

USC LANCASTER
FACULTY ORGANIZATION MEETING MINUTES
October 10, 2014

- I. Call to Order: 12:04pm
- II. Correction/Approval of the Minutes—NO QUORUM, so minutes not approved.
- III. Reports of Officers
 - a. Dean of the Campus---Dean Walt Collins—**REPORT ATTACHED (SEE APPENDIX #1)**
 - i. If you missed the budget meeting at 11:00am, you can get a copy of report from the Faculty Secretary after FO meeting.
 - ii. Posting for Amanda Truesdale's replacement is now online.
 - b. Academic and Student Affairs Dean—Dean Ron Cox—**REPORT ATTACHED (SEE APPENDIX #2)**
 - i. Working on getting Spring 2015 draft schedule out. As soon as published, double check your schedule and identify any course conflicts for degree requirements.
 - ii. Junior Scholars day taking place during Fall Break. Volunteers needed to give two short presentations. Contact Ron if interested.
 - iii. Introduction: Carolyn Harmon, new Associate's Degree in nursing instructor. Technically she is a York Tech employee. Under New Business, I will ask faculty to grant her voting rights.
 - iv.
 - c. Academic Success Center—Dana Lawrence—**REPORT ATTACHED (SEE APPENDIX #3)**
 - d. Human Resources—Tracey Mobley-Chavous
 - i. October is the open enrollment period for benefits. Changes must be made this month. You can do this online or make an appointment with Tracey. Changes will be effective Jan. 1, 2015.
 - e. Law Enforcement—John Rutledge
 - i. Hubbard Drive Safety
 - 1. New crosswalk safety stands will be added.
 - 2. These structures can seriously damage vehicles, so be careful
 - 3. Probably won't be completed until March 2015
 - 4. Will modify lanes to one/one instead of two/one
 - 5. Lighting modifications to improve visibility
 - f. Library—Lori Harris—**WRITTEN REPORT (SEE APPENDIX #4)**
- IV. Reports of USC System Committees
 - a. Executive Committee—Bruce Nims
 - i. Meeting planned for October 31
 - b. Rights and Responsibilities—Christopher Bundrick—**WRITTEN REPORT (SEE APPENDIX #5)**
 - c. System Affairs—Nicholas Lawrence
 - i. Committee charges:
 - 1. Developing common T&P ballots for use throughout system—these are posted on Palmetto College website. Take a look and give feedback to System Affairs representatives (Nicholas Lawrence, Andy Yingst, John Catalano)
 - 2. Palmetto College Campuses Faculty committee—motion to make this a special committee.
 - 3. Forming Palmetto College hiring committee—recommendations based on system needs.

4. Address issues concerning scheduling Palmetto College and two-way video courses in an equitable manner.
 5. AA/AS curriculum changes.
 - ii. Motion from the Senate floor at September 26 meeting—**(SEE APPENDIX #6)**
 1. Suggested amendment to 5 working days.
 - d. Welfare—Fernanda Burke
 - i. Planning T&P workshop for January 16.
 - ii. Agenda not yet finalized
 - iii. Reminder: Duffy Award nominees due December 1
 1. (Alhaddad) Already submitted
 - iv. Questions
(N. Lawrence) Are we doing anything with last year's W&G survey results?
(Burke) Committee is discussing what we should do with them.
 - e. Provost's Advisory Committee—Fran Gardner
 - i. Has not met; no meeting scheduled
 - ii. (Nims) Amirides announced at Faculty Assembly that he would reconvene that committee.
 - f. Columbia Senate Report—Shemsi Alhaddad (read by Bonner)—**WRITTEN REPORT (SEE APPENDIX #7)**
- V. Reports of Local Committees
- a. Technology—David Roberts
 - i. Met in September
 - ii. Looking into clickers for classroom use—if you are interested, let Tech Committee know.
 - iii. Will send email with more information.
 - b. Student Affairs—Christopher Bundrick—**WRITTEN REPORT (SEE APPENDIX #8)**
 - i. A local travel study workshop is planned for November 21—Office of Student Engagement (Columbia) will be here to discuss how they can help faculty plan these trips.
 - ii. Next round of travel study proposals (for Summer 2016) due Spring 2015.
 - c. Hiring Priorities—Suzanne Penuel—**WRITTEN REPORT (SEE APPENDIX #9)**
 - d. Special Events
 - i. Faculty/Staff holiday party scheduled for December 9.
- VI. Unfinished Business: NONE
- VII. New Business—NO QUORUM=NO VOTE
- a. Motion—Christopher Bundrick—**(SEE APPENDIX #10)**
 - i. Introducing motion; because substantive, can't vote until November anyway.
 - ii. Motion is for a small addition to the bylaws concerning the formation of search committees.
 - iii. Note: Small change from "Academic Dean" to "hiring authority"
 - iv. Motion seconded by Yingst
 - v. Discussion
(Nims) Explain rationale for final sentence.
(Bundrick) Search committee works for Faculty Organization. Faculty Organization deserves to know what the committee recommends.

(Nims) What about issues of confidentiality?

(Bundrick) Committee's report would take those issues into account.

(Catalano) Suggest that division for which person is being hired gets two representatives.

(Cox) The current wording does permit this, but doesn't guarantee. Is this for faculty search committees only, or faculty and staff?

(Bundrick) Happy for it to cover both, but that is up to the Faculty Organization at this point.

(Nims) Regarding report to Faculty Organization: when? Before final decision is made?

(Harris) I agree with Bruce. How can it be done and maintain confidentiality? At conclusion of search? At conclusion of committee work?

(Bundrick) At the end of the process, the committee can send the dean three unranked candidates. My understanding is that this information is not confidential, since we will invite the candidates to campus.

(Nim) The committee only advises the dean—the dean makes the final decision.

(N. Lawrence) In my experience, everyone is invited to meet the candidates. Maybe share names, affiliations with Faculty Organization in report. Yes, dean's decision, but shouldn't Faculty Organization know if recommendations and dean's decision is synchronized?

(Martek) Example: physics. Won't this delay process—if, say, candidates don't work out?

(Bundrick) Nothing in motion about Faculty Organization approval—just a report from search committee.

(Harris) Timelines: summer searches, etc. Report may be redundant when names are already known. Not sure what content would be.

(Penuel) I often feel uninformed about searches. What if language changed from "upon completion" to "shares recommendations made to dean."

(Yingst) I like this, because the Faculty Organization should know if the dean ignores committee recommendations.

(Obi-Johnson) I would like the process to be more transparent. Updates would be welcome. Maybe change wording.

(Harris) I agree with the sense of what you're saying. I think providing updates is a good idea. Concerned about discrepancy in numbers in each division.

(Nims) I suggest mulling over before friendly amendments.

(Bonner) Changes to by-laws are substantive, which allows time for consideration. Requires 2/3 vote.

b. Motion from Athletics Advisory Committee—Nicholas Lawrence

(Bonner) Motion has been withdrawn, correct?

(N. Lawrence) Yes.

c. Motion from the floor—Ron Cox

i. Extend membership in Faculty Organization and voting rights to Carolyn Harmon.

ii. Seconded by Catledge.

iii. Discussion--NONE

VIII. Special Orders--NONE

- IX. Announcements for the Good of the Order
- a. (Gardner) Online T&P Training from 2-4pm today, Hubbard 206
(Nims) Next opportunity in Salkehatchie, next Friday.
(N. Lawrence) My understanding is that this is intended for T&P committee members?
(Gardner) Also provides opportunity to inform yourself about the process.
 - b. (Gardner) I am giving a gallery talk at USC Sumter today at 5:30pm
 - c. (N. Lawrence) Reinhardt author talk next Friday at 1:00pm. Please come by and encourage your students to attend.
 - d. (Obi-Johnson) October 16 is Science Discovery Night to promote science programs at USCL to area high school students.
- X. Adjournment: 12:49pm

IN ATTENDANCE: Alhaddad, Biggs, Bohonak, Bonner, Brown, Bundrick, Bundy, Burke, Castiglia, Catalano, Catledge, W. Collins, Cox, Emanuel, Gardner, Golonka-Duker, Harris, Hassell, Holt, Jenkins, Obi-Johnson, D. Lawrence, N. Lawrence, Martek, Mobley-Chavous, Moon-Kelly, Nims, Penuel, Roberts, Rutledge, Taylor-Driggers, Yingst.

Submitted by Dana Lawrence, Faculty Organization Secretary



Report to the Faculty Organization
October 10, 2014

People

Enrollment stands at 1725 (headcount) as of 10/8/14. Current FTE is 1095. We are down 4.75% in headcount and 5.72% in FTE when compared to last Fall's final numbers. We continue to enroll students for Fall II which begins October 20.

Congratulations to Prof. Fran Gardner who recently published the essay ***BEAU WILD Between the Seen and the Unseen*** in monograph form. She was able to attend the exhibit opening, book presentation and signing recently in Florida.

Congratulations to Ms. Beckee Garris at the Native American Studies Center who was awarded the Hospitality and Tourism Employee of the Year last week by the Olde English District. She will now compete statewide at the Governor's Annual Tourism Conference to be held in Myrtle Beach later this year.

A search will soon be underway to fill the Business Office position vacated by Amanda Truesdale.

