

**USC Lancaster Faculty Meeting Minutes  
February 11, 2022**

**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 Tools on the left-hand menu.
4. Click on Blackboard Collaborate Ultra on the right.
5. On the black bar with the word "Sessions" on it, click the three lines (the menu) to the left on this bar.
6. Choose Recordings.

Also, chat messages are shown on the recordings, but not necessarily reported within these minutes. ***These minutes are not verbatim*** and as such, pronouns are often mixed in the comment sections.

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**USC Lancaster Faculty Meeting Minutes  
February 11, 2022**

**CALL TO ORDER:** A. Yingst, 1:00 PM

**CORRECTION/APPROVAL OF MINUTES:** The minutes of the Dec 3, 2021 faculty meeting were approved.

**REPORTS OF OFFICERS:**

***Dean of the Campus*** – Dr. Walter Collins, report submitted ([Appendix 1](#)).

- Page 1
  - Covid19 numbers – 11 new cases, 7 students and 4 employees as of last Thursday up to yesterday.
  - About 4% ahead of last spring for enrollment numbers. We have a new high this semester for historical spring semester.
  - Faculty searches going – thank you to all working on that
  - A couple of new staff members. Unfortunately, one of the new staff members, Ms. Mackey accepted a counteroffer from her employer, so she will not be joining us. We're working on an applicant for that position.
- Page 2
  - RISE recipients listed.
  - New president – Amiridis.
  - Upcoming conversation with Haile Operation.
  - Working on plans for commencement and envisioning an outdoor ceremony, keeping in mind several factors (heat, COVID, etc.).
  - Attachment from SACSCOC reaccreditation which was positive.
- Page 3
  - Black History events – Next Monday's speaker will be Albert Blackmon.

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

- Page 1
  - Enrollment numbers – please see file for numbers.
  - Registering students for next year – Lekan had a meeting about this summer's registration and advising. Look for a report next month.
  - March 15<sup>th</sup> deadline for faculty eligible for promotion.
  - Evaluation Committee pilot program – if interested, you may still be able to participate.
- Page 2
  - 30% of courses are online in Fall 2022 right now.
  - Travel studies proposals – we heard from Susan Cruise about this earlier – submission for 2023 is now open.
  - Looking into combining the counselor position with a faculty position in psychology.

- Hardship withdrawal form – there may be revisions, and this may be sent prior to the next faculty meeting. It is a change in the form, not in the policy. The changes are to help students address questions and provide documentation for the withdrawal request.
- CTE Mental Health and Wellbeing Competency Program – consider checking this program out and participating.
- Office of Diversity, Equity, and Inclusion also has workshops you may want to consider.
- Page 3
  - Not on the document – David Roberts has been reelected as chair of the division.
  - Please see the list of faculty accomplishments.
- Pages 4
  - Black History Month Events
  - Brent Burgin Lunch and Learn

#### **Financial Aid** – Kenneth Cole.

- Presentation – please see the video for the slides and complete content or request them from Cole.
- Cole presented some of the forms and information for advisors who may be filling out these forms. A concern is that the university needs to follow through with the regulations for funding. He also stressed that if anyone has questions to please contact him about the forms.
- Veterans Enrollment Certifications
  - Discussed within the presentation were student responsibilities and university/faculty responsibilities for filling out these forms and the certifications.
  - Cole shared the form and discussed possible ways to fill out the form, including information about 2-year and 4-year degrees and some of the issues centered around the forms.
    - An issue: Sometimes the student is repeating requirements they do not need or taking an extra course that does not meet the requirements of the program and is not “required” for the degree.
    - The forms are audited for these issues.
      - Verify the degree program and the courses are accurate and they are necessary to finish the degree, so these are required.
      - If the courses are not required, the VA will not pay for them.
      - Students can take extra courses, but they will not be paid for by the VA then.
      - Please see video for more information.
  - Forms can be done through email, if through USC email address.
    - Please respond to these emails when they come through.
  - Cole discussed some of the consequences if there are errors on these forms.
    - Cole did clarify that we have not had a major audit finding in the 15 years or so he has worked here, but there was a recent finding.

- Some of the consequences include the school getting fined and student loses money and must pay it back.

#### Questions about the VA forms:

Alhaddad – does the course count for the 60 hrs elective requirement for the degree?

Cole – yes it can count, but if they meet those 60 hrs elective credit hours. If they meet that number, then the VA does not pay for any of the courses above 60 credits. There is nothing wrong with putting elective courses on there, but if the student misses the 60 credit hours of electives, then they do not get covered by VA.

Yingst – this is good and really specific information. Is there a way to condense this information and send this to the faculty at the same time as the VA forms.

Cole – I can create an instruction page that goes with the form. There is a form that goes with the student's form that they may not be giving to you.

Alhaddad – I think your instructions give us more information than the form that accompanies the VA file.

Cole – asked if this presentation will be sent to faculty with the minutes.

Golonka – clarified that this presentation will not be sent within the minutes unless it meets accessibility requirements.

#### Presentation continued:

- Financial Aid
  - Students must be degree seeking at USC Lancaster.
  - Financial Aid can only pay for the courses required for the degree taken through USCL or Palmetto College.
  - Maximum time frame review – it is a way to catch students who are approaching end of financial aid.
    - Cole discussed how this is monitored and ways to help students. Please see the video.
    - Formula: Add current earned hours + current attempted hours
    - Once a student will have earned a number of hours, they will be sent an email.
  - A form must be completed by the student and advisor.
    - The advisor fills this form out. The student brings this form to the advisor when they receive an email notifying them about financial aid issues due to number of courses/credit hours.
    - The courses listed should be the ones that are specifically required to complete, and 3 hours of an AIU or another area is acceptable.
    - Cole checks to make sure that the total maximum credit hours for the degree sought (2-year, 4 year) is not exceeded.
    - Advisor – needs to confirm the student is admitted to the degree program and list the courses necessary to graduate with that specific degree.
  - There are consequences if a student exceeds the maximum time frame including the university being fined and the student not receiving financial aid.

#### Questions About Financial Aid:

Johnson - So if they have only 1 remaining class (such as an AIU) for the associate degree while already having taken 75 or more credit hours, they can still receive financial aid at USCL?  
 Cole – yes that is correct. They can take whatever courses they need. This is only making sure they do not go over the maximum credit hours they need.

Presentation continued:

- Financial Aid Satisfactory Academic Progress (SAP)
  - SAP is required for federal and state financial aid. There are a number of requirements for the student. Please see the presentation.
  - The types of appeal processes were discussed: 2 Types - Academic and Graduation Plan
  - If approved, students can continue to receive financial aid and some state aid, but the student must follow the plan, and this is checked.
  - There are consequences to the student and institution if these are not followed. Please see the slides.
- The last item discussed was special enrollment requests. Please see the slides as transient students and guest students were discussed along with financial aid concerns.

