

USC Lancaster Faculty Meeting Minutes October 2, 2020

Please note: To access the recordings of previous Faculty Organization meetings, do the following:

1. Log into Blackboard and go to Organizations.
2. Select USCLFO.
3. Click the left-hand menu item Blackboard Collaborate Ultra
4. On the black bar with the word "Sessions" on it, click the three lines (the menu) to the left on this bar.
5. Choose Recordings.

Also, chat messages are shown on the recordings, but not necessarily reported within these minutes. These minutes are not verbatim.

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USC Lancaster Faculty Meeting Minutes October 2, 2020

CALL TO ORDER: D. Lawrence, 12:00 PM

CORRECTION/APPROVAL OF MINUTES: The minutes of the Sept 11, 2020 faculty meeting were approved as submitted.

REPORTS OF OFFICERS:

Dean of the Campus – Dr. Walter Collins, report submitted (see [Appendices 1A and 1B](#)).

Highlights from his report.

Thanked everyone. Fall 2 coming up in a couple of weeks.

Link to the Palmetto College COVID19 Case Dashboard in his report.

COVID19 update – 5 new student cases last week. He was concerned of this potentially being a trend, but checked with COVID nurse about the cases. Only 1 new case this week. One quarantined employee due to contact with a case.

Wanted to reiterate about mask wearing and attached a document on masks ([Appendix 1B](#)) in his email to faculty. Just a reminder to wear the mask over the nose.

Next week is Mental Health Awareness Week, and he wants to remind everyone about Employee Assistance Program (EAP). Mary To Lee is doing a good job letting all of us know about students needs, but a reminder about faculty/staff needs.

Good enrollment news – 1770 as of Oct 1st, almost a 9% increase in headcount over Fall 2019; almost a 4% increase in FTE compared to Fall 2019. Please see report for other statistics he mentioned. Positive effect on Fall revenue.

Planning for a Campus Budget and Master Plan Session at 2:30 PM on Wednesday, October 28, virtual presentation; will be recorded. The campus master plan update will also be discussed during the meeting.

Flu shot clinic coming up in a week and a half – Wednesday Oct 14th.

Campus Health webpage has been set up – link in the report and on the main page in the right hand margin where Blackboard and the Library are linked.

If you think of other things, please communicate them to the Dean's Office or Antonio Mackey.

Thanks to everyone

Questions/comments from the floor:

Rutledge – we would like to showcase the psychological impacts of COVID19 – with the new Care Team (see [Appendix 6](#)) there is a new team (was BIT) which is a new Palmetto College Faculty initiative.

Collins – The functionality is the same, we are just renaming it to align with Columbia. Care Team – longer name is Student Care and Outreach Team. And Care Team Team is formerly BIT. John Rutledge is the chair of the Care Team.

Rutledge – they have already dealt with a few things, including ways that Columbia has organized it.

Associate Dean for Academic and Student Affairs – Dr. Todd Lekan, report submitted (see [Appendix 2](#))

He summarized the information in the report and highlighted the following:

Highlighted the process of registering and advising for Spring 2021.

- First year will be by the core advising group. They will get several emails and postcards for advising and registering.
- The second year students will fill out a form online and then they will be paired with an advisor. If this advisor is a faculty member, faculty should hear from the student and Summer Harmon in the next few weeks. Faculty should reach out to set up an appointment starting Oct 19th.
- One of his goals was to integrate the core advising team and the faculty advisors for second year students. If the advisor does not align with the student's interests, feel free to send them back to his office for a change in advisor.

On page 3 of his report – he is working on a process to recognize faculty for their accomplishments. Don't be shy sending him achievements and accomplishments as they occur, either to him or to Pam.

In this light, he recognized Lisa Hammond and Brooke Bauer and their recent accomplishments – please see his report.

Questions/comments from the floor:

In Chat – congratulations to Hammond and Bauer.

In Chat – Will you share links or videos?

Lekan – He is willing to share links or videos, would also like context of the accomplishment as well.

Collins – will share with senate, the Lancaster County for Higher Education, and other local organizations.

Mobley Chavous – question about students missing classes made her think about if there is any guidance for students (or faculty) taking an incomplete due to any of these issues.

Lekan – his best take right now – he wants to stress that the absentee policy during COVID is one that puts us on our honor that we don't demand documentation, but that we should document our communication with these students. It's on the students to work with the professors to work with them on a timeline to complete their work. This completion may not be a possibility during the confines of the semester, so an incomplete may be viable. He realizes this is not a specific guideline, and he asked if anyone else has feedback on this, such as long-standing USCL policies or views about incompletes.

Moon-Kelly – link to a YouTube Channel (professional one)

Lekan – yes that (YouTube links) will be fine.

Academic Success Center – Dr. Dana Lawrence, report submitted ([see Appendix 3](#))
Tutoring numbers were down this month.

Emails were sent about tutoring from Elaine Connor.

There was a glitch that was in the system sending reports, but that should be corrected.

There is a form that faculty can fill out if they are interested in receiving any reports.

IT Director – Blake Faulkenberry, report submitted ([see Appendix 4](#))

Human Resources—Tracey Mobley Chavous, report submitted ([see Appendix 5](#))

Highlights from the report:

Mentions benefits open enrollment period, Oct 1-31st, 2020. If you are pleased with your benefits, you do not need to do anything. Unless you have Medical Spending, Dependent Care, or HAS accounts – those are done yearly. She is willing to meet virtually, so please email her if needed.

The tax question that came up at the last meeting about the payroll tax deferral – it is still being discussed, waiting for the State Comptroller General, and determining how to participate in this. When she has an answer, she will share this with everyone.

ITAMS will go away – there will be only one system to log into in the future. Summer 2021. Training and other information will be coming.

Employee Assistance Program (EAP) – please utilize. This resource is (mostly) free to you and your dependents. She reminded us that dependents may use the resources.

Law Enforcement and Security—Dr. John Rutledge, report submitted (see Appendix 6).

Medford Library—Professor Rebecca Freeman, report submitted (see Appendix 7)

REPORTS OF COMMITTEES:
USC SYSTEM COMMITTEES

Palmetto College Campuses Faculty Senate

1. **Executive Committee** – Ernest Jenkins
No new updates. The next meeting is at the end of this month.
2. **Rights and Responsibilities Committee** – none
3. **System Affairs Committee** – Jerrod Yarosh
Did not meet, no report.
4. **Welfare Committee** – Bettie Obi Johnson
We have not met since the last faculty meeting. She wanted to remind everyone to nominate members for the awards – Plyler, Duffy, and Shaw Awards. Each campus may nominated one faculty member for each of the awards.

Clarification about the nominations from D. Lawrence – She will send an email to the division chairs requesting the nominee information and then they will move to the faculty organization.

2019 Faculty Welfare Report was completed. It is up on the website – on the Palmetto Colleges Faculty Senate webpage – located below the meeting schedule. It is 105 pages, packed with information. All of the data is listed from respondents. She recommends the last 3 pages if you want a brief review of the findings (pp. 105-107 – included in Appendix 8).

The link to the complete report is:

(https://sc.edu/about/system_and_campuses/palmetto_college/internal/faculty_and_staff/faculty_senate/2019_palmetto_college_faculty_senate_welfare_survey_report_again.pdf)

The report was brought up and the recommendations (pp. 105-107) were shown on the screen (see [Appendix 8](#)).

Tenure and Promotion Workshop January 22, 2021, virtual meeting. Please send one of the representatives (Bettie Obi Johnson, Brittany Taylor-Driggers, or Peter Seipel) if you have questions or concerns you would like to have discussed at the T&P Workshop.

OTHER SYSTEM COMMITTEES

Columbia Faculty Senate – No report submitted.

Provost's Palmetto College Advisory Council – Lisa Hammond
Members are Fran Gardner and Lisa Hammond.

They are trying to get a meeting with Provost Tate in November.

The way this meeting works is that questions are sent to the Provost before the meeting.

An email was sent 10-2-2020 from Hammond requesting questions.

Please email both Fran Gardner and Lisa Hammond if you have concerns/questions and would like these sent forward to the Provost (anonymously).

LOCAL COMMITTEES:

DEI Committee – Adam Biggs and Dana Lawrence

Biggs:

Since the last faculty meeting, they have tried to meet with administrators, added a few members, etc. Attending webinars on DEI issues.

Budget line that Dean Collins set up that will continue from year to year.
Meaningful indicator of the university's commitment to this effort.

Terms/words discussed include transparency, accountability, equity, diversity, and inclusivity. We want to create a campus culture where this is prioritized and this is fundamental to our educational enterprises.

D. Lawrence:

Flyer from the Safe Zone Training session last Friday – [Appendix 9](#), by Ryleigh Waiters. Dana Lawrence emailed this out to faculty Oct 2, 2020.

USCL T&P Committee—Chris Bundrick, report submitted ([Appendix 10](#))

Report centered around details of tenure and promotion that may be impacted by COVID19.

He highlighted the following changes that may be pertinent:

- automatic extension of 1-year tenure clock, upon request
- consideration of waiving peer evaluations for 2020
- the usage of student evaluations in post-tenure review, tenure, and/or promotion review files (especially for Spring 2020 evaluations)

He also noted that the Provost's memo is at the bottom of this report.

The T&P committee met recently to determine what to do right now. They will come back in November to let faculty know about changes to tenure and promotion and how they are going to handle things.

Questions/comments from the floor:

Sellhorst (in chat) – How does this match up with administrative review policies?

Bundrick – not sure yet, but this is one of the things they need to answer. If administrative review is not waived, faculty still need to fill out FIFs. Once that is figured out, the T&P Committee can add that into the information.

Sellhorst – She is concerned about the same thing – making sure to understand if peer review is waived, but administrative review still happens, faculty still have to fill out FIFs.

Bundrick – his impression is that short of legislative order we cannot waive administrative review.

Sellhorst – reiterated that administrative review must happen due to state law unless it is waived by the state.

Bundrick – the committee will meet again to discuss and they plan to be as fair and compassionate as they can be.

Collins – we're all right – there needs to be more conversations about administrative reviews. Lekan and Collins have discussed what will happen, and the division chairs will be part of that process in the future. This information is forthcoming.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

SPECIAL ORDERS: None

ANNOUNCEMENTS:

Columbus Discussion – Christopher Judge – wanted to thank Dean Lekan for mentioning and emphasizing the Columbus Discussion event at NASC on Oct 12th. Speakers will include Chief Michelle Mitchum of the Pine Hill Indian Community Development Initiative, Chief Harold Hatcher of the Waccamaw Indian People, USCL Instructor of African American Studies and History Adam Biggs, and USC Lancaster Assistant Professor of History and Co-Director of Native American Studies Dr. Brooke Bauer, a citizen of Catawba Nation. It is a virtual Zoom session. Flyer ([Appendix 11](#))

Extra Credit Help Options – Erin Moon-Kelly - Please share any musical performances that you know of with Erin; she offers students extra credit for attending. Boo Fest will happen downtown in Lancaster, drive-through event. Her ability to have extra credit for her students has been limited, please share live events with her, especially any virtual events.

Questions/comments from the floor:

P. Lawrence – Banned Books Week is virtual this week!

Collins – *Scarlett Letter* virtual performance Oct 16-18th

Chemistry Club – Catawba River Sweep – cleaning up the river with some students. All are welcome to join. Send a note to Johnson.

Banned Books Week – happening virtually. Postings have been through Instagram and Facebook. Guide up on the library's page where you can check out interesting information about books that were challenged in 2018 as well as articles about other books challenged in SC. Finishes today, but keynote by Patrick Lawrence will remain up.

ATTENDING: Brooke Bauer, Adam Biggs, Albert Blackmon, Chris Bundrick, Fernanda Burke, Li Cai, Jill Castiglia, Courtney Catledge, Walter Collins, Stephen Criswell, Susan Cruise, Jerry Currence, Todd Day, Liz Easley, Stan Emanuel, Blake Faulkenberry, Rebecca Freeman, Fran Gardner, Annette Golonka, Lisa Hammond, Darris Hassell, Kate Holland, Ernest Jenkins, Bettie Obi Johnson, Chris Judge, Dana Lawrence, Nick Lawrence, Pat Lawrence, Todd Lekan, Lynette Martek, Tracey Mobley Chavous, Erin Moon-Kelly, Angela Neal, Allan Pangburn, Suzanne Penuel, David Roberts, John

Rutledge, Todd Scarlett, Peter Seipel, Sarah Selhorst, Nahid Swails, Brittany Taylor-Driggers, Jerrod Yarosh.

ABSENT: Shemsi Alhadda, Marybeth Berry, Noni Bohonak, Dwayne Brown, Brent Burgin, Steven Campbell, Mark Coe, Kim Covington, Garane Garane, Claudia Heinemann-Priest, Jason Holt, Howard Kingkade, Pernel Lewis, Uday Neelakantan, Phillip Parker, Leigh Pate, Babette Protz, Kim Richardson, Denise Roberts, Ann Scott, Mike Sherrill, Suzette Taylor, Dick Van Hall, Tania Wolochwianski, Andy Yingst.

Faculty Secretary: Document submitted by A. Golonka on Oct 2, 2020 for faculty review.



UNIVERSITY OF
South Carolina
LANCASTER

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

Report to the USC Lancaster Faculty Organization
October 2, 2020

COVID-19

Campus Status: The campus is operating under guidelines set forth in the following documents:
[USC Lancaster Campus Reopen Plan](#)
[Palmetto College Risk Mitigation Document](#)

Palmetto College COVID-19 Case Dashboard:
https://www.sc.edu/about/system_and_campuses/palmetto_college/internal/announcements/2020/covid_dashboard.php

Related Items:

MASKS and distancing: As we settle into Fall 2020 routines, we need to remain vigilant in wearing masks and maintaining physical distancing while on campus. I am sharing as an addendum to this report an updated Mask FAQ information sheet with sources sent to us from MUSC Health. Please review at your convenience.

Please remember that the university offers work-life balance and wellbeing support through our [Employee Assistance Program](#) (EAP). These services are especially helpful in times of adjustment.

People

Enrollment

As of October 1, 2020, 1770 students (headcount) are registered for Fall 2020. We are continuing to register dual credit students and other students for Fall II. The freeze date for Fall enrollment is October 22. As of now, we are up 8.9% in headcount and 3.9% in FTE. Many thanks to those who have been advising since March—the first year advising core and all faculty and staff who have assisted with the process.

Athletics

All Fall 2020 competitive sports (men's and women's soccer and women's volleyball) will be playing their seasons in Spring 2021. All teams have been practicing using the guidelines set by NJCAA Region 10 and adhering to all on-campus COVID-19 policies.

Searches in progress:

Assistant Librarian (tenure track)
Director of Student Success and Retention

USC Lancaster in our Communities

The **Town-Gown Advisory Group** met yesterday with discussions centering around University and community response to COVID-19 and a review of the campus master plan update. The group has 20 members composed of representation from the campus and the community.

Corporate Partnership and Engagement

From Albert Blackmon: We officially launched our **Corporate Partnership and Engagement Program** on August 17. Mr. Blackmon has been charged with this Corporate entity of our Town-Gown initiative for USCL. Our mission is to build and maintain stronger partnerships between local businesses and USCL that result in mutually beneficial relationships for the campus and the community. Thus far, we have distributed electronic surveys to well over 60 business within our community. Phase II began a few weeks ago with direct phone calls to select "targeted" businesses seeking their feedback for educational and professional development support. More to come on this topic and be advised that Albert may reach out to you for your ideas, suggestions, and participation. The Indian Land Business Advisory Board is in its infancy. USCL now has membership in the IL Lunch Rotary Club, and we're looking forward to growing our presence and accessibility to this fast-growing area of Lancaster County. More to come as this endeavor develops. Feel free to reach out to Albert or me if you have ideas or suggestions (blackmoj@mailbox.sc.edu or 313-7089).

An application for safe pedestrian crossings over the Highway 9 Bypass was submitted on March 23 to the **Lancaster County Capital Project Sales Tax Committee**. The project aims to provide funding for safer and better connections between our campus and the community. The proposal received approval by the tax committee in the amount of \$1,000,000 and will be on the November referendum. Likewise, an application for \$1,000,000 on behalf of the Educational Foundation was also approved in full by the committee to support the expansion of BSN nursing at USC Lancaster.

Budget

Campus Budget and Master Plan Update Session: We have scheduled a Zoom session at 2:30 on Wednesday, October 28 to review the current campus budget which is

strong and the updated campus master plan. Please plan to join us. However, we will record the session and make it available afterward if you have a scheduling conflict. The update to the Campus Master Plan has been completed. The report is available at the following link: https://www.sc.edu/about/system_and_campuses/lancaster/internal/documents/campus_health/flu_consent_form.pdf

Legislative update:

We have submitted our initial budget request (Governor's Budget Request) of the new legislative session which would take effect for FY22 with requests for funding initiatives for campus safety, deferred maintenance, and an increase to recurring operating funds.

Facilities

In the next several weeks, we will begin installing the **inscribed bricks** in their temporary home in front of Hubbard Hall. The inscribed brick program remains open and active, so if you would like to purchase a brick at a reduced price for faculty and staff, please contact Mrs. Shana Dry for instructions.

If you see facility related items that need attention, please be in touch with Butch or me.

Other items...

- We announced in August that **TRiO was notified of their successful grant application for funding the Opportunity Scholars Program in the amount of approximately \$1.6 million** for the next 5 years. On Tuesday, Sept. 29, Matt Williamson was presented a USC Coin of Excellence by Pres. Caslen in a meaningful ceremony in Columbia to recognize continued excellence in USCL TRiO Programs.
- **Flu Shot Clinic**—coming up on October 14, 11:30 to 1:30 in the Starr Hall Student Center. Here is the [flyer](#) with full information and a link to the [consent form](#) that needs to be completed before arrival for the shot.
- Earlier this week we established a **Campus Health webpage** to locate relevant and pertinent information. The page will contain updates and announcements related to COVID-19 as well as information about The Hubb—the grant funded DHEC satellite clinic set to open in Hubbard Hall 214 next semester. There is also a quick link to the page in the right-hand margin of the main page of our campus website.
- The next virtual **Lunch & Learn at the NASC** is Oct. 23 at noon with a talk entitled “Trustworthy, Loyal, Beleaguered: A Decade of Good Intentions in Boy Scouts” by Dr. Lisa Hammond.
- On Wednesday, September 30, President Caslen gave his first State of the University address. If you were not able to watch live and are interested, please follow [this link](#).
- There will be no Scholarship Luncheon this fall. Instead, we will be sending donors a small appreciation gift as an expression of our gratitude for their generous support.

CHILDREN, MASKS, AND COVID-19: FREQUENTLY ASKED QUESTIONS

COVID-19 Among Children:

How common is COVID-19 among children?^{1,2}

- As of 9/10/2020, there have been almost 550,000 children who have tested positive for COVID-19, representing 10% of all cases in the United States.
- Between 7/9/2020-8/6/2020, there was a 90% increase in childhood COVID-19 cases in the United States and another 15% increase between 7/27/2020-9/10/2020.
- Still, only a small percentage of children are tested for COVID-19 in the United States with about 4-15% of all tests conducted in children (depending on the state).
- Among the children who are tested, about 3.3-16.6% of those children test positive for COVID-19.

How is COVID-19 affecting children's health?^{1,3-5}

- Children tend to have less severe COVID-19 compared to the general population and only rarely need to be hospitalized or die from the virus. Ongoing research is being conducted looking at the long-term effects of this virus on children's health.
 - Hospitalizations: Among children with COVID-19, only about 0.3-8.2% require hospitalization.
 - Mortality: Children comprise only 0.0-0.3% of all reported COVID-19 deaths in the United States.
- There are some children with certain underlying medical conditions who may be at an increased risk of developing more severe COVID-19. Families with medically-vulnerable children should work closely with their medical providers and school leaders to help ensure their safety.
- Multisystem inflammatory syndrome in children (MIS-C) is a rare post-infectious complication of COVID-19 only seen in children. As of 9/17/2020, there have been 935 confirmed cases and 19 deaths from MIS-C in the United States. Many children who develop MIS-C were previously healthy, and many families do not know their children were ever infected or exposed with COVID-19 because symptoms can be mild or absent. Symptoms of MIS-C typically develop 2-4 weeks later and can include fever, rash, red eyes, vomiting, and/or diarrhea that range from mild to life-threatening.

Masking as a Means of Controlling Community and School Spread of COVID-19:

How is COVID-19 transmitted?⁶⁻¹⁴

- SARS-CoV-2, the virus that causes COVID-19, is primarily spread by the transfer of virus-containing respiratory droplets from one person to another. People who are infected with COVID-19 expel respiratory droplets even when breathing and talking, but they expel more (and therefore, more viral particles) with a greater force and distance when coughing, sneezing, shouting, and singing. These virus-containing respiratory droplets are then inhaled by another person who can become infected with COVID-19.
- People with COVID-19 are infectious even if they have mild symptoms or do not have any symptoms at all. In other words, someone can transmit COVID-19 to other people even if they do not know they are infected. Transmission is more likely when physical distancing of at least 6 feet is not maintained and can occur just by talking to someone who is standing nearby.

Do masks help prevent spread of COVID-19? Yes!¹⁵⁻²²

- There is mounting evidence that facemasks decrease the risk of COVID-19 transmission, and the use of facemasks as an effective means of ending the pandemic is endorsed by the leading infectious disease organizations.

- *International Research:* A large evaluation of studies from 16 different countries found that when masks were part of the strategy to reduce COVID-19 spread, there was about a 15% lower chance of COVID-19 transmission (compared to when masks were not utilized).
- *Local Evidence:* South Carolina Department of Health and Environmental Control (DHEC) investigated how local mask ordinances affected the number of COVID-19 cases in South Carolina. The areas that mandated mask wearing in public had a 15% *decrease* in new COVID cases in the 4 weeks after the mandate was implemented. Areas that did not mandate masks experienced an overall *increase* in total cases of 30.4% over the same time period.

What role do masks play in the prevention of COVID-19 spread?²⁰⁻²⁵

- There is growing evidence that, when worn correctly over the nose and mouth, facemasks filter the virus-containing respiratory droplets expelled by someone who is infected with COVID-19 when they breathe, talk, yell, sneeze, cough, and/or sing, the primary mode of COVID-19 transmission.
- Even single layer cloth masks filter some respiratory droplets, although cloth masks made of 2-3 layers are better. In fact, 2-layer cloth masks can block nearly as much as a surgical mask without compromising breathability
- Additionally, wearing masks may help remind some people to avoid touching their mouths and faces.

Are there health risks with the use of masks?²⁶⁻²⁸

- There is NO evidence that wearing a cloth facemask (even for a prolonged period of time):
 - makes it harder for a child to breathe, focus in school, or function normally,
 - affects a child's normal lung development,
 - weakens a child's immune system,
 - causes a build-up of carbon dioxide or leads to carbon dioxide poisoning,
 - causes low oxygen levels, or
 - causes any mental or emotional harm to a child.
- The American Academy of Pediatrics (AAP) strongly endorses universal mask wearing in anyone 2 years and older and is considered a critical component of a "safe return of children to school, child care, and other group settings....Cloth face coverings can be safely worn by all children 2 years of age and older, including the vast majority of children with underlying health conditions, with rare exception."

