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

**REPORT TO THE FACULTY**
**03 February, A.D. 2017**

I did not originally think I would be here today. Our oldest son, Holbrook, has his senior concert at the University of Northern Florida and parental duties and obligations (and more than a little "dad pride") require us to attend. But, a 7:00 AM flight was available and, with luck, I'll be in attendance.

**ITEMS NEEDED:** If you have not already done so, please remember to submit your weekly schedule (including classes and office hours) as well as copies of course syllabi to our office. Electronic submission is preferred. E-mail them to Pam Ellis (pellis@mailbox.sc.edu).

**COURSE/STUDENT EVALUATIONS for SPRING 2017:** If you wish to have your student evaluations for Spring 2016 administered ONLINE (instead of paper), please notify Pam Ellis in the Office of Academic & Student Affairs by no **Friday, February 17**.

If we do not hear from you, you will receive the traditional brown envelope with the paper forms to administer to your classes near the end of the term.

**COMMENCEMENT 2017.** Yes, I know it's early, but there's a method to my madness here. USCL Commencement is scheduled for Saturday, April 29. Specifics will be forthcoming, but please go ahead and mark your calendars. All faculty are encouraged to march in the procession and show off that academic regalia.

**If you know of a student who plans to graduate this Spring, PLEASE let them know that ALL DEGREE APPLICATIONS ARE NOW BEING DONE ONLINE THROUGH SELF-SERVICE CAROLINA. The deadline for applying is February 15 (although our campus calendar still says January 30). This allows us time to identify students who "just haven't gotten around to applying yet." If a student has questions about the online application process, please have him/her contact Megan Catoe (for associate's degrees) or Danelle Faulkenberry (Palmetto College baccalaureate degrees).**

If the student has already applied for graduation, please remind them that USCL is required to conduct surveys of graduating students (Associate's and Bachelor's degrees), and that they should still see either Megan or Danelle to complete these.

Megan reports that nearly 120 students have already submitted associate degree applications for May.

The **Scholarship Committee** plans to interview freshman applicants on Friday, March 03. If you are interested in being a part of this interview process, please contact Annette Horton in the USCL Counseling Center.

On January 26, USCL hosted the President & Academic Vice President of Northeastern Technical College, who toured the campus (with particular interest in the Nursing Simulation Lab) and who then met with USCL and Palmetto College officials to discuss possible collaboration between our institutions.

The **Carolina Core Committee** will meet at USC Columbia on Tuesday, February 14 at 12:30 p.m. There will be continued discussion on the issue of overlay courses and transferability, but it appears that USC is going to move towards allowing such transfer overlay courses (e.g. ENGL 102, POLI 201) to count "in full" towards Core completion. (Currently, transfer courses meet only the primary Core requirement, not the overlay component.)

**Searches for 2016-17:**

- **Chemistry (Instructor or Tenured/Tenure Track):** After the finalists visited campus on January 17 and 19, Dr. Li Cai has been offered and has accepted the position. However, he already holds the rank of tenured Associate Professor at USC Salkehatchie, having successfully navigated the T&P process last year.

  Therefore, after many levels of discussion, our hope/plan is to allow him to transfer both rank and tenure to the Lancaster campus. (It seems to me to be silly to ask him to maneuver the same process all over again.) This will require a special vote of the tenured faculty at USCL, after which – if approved – it must be reviewed and approved by the Dean, Chancellor, Provost, President, and Board of Trustees.

  I would like to recommend a specially-called meeting of the USCL tenured faculty to consider this proposal. (I am not sure who should call this meeting – Me? The Faculty Organization chair? The chair of the CHEM search committee?)

  My sincere thanks to the committee for its work in this important matter.

- **Philosophy (Tenured/Tenure Track):** The committee will meet next week and will "whittle down" the list to determine candidates who will be contacted for telephone interviews. Rumors abound that there are more than 100 applicants, but serious debate rages about how many of these applications really exist. The process marches on.

- **History/Native American Studies (Tenured/Tenure Track):** A search committee has been formed and the position is currently being advertised.

  Committee members are: Professor Fran Gardner (Humanities rep, committee chair); Dr. Stephen Criswell (Humanities), Dr. Angela Neal (BBC&E), Dr. Annette Golonka (MSNPH), Ms. Beckee Garris (Staff Rep), and Ms. Tracey Mobley-Chavous (HR/EEO).

- **TRiO Director:** The committee met on January 13 and reviewed applications, identifying finalists whose interviews were/will be January 27, February 01, and February 06. The committee plans to submit its recommendations to Dr. Collins no later than Feb. 13, with the hope that the director may assume duties no later than March 13 (right after Spring Break).

**SUMMER & FALL COURSE SCHEDULES.** Thank you for submitting your proposed summer and fall teaching schedules. The summer schedule is uploaded and is open to review. **Please make sure all information (course, day/time, location) is accurate.**

Over the coming weeks, your division chairs will be meeting and negotiating the Fall 2017 schedules. Here is the timeline we are envisioning:

| | |
|---|---|
| Jan. 27 | Faculty submit proposed schedules to Division Chairs |
| Jan 31 – Feb. 10 | Division Chairs Meet with Pam to Work Out Block Schedule |
| Feb. 13 – 24 | Schedule loaded into Banner (Online) |
| Feb. 27 | Online Draft Schedule Completed & Submitted to Faculty for Review |
| Feb. 27 – Mar. 10 | **Faculty submit proposed changes to Division Chairs (NOT DIRECTLY TO MEGAN or to PAM)** |
| March 06 – 10 | Spring Break (Changes Made to Online Schedule) |
| **Monday, March 13** | **Pre-Registration Begins** |

Please make sure that your division chair is also aware of any courses you are teaching for Palmetto College (online or two-way video), as well as any off-campus courses (e.g., dual credit) that you may be teaching.