**Academic Success Center** – Dr. Patrick Lawrence - report submitted ([Appendix 3](#))

- First report as Director of ASC
- Highlights – tutoring schedule issues early on, but the schedule is now online.
- Closed during spring break, but probably open during the first week of finals this year.
- Would like any feedback from faculty about what we need, what faculty want, etc.
- Overview of center.
  - On target with tutoring appointments
  - Better than January 2021, and still below pre-COVID
  - Number of students we are able to see looks good.
  - Tutoring – STEM fields, especially math. Writing tutors, including P. Lawrence. Also, we are offering zoom-based tutoring during any of the regular hours. This may work better for asynchronous courses. They can still receive tutoring through ASC.
  - We’re looking at a couple of facility improvements for the center.

**Human Resources** – Tracey Mobley Chavous, report submitted ([Appendix 4](#))

**IT** – Blake Faulkenberry, report submitted ([Appendix 5](#))

- Internet diversification – to help reduce the internet problems. There is to be an alternate route setup in case the primary route goes down.
- Founders Hall and Bradley classroom AV upgrades. Please see the report for details. Scheduled to begin Feb 28<sup>th</sup> through April 29<sup>th</sup>.
  - Take a close look at the room installation schedule to make sure the schedule works. Let him know if there are issues.

- Not in report – the IT department, they are trying a work order system. The way it works, send an email to [uscltech@email.sc.edu](mailto:uscltech@email.sc.edu), it automatically creates a ticket, and it comes to everybody in the IT department, then it is assigned.

**Medford Library** – Rebecca Freeman, report submitted ([Appendix 6](#))

- With Palmetto College students, the way they access library resources is slightly different than how they access Medford Library resources. These students go through their home institution’s library to access resources. This affects the databases.
- Problems that may have a fix – if it is a Columbia student and they are taking a Lancaster class, if they request materials from Columbia, they have to contact the library to actually put that request in to get it sent here. If you have students in this situation, contact the librarians and they will help.
- Working on a resource guide for Palmetto College Students

**Safety Report** – John Rutledge, CRASE report submitted ([Appendix 7](#)), and report via email:

“As a campus we have continued to have a very low almost non existent crime rate which is generally what occurs in colleges that do not have student housing. We do submit a report each year to the federal government which gives an overall review of any incidents that do occur on our campus. This report is found at the following link;

[https://www.sc.edu/about/system\\_and\\_campuses/lancaster/internal/current\\_students/law\\_enforcement\\_security/campus\\_security\\_statistics\\_reports/index.php](https://www.sc.edu/about/system_and_campuses/lancaster/internal/current_students/law_enforcement_security/campus_security_statistics_reports/index.php)

Currently a focus is on emergency management in general and prioritizing potential active shooter protocols to protect people. The focus is not based on a higher probability that we are under a greater threat being on a college campus. The basic survival strategies discussed in CRASE (Civilian Response to Active Shooter Events) classes are useful in any emergency situations we may encounter. The many studies of incidents of this type which are mass casualty situations have directed the development of training strategies that minimizes loss of life. Other similar training include basic first aid and stop the bleeding classes. You will find located around campus visual reminders of what works to save lives. I am attaching to this report a graphic on what CRASE instruction deals with as a tool. Please consider attending any of these types of training events when available. If you want to schedule the 1.5 hour CRASE training as a part of your class I will arrange either for myself or another certified CRASE instructor to conduct the class. “

**Student Success & Retention Report** –Asheley Schryer, report submitted ([Appendix 8](#))

**TRIO Report** – Matt Williamson, report submitted ([Appendix 9](#))

**REPORTS OF COMMITTEES:**

## USC SYSTEM COMMITTEES

### *Palmetto College Campuses Faculty Senate*

- **Executive Committee** – Ernest Jenkins
  - We do have a President Amiridis who will join us July 1<sup>st</sup>.
  - Dean Lekan mentioned the CTE workshop on mental health and wellness, this has come up in some of the committee discussions. We're looking into some additional opportunities for faculty.
  - The new System Faculty Leadership Council is still being developed.
  - Finally, we have had questions about Blackboard outages which were not specific to the fiber outages. These are always challenges about proper access to Blackboard. The Chancellor was looking into that as well.
  
- **Rights and Responsibilities Committee** – Andy Yingst
  - Continuing to look at post-tenure review process.
  - Removing the signature line from the T&P chair on one of the forms. It is probably not useful now, so causing some problems. This motion will go up in the April meeting.
  
- **System Affairs Committee** – Jerrod Yarosh
  - Still covering the faculty resources page. Ernest already mentioned the Blackboard issues, specifically to give us quicker notification of issues if Blackboard has issues. We're also looking at DEI recommendations to be included in all faculty searches on campuses.
  - Any comments or thoughts, please send them to Yarosh or Criswell.
  
- **Welfare Committee** – Brittany Taylor-Driggers
  - The T&P Workshop was held on January 28<sup>th</sup> with 28 people attending. A survey went out. Please respond to those if you attended.
  - Campus award files have been received and those award winners will be announced later in the Spring.
  - Salary Study will not be done this year.
  - New faculty welfare study this year that is more research based that will be coming out the end of this semester.
  - We are reviewing the resource webpages and all broken links have been fixed on those pages.

## OTHER SYSTEM COMMITTEES

### *Columbia Faculty Senate* –report submitted ([Appendix 10](#)).

Also submitted by the committee was a file from Columbia. Due to accessibility issues, please see this file here: ([https://sc.edu/about/offices\\_and\\_divisions/faculty\\_senate/faculty-toolbox/documents/facsen\\_meetings/2022\\_2\\_2\\_fs\\_meeting/2021\\_02\\_02\\_cc\\_report.pdf](https://sc.edu/about/offices_and_divisions/faculty_senate/faculty-toolbox/documents/facsen_meetings/2022_2_2_fs_meeting/2021_02_02_cc_report.pdf)).

*Palmetto College Academic Advisory Committee* – Suzanne Penuel – report submitted  
(Appendix 11)

**LOCAL COMMITTEES:**

*Athletics Advisory Committee* – Elizabeth Easley – report submitted (Appendix 12)

- Any questions regarding the form.
- This is a brand-new form being piloted this semester.

*Art Search Committee* – Brittany Taylor-Driggers – report submitted (Appendix 13)

*English Search Committee* – Chris Bundrick – report submitted (Appendix 14)

*Director of Archives Search Committee* – Rebecca Freeman – report submitted (Appendix 15)

*History Search Committee* – Suzanne Penuel, report submitted via email: “As for the history search committee, we have two candidates coming to campus, one on Feb. 17 and the other on Feb. 22. More details later.”

*Local T&P Committee* – Chris Bundrick – report submitted (Appendix 16)

***Faculty Organization Committee***

Penuel – Reminder that elections are coming up and we need nominees. We need a secretary nominee for faculty organization.

Yingst – I will be running for chair and will be keeping the faculty meetings online next year.

**UNFINISHED BUSINESS: NONE**

**NEW BUSINESS: NONE**

**SPECIAL ORDERS: NONE**

**ANNOUNCEMENTS:**

Yingst – USC Lancaster Players are presenting Rabbit Hole later this month, February 25-27<sup>th</sup>.

**ADJOURNMENT: 2:25 PM**

**ATTENDING:** Shemi Alhaddad, Mark Ammons, Albert Blackmon, Noni Bohonak, Chris Bundrick, Fernanda Burke, Zoe Byrd, Andrea Campbell, Jill Castiglia, Courtney Catledge, Walter Collins, Kenneth Cole, Kim Covington, Stephen Criswell, Susan Cruise, Jerry Currence, Liz Easley, Blake Faulkenberry, Danelle Faulkenberry, Rebecca Freeman, Annette Golonka, Summer Harmon, Claudia Heinemann-Priest, Kate Holland, Jason Holt, Ernest Jenkins, Chris Judge, Nick Lawrence,

Penuel, Bridgett Plexico, David Roberts, Todd Scarlett, Asheley Schryer, Peter Seipel, Sarah Selhorst, Nahid Swails, Suzette Taylor, Brittany Taylor-Driggers, Tania Wolochwianski, Jerrod Yarosh, Andy Yingst.

**ABSENT:** Marybeth Berry, Adam Biggs, Dwayne Brown, Li Cai, Steven Campbell, Mark Coe, Stan Emanuel, Garane, Lisa Hammond, Darris Hassell, Howard Kingkade, Dana Lawrence, Pernell Lewis, Allan Pangburn, Leigh Pate, Babette Protz, Kim Richardson, Denise Roberts, John Rutledge, Ann Scott, Mike Sherrill, Dick Van Hall.

***Faculty Secretary:*** Document submitted by A. Golonka on February 16, for faculty and staff review.



UNIVERSITY OF  
**South Carolina**  
LANCASTER

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

Report to the Faculty Organization of USC Lancaster  
February 11, 2022

## COVID-19

**SC DHEC continues to coordinate drive through COVID testing** for the community on the USC Lancaster campus in the parking lot on the east side of Carole Ray Dowling. Testing is available Monday-Friday, 9:00 to 4:00.

USC Lancaster continues to host on-campus **saliva testing sessions** and **vaccine clinics** throughout the semester. DHEC will administer the vaccines. Our [Campus Health](#) page has all of the up-to-date details. Our iPad giveaway and drawing for one \$2500 student scholarship concluded for Fall 2021 in December. Both drawings will continue for the Spring 2022 semester.

Recently purchased **KN95 masks** were distributed to campus mailboxes or to campus departments in the last week as another supplemental effort to mitigate the spread of COVID on campus.

## People

### Enrollment

As of February 10, 2022, enrollment for Spring 2022 stands at 1682. We are currently ahead of enrollment numbers over last Spring and on a path to the largest Spring enrollment ever at USC Lancaster.

### Searches

Many thanks to everyone serving on the various faculty and staff search committees as that work continues into the Spring 2022 semester. Faculty searches underway: Archivist, Art, English, and History.

### New staff members

Please welcome the following new staff members at USC Lancaster:

Ms. Denise Mackey—Admissions Processor

Mr. Zach Broughton—Staff Librarian (has been here but moved to a permanent, classified position)

Congratulations to the following USC Lancaster faculty members who were awarded **USCL Research and Productive Scholarship Grants** for 2022:

Dr. Courtney Catledge (nursing)  
Dr. Jason Holt (mathematics)  
Dr. Patrick Lawrence (English)

Prof. Brittany Taylor-Driggers (art)  
Dr. Kate Holland (psychology)  
Prof. Marybeth Berry (speech and theatre)

**The University of South Carolina has a [new president](#)—Dr. Michael Amiridis**, Chancellor of the University of Illinois Chicago and former Vice President for Academic Affairs and Provost at the University of South Carolina. Much gratitude goes to **Dr. Ernest Jenkins** for his efforts in serving on the President Search Committee, representing Palmetto College and, of course, USC Lancaster. Thank you, Dr. Jenkins.

### **USC Lancaster in our Communities**

The **Town-Gown Advisory Group** held its second meeting of the semester on November 16. The group conversation was about the recently awarded Promise Neighborhood Grant and the roles that the campus and community will play in the programmatic roll out of support services for the Clinton Elementary/Rucker Middle/Lancaster High attendance zones. Its upcoming meeting will be held on February 24 with presentations by the city manager, the new president of the Lancaster Chamber of Commerce, and a private developer.

### **Corporate Partnership and Engagement**

We continue to meet with potential corporate partners to discuss collaborations with and support for USC Lancaster. Recently we've met with staff at Sharonview Federal Credit Union and with OceanaGold Haile Operation with another visit scheduled at the NASC with Haile on March 1. Sharonview has just pledged \$1500 in support of the USCL's Student Food Pantry.

### **Other items...**

- The next **Lunch & Learn at the NASC** is February 18 at noon with a talk entitled "From Refugees to Slave Traders: The Transformation of the Westo" by Maureen Meyers, Senior Archaeologist at New South Associates.
- A **new endowed scholarship** was established in our Educational Foundation in January 2022 by a generous community member.
- **Commencement 2022**: Planning is underway for an outdoor commencement ceremony on April 30. I will share more information about our event at the March 2022 meeting of the Faculty Organization.
- **SACS COC in-person visit**. While we have completed fully our requirements with SACS COC for reaccreditation and we have received the official letter (attached to this report) from the SACS COC office reaffirming our accreditation, we still have to go through an in-person visit with SACS COC officials on April 26-28, 2022. Someone from the on-site team will visit Lancaster on April 27. We will know more about this visit, its itinerary and scope, in the next several weeks.

- **Black History Month** activities at USC Lancaster:

TRiO is planning the following for BHM:

- USCL Celebrates BHM: Popcorn & Movie Series
  - Wednesdays (February 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup>, and 23<sup>rd</sup>)
  - Two movies per day
  - 12:15 pm – 4:15 pm
  - Door prizes for first five movie goers (each movie day)
  - Bottled water and snacks will be provided as well

Student Life is planning a speaker series each week during the month in the student center. They will take place at mid-day on Mondays during February. Speakers will be a mix of community and campus representatives.

USC Lancaster's Medford Library is focusing on the theme put out by the Association for the Study of African American Life and History.

**Two curated displays** featuring books related to this year's theme of Black Health and Wellness.

**One rotating readers' advisory display** on the counter/desk nearest the entrance. This display will feature popular reading by African American authors.

**Social media content** plan:

- i. Each week, Medford Library will highlight one African American South Carolinian known for their contributions to health and wellness. We will feature one person each Tuesday in February.
- ii. Wellness initiatives and resources will be shared every Thursday in February with a focus on resources dedicated to African American healthcare and public health initiatives whenever possible, but will also include state and local resources that may be less specific in scope but more directly accessible by members of our campus community.

There will be a **Black History Month 2022 subject guide** which will include a master list of all books, authors, notable South Carolinians, and public health resources promoted throughout the month. The guide will include library resources well-suited for additional research into the topic of African American health and wellness. This subject guide will also refer users to our existing guides on [African-American Life and Culture](#) and [African American Studies](#).



RECEIVED

JAN 25 2022

OFFICE OF THE PRESIDENT

January 12, 2022

Dr. Harris Pastides  
Interim President  
University of South Carolina - Columbia  
206 Osborne Administration Bldg.  
Columbia, SC 29208

Dear Dr. Pastides:

The following action regarding your institution was taken by the Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) during its meeting held on December 2, 2021:

The SACSCOC Board of Trustees reaffirmed accreditation. No additional report was requested. Your institution's next reaffirmation will take place in 2031 unless otherwise notified.

Also, please submit to your SACSCOC staff member, preferably by email, a one-page executive summary of your institution's Quality Enhancement Plan. The summary is due February 15, 2022, and should include on the same page the following information: (1) the title of your Quality Enhancement Plan, (2) your institution's name, and (3) the name, title, and email address of an individual who can be contacted regarding its development or implementation. This summary will be posted to SACSCOC's website as a resource for other institutions undergoing the reaffirmation process.

All institutions are requested to submit an 'Impact Report of the Quality Enhancement Plan on Student Learning' as part of their 'Fifth-Year Interim Report' due five years before their next reaffirmation review. Institutions will be notified 11 months in advance by the President of SACSCOC regarding its specific due date. Directions for completion of the report will be included with the notification.

We appreciate your continued support of SACSCOC's activities and work. If you have questions, please contact the SACSCOC staff member assigned to your institution.

Sincerely,

Belle S. Wheelan, Ph.D.  
President

BSW:lbw

cc: Dr. Linda Thomas-Glover, Vice President, SACSCOC



UNIVERSITY OF  
**SOUTH CAROLINA**  
LANCASTER

Todd Lekan, Associate Dean for Academic & Student Affairs

## **REPORT TO THE FACULTY ORGANIZATION**

### **February 11, 2022**

#### **1. Spring 2022 Advising and Registration Update.**

- a.** As of February 7, **501 traditional degree-seeking** students have been registered compared to **517** this time last year. 433 were registered on November 29. Our goal this year was 508 continuing students.
- b.** As of February 7, **1003 dual enrollment** students have been registered compared to **976** this time last year. On November 29, 703 dual enrollment students were registered. Our goal this year was 915.
- c.** As of February 8, **BOL** enrollment is **39 (43 last year)**; **BLS** enrollment is **39 (55 last year)**.

**2. USCL Faculty Forums.** Forums run @noon on Zoom on FO Fridays. If you have some ideas for a presentation during Spring 2022, please let me know. Note that this does not have to be a formal talk. Roundtables and open-ended discussions are most welcome!

#### **3. Faculty Reviews Matters.**

- a.** Faculty eligible for promotion or change to senior instructor status will be notified by March 1. March 15 is the deadline to declare intent to undergo reviews during the 2022-2023 year. Please note that intent statements will be made on a form that will be sent to faculty on March 1.
- b.** Thanks to all those who have volunteered to be part of the Evaluation Committee's pilot project for an innovative and new approach to peer review. Please reach out to Andy Yingst if you would like to join this process.

4. **Fall 2022 Course Schedules.** Thanks so much to all faculty for working collaboratively on the schedules. Our team effort has helped us to address diverse student demands. Thanks to Shemsi Alhaddad for valuable institutional research on course enrollment patterns. Special kudos to the Division Chairs for the significant amount of work that they put into these efforts. Right now, approximately 30% of fall courses are in an online modality. Once we load the final schedule into Banner, I will have more a more precise breakdown.
5. **Travel Study Proposals.** The Student Affairs Committee has put out a call for applications Please complete and submit the online form (<https://tinyurl.com/travelstudyproposal>) by 5 pm on March 15, 2022. *\*Note: You will be prompted to log-in with your USC username and password.*
6. **Open Student Affairs Positions.** We have open positions for a Counselor and a Student Life Director. For the Counselor position, I am in discussions with psychology faculty and the Hiring Priorities Committee about possibly building this into a psychology faculty position. We are waiting on Columbia approval for the Student Life Director position. I expect that we will commence that search near March 1.
7. **Hardship Withdrawal Form.** The Academic Petitions and Grade Change Committee has developed a few revisions to the hardship withdrawal form to make more explicit the points that students must address when they submit these requests. These changes will be sent out ahead of the next faculty meeting for FO consideration.
8. **CTE Mental Health and Wellbeing Competency Program.** University of South Carolina's Center for Teaching Excellence is offering a fully online certificate program for faculty around matters of student mental health. Please consider participating in this program. More than ever, our students need support for mental health and wellbeing. Information can be found here:  
[https://sc.edu/about/offices\\_and\\_divisions/cte/certificate\\_completion/mental\\_health\\_wellbeing\\_competency/index.php](https://sc.edu/about/offices_and_divisions/cte/certificate_completion/mental_health_wellbeing_competency/index.php)
9. **The Office of Diversity, Equity, and Inclusion** invites you to participate in our upcoming Inclusive Excellence Workshops. Upcoming workshops are on Stereotypes (Ouch! That Stereotype That Hurts) offered by Leslie Aguilar. You will gain skills to speak up against stereotypes and microaggressions. 90 minutes (1 ½ hours)

**Ouch! That Stereotype Hurts! 03/02/2022, 10-11:30 am**

[https://reg.learningstream.com/reg/event\\_page.aspx?ek=0023-0015-9397087BC32743CD901EACD78368A1ED](https://reg.learningstream.com/reg/event_page.aspx?ek=0023-0015-9397087BC32743CD901EACD78368A1ED)

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[https://reg.learningstream.com/reg/event\\_page.aspx?ek=0023-0015-E95FC4866F2644EB9162676534048F5B](https://reg.learningstream.com/reg/event_page.aspx?ek=0023-0015-E95FC4866F2644EB9162676534048F5B)