Mask use during physical activity^{26,29-32}

- Due to increased force of breathing and increased respiratory rates, there is a theoretically higher risk of COVID-19 transmission during physical exertion.
- Masks can increase the perception of shortness of breath, but there is no evidence that masks change athletic performance.
- Many physical activities can be safely performed while wearing a mask. However, until it can be studied further, it is prudent to avoid wearing a mask for long periods of time while performing highly strenuous cardiopulmonary exercise.
- Avoid wearing a mask when participating in water sports or when there is a risk of entanglement on nearby equipment that could cause injury or accidentally cover eyes.
- Some people may need to reduce their exertion level or take more frequent rest periods when exercising while wearing a mask. If someone feels light-headed or dizzy when wearing a mask during exercise, they should rest until symptoms are gone.
- Sweat can make a mask wet. Wet masks should always be exchanged for dry ones as a wet mask may not function as efficiently and can make it difficult to breathe.
- Outdoor physical education, recess, and sports with physical distancing of at least 6 feet between individuals are all great times to have intentional facemask breaks.
- Athletes should always wear facemasks when on the sidelines, participating in team chats, and when traveling between locations (e.g., to and from the field, court, gym, pool, etc.)

- Coaches, officials, volunteers, and spectators should all wear facemasks and maintain physical distancing of at least 6 feet whenever possible.
- Any person with a fever should avoid exercise, as it may increase the risk of cardiorespiratory complications.

Mask Use and Performing Arts³³⁻³⁵

- Singing generates large amounts of respiratory droplets and aerosols which contribute significantly to the transmission of COVID-19. In fact, singers have been linked to a number of super spreader events since the beginning of the COVID-19 pandemic.
- Evidence also shows that aerosols are generated by wind instruments.
- Masks should be worn by all performers, including singers and individuals playing wind instruments, at all times.
- Bell coverings are recommended for wind instruments.

Are there tips for helping children wear facemasks?

- Children are incredibly adaptable and resilient, and most children with age-appropriate instruction (and some patience) will not only readily accept wearing a mask but can be taught to wear one properly even for prolonged periods of time.
- Proper mask size and fit are critically important. There are some excellent online resources that offer advice on selecting the best mask and other helpful tips related to masks and children. A few are listed here:
 - [Chalkacademy.com: Review and comparison of cloth masks for kids with tips for proper use academy](#)
 - [Healthychildren.org](#)
 - [Tips & Tricks: Helping Kids with Mask Wearing](#)
 - [CDC](#)

Is there anyone who shouldn't wear a mask?^{28,36,37}

- There are a few reasons why it may be unsafe for someone to wear a cloth facemask, including:
 - Some people with certain respiratory conditions like severe asthma or chronic obstructive pulmonary disease (COPD),
 - anyone who cannot remove a mask by themselves (e.g., someone with a physical or developmental disability and children <2 years of age, and
 - someone with a significant facial injury or burn.
- A medical exemption to wearing a mask in school or during school-related activities is rare and must come from a medical professional with appropriate training and credentials (e.g., MD or DO). "Exemption cards" from the ADA are fraudulent and do not actually exist.
- Families of students with mask exemptions should work closely with their medical providers and school leaders to help ensure their safety and others around them.

Is there a proper way to handle and care for facemasks?³⁸

- It is important to always put on and remove masks correctly, including using hand sanitizer or washing hands before and after handling or touching the mask.
- Cloth facemasks should be washed after each use.
- They can be washed in the washing machine with the rest of the laundry. Use regular laundry detergent and the warmest appropriate water setting for the cloth used to make the mask.
- Cloth facemasks can also be cleaned by hand by soaking in a bleach solution for 5 minutes and then rinsing thoroughly with cool or room temperature water.
 - Prepare a bleach solution by mixing:
 - 5 tablespoons (1/3rd cup) household bleach per gallon of room temperature water, or
 - 4 teaspoons household bleach per quart of room temperature water
 - Check the label to verify that the bleach is intended for disinfection. Some bleach products, such as those designed for safe use on colored clothing, may not be suitable for disinfection. Ensure the bleach product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser.

- To dry cloth facemasks in the dryer, use the highest heat setting and leave in the dryer until completely dry. If air drying, lay flat and allow to completely dry. If possible, place the mask in direct sunlight.

Is there anything else to consider with masks and COVID-19?³⁹

- While masks greatly reduce the spread of COVID-19, they are not perfect. Therefore, in most cases:
 - a “close contact” is anyone who spends more than 15 minutes within 6 feet of someone infected with COVID-19 REGARDLESS of masks. In most cases, close contacts are required to quarantine at home for 14 days;
 - anyone with signs or symptoms of COVID-19 (or with a confirmed infection or exposure) should not attend or participate in school or after school activities, regardless of mask usage.

References:

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2. Bixler D, Miller AD, Mattison CP, et al. SARS-CoV-2-Associated Deaths Among Persons <21 Years - United States, February 12-July 31, 2020. *Morbidity and Mortality Weekly Report*. 2020;69(37):1324-1329. Available at: <http://dx.doi.org/10.15585/mmwr.mm6937e4>.
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UNIVERSITY OF
SOUTH CAROLINA
LANCASTER

Todd Lekan
Associate Dean for Academic & Student Affairs

REPORT TO THE FACULTY ORGANIZATION
October 2, 2020

Advisement and Registration for Spring 2021.

Key Dates:

- 1) *Week of 9/28*: Postcard reminders sent to full-time students.
- 2) *Week of 10/5*: Texts/e-mails sent to full-time students.
- 3) *10/5-10/19*: Advising Core Team and Faculty Advisors work with students to schedule advising appointments after 10/19.
- 4) *10/19*: Advisement and registration begins.
- 5) *11/17*: Dual Enrollment students begin advising and registration.

The Process:

- 1) *The first-year students* will be advised by the Advising Core Team. Messages to first-year students take them to an advising website in order to make a virtual appointment through Calendly.
- 2) Messages sent to the *second-year students* take them to an advising website where they will fill out a form that asks them to state their academic area of interest. This form will be received by Summer Harmon.
- 3) Summer Harmon will pair second-year students with faculty advisors between 10/5 and 10/19. These faculty should arrange advising appointments with their students beginning 10/19.
- 4) BSN and ADN nursing students will be given separate instructions to contact appropriate faculty members.
- 5) If a faculty member feels that they are unable to handle the advising assignments, they should contact Summer Harmon as soon as possible so that their advisees may be scheduled by the Advising Core Team.
- 6) Most of our advising will be virtual due to the pandemic. We seek to register more full-time continuing students *before* Thanksgiving than we have in the last few years.

Promote “Advising AND Registration” to Students. We ask that you talk up the need to get advised and register for both the 2nd eight-week term and spring 2021 term. Please post simple messages on your Blackboard Announcements area: “Spring 2021 Advisement and Registration begin October 19! Make sure you schedule your advising appointment as soon as possible. Questions? Contact Summer Harmon summert@email.sc.edu.”

Spring 2021 Course Schedule. About 28 percent of our spring courses will be face-to-face. Given the complexity of course-delivery options, please try to minimize any changes to your spring course schedule. If you notice the need for some last-minute changes to your schedules, please discuss these with your Division Chair before Tuesday, October 6.

TRiO Eligible Students. Did you know that as many of 80 percent or more of our USCL full-time students are eligible for TriO grants? In addition to first-generation college status, factors such as income and disability determine eligibility. Please keep your eyes out for students and advisees who might benefit from this important program.

Excessive Absences. As we complete the sixth full week of the fall semester, it is a good time to take stock of those students who have been routinely absent (virtually or physically). Please report excessive absences to the Academic Affairs Office or use the form: This form can be found under the “For Faculty and Staff” area of the website.

Call for USCL Faculty/Staff Research and Productive Scholarship Grant Applications. All faculty and staff are encouraged to apply; the guidelines and application materials are available here:

https://www.sc.edu/about/system_and_campuses/lancaster/internal/faculty_and_staff/faculty_rps_program/index.php

All grants must be submitted as a single .pdf document to the link on the website. Grants are due by *5:00 p.m. on Monday, 30 November 2020*.