Facilities

Gregory—Phase II of renovations and upgrades in Gregory will continue this semester. Deferred maintenance funding was awarded in FY 14 for these projects. Other projects could include a combination of some of the following: boiler and chiller work, lobby and membership office refreshing and HVAC upgrades in the Khoury Fitness Room.

BSN Simulation Laboratory—The project is currently in the design phase with construction set to begin later this semester in Hubbard Hall.

Deferred Maintenance—We have been asked to submit additional campus renovation projects in the event that we are successful with a University system-wide request for capital improvement funding from the state legislature. Our projects include renovation and upgrades to Starr Hall (areas related to recruitment, enrollment and student services) and upgrades to lighting and HVAC equipment in Medford Library.

If you see any general repairs that need to be made around campus, please report them to me or to Mr. Glen Jackson.

Financial

September 30 concluded the first quarter of FY 15. We budgeted this year expecting to be down somewhat in enrollment. With our tuition increase, increase to Dual Credit charges, an increase to recurring parity funding by the legislature as well as funding from Palmetto College, the budget and financial health of the campus continue to improve and are stable at this time. Ron and I will attend the first quarter budget meeting in Columbia next Tuesday.

Marketing and Advertising

We have stepped up our marketing and advertising efforts especially in the Indian Land area. We have contracted for two months of electronic advertising on the billboard at Hwy 160 and Hwy 521 in Indian Land. The billboard focuses on our bachelor degree offerings to contrast our campus with the new York Tech site in that area. I have also met with the Principal and guidance counselors at ILHS to discuss ways USCL could connect better with their students and parents. We now have a seat on their School Improvement Council and are in the process of arranging a couple of upcoming presentation venues.

This Fall, seniors in Lancaster County High Schools will receive two letters from the Dean about our campus (first one sent in mid-September, second one featuring campus statistics such as student-to-faculty ratio, percentage of faculty with terminal degrees, campus retention and success rates, ASC information and scholarship availability), campus brochures and other formal and informal presentations. Additional marketing/outreach information completed last year and planned for this year is appended to the end of this report.

Palmetto College

In my September report I mentioned the possibility of additional Palmetto College funding to support two additional positions in our Office of Admissions and Records. Those two positions, Director of Enrollment Management and either clerical support or recruiter, have been funded and searches will soon begin. These additions will enhance our new student recruitment and enrollment priorities.

Other items...

Dr. Nick Lawrence is organizing an on-campus visit and presentation with author Susan Reinhardt on October 17 at 1:30. Reinhardt will present to students and the community and talk about her writing and other professional pursuits.

The **NASC** will host its next **Lunch and Learn Series** on October 17 at noon.

We **continue to raise funds for USCL's 50th Anniversary Campaign**, part of the greater University's Carolina's Promise campaign, with ongoing visits with potential donors. Areas for suggested giving include Founders Hall (naming opportunities), Campus Beautification, Faculty Development, Native American Studies and Student Scholarships.

I began this year's visits to service area county councils with Chester on Monday, Oct. 6. I will be speaking to two more councils later this month and the balance later this semester.



Advertising Report

2013-2014 Advertising * denotes new for 2013-2014

Interstate 107.1 Radio Station

Areas of reach: 18 Counties (107.1, 107.3, 94.3)

Number of ads per contract period: On average 1,057 ads during Gamecock Football, Basketball and Baseball.

CN2 News

CN2 (Cable News Television) 160,000 potential viewers

USCL Commercials during High School Football (264 Game Sports (4 per game/6 showings per week)).

The Lancaster News website

Online Ads—6 ads rotating on The Lancaster News homepage.

Learn TV Sponsorship

Underwriter for televising local high school sports to 20,000 homes in Buford, Fort Lawn, Indian Land, Kershaw and Lancaster.

***The State—Mobile Advertising**

250,000 Impressions targeting Nation Ford, Fort Mill Rock Hill, South Pointe, Indian Land, Andrew Jackson, and Northwestern high schools.

September and October

***Pandora**

Mobile audio: 15 seconds with standard banner targeting ages 16 – 25 in York, Lancaster, Chesterfield, Fairfield, Chester and Union counties.

Direct mail recruiting:

- Recruiting brochure mailed to approximately 3,800 seniors in December 2013.
- Recruiting postcard mailed to approximately 3,000 juniors in January, 2014.
- * Facts about USCL card mailed to approximately 3,800 seniors in March, 2014.
- * Denied student direct mail and telephone campaign coordinated by the Admissions Office.

- In addition we advertised in high school football programs, area community magazines and newspapers in our service area. We will continue to do that as well for the 2014-2015 budget year.