**10. Recent Faculty Accomplishments.**

- a. **Shemsi Alhaddad** completed the TE certification for Teaching Towards Inclusive Excellence. Please consider following her lead and completing this training.
- b. **Fernanda Burke** has been selected as a recipient of the 2022 Distinguished Research Service Award. The Office of the Vice President for Research created the Distinguished Research Service Award to recognize UofSC faculty members who have demonstrated outstanding commitment to our internal research programs
- c. **Dr. Courtney Catledge, Dr. Ann Scott, Dr. Robin Dawson, and Dr. Leigh Pate** (BSN nursing at Lancaster and Columbia) have been selected to present a podium presentation entitled “Hepatitis B Immunity Among Undergraduate Nursing Students: Documentation and Alignment with Best Practices” at the Sigma Theta Tau 33rd Annual International Nursing Research Congress, in Scotland, July 21-25, 2022.
- d. **Stephen Criswell, Chris Judge and the NASC staff** are to be congratulated for securing a 25,000 grant from the Gaylor and Dorothy Donnelly Foundation for oral history work regarding the Native Americans in the Lowcountry.
- e. **Elizabeth Easley and Sarah Sellhorst** received the proof of their contribution to *The Cambridge Handbook of Undergraduate Research: Undergraduate Research in the Exercise Science Discipline.*”
- f. **Annette Golonka and Bettie Obi-Johnson along** with students **Khalisha Emmanuel, Jeffshan Ponnarasu, and Joseph Pryor**, recently had an article published in the *Journal of Chemical Education* (<https://pubs.acs.org/doi/10.1021/acs.jchemed.1c00212>). According to the faculty: “For this project we worked with 3 students to develop a novel undergraduate chemistry experiment involving SPME-GC-MS analysis of linalool and other components in essential oil samples. We evaluated the lab with our Analytical Chemistry and Organic Chemistry students at USCL. With support from the USCL Research Club, the students presented their preliminary results for this project at the South Carolina Academy of Science meeting and Discover UofSC in 2019. The Journal of Chemical Education (JCE) is an international journal serving instructors from middle school through graduate school. It features

articles on pedagogy, instructional methods, and laboratory experiments. We are thrilled to have had our work published in this journal.”

- g. **Patrick Lawrence** published an op-ed in *The State* came on free speech. That led to an invitation to speak to a community interest group of about 30-40 people in Columbia (via Zoom) about free speech issues on February 7. Patrick’s op-ed can be found here: <https://www.thestate.com/opinion/article257817118.html>

## 11. Upcoming Events.

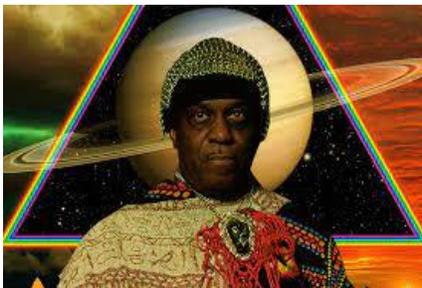
### a. Black History Month Events.

- i. **Special Talks from Local Leaders on Mondays at 12:15 in the Student Center:** Please encourage your students to attend. There will be free food at the talks.
  - ii. **TRiO Black History Month Movies on Wednesdays at 12:15:** Please encourage students to drop by for movies and snacks.
- b. The next **Brent Burgin Lunch and Learn** event hosted by the Native American Studies Center will occur at noon on Friday, February 18. For information: [https://sc.edu/about/system\\_and\\_campuses/lancaster/study/student\\_opportunities/native\\_american\\_studies\\_center/lunch\\_learn\\_series/lunch\\_learn\\_2022/index.php](https://sc.edu/about/system_and_campuses/lancaster/study/student_opportunities/native_american_studies_center/lunch_learn_series/lunch_learn_2022/index.php)

For **Black History Month**, thoughts from the jazz innovator and Afrofuturist, Sun Ra:

“The possible has been tried and failed. Now it’s time to try the impossible.”

“History is His story. You haven’t heard my story.”





## Report to the UofSC Lancaster Faculty Organization

### Academic Success Center

*Patrick Lawrence, Director*

### Announcements

- The current schedule of tutor availability is now available on our web site (see below).
- The ASC will be closed during the week of Spring Break.
- I'm actively soliciting faculty feedback about the Center, including any positive or negative experiences you've had, reasons you do or don't refer students, and suggestions for change/improvement.

### Monthly Overview

We had a rocky start to the semester because of some unavoidable issues scheduling tutors. This required us to revise the schedule multiple times to meet student demand as well as possible. We now have our final schedule for the semester and are rolling along smoothly. This process has been a challenge as I get my bearings in my new role as Director, but Elaine Connor, our Academic Success Coordinator, has been invaluable. We look forward to a stronger February and hope to see the Center humming with activity.

In January, we also had a number of small improvements to improve conditions for staff, such as adding an air purifier and cleaning the carpets. We anticipate additional improvements between now and early summer, including painting and tech upgrades.

### Summary of Tutoring Data

**Year-to-year trends:** We appear to be beating January 2021 by a little bit in terms of how many tutoring sessions we're holding and how many individual students we're serving. However, we're faring much worse compared to January 2020. This tells me we're gradually coming back from COVID lows but that we still have a way to go before we reach pre-COVID levels.

**Month-to-month trends:** The trends here are murky. The university was closed for part of December and January, making the raw totals misleading. Additionally, in December, final exams are due and tutoring demand is relatively high, whereas in January most classes do not have major assignments due, so tutoring demand is low. The fact that we're holding slightly more tutoring sessions than December makes me optimistic that we may see greater demand this year, but it's too early to tell.

**Session distribution trends:** We're seeing high demand for STEM tutoring, especially math, and we have an overwhelming preference for in-person sessions. These trends will inform future staffing and scheduling decisions.

(See charts below for more complete data.)