Thank you for submitting your **Applications for Redefined Teaching/Libararianship Load** forms for 2017-2018. These will be reviewed by me and your division chair (as applicable). If you hear no response, you may presume that the application has been approved (qui tacit consentire).

Thank you for submitting your **FACULTY INFORMATION FORMS** for 2016. I heard of a few problems regarding the electronic submission process, but overall the system appears to have worked. (One expects such issues in the first year of implementation of any new process.) The peer review committees will be commencing their work on them, and the administrative reviews will go on simultaneously.

As a reminder: supporting documentation is optional, but may be submitted electronically or brought to the Academic & Student Affairs Office in Hubbard Hall. In case you haven't yet submitted yours, the links are:

| |
|---|
| **BBC&E Division**<br><br>Tenured and tenure-track faculty, and instructors who wish to be reviewed with scholarship, click here.<br><br>Instructors who wish to be reviewed on teaching and service only, click here |
| **Humanities Division**<br><br>Tenured and tenure-track faculty, and instructors who wish to be reviewed with scholarship, click here<br><br>Instructors who wish to be reviewed on teaching and service only, click here |
| **Librarians**<br><br>Tenured and tenure-track faculty, and instructors who wish to be reviewed with scholarship, click here<br><br>Instructors who wish to be reviewed on teaching and service only, click here |
| **MSN Division**<br><br>Tenured and tenure-track faculty, and instructors who wish to be reviewed with scholarship, click here<br><br>Instructors who wish to be reviewed on teaching and service only, click here |

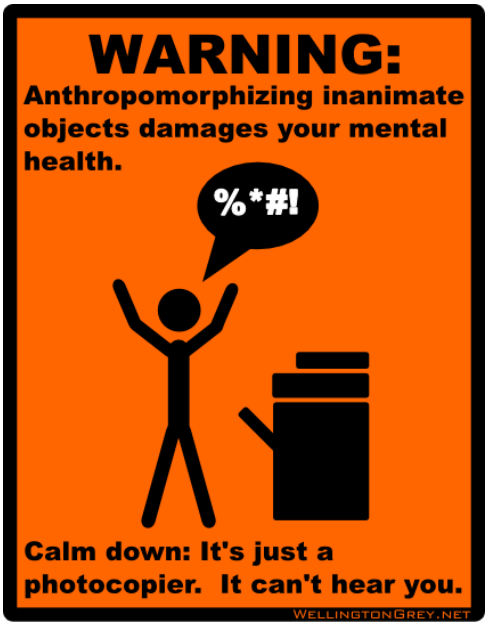
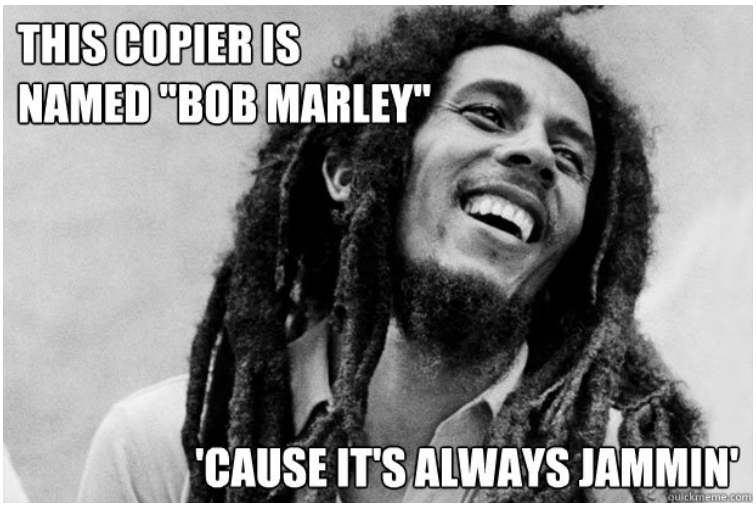
Here is the timeline we have established for this year's administrative process:

| | |
|---|---|
| January 31 | FIFs due |
| February & March | Division Chairs review FIFs. |
| March 27 – 31 | Division Chairs meet with Ron to review evals; Ron and Division Chairs sign off on them |
| April 03 – April 07 | Ron meets with Walt to Review evals; Walt signs off on them; they are returned to the Division Chairs |
| April 10 – April 24 | Division Chairs meet with Faculty to discuss reviews (Last day of classes for Spring 16-week classes is 4/24) |

**Assessment** – Thank you to all faculty who have provided artifacts for USCL's assessment efforts this year. Professor Protz will be calling a meeting of the committee in the near future to discuss the scoring procedures (and will also be seeking non-committee members to serve as scorers).

**LANCER ATHLETICS:** The USC Lancers sports teams had a very successful fall semester in terms of academic achievement:

- The Volleyball team's average semester GPA was 3.47;
- Women's Soccer average semester GPA was 3.12;
- For Men's Baseball the average semester GPA was 2.89; and
- For Men's Soccer, the average semester GPA was 2.49.

The overall average athletic GPA for fall 2016 was 2.866. Also, five student-athletes earned a 4.0 semester GPA; 23 student-athletes earned between 3.5 and 3.9; and 23 others earned between 3.0 and 3.4.

SOME SUGGESTED SIGNS TO BE PLACED NEXT TO THE PHOTOCOPIER IN FOUNDERS: