesday, April 9)
- Using sources effectively (Tuesday, April 16)
  - Final exam prep (Tuesday, April 23)
- Workshop schedule/flyer can be found on the ASC website—the link is under “Opportunities” on the main USCL page
- Many thanks to those of you who have been encouraging your students to attend ASC and Writing workshops this semester!

##### **Appointment-Based Tutoring**

- As announced in the March ASC report, we have switched from all drop-in tutoring to a combination of drop-in and appointment-based tutoring in an attempt to save money.

- Student response has been very positive—they like being able to reserve a time with the tutor of their choice.
- Please let your students know that they can make appointments either in person or by calling the ASC. We are going to implement an online scheduling system in the summer.

### **Summer Tutoring**

- Summer tutoring will be offered on a by-appointment basis only
- We will have tutors for Chemistry, Math, Spanish, and Writing

### **Seeking new tutors**

- Several of our tutors are heading off to Columbia in the fall. Although we're happy for them, we're sorry to lose great tutors.
- We are in need of Biology, Chemistry, Math, and Spanish tutors—especially students who can tutor in multiple areas (i.e., chemistry and math, spanish and french, biology and writing, etc.)
- At minimum, peer tutors are required to have at least a 3.0 GPA, and they have to have earned an A in the courses they wish to tutor.
- Please send any interested and qualified students to the ASC to pick up an application packet.

### **Appendix # 5:**

Amanda L. English

Records/Registration Officer

### **Report to Faculty, April 5, 2013**

Fall 2013 registration is under way! And I would like to report with what I consider few issues.

There is an updated Fall 2013 Advisement form on the shared drive. Blake and I are working on a project to better allow you as advisors to house your copies of advisement forms electronically. Stay tuned.

I am seeing A LOT of students due to course overrides. I would like to encourage you to share any issues you are experiencing to see if something that can be adjusted.

Palmetto Programs/College courses and students are an issue for my office and advisors regarding course registration. Please note that I am reporting issues to the Student Service team in Columbia. I hope that as we continue with registration some alternatives will be provided to better assist the students (and advisors and my office).

Additionally, I had one faculty member forward an email from a Beaufort student confused about the Palmetto Program/College courses listed. I wanted you to be aware because of the hot link for emailing instructors may increase your student correspondence.

Finally, I want to thank you all for attending the advisor training sessions that I hosted. I have gotten many positive responses from you and it is much appreciated. I will of course continue to keep you informed as other programs roll out as part of Self Service Carolina, including final grades.

Many thanks to everyone getting schedule edits to me prior to registration as I know it was difficult to read some the reports to verify information. I want to thank my office for helping pick up some of the others duties to help us be ready for registration. I want to thank Lori and Shana for helping me get information out to students and revamping our pages with the new [my.sc.edu](http://my.sc.edu) site.

I am hopeful that I am on the peak of the mountain that is Banner/SSC and that it will be smooth sailing from here! It is good to remain optimistic, isn't it?!

**Appendix # 6 :**

<b>Carolina Core Learning Outcomes</b>	<b>Baccalaureate Prep Track</b>	<b>AA Degree</b>	<b>AS Degree</b>
<b>LOWER DIVISION CORE COURSES (28-34 hours)</b>			
<b>CMW: Effective, Engaged, and Persuasive Communication:</b>	06 hours (ENGL 101 & 102)	06 hours (ENGL 101 & 102)	06 hours (ENGL 101 & 102)

Written Component (6 hours)			
<b>CMW Learning Outcome:</b> Students will be able to identify and demonstrate appropriate means of communication for varied audiences and purposes, reason clearly in writing to inform, persuade, and exchange views, and be able to articulate a critical, informed position on an issue and engage in productive and responsible intellectual exchanges that demonstrate the ability to grasp and respond to other positions as well as to set forth their own.			
<b>ARP:</b> Analytical Reasoning and Problem Solving (6 hours)	06 hours (from approved list – MATH, CSCE, PHIL, STAT; does NOT include MATH 111, <u>111i, 112, or 115</u> )	03 hours (MATH, CSCE, PHIL, STAT) (including MATH 111, <u>111i, 112, and 115</u> )	06 hours (MATH, CSCE, PHIL, STAT) (including MATH 111, <u>111i, 112, and 115</u> )
<b>ARP Learning Outcome:</b> Students will be able to apply the methods of mathematics, statistics, or analytical reasoning to critically evaluate data, solve problems, and effectively communicate findings verbally and graphically.		<b>Analytical Reasoning Learning Outcome:</b> TBD	
<b>SCI:</b> Scientific Literacy (7 hours)	08 hours (must include 2 laboratory courses)	07-08 hours (must include at least 1 laboratory)	10-12 hours (must include at least 1 laboratory)
<b>SCI Learning Outcome:</b> Students will be able to apply the principles and language of the natural sciences and associated technologies to historical and contemporary issues.			
<b>GFL:</b> Global Citizenship and Multicultural Understanding: Foreign Language (0-6 hours)	00 – 06 hours (Score of “2” on placement exam or completion of 109/110 sequence or 121 course)	09 – 10 Hours of Humanities/Fine Arts  May include ART, ENGL (200+ level; not ENGL 463); Foreign Language, HIST, MUSC, PHIL, RELG, THEA, SPCH	06-07 Hours of Humanities/Fine Arts  May include ART, ENGL (200+ level; not ENGL 463); Foreign Language, HIST, MUSC, PHIL, RELG, THEA, SPCH
<b>GFL Learning Outcome:</b> Students will be able to communicate effectively in more than one language.			
<b>GHS:</b> Global Citizenship and Multicultural Understanding:  Historical Thinking (3 hours)	03 hours from approved list		