Call for Faculty Award Nominations. The 2020-21 Faculty Award nomination and review process is now open. The Office of the Provost recognizes our high caliber faculty with university-wide awards for teaching, research, service and advising. The [nomination form](#) is due by the specific award’s [deadline](#). Some awards require additional materials and those are due by Feb. 7. Supporting materials can be emailed to provcomm@mailbox.sc.edu or submitted via campus mail to:

Office of the Provost
 Osborne Administration Building
 Suite 102
 Columbia, South Carolina 29208

Please note that most awards are one time-career awards and [former winners](#) are not eligible to be nominated for the same award. This does not preclude previous award-winning faculty being nominated for a different award.

For additional information about the nomination process, contact Coyet Greene at coyetg@email.sc.edu.

Native American Studies Center Press Conference, Panel

Discussion on Columbus. Discussing the growing controversy over Columbus Day celebrations and Columbus statues, USC Lancaster's Native American Studies Center will host a virtual press conference and panel discussion **on Zoom from noon-1:30 p.m. on Monday, Oct. 12.** The panel will be moderated by USC Lancaster Anthropology Instructor Christopher Judge, who will introduce the panel and make introductory remarks. Statements will first be given by Chief Michelle Mitchum of the Pine Hill Indian Community Development Initiative, followed by Chief Harold Hatcher of the Waccamaw Indian People, USCL Instructor of African American Studies and History Adam Biggs, and USC Lancaster Assistant Professor of History and Co-Director of Native American Studies Dr. Brooke Bauer, a citizen of Catawba Nation. Bauer will summarize the discussion before a Q&A session is opened up to Zoom participants. For more information contact Ashley Lowrimore: 803-313-7172; lowrimoa@mailbox.sc.edu.

Reporting and Recognizing Faculty Accomplishments. I am working on a process for collecting faculty accomplishments in scholarship, teaching, and service so that these can be celebrated and reported. The Faculty Information Forms are useful sources, of course, but they do not always tell the full story, especially at the time the accomplishments occur. I am consulting with Lisa Hammond and the Division Chairs about how this might be done in a systematic manner consistent with what USCL has done recently. Until that process is implemented, please e-mail your accomplishments to the Academic Affairs Office (Pam Ellis, PELLIS@mailbox.sc.edu or Todd Lekan, TLEKAN@mailbox.sc.edu). I wish to include this information in the Associate Dean's report to the Faculty Organization. So, look for some e-mail reminders ahead of the next meeting.

Congrats to Lisa Hammond. Speaking of faculty accomplishments, several of Lisa Hammond's poems have been published and recognized for their excellence. Her poem "Hydrangeas" was selected from more than 400 submissions as the winner of the Saluda River Prize for Poetry from the Jasper Project and will be published in *Fall Lines* later this year. The poem and an interview with Dr. Hammond was featured on the Jasper Project blog, and also included a new poem, "[Elizabeth Warren Dreams of Kissing Babies.](#)" Her poem "[many moons](#)" was chosen by the Poet Laureate of the City of Columbia to be published in the booklet, *Poetry on the COMET: Write on Time*, and featured on buses on the Central Midlands Regional Transit Authority. In addition, her

poem “To a Son Leaving Home for College” was published this summer in *Sheltered: South Carolina Artists Respond During the 2020 Pandemic*.

Singing Your Pedagogy. Thanks for meeting the challenges of teaching our students during this pandemic. Whether it be the creativity of applying new online teaching methods, the stamina of teaching through a mask, or the sheer amount of time given to new teaching methods, you are making a difference in the lives of our Lancer students. In some cases, their relationship with you is the raft that they need to weather the storm. Philosopher John McDermott puts it well: “pedagogy is a delicate, profound, and mysterious form of reaching, of helping, even though most often it is unsung.”

**Academic Success Center Report
For October 2, 2020 Faculty Meeting
Submitted by Dana Lawrence**

Please send all ASC-related questions and requests to LawrenDE@mailbox.sc.edu

DUE TO THE CHALLENGES OF ADAPTING OUR TUTORING TO A VIDEO FORMAT, WE WILL NOT BE HIRING ANY NEW TUTORS FOR FALL 2020. Thankfully, we are still able to offer tutoring in a wide range of subjects/courses, and students with other needs can usually turn to Brainfuse online tutoring.

The Fall 2020 Tutoring Schedule can be found here:

https://www.sc.edu/about/system_and_campuses/lancaster/documents/academic_success_center/tutor_schedule.pdf

If you would like to received electronic versions of your students' tutoring session reports, please fill out [this \(very short\) form](#).

ALL TUTORING SESSIONS ARE BY APPOINTMENT—STUDENTS CAN SCHEDULE ONLINE OR BY CALLING 803-313-7113

Students can schedule tutoring appointments at the following link:

<https://usclacademicsuccesscenter.setmore.com/>

I'm happy to share information about specific writing assignments, tests, homework, or other work with the tutors if you think it would be helpful.

As always, thanks for your support.

REMINDERS about the ASC's booking system:

- **Students can book appointments as late as 15 minutes in advance.**
- The booking page allows students to book a maximum of ten days in advance (in an effort to allow as many students as possible to have access to tutoring services, and to cut down on no-shows).

FALL 2020

		August 2020		Sept. 2020	
Number of Tutors		6		6	
Total Number of Sessions		31		55	
Tutoring Sessions/Day (avg)		6.2 (5 operating days)		3.1 (18 operating days)	

Tutoring Sessions/Tutor (avg)	3	5.2	17.1	9.3	
# of tutor hours per week	68.5	70	68.5	70	
Appointment	21	31	127	56	
Drop-in	6	n/a	10	n/a	

Tutoring Sessions by Area

	August 2020	Sept. 2020	Oct. 2020	Nov. 2020	Dec. 2020
Biology	2	4			
Chemistry	4	3			
Computer Science	5	9			
French	0	0			
Math/PCAM 105	13	18			
NURS	0	1			
Spanish	0	0			
Statistics	0	0			
Writing	7	21			
	<ul style="list-style-type: none"> • ENGL: 2 • POLI: 1 • SPCH: 3 • Other: 1 	<ul style="list-style-type: none"> • ENGL: 14 • PALM: 2 • POLI: 2 • SPCH: 2 • Other: 1 			
Other (help student navigate Blackboard, access USCL email, use Microsoft Word, skills review, etc.)	0	0			
TOTAL # OF SESSIONS:	31	56			

	1 visit	2 visits	3-5 visits	6+ visits	Total
# of individual students (AUG)	10	3	3	0	16

USC Lancaster Faculty Organization

Campus Technology Update

October 2, 2020

Highlights

- **Information Technology support for faculty, staff, and students:** As a gentle reminder, please continue to submit IT service requests to the uscltech@mailbox.sc.edu e-mail address or by calling the campus IT service desk at 313-7122 or 67122 from your campus phone. All e-mails received at the uscltech e-mail are delivered to all members of the campus IT staff. Voicemail messages left on the IT Service Desk number are copied to all members of the campus IT staff.
- **Campus Wireless Network:** The campus wireless network hardware upgrade is complete, the Access Point at the NASC was installed week of September 14. Student Authentication will be implemented in January. Faculty and Staff are encouraged to connect to the usclfacstaf wireless SSID instead of the USC Lancaster Wireless SSID. The password for usclfacstaf is acdc2112f0 (zero).
- **Webcams and Zoom Licensing:** Webcams are still unavailable in bulk. We now have (1) open order dating back to June with an estimated delivery of mid-October. The order placed in April was cancelled due to the vendors inability complete the order timely. We have USB microphones available for online audio. A requisition for Zoom Licensing has been approved should dispatch as a purchase order to Zoom sometime next week.

FROM: Tracey Mobley Chavous, PHR - Director of Human Resources

MEETING: Faculty Organization Meeting- October 2, 2020

TODAY'S DATE: October 1, 2020

ATTACHMENTS: 0

INFORMATION ITEMS:

1) Open Enrollment:

Open Enrollment for benefits began on October 1, 2020 and will end on October 31, 2020. An initial email was sent to all benefit's eligible faculty and staff members on September 16, 2020. The 2021 Insurance Summary was attached to the email and may also be found at

https://www.peba.sc.gov/sites/default/files/2021_insurance_summary.pdf

Any changes you make during Open Enrollment take effect January 1, 2021.

The easiest way to change your coverage, including enrolling in Medical Spending, Dependent Care, and HSA accounts, is through MyBenefits at <https://mybenefits.sc.gov>

If you are satisfied with your current coverage, you do not need to do anything during open enrollment. However, you must re-enroll in Medical Spending, Dependent Care, and HSA accounts each year.

For additional information about open enrollment please view the PEBA Open Enrollment webpage <https://www.peba.sc.gov/oe>

2) Payroll Tax Deferral Update:

- The tax deferral allows the deferral of the employees' Social Security tax deduction between September 1 and December 31, 2020.
- Next year, employees will be required to repay the full amount of deferred taxes between January 1 and April 30 via payroll deduction.
- The USC Payroll Department is currently waiting to hear from the State Comptroller General to see if the University is participating. Right now, the university is considering offering employees the option to opt-in or not.

3) New Time Reporting System Coming in Summer 2021:

Implementation is officially underway for a new time reporting system that will replace ITAMS. The HCM PeopleSoft Time/Labor and Absence Management system is scheduled to go live during summer 2021.

What is Time/Labor and Absence Management?

Time and Labor is a PeopleSoft application that allows employees to report working hours and leave directly into the HCM PeopleSoft system using timesheets in Employee Self-Service.

Absence Management is where paid time off (Sick Leave, Annual Leave, and other types of leave) will be requested, approved, and transferred to Time and Labor for payroll purposes.

Who will be impacted?

All employees (students, staff, and faculty), currently using ITAMS for time reporting, will be directly impacted.

Benefits of the New System

Here are just a few of the reasons why a new time reporting system is so important:

- Easy access to timesheets in Employee Self-Service
- Pay stubs and timecards will be in one system
- Efficiency in payroll processing
- Manager validation of employee time
- Greater reporting capabilities for managers

Pay cycles will not change and commitment to customer service will continue to be our primary focus.

Supporting Users All Along the Way

One of the most important aspects of a successful implementation is providing proper training. We want to equip you with the tools and confidence you need to enter time worked and request time off with ease.

Due to the volume of employees that will require training, online resources will be offered in an on-demand and self-paced format to include recorded webinars, on-screen simulations, and printable job aids. Employees will have the opportunity to work through practical and relevant situations as you explore entering time in the new system.

Absence Management is where paid time off (Sick Leave, Annual Leave, and other types of leave) will be requested, approved, and transferred to Time and Labor for payroll purposes.

4) Employee Assistance Program:

Please remember that the Employee Assistance Program (EAP) is a confidential resource provided by the University to support employees through times of need.

Our EAP vendor McLaughlin Young Group (Mygroup) provides assistance in four categories: assessments and Counseling, Legal Access Services, Financial Services, and Education and Training.

Except for fees associated with the purchase of legal documents, EAP is free to university faculty, staff, and their immediate household members.

Employees and their dependents have access to counselors 24 hours a day 365 days a year by calling 800-633-3353 or 704-529-1428. More resources may be found on the vendor website www.mygroup.com



UNIVERSITY OF
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Dr. John E. Rutledge
Director of Law
Enforcement and Security

Report to the Faculty
October 2020

This report is composed primarily of reminders and updates on previous information. Special emphasis is directed to changes related to our campus BIT team which is now the Student Care and Outreach Team (Care Team). This brings Palmetto College Campuses in alignment with USC Columbia.

- Reminder on Parking and Traffic Safety: Your cooperation is needed in not using visitor parking spaces. We continue to emphasize safety in the parking lots. Speed, backing up and inattention are the primary reasons for accidents. Vehicle speed should not exceed five miles per hour and in all cases, pedestrians have the right of way.
- Our campus emergency response guide is located at,
https://www.sc.edu/about/system_and_campuses/lancaster/internal/documents/emergency_response/emergencyresponseguide.docx
- Other Issues: Please use our campus Care Team to deal with students who are showing signs of stress. An excellent web resource as to warning signs is found at https://www.sc.edu/about/system_and_campuses/palmetto_college/internal/faculty_and_staff/care_referral/index.php. This document is a part of the strategies developed and used by Palmetto College Campuses. Remember to use our link to make reports which is located at the following link,
https://www.sc.edu/about/system_and_campuses/palmetto_college/internal/faculty_and_staff/care_referral/index.php
- Campus related crime reporting for the cycle this year has changed to the report submission date of December 31st. Our reports are located at,
https://www.sc.edu/about/system_and_campuses/lancaster/internal/current_students/law_enforcement_security/campus_security_statistics_reports/index.php
- COVID 19 related information for Palmetto College Campuses can be found at,

https://www.sc.edu/about/system_and_campuses/palmetto_college/internal/announcements/2020/covid_dashboard.php

- *THANK YOU FOR FOLLOWING THE COVID 19 SAFETY PROTOCOLS.*

Medford Library

FACULTY MEETING REPORT OCTOBER 2, 2020

SERVICE STATISTICS AND PROGRAMS

- **893** unique visits
- **1459** LibGuide views
- Fulfilled **23** PASCAL Delivers borrowing requests
- **227** Computer Reservations
- **164** Study and Lounge Area Reservations
- **26** Community computer uses
- Answered **26** Reference questions (*Recorded)

CIRCULATION STATISTICS

- **57** General collection items circulated
- **25** Juvenile collection items circulated
- **4** New Book collection items circulated

GENERAL AND ADMINISTRATIVE ACTIVITIES

- 2020 Banned Books Week – September 28 – October 2, 2020

PUBLISHED OVER THE SUMMER? LET US KNOW SO WE CAN BUY YOUR BOOK!

- <https://usclancaster.libguides.com/c.php?g=322991&p=2164202>

HELPFUL LINKS

- Request Library Instruction:
<https://usclancaster.libguides.com/c.php?g=322991&p=2164214>
- Book a Librarian: <https://usclancaster.libguides.com/c.php?g=322991&p=2164200>
- Reserve your library space: <https://usclancaster.libcal.com/seats?lid=10532&gid=0>
- Document the impact of your scholarly activities: <http://bit.ly/20Gu02g>
- Check out tools for teaching and learning support: <http://bit.ly/1nMHxrm>



**2019 Faculty Senate Welfare Survey Report
University of South Carolina
Palmetto College Faculty Senate
Welfare Committee**

Welfare Committee Members:

Bianca Rowlett, USC Sumter (Chair); Francis Burns, USC Salkehatchie; David Cherry, USC Salkehatchie; Kristina Grob, USC Sumter; Bettie Obi-Johnson, USC Lancaster; Matt Rashotte, Palmetto College Columbia; Peter Seipel, USC Lancaster; Brittany Taylor-Driggers, USC Lancaster; and Kevin Torres, USC Union

RECOMMENDATIONS

The Palmetto College Campuses Faculty Senate Welfare Committee serves as an advocate for faculty and as a liaison between the faculty and administration. The committee takes the well-being of faculty seriously and pledges to do all that it can to improve overall faculty welfare which includes job satisfaction. Accordingly, and based on survey results, the committee makes the following recommendations.

QUALITY OF STUDENTS: It is the mission of Palmetto College to make a USC college education convenient and accessible to everyone. In order to succeed in that mission, there are practices and policies that could be incorporated to improve overall student quality. The committee recommends consideration of the following:

- Additional University 101 courses available for students
- Additional remedial and PCAM courses available for students
- Smaller class sizes
- Additional funding for tutors, along with increased communication between Instructors and tutors about assignments and expectations
- Incentives to support pedagogical development in the form of grants, stipends, and recognition
- Incentives to support faculty collaboration with educators at the primary and secondary levels in the form of grants, stipends, course releases, and recognition
- Faculty visitations to local middle and high schools to talk about college expectations and/or to present in the classroom
- Increase numbers of Campus Days where local high schoolers attend college classes in order to gain perspective on college life and expectations

PHYSICAL WORKING CONDITIONS: Faculty expressed some concerns regarding the physical working conditions on their campuses, from leaking ceilings and regular building maintenance to old and inadequate science equipment and lack of supplies in restroom facilities. The committee recommends the following:

- Administrators at the local and Palmetto College levels continue their efforts towards repairs, new construction, and updating facilities, laboratory, and computer technologies as needed and as funds become available
- The establishment of procedures for reporting unsafe working conditions above the local campus level should situations arise where the local administration is unable or unwilling to deal with safety concerns

INTERACTIONS WITH COLUMBIA: Faculty expressed dissatisfaction with their interactions with Columbia faculty and departments in corresponding disciplines. This has been an ongoing source of contention amongst Palmetto College faculty. In order to increase communication and interaction between Palmetto College and USC Columbia faculty, the committee recommends the following:

- Request that the Center for Teaching Excellence (CTE) hold workshops at times when Palmetto College faculty can attend
- Organize discipline-specific meetings and conferences and invite Columbia faculty to join

- Arrange sub-meetings with disciplinary peers when participating in Discovery USC and other USC Columbia campus events
- USC Columbia departmental tours for Palmetto College faculty and students

SECURITY: Faculty satisfaction levels with security demonstrate an interest in expanding security training. Accordingly, the committee recommends the following:

- Make security and safety training more uniform throughout the local campuses. Some campuses have security training and security guards while others do not. A uniform security plan, taking into account local differences, would be beneficial, especially as we now have an Emergency Management Coordinator working with Palmetto College on security issues.
- Expansion of First Aid, Basic CPR, and Active Shooter trainings across Palmetto College

BULLYING, HARASSMENT, AND DISCRIMINATION: Faculty responses to this section of the survey demonstrate that those who experienced bullying, harassment, or discrimination are not reporting the behavior to superiors. Reports of bullying, harassment, and discrimination are high enough to recommend that something be done. The committee recommends the following:

- Coordination between the Diversity, Equity, and Inclusion Committee and Palmetto College faculty and administrators to develop policies and practices that are anti-discriminatory and that discourage bullying and harassment
- Coordination between local Diversity, Equality, and Inclusion committees with local administrators to develop policies and practices that discourage bullying, harassment, and discrimination
- Dissemination of clear guidelines of how to report bullying, harassment, and discrimination throughout all levels of Palmetto College

LACK OF ADVANCEMENT OPPORTUNITIES: Faculty expressed dissatisfaction at the lack of career advancement opportunities within Palmetto College. The committee recommends the following:

- Instructors should be offered promotion to Senior Instructor upon meeting appropriate criteria
- Creation of Distinguished and/or Endowed positions as a means of promotion for professors

SUPERVISION AND COMMUNICATION: Faculty expressed some dissatisfaction with the level of supervision and communication from Palmetto College administration. This satisfaction is due, in part, to the distance between Palmetto College administrators in Columbia and faculty on local campuses. Outside of the Palmetto College Campuses Faculty Senate, certain committees, or important University events such as graduation or opening convocation, the majority of faculty have few personal or meaningful interactions with the Palmetto College administration. The committee recommends the following:

- Increase the visibility of the Palmetto College Administration at the local campus level

- The Report of the 2018-2019 Salary Steering Committee should be distributed and explained to faculty as was originally planned as soon as possible.

PAY: The lowest aspect of faculty satisfaction involve faculty salaries. Faculty expressed dissatisfaction with pay and with lack of raises, including cost of living raises which are non-existent. It is important that the Palmetto College Administration continue to work towards increasing faculty pay. The committee recommends the following:

- The Welfare Committee may institute a Salary Study. The 2016 salary study prompted the Chancellor to form the Salary Steering Committee to investigate faculty salary concerns. Thus, the committee should continue to perform periodic salary studies as a means of inducing administration to do as much as possible with rectifying the salary inequities that exist among faculty.
- The Report of the Salary Steering Committee in 2019 should be distributed and explained to faculty as was originally planned.

GENDER ISSUES: Across the board, in every single question pertaining to job satisfaction, males exhibited higher levels of satisfaction than females. In some cases, male satisfaction levels were significantly higher than those of females. Moreover, as was pointed out in a faculty comment, there are not any female administrators in Palmetto College outside of the Chancellor. What factors cause males to be more satisfied than females? Why are there not any female administrators or females in leadership positions? These are questions that need answers. The committee recommends the following:

- Palmetto College and local administrators should coordinate with the Diversity, Inclusion, and Equity Committees at the local and Palmetto College levels to investigate and determine policies and practices dedicated to creating an environment of equality and inclusion.
- The Welfare Committee may investigate these differences further in future Welfare Surveys.

SAFE ZONE TRAINING Recap

Facts and Stats

- LGBTQ+: Lesbian, Gay, Bisexual, Transgender, Queer, + (Pansexual, Agender, Gender Queer, Bigender, Gender Variant, Pangender)
- 20% of US Citizens in the 18-34 age range identify as members of the LGBTQ+ community
- SC has a 35% LGBTQ+ population
- 48% of LGBTQ+ residents in SC are POC

Common Vocabulary

sexual orientation ~ lesbian ~ questioning ~ straight ~ sex (biological) ~ asexual ~ transgender ~ pansexual ~ gay ~ cisgender ~ intersex ~ bisexual ~ gender ~ queer ~intersectionality

The Gender Unicorn

Graphic by: **TSER**
Trans Student Educational Resources

To learn more, go to: www.transstudent.org/gender

Design by Landyn Pan and Anna Moore

- Gender Identity**: Female/Woman/Girl, Male/Man/Boy, Other Gender(s)
- Gender Expression**: Feminine, Masculine, Other
- Sex Assigned at Birth**: Female, Male, Other/Intersex
- Physically Attracted to**: Women, Men, Other Gender(s)
- Emotionally Attracted to**: Women, Men, Other Gender(s)

Major Issues LGBTQ+ College Students Face

dysphoria ~ dysmorphia ~ isolation ~ familial and societal acceptance ~ coming out ~ clashes with religious identity ~ substance abuse ~

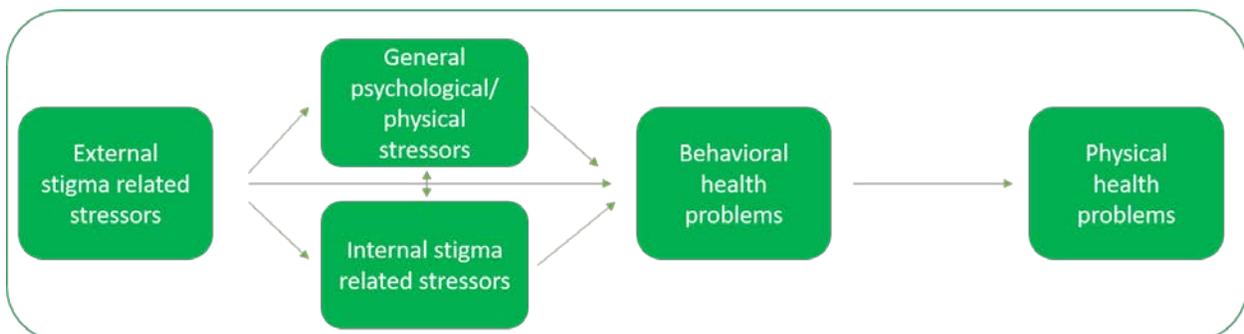
Principles and Frameworks

- In group vs. Out group Coexistence: Common social psychology term in which members of the in-group identify with one another on a common ground and the out-group does not share that commonality. Naturally, misunderstandings occur amongst the groups on the bases of language, biases, points of view, etc.

- Gender Binary



- Minority Stress Framework: simply existing as a minority is psychologically taxing on an individual overtime.



Tenure and Promotion Committee
Report to the Faculty Organization 10/2/2020

The tenure and promotion committee met on 9/30 to discuss how the COVID-related changes to tenure and promotion as well as peer that the Provost announced earlier this year will affect our campus. I've included the full memo at the end of this report, but there are some particulars that seem more likely to affect our campus

- All pre-tenure faculty will [upon request] automatically receive a one-year extension of the tenure probationary period.
- Academic units should consider waiving the requirement of peer evaluation in Spring 2020.
- For annual performance review, tenure progress, and post-tenure review purposes, instructors may choose to not include the Spring 2020 evaluations as part of their evaluation portfolio for the academic year 2019-2020.
- Faculty members of these units being evaluated may request that their own Spring 2020 data be included in aggregate comparison scores or that it not be included.

Local T&P are still working out the details of how everything will work, but is committed to a fair and compassionate approach, the particulars of which we will report at the November meeting.

Chris Bundrick, Chair

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Dear Colleagues:

Allow us to say again how grateful we are for your tremendous effort over the past two weeks to transition instruction to online delivery and adapt to campus closure while maintaining your other responsibilities, all in the context of concurrently dealing with personal and community concerns for health and safety, school closures, and many other disruptions. Our first priority was addressing student health and safety and continuity of instruction to facilitate student progression and we are so thankful and impressed by the efforts of our outstanding faculty.

We are now turning our attention to other equally important faculty affairs matters.

Processes for faculty evaluation at the university level are addressed in both the [Faculty Manual \[pdf\]](#), several academic affairs policies (e.g., [ACAF 1.05 Tenure Progress Review of Faculty \[pdf\]](#) and [ACAF 1.31 Extension of Faculty Tenure-track Probationary Period and Scheduled Post-Tenure Review \[pdf\]](#)) and guidance provided by the University Committee on Tenure and Promotion (see the provost's [Tenure and Promotion website](#)). In particular, ACAF 1.31 authorizes the provost to approve extensions of the probationary period and a scheduled post-tenure review:

In order to provide additional time to demonstrate fully their professional qualifications for reappointment or tenure, faculty members holding a probationary term of appointment may be granted an extension of the maximum probationary period with no resulting change in employment obligations. Additionally, a similar extension may be granted to faculty prior to undergoing a scheduled post-tenure review, upon request. To minimize the impact of the current campus disruption on faculty productivity, the Office of the Provost is implementing the following steps:

Pre-Tenure Faculty

- All pre-tenure faculty will automatically receive a one-year extension of the tenure probationary period. This includes those who are preparing files for review in Fall 2020. Over the next few months, the Office of the Provost will work with the individual academic units to prepare formal notifications, accounting for variable tenure-start dates and previously approved extensions.
- This extension also applies to any pre-tenure faculty who has not yet submitted their tenure progress review file (typically during third year of employment). See ACAF 1.31 for more details on how extensions are applied for pre-tenure faculty who have not yet submitted their tenure progress review file.
- As articulated in ACAF 1.31 and other policy, no faculty member is required to wait until their decision year, even including this extension, to apply for tenure.

Tenured Faculty

- Any faculty member scheduled for post-tenure review in academic year 2020-2021 will automatically receive a one-year extension for submitting the post-tenure-review. Notifications will be sent within the next few months.
- Any tenured faculty member undergoing post-tenure review before 2026-27 may request an extension if needed for the individual circumstances during their current post-tenure review period. Justifications for an extension must be related to the disruption from the COVID-19 pandemic.

- Any tenured faculty member currently preparing or completing a development plan related to an unsatisfactory post-tenure review will have a one-year extension to prepare and/or complete that development plan.

Course Evaluations for Spring 2020

Student course evaluations are required by state law and will be conducted electronically for all courses that have 5 or more students in them. For annual performance review, tenure progress, and post-tenure review purposes, instructors may choose to not include the Spring 2020 evaluations at part of their evaluation portfolio for the academic year 2019-2020.

Academic units that use some form of aggregated course evaluation scores for comparisons in the tenure and promotion process are encouraged to not include data from Spring 2020 in the aggregate comparison scores. Faculty members of these units being evaluated may request that their own Spring 2020 data be included in aggregate comparison scores or that it not be included.

Peer evaluations are not required by state law but may be required by policy of the academic unit. Spring 2020 peer evaluations after Spring Break may only be done via remote technology. Academic units should consider waiving the requirement of peer evaluation in Spring 2020. Faculty members of these units being evaluated may request that peer evaluations of their own Spring 2020 that have been conducted be included in their annual performance review or that they not be included.

Course Evaluations for Tenure and Promotion

University Committee on Tenure and Promotion (UCTP) will honor (a) individual faculty decisions to not include the Spring 2020 student course evaluations and peer teaching evaluations as part of their tenure and promotion file and (b) unit and/or individual faculty decisions to not include Spring 2020 student course evaluations in their aggregate data in the tenure and promotion teaching summaries.

Pass/fail grading

Grading policy is set by the Faculty Senate, not the administration. This will be discussed and voted on at the April 1 Faculty Senate meeting.

In conclusion, please care for your health and safety, and that of your loved ones. Know that your efforts to carry on with educating and serving students in this time of outbreak are powerfully visible and keenly appreciated. In good conscience, we encourage you to pace yourselves with respect to research and service. The time will come to rededicate your commitments in these areas when the current crisis resolves.

With gratitude for all that you do,

A handwritten signature in black ink, appearing to read "C. Fauli". The signature is written in a cursive style with a long, sweeping tail.

Tayloe Harding, Executive Vice-President for Academic Affairs and

Provost, Interim  **Bob Caslen, President**

NEWS

University of South Carolina Lancaster
Lancaster, SC 29720



UNIVERSITY OF
South Carolina
LANCASTER

A Regional Palmetto College

FOR IMMEDIATE RELEASE

Date: Sept. 25, 2020

For more information, contact: Ashley Lowrimore

Phone: 803-313-7172; Email: lowrimoa@mailbox.sc.edu

Native American Studies Center Hosts Press Conference, Panel Discussion on Columbus

Discussing the growing controversy over Columbus Day celebrations and Columbus statues, USC Lancaster's Native American Studies Center will host a virtual press conference and panel discussion on Zoom from noon-1:30 p.m. on Monday, Oct. 12.

The panel will be moderated by USC Lancaster Anthropology Instructor Christopher Judge, who will introduce the panel and make introductory remarks. Statements will first be given by Chief Michelle Mitchum of the Pine Hill Indian Community Development Initiative, followed by Chief Harold Hatcher of the Waccamaw Indian People, USCL Instructor of African American Studies and History Adam Biggs, and USC Lancaster Assistant Professor of History and Co-Director of Native American Studies Dr. Brooke Bauer, a citizen of Catawba Nation. Bauer will summarize the discussion before a Q&A session is opened up to Zoom participants.

"The closer one looks at Columbus, it becomes clearer that the Columbus controversy is multifaceted," said Judge. "The facets include erroneous depiction of continental discovery, the false and enduring historical narrative institutionalized and taught to American youth, and the misappropriation of Native American culture in the name of America, Columbus, and sports teams. South Carolina's Native American leaders have been urging USCL's Native American Studies faculty since 2006, 'tell our true story,' and this panel will help tell that story."

Press kits will be made available to the media on Leif Erickson Day 2020 (Friday, Oct. 9). The event will be recorded and posted to the Native American Studies Center's YouTube account.

Pre-registration for this Zoom event is required. Registrants will receive the Meeting ID and Passcode 24 hours before the event. To register, send an email to usclnasp@mailbox.sc.edu.

For more information, contact Native American Studies Center Archaeologist Christopher Judge at judge@sc.edu.

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CUTLINE

Dr. Brooke Bauer, USC Lancaster's Co-Director of Native American Studies, will join a panel of scholars and South Carolina Native leaders on Monday, Oct. 12 at noon to discuss the growing controversy over Columbus Day celebrations and statues. Held on Monday, Oct. 12 from noon-1:30 p.m., pre- registration is required by contacting USCL's Native American Studies Center at usclnasp@mailbox.sc.edu. Photo courtesy of Mandy Catoe.

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