2014-2015 Advertising *denotes new for 2014-2015

Interstate 107.1 Radio Station

Areas of reach: 18 Counties (107.1, 107.3, 94.3)

Number of ads per contract period: On average 1,057 ads during Gamecock Football, Basketball and Baseball.

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Online Ads—6 ads rotating on The Lancaster News homepage.

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Learn TV Sponsorship

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Fort Mill Times

*Digital advertising—sliding billboard ad on Fort Mill Times website, geo-targeted mobile advertising on heraldonline.com.

CN2 News

CN2 (Cable News Television) 160,000 potential viewers

USCL Commercials during High School Football (264 Game Sports (4 per game/6 showings per week).

*Additional 250 ads for the month of September.

* Comporium Cable television ads—Commercials on networks including A&E, The History Channel, AMC, TNT, tbs, USA, and the Discovery Channel.

***Digital Billboard**

Hwy 521-Facing South, combined traffic count 39,800 and guaranteed 1,075 spots per day.

September 8 – October 5 & November 3 - 28

***Clear Channel Radio**

If the budget allows we plan to advertise with Clear Channel radio station 106.5 The End and iheart radio.

- *In addition we plan to develop a mobile app for USC Lancaster.

***The State Newspaper Education Guide**

- Half page ad in the Education Guide published by The State Newspaper. The guide is distributed with the newspaper with overruns going to Midlands-area high schools. This also includes 30,000 online impressions on thestate.com

Direct mail recruiting:

- Letters from Dean Collins and USCL Facts Card mailed to all high school seniors in Lancaster County.
- Juniors and Seniors will receive multiple publications from USCL in the coming months.

Fall II Ads

- Print and online ads in area newspapers to promote Fall II courses.



UNIVERSITY OF
SOUTH CAROLINA
LANCASTER

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

REPORT TO THE FACULTY
10 October, A.D. 2014

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 20). 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 09 was 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.

2015 Academic Schedules. Thank you all for your support and cooperation with providing your class schedules for Spring 2015. 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, and let us know IMMEDIATELY of any problems or conflicts you find. Please also make sure to **submit your textbook orders** to the USCL bookstore as soon as possible. If you do not plan to order a textbook, please notify the bookstore of that as well.

Advisement & Pre-Registration for SPRING 2014 will begin on Monday, October 20. Enrollment in Palmetto College courses (those taught as Columbia classes, either online or through two-way video) will be restricted to fully admitted Palmetto College (mostly BLS & BOL) students for the first two weeks of registration. Overrides for students coded as Lancaster will be given on a first-come, first-served basis thereafter.

Olde English Consortium Junior Scholars Day at USC Lancaster will be Thursday, October 23 from 9:00 a.m. until 1:00 p.m. We will be hosting approximately 100 of the "best and brightest" high school juniors from schools in and around our service area. One of the day's events includes students sitting in on "mini-lectures" provided by faculty and staff. There will be two periods for these mini-lectures: 12:00 - 12:25 pm, and 12:30 - 12:55 pm. **If you are going to be around and would be willing to participate, please let me know as soon as possible.** I don't know how many of these mini-lectures I will need, so at this point I am just asking for a list of folks who would be willing to speak to a couple of groups of really good high school (and potentially, USCL) students.

The **SOCY Search Committee** continues to move forward in its quest to locate an Asst. Professor of Sociology, to begin SPRING 2015. The committee conducted telephone interviews with five applicants last week and has submitted three names to be invited for on-campus interviews and teaching demonstrations. All faculty & staff will be invited to attend the teaching demonstrations and to meet the candidates.

Faculty, staff, and students are invited to attend **A Talk With Susan Reinhardt**, author of *Chimes from a Cracked Southern Belle* on Friday, October 17 at 1:30 pm in Founders Hall (room 104). For more information, please contact Dr. Nick Lawrence.

Congratulations to **Dr. Howard Kingkade**, whose film, *Saint Dee Dee* is an official selection in the 2014 Awareness Film Festival and screened in Los Angeles on September 20.

<http://www.saintdeedee.com/>

Congratulations to **Professor Brent Burgin** who has been selected to receive the Program Innovation Award from the South Carolina Archival Association. The award is presented “for establishing a viable archive where none existed before.”

Mr. **Thomas Monroe** has accepted a shift in duties and will be coordinating USCL’s student recruitment efforts beginning later this month. A search for a clerical position to assist with the processing of student applications will commence shortly. Funding for this clerical position is being provided by the Palmetto College central office.

STUDENT AFFAIRS

The USCL SGA will host a Halloween celebration on Tuesday, October 28. Events include a pumpkin-carving contest, which will be judged at 5:00 pm; a costume contest at 5:30 pm; and an outdoor movie (*Beetlejuice*) at 6:30 p.m. This family-friendly event is open to all USCL faculty & staff.