### Contact Information and Resources

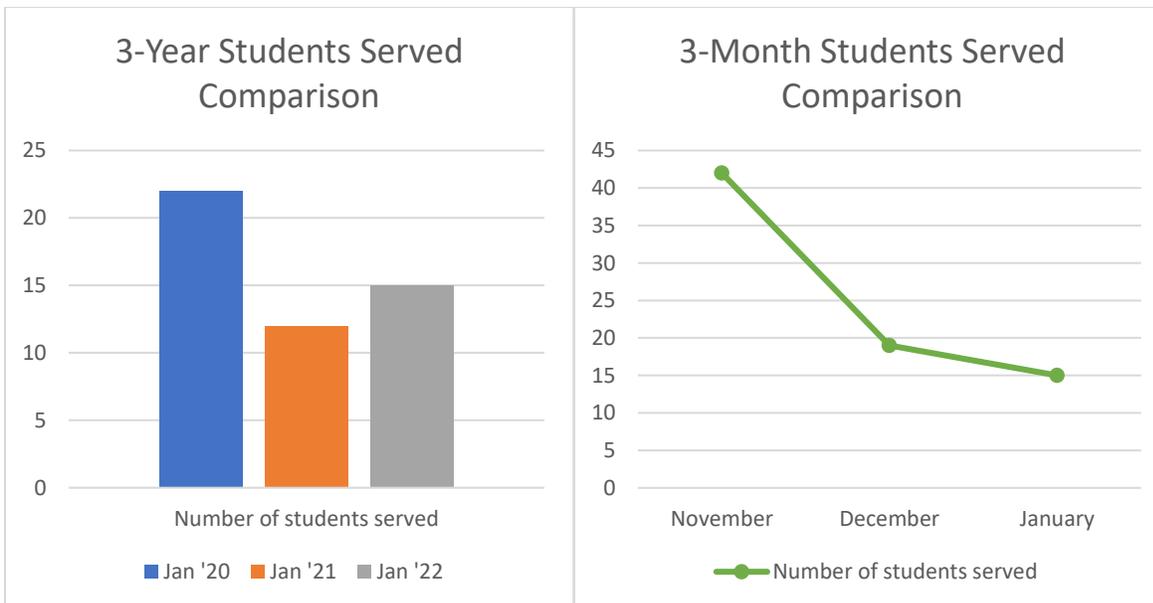
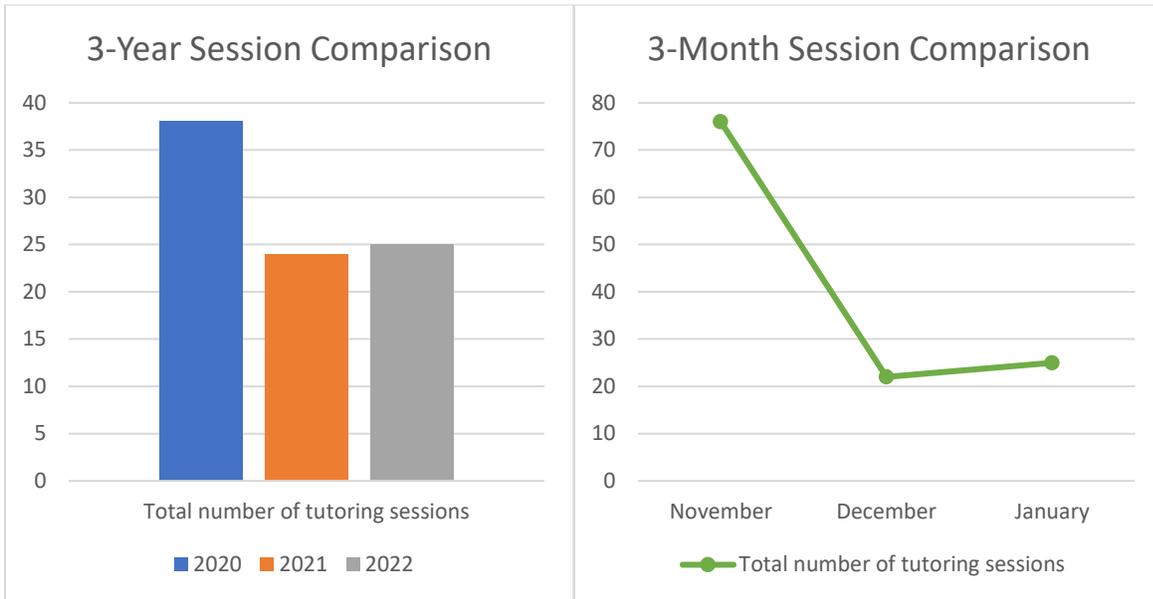
**Phone:** 803-313-7113

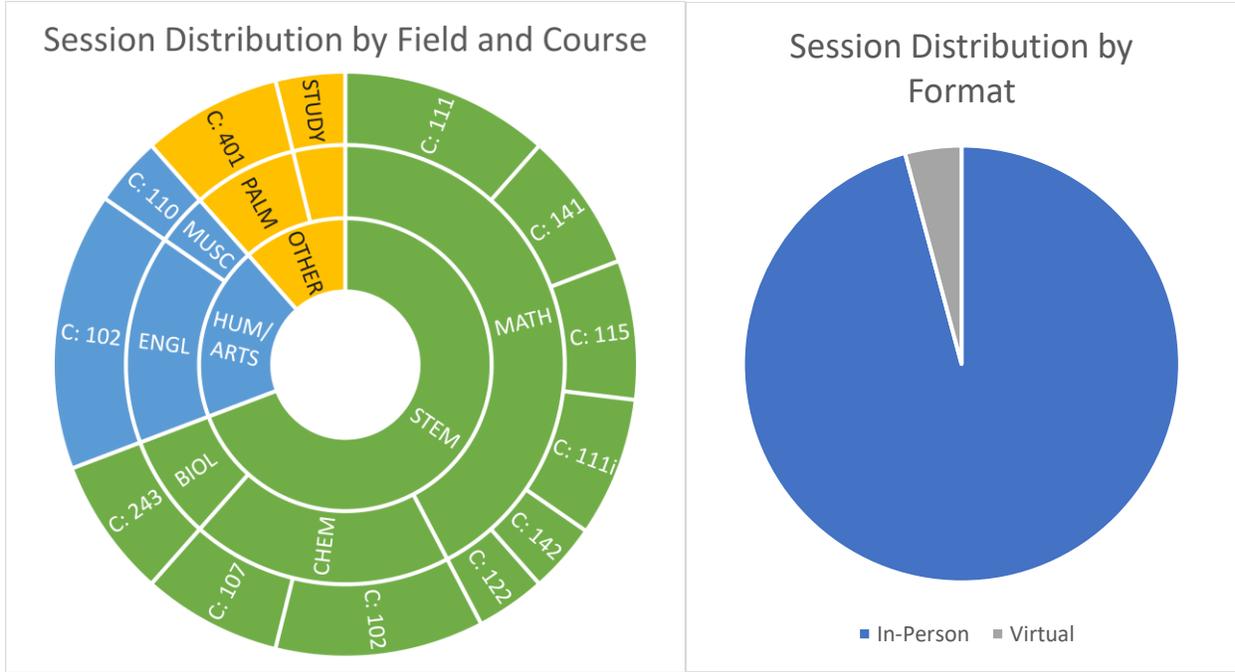
**Web:** [sc.ed/lancaster/asc](http://sc.ed/lancaster/asc)

**Patrick Lawrence, Director:** [pslawren@mailbox.sc.edu](mailto:pslawren@mailbox.sc.edu)

**Elaine Connor, Academic Success Coordinator:** [etconnor@mailbox.sc.edu](mailto:etconnor@mailbox.sc.edu)

## Appendix: Tutoring Data





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

**MEETING:** Faculty Organization Meeting- February 11, 2022

**DATE:** February 10, 2022

**INFORMATION ITEMS:**

- 1) 2021 W-2s were made available to employees on January 27, 2022.