<b>GHS Learning Outcome:</b> Students will be able to use the principles of historical thinking to assess the relationships between modern societies and their historical roots.			
<b>AIU:</b> Aesthetic and Interpretive Understanding (3 hours)	06 hours from approved list		
<b>AIU Learning Outcome:</b> Students will be able to create or interpret literary, visual or performing arts.		<b>Humanities/ Fine Arts Learning Outcome:</b> TBD	

<b>GSS:</b> Global Citizenship and Multicultural Understanding: Social Sciences (3 hours)	06 hours from approved list	09 Hours of Social/Behavioral Sciences	06 Hours of Social/Behavioral Sciences
<b>GSS Learning Outcome:</b> Students will be able to use the principles of the social sciences to explore diverse cultural identities and to analyze political and environmental issues.			
LOWER DIVISION: Stand-Alone or Overlay-Eligible Courses (3-9 hours) – up to two courses may be taken as overlay	Only TWO of the following Learning Outcomes can be met with “overlay” courses. So a student would have to take a minimum of 3 credit hours here.		
<b>CMS:</b> Effective, Engaged, and Persuasive Communication: Spoken Component (0-3 hours)	00 – 03 hours from approved list  (e.g., SPCH 140)		
<b>CMS Learning Outcome:</b> Students will be able to identify and demonstrate appropriate means of communication for varied audiences and purposes, and be able to reason clearly in speaking and writing to inform, persuade, and exchange views.			
<b>INF:</b> Information Literacy (0-3 hours)	00-03 hours from approved list  [e.g., ENGL 102 (3), LIBR 1010 (1)]		
<b>INF Learning Outcome:</b> Students will be able to collect, manage and evaluate information using technology, and communicate findings.			
<b>VSR:</b> Values, Ethics, and Social Responsibility (0-3 hours)	00 – 03 hours  from approved list		
<b>VSR Learning Outcome:</b> Students will be able to examine different kinds of social and personal values, analyzing the ways in which these are manifested in communities as well as individual lives.			
	ELECTIVES (10-22 hours)	ELECTIVES (24-26 hours)	ELECTIVES (23-26 hours)

<b>TOTAL</b> Hours in Carolina Core 31 - 43 hours (Minimum 31 hours required.)	<b>TOTAL</b> Minimum 38 hours of Carolina Core Courses		
--	---	--	--

**In addition to the requirements stated above, a student must meet the following criteria:**

1. **Cumulative 2.00 GPA.**
2. **Final fifteen semester hours earned from the USC Regional Campus awarding the Associate's degree.**
3. **No more than 15 hours of nontraditional credits which include DANTEs, CLEP, and military experience.**
4. **No more than 03 hours of PEDU courses may count toward meeting Associate's degree requirements (any track).**
5. **Current approved list of Carolina Core courses may be found online at:**  
[http://www.sc.edu/provost/forms/CCoreCoursesForAdvisement\\_2012-13.pdf](http://www.sc.edu/provost/forms/CCoreCoursesForAdvisement_2012-13.pdf)



UNIVERSITY OF  
**SOUTH CAROLINA**  
LANCASTER

**A MOTION FROM THE USC LANCASTER CURRICULUM  
COMMITTEE**

- 1) Whereas, the USC Lancaster Curriculum Committee recognizes the importance and urgency of adopting common AA/AS curricula for students on the Regional Campuses of the University, the Committee moves that the Faculty of USC Lancaster adopt and implement the proposed “common curriculum” noted above for the AA, AS, and “Baccalaureate Preparatory” tracks, for students enrolling at USC in FALL 2013 and thereafter.
  
- 2) Whereas, the Curriculum Committee views the awarding of degrees as the single most important endeavor of the University, and holds in highest regard the rights of the faculty to determine appropriate curricula for the degrees it awards, the Committee expresses its deep sense of apprehension and distress at the Administration’s urgency to adopt immediately this proposal, which the Committee believes weakens the academic curriculum currently existing at USC Lancaster, will serve fewer students effectively, and will result (at least

initially) in a decline in AA/AS graduation rates on our campus. The Committee further moves that USC Lancaster's representatives to the Regional Campuses Faculty Senate be instructed to petition that body for the immediate creation and implementation of a mechanism and process whereby the "common curriculum" may be re-evaluated and amended.