The faculty organization-approved policy on “vaping” (electronic cigarettes) has been added to the student handbook and also appears on the USCL Tobacco Policy page:

<http://usclancaster.sc.edu/facilities/smoking.htm>.

The USC (Palmetto College Campuses) Student “Right to Know” link is now active at <http://saeu.sc.edu/students/docs/StudentRightToKnow.pdf>. The includes policies on alcohol, drugs, sexual harassment, etc.

The USCL Omega Scholars will host their 7th Annual Basketball Tournament on Friday, October 24 at the Gregory Health & Wellness Center. They are looking for eight teams to compete. Please contact Matt Williamson for additional information.

Lancer Sports

The Lancer Men’s Soccer team won a region match against USC Salkehatchie on Tuesday by a score of 4-1, and defeated Belmont Abbey last evening by a score of 4-3. There will be a home match against Richard Bland tomorrow morning at 11:00 am.

The Lancer Women’s Soccer team lost a close one to Salkehatchie on Tuesday (4-3). They have a home match on Tuesday, October 14 at 4:00 pm against Pfeiffer University.

The Lancer Baseball team will travel to Florence (SC, not Italy) tomorrow and Sunday to play against Francis Marion University. On October 30, they will sponsor a Halloween game that will involve the “Dream Team” along with the guys entertaining in their costumes, followed by a 5-or-6-inning game. This event will be open to the public. Contact Kevin Thompson for additional information.

APPENDIX #3: ASC REPORT

Academic Success Center Report
For October 10, 2014 Faculty Meeting
Submitted by Dana Lawrence

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

Fall Semester

	August/Sept 2013	August/September 2014
Number of Tutors	9	9 (10 as of 9/23)
Total Number of Sessions	180	192
Tutoring Sessions/Day (avg)	6.67 (27 operating days)	8.73 (22 operating days)
Tutoring Sessions/Tutor (avg)	20	21.33
Appointment	n/a	144 (12 no-shows)
Drop-in	n/a	60

Tutoring Sessions by Area

	August/Sept 2014
Biology	4
Chemistry	6
Economics	1
French	0
Italian	0
Math	119
Physics	2
Spanish	5
Writing	54 <ul style="list-style-type: none">• ARTH: 3• ENGL: 37• HIST:3• LANU/NURS:2• SPCH: 1• UNIV: 8
Other (help student navigate Blackboard, access USCL email, use Microsoft Word, skills review, etc.)	1

Athlete Study Hours

- Due to a number of factors, the athlete study hour requirement did not start as early in the semester as usual.
- We have an orientation scheduled for Monday, October 13, 2014
- The study hour requirement for those athletes who do not meet the minimum academic standards will be in effect beginning Monday, October 20, 2014

Notes on the ASC's booking system:

- Students must book appointments at least 12 hours in advance.
- The booking page allows students to book a maximum of one week in advance (in an effort to allow as many students as possible to have access to tutoring services).
- Students who do not show up for appointments TWICE (without cancelling) are not allowed to book appointments for the rest of the semester. They are welcome to work with tutors on a drop-in basis.
- **ALL students can still work with tutors on a drop-in basis!**

October

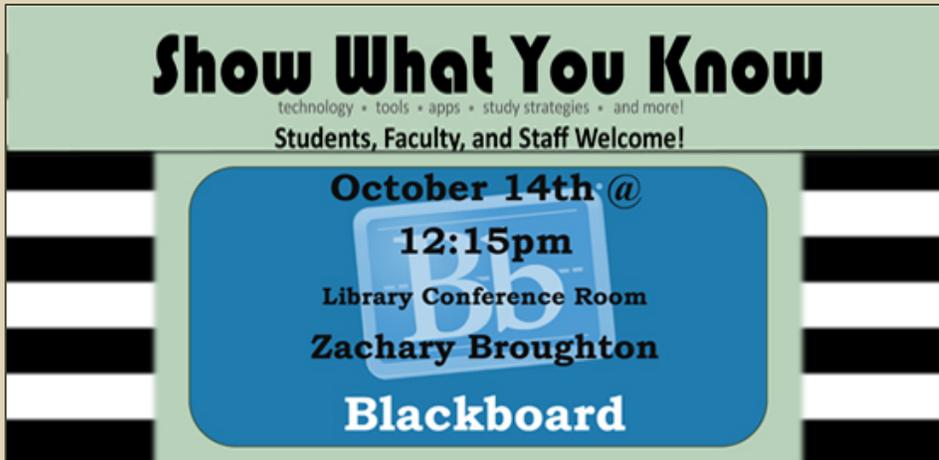


HISPANIC HERITAGE MONTH

MEDFORD LIBRARY

Through October  Book Exhibit  Dia de los Muertos Event

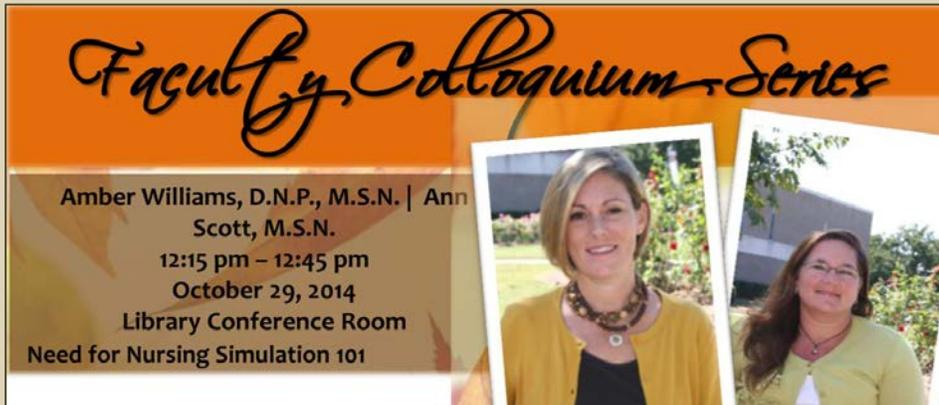
October 14



Show What You Know
technology • tools • apps • study strategies • and more!
Students, Faculty, and Staff Welcome!

October 14th @
12:15pm
Library Conference Room
Zachary Broughton
Blackboard

October 29



Faculty Colloquium Series

Amber Williams, D.N.P., M.S.N. | Ann Scott, M.S.N.
12:15 pm – 12:45 pm
October 29, 2014
Library Conference Room
Need for Nursing Simulation 101

October 29



Dia de los Muertos @ Medford

ART • CHURROS • HOT CHOCOLATE

OCTOBER 29, 2014  10AM-2PM

Events at Medford Library

APPENDIX #5: SYSTEM RIGHTS AND RESPONSIBILITIES REPORT

USCL Faculty Meeting Report 10-10-2014
9-26 Senate Meeting

The senate heard reports from the following administrators:

- Chancellor
 - Reported 5144 headcount for Palmetto College this semester
 - Promised to offer more detail at the Palmetto College meeting on 10/3
 - Emphasized recruitment and retention saying, “enrollment the gas that goes in the car”
 - Announced that the \$5 million legislative allocation is now recurring
 - Announced that Palmetto College is hiring a full-time support person to deal with faculty issues
 - Emphasized two priorities moving forward
 - Shared vision of online and face-to-face classes
 - Participating in Carolina’s Promise fundraising efforts
- Vice Chancellor and Vice Provost
 - Introduced new faculty (there were quite a few)
 - Reported on system T&P (all 8 candidates who went up received tenure and promotion)
- Director of Extended University
 - Announced that there are over 1000 seats filled in Palmetto classes (video and online, presumably)
 - Discussed regional campus participation of Core specialty teams
 - Penuel is already serving for INF/CMW
 - Still needs volunteers for AIU and GFL
- Assessment Continues
- Palmetto College Advisory Committee wants input from Palmetto Senate and is working out how that will happen
 - There is talk of making it a standing committee (with elected and appointed members) that would propose policies to system affairs
- USC President
 - Emphasized a USC initiative that encourages students to graduate in three years
 - Working on growing state funding, but doesn’t think it will happen any time soon
- USC Provost
 - Wants us to look into more public/private partnerships
 - Concerned about financial segregation in higher ed—thinks that quality online courses can help keep that from happening in South Carolina
 - Is looking into recruiting students from outside SC and/or establishing satellite campuses (on military bases was the example he used after Steve Bishoff from Sumter asked)
- Rights and Responsibilities (Bonner, Bundrick, Richardson) discussed:
 - Changes to the online T&P Process that were largely already made during the summer on the authority of executive committee and last year’s R&R.
 - Accepted three charges from executive committee
 - Continue to provide oversight of online T&P process and consider necessary changes (if any) in the handling of external review

- The committee began to talk about external review—mostly focusing on determining the specific purpose of external review and how the process can reflect that process. The conversation is ongoing.
- Consider when campus should add or subtract senators as enrollment changes
- Work with system affairs, when or if necessary on curriculum

APPENDIX #6: MOTION MADE AT PALMETTO COLLEGE CAMPUSES FACULTY SENATE

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

Brief Title of Proposed Change	Timely Publication of Substantive Motions
Committee Proposing Revision	Dr. Nicholas Lawrence, Lancaster
Date of Presentation to Senate	26 September, 2014
Senate Approval Date	

Rationale for Proposed Revisions

Recognizing the importance of the business brought before the Palmetto College Campuses Faculty Senate, this motion seeks to ensure that Senators have sufficient time to carefully consider their votes on all substantive matters. Similarly, before casting their votes Senators will have sufficient time to discuss these important matters with one another and with the broader Palmetto College Faculty membership they represent.