If you elected to receive your W-2 electronically please take the following steps to review, print, or save your 2021 W-2.

- 1) Log into the HR/Payroll System [hcm.ps.sc.edu](http://hcm.ps.sc.edu)
- 2) On the Employee Self Service screen choose the Payroll tile
- 3) Select the W-2/W-2c Forms Tile
- 4) Ensure that the Tax Year is 2021
- 5) Select View Form
- 6) If you need instructions on filing your W-2 select the square under the heading filing instructions.

Those who did not choose to receive the 2021 W-2 electronically will receive their copy via mail. It was mailed to the home address that is stored in the HR/Payroll system.

Questions about W-2s should be directed to the USC Payroll Department via email [uscpcpay@mailbox.sc.edu](mailto:uscpcpay@mailbox.sc.edu) or telephone 803-777-4227. When communicating with the USC Payroll Department share your legal name and USC ID so that you may be easily identified and assisted efficiently.

- 2) State Health Plan primary members can request reimbursement for over-the-counter Covid-19 tests authorized by the U.S. Food and Drug Administration. The following link includes a list of authorized tests <https://www.fda.gov/medical-devices/coronavirus-disease-2019-covid-19-emergency-use-authorizations-medical-devices/in-vitro-diagnostics-euas-antigen-diagnostic-tests-sars-cov-2>

Effective January 28, 2022, claims will be processed under the Plan's pharmacy benefit through Express Scripts.

Plan members should follow the following steps when purchasing Over-the-counter Covid-19 tests.

- Members should call their local network pharmacy to see if they have over-the-counter COVID-19 tests available.
- At the local network pharmacy, members should take the COVID-19 test **to the pharmacy counter just like they would when filling a prescription.** *Members should not use the regular checkout lane.*

Members should show the pharmacy their Express Scripts identification card.

- The over-the-counter COVID-19 test should automatically ring up at no cost to the member, which means the member does not need to file a claim.

Please direct any questions about reimbursement of at-home tests to Express Scripts at 855.612.3128.

# USC Lancaster Faculty Organization

## Campus Technology Update

February 11, 2022

### Highlights

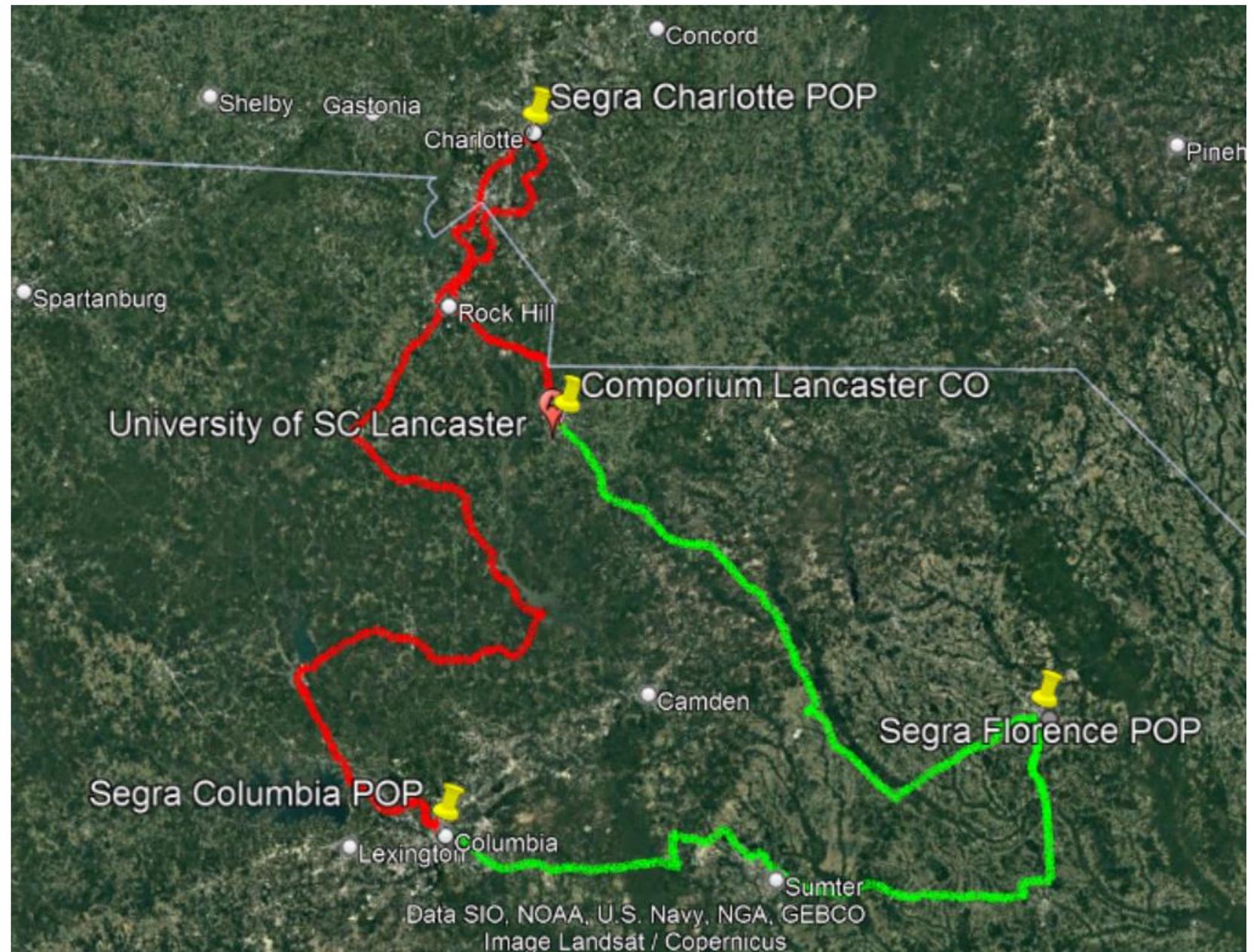
- **Internet Circuit Diversification:** The UofSC Division of IT and Segra Communications have worked to diversify the path the campus intranet circuit follows back to USC Columbia, and then from there to the internet. The Lancaster Campus is scheduled for diversification of its circuit route on 2/16/2022. The attached slide shows both the primary path (in red) and diversified path (in green). The diversification route will be enabled at Comporium's (NOC) Network Operations Center in Lancaster and will activate automatically if there is a break/cut on the primary path. This will help minimize the outages of this type we have experienced over the past few years. If future outages occur, it will be due to an equipment failure or a break/cut in the infrastructure inside the "last mile" between Comporium's NOC and 476 Hubbard Drive. Segra/Comporium is scheduling a 1 hour maintenance window on 2/16/2022 at 7:00 PM EST to implement diversification. There may be brief interruptions in internet access during this maintenance window next week.
- **Classroom Audio/Video upgrades:** An installation crew from Clark Powell and Associates will be on campus beginning Monday, February 28 and will remain onsite until Friday, April 29 to install new classroom A/V equipment in Founders Hall, Bradley and the NASC. Based on the timeline of the projects, the number of classrooms, and the invoice and payment deadlines for the funding, there wasn't any flexibility with the installation schedule. Many of the equipment items were on back order for months due to supply chain issues and finally started arriving at the vendor's location in late December, 2021. One classroom is scheduled per day for installation, (22) of the (36) installations will not impact in person class meetings. There will be (14) classroom installations that will require a few classes be moved to another room for that classroom's installation day. The detailed installation schedule for the (36) classrooms is included with my report. The schedule was developed using current classroom schedules in Banner and information from Academic Affairs. Some adjustments can possibly be made based on any feedback from the Faculty Organization. Once the project starts, I will provide the upcoming week's room installation schedule to Faculty and Staff by 12:00pm each Thursday throughout the duration of the project, and make sure information is posted by the classroom doors the Friday before a classroom is installed.
- 
- **Other project updates:**
  - Bradley Classroom media computers: Will be installed in coordination with the A/V upgrades in Bradley.