Summary of Proposed Revisions

Requires any substantive motion to be published on the Palmetto College Campuses Faculty Senate web page within 5 working days of the motion’s introduction.

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

Appendix III, Rule III - Voting. Page 88.

Current	Proposed
Only voting members of the Senate have the right to present motions and to vote. Elections will be conducted by secret ballot, and other voting will be by voice or by show of hands, unless a voting member of the Senate makes a request to the Chair for a secret ballot. A motion for a secret ballot can be so ordered by a majority vote, or by general consent. The Executive Committee members are non-voting; however, motions originating within the Executive Committee may be presented to the Senate.	Only voting members of the Senate have the right to present motions and to vote. Any motion ruled substantive by the Chair of the Palmetto College Campuses Faculty Senate must be published on the Palmetto College Campuses Faculty Senate web page within 5 working days of its introduction, or else it shall expire. Elections will be conducted by secret ballot, and other voting will be by voice or by show of hands, unless a voting member of the Senate makes a request to the Chair for a secret ballot. A motion for a secret ballot can be so ordered by a majority vote, or by general consent. The Executive Committee members are non-voting; however, motions originating within the Executive Committee may be presented to the Senate.

Columbia Senate Report

For the October 2014 USCL Faculty Meeting

Senators: Alhaddad, Bohonak, Campbell

Regarding the September and October Columbia Senate meetings:

- BIOL 243/243L no longer have a CHEM 102 prerequisite.
- CHEM 102 and ENVR 200 have been approved for Carolina Core SCI credit.
- Change in curriculum for Arts B.A.; Film and Media Studies minor; and Economics B.A. and B.S.. <http://www.sc.edu/faculty/senate/14/agenda/0910.cc.pdf>
- Change in course descriptions for ECON 221/222/224 and ACCT 222.
- There was discussion of Graduation with Leadership Distinction, Provost Grants and allowing students to use lottery scholarships during the summer.

APPENDIX #8: USCL STUDENT AFFAIRS REPORT

Student Affairs Report 10-10-2014

Student Affairs met 10-6 to discuss the travel study program.

- Fernanda Burke is coordinating with the Office of Student Engagement to schedule a travel study workshop.
- The whole committee is working on better organizing the travel study presence on the USCL web page.
- Travel Study proposal forms are available on the USCL Travel Study page <<http://usclancaster.sc.edu/travelstudy/index.html>>.
-

APPENDIX #9: USCL HIRING PRIORITIES COMMITTEE REPORT

Hiring Priorities Committee Final Report

7 October, 2014

Committee Members:

Todd Scarlett (Chair)

Lori Harris

Marybeth Holloway

Chris Judge

Tracey Mobley

Bruce Nims

Suzanne Penuel

The Hiring Priorities Committee has completed its final recommendations for hiring this year. We have received and considered input from the Deans, Division Chairs and faculty. From this input we have compiled a list of recommended hires and a synopsis of justifications for each hire. This year the list contains three recommended tenure-track hires which are reported in order of importance with the most urgent need first. Though we are aware of current budget limitations, we think that all three positions have a demonstrated need and should be addressed as soon as the budget will allow. Also, we have made two additional recommendations. One is for an engineering adjunct professor to replace one that we recently lost and the other is for the Native American Studies program, recommending that we take advantage of a unique opportunity if money can be found.

MOST URGENT RECOMMENDATIONS

- 1. 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 ARP part of their core 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. Even in terms of credit hours, both Noni and Jerry carry overloads each semester. The curricula for both CSCE 101 and 102 have been changed to meet the math requirement more completely. It is unclear how these changes and the implementation of the Carolina Core will impact enrollment in these courses. In addition, the number of computer science majors has increased, potentially leading to a demand for higher level computer science courses, though we are the only regional campus that offers any of those courses. The committee believes that demand for CSCE courses is sufficient to justify a hire in computer science. This will not be an easy hire and it may take a while before we find someone who will be willing to take the job for what we can pay. We recommend a search to fill either an instructor or tenure-track position. Preference is for a tenure-track position.
- 2. Sociology** – Having recently lost two sociology professors, one tenure-track search is currently underway. The question considered by the committee is whether we need to hire a second tenure-track faculty member, an instructor or recommend no replacement at this time for the second position. There has been a high demand for SOCY 101 courses and sociology is one of the most popular cognates for the BLS program. Also, sociology is becoming a more important component of health science programs such as nursing and pre-med. Courses at the 300 and 400 levels fill well, even with 4-6 being offered each semester. However, the sociology search currently underway does not specify a preferred field within sociology, so we won't know what the specialty of that person will be until

the hire is made. It might be better to wait a year to better assess the need for another sociologist and to determine what specialty best complements the first person hired.

- 3. Psychology** –Currently, we have only two tenured or tenure-track faculty in psychology. 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 College than any other area. This has been a popular discipline at USCL for a long time and demand for psychology courses is consistently high. Psychology is also the area we have the largest demand for dual enrollment courses. We are currently meeting the need for psychology courses with our faculty and adjuncts; however, we did receive feedback indicating that demand exists for some courses, such as PYSC 420, to be taught more often. The committee recommends a tenure-track hire in psychology.

ADDITIONAL RECOMMENDATIONS

Engineering – Though engineering is one of those disciplines, made up of several different majors, that requires courses that are difficult or impossible for us to provide, we have partially met this demand by hiring adjuncts to at least get students through a semester or two. This is valuable to our students for several reasons, one of which is that engineering is a very difficult and math intensive degree and many students eventually switch to majors we can better support. So if we can offer at least a year of courses for these majors, they can enjoy the same benefits that USCL students in other majors enjoy—smaller classes, more personal attention, lower cost and living at or near home—and if they do change majors, the switch is easier for them and we can generally offer courses in the major they switch to. Our most recent adjunct professor in engineering left and we have not hired a replacement. Therefore, the Hiring Priorities Committee recommends that we search for a new adjunct professor of engineering.

Native American Studies – The Native American Studies Center has become a focal point for USCL and an important partnership between the campus and the local community. With the opening of the Native American Studies Center, current NAS faculty have taken on new responsibilities and have less time for curricula development. While the Center has attracted attention from the community, the Columbia campus, regional scholars, and potential students, new opportunities to study Native American history and culture have not kept pace with other elements of Native American Studies. Hires in areas related to NAS (particularly in history, social science, ethnomusicology, theater/performance studies, and political science) are important to keep the momentum the new center has developed. While a Cognate in Native American Studies is currently available, there is interest within the Palmetto College administration to develop 4-year degrees that include components related to the NAS program. With all of this in mind, an opportunity has presented itself that the Hiring Priorities Committee believes USCL should take advantage of if money can be found to do so. Below is a description of the situation from Stephen Criswell.

“Brooke Bauer will be completing her Ph.D. in History from UNC Chapel Hill this December. Bauer is member of the Catawba Nation (from a family of prominent potters)

and has made it clear that she would like to return to this area. Bauer would bring a unique presence to USCL's Native American Studies Program. She is Catawba (currently no NAS faculty identify as Native American). She has been active on the Reservation and within Carolina Native Communities, which would provide new and important contacts between our campus and the larger Native communities. She is an active scholar and a talented teacher. She could be approved to teach courses in History, Anthropology, and Women's Studies; and she could be a valuable resource to the Palmetto College Degree Programs. And as our NAS faculty works to develop a Native American Studies Major within the BLS and a future degree through Palmetto College, Bauer's knowledge, experience, and network would be extremely helpful."

APPENDIX #10: NEW BUSINESS--MOTION FROM THE FLOOR

Proposed Revisions to
Bylaws of the Faculty Organization
University of South Carolina at Lancaster

Proposal from Dr. Christopher Bundrick
Presented to the Palmetto USC Lancaster Faculty Organization
October 10, 2014

Rationale for Revision:

To help ensure broad representation of the faculty on search committees and to encourage greater communication between search committees and the faculty organization

Motion to add a fifth section to Article V, which reads as follows (addition in bold):

Article V – Committees

Section 1. The faculty organization shall establish or abolish such standing or ad hoc committees as it may deem necessary.

Section 2. Each standing committee shall report its activities to the faculty organization and discharge such duties as the faculty may assign to it.

Section 3. Standing committee membership is determined at the divisional level. Other than those committees determined by appointment or by election by the faculty at large, each standing committee shall include representation from each division.

Section 4. The standing committees of the faculty organization shall be as follows:
[Descriptions of membership and purposes for each standing committees are at the end of this document.]

Section 5. Each division will elect one representative from its faculty for each search committee. The ~~academic dean~~ hiring authority may call for up to three additional at-large members (to be selected by the faculty) if there is a need to increase tenured, tenure-track, or non-tenure-track committee membership. Upon the conclusion of its search, each search committee will make a report to the faculty explaining its recommendations to the dean.