**Founders Hall, Bradley Arts and Sciences and NASC Classroom AV upgrade installation schedule**

Install Date	BLDG/RM	Instructional Impact				Proposed temporary room assignment for install day		
2/28/2022	Monday	FNDRS 131						Not needed, room shows on Banner as available all day
3/1/2022	Tuesday	FNDRS 231	ENGL	463	TR	02:30 pm-03:45 pm	S Penuel	Move to FH 232 for install day
3/2/2022	Wednesday	BRAD 120						Not needed, room shows on Banner as available all day
3/3/2022	Thursday	BRAD 121						Not needed, room shows on Banner as available all day complete before SP2
3/4/2022	Friday	BRAD 110						Not needed Spring Break
3/7/2022	Monday	BRAD 208						Not needed Spring Break
3/8/2022	Tuesday	FNDRS 001						Not needed Spring Break
3/9/2022	Wednesday	FNDRS 003						Not needed Spring Break
3/10/2022	Thursday	FNDRS 123						Not needed Spring Break
3/11/2022	Friday	BRAD 107						Not needed Spring Break
3/14/2022	Monday	FNDRS 129						Not needed, room shows on Banner as available all day
3/15/2022	Tuesday	FNDRS 002	HIST	109	TR	01:00 pm-02:15 pm	K Richardson	move to FH 001, room shows available for section on Banner
3/16/2022	Wednesday	FNDRS 127	MATH	Multiple Classes		08:00 am-02:15 pm	A Pangburn	move to FH 131 for install day
			MGMT	Multiple Classes		02:30 pm-08:00 pm	D Merle	move to FH 131 for install day (multiple rooms available for sections)
3/17/2022	Thursday	FNDRS 126	SPAN	Multiple Classes		11:00 am-02:15 pm	T Wolochwianski	move to FH 231 for install day
3/18/2022	Friday	FNDRS 104						Not needed, room shows on Banner as available all day
3/21/2022	Monday	FNDRS 130	ENGL	Multiple Classes		09:30 am-2:15pm	N Lawrence	move to FH 129 on install day
3/22/2022	Tuesday	FNDRS 223	FINA	369	TR	08:00 am-09:15 am	S Emanuel	move to FH 231 for install day
			ANTH	Multiple Classes		11:00 am-2:15 pm	C Judge	
3/23/2022	Wednesday	FNDRS 128	MATH	Multiple Classes		08:00 am-03:45 pm	J Holt	move to FH 129 for install day
3/24/2022	Thursday	FNDRS 227	MKTG	350	TR	11:00 am-12:15 pm	S Emanuel	Move to BB 120 for install day
3/25/2022	Friday	FNDRS 228						Not needed, room shows on Banner as available all day
3/28/2022	Monday	FNDRS 229	SOCY	101	MW	09:30 am-10:45 am	J Yarosh	Move to FH 001 or 002 install day, room shows available for section on Banner
3/29/2022	Tuesday	FNDRS 232	PALM	401	TR	11:00 am-12:15 pm	S Penuel	move to FH 231 for install day
3/30/2022	Wednesday	FNDRS 230	ENGL	101	MW	02:30 pm-03:45 pm	S Penuel	move to FH 232 for install day
3/31/2022	Thursday	NASCTR 106						Not needed, room shows on Banner as available all day
4/1/2022	Friday	FNDRS 226						Not needed, room shows on Banner as available all day
4/4/2022	Monday	BRAD 207						Not needed, room shows on Banner as available all day
4/5/2022	Tuesday	BRAD 204						Not needed, room shows on Banner as available all day
4/6/2022	Wednesday	BRAD 101	CHEM	102	MW	09:30 am-10:45 am	L Cai	Move to BB 107, room shows as available for section in Banner
			CHEM	112	MW	11:00 am-12:15 pm	B Obi Johnson	Move to BB 107, room shows as available for section in Banner
4/7/2022	Thursday	BRAD 103	BIOL	208	TR	11:00 am-12:15 pm	U Neelakantan	Move to BB 106, room shows as available for section in Banner
			UNIV	101	TR	1:00 pm-2:14 pm	D Jordan	Move to BB 101, room shows as available for section in Banner
4/8/2022	Friday	FNDRS 228						Not needed, room show as available all day
4/11/2022	Monday	BRAD 112						Not needed, room shows on Banner as available all day after 9:15 am
4/12/2022	Tuesday	BRAD 202						Not needed, room shows in Banner as available all day
4/13/2022	Wednesday	BRAD 113						Not needed, room shows in Banner as available all day
4/14/2022	Thursday	BRAD 226	CHEM	334	MWRF	08:00 am-09:15 am	F Burke	Move to BB 207, room shows as available for section in Banner
4/15/2022	Friday	BRAD 106						Not needed, room shows on Banner as available all day
4/19/2022	Tuesday	BRAD 203						Not needed, room shows on Banner as available all day

# USC Lancaster

- Diversity to Charlotte
  - Received equipment yesterday
  - 30 Calendar day lead time
- Adding redundancy to Charlotte
  - Received equipment yesterday
  - 45 Calendar day lead time
- Add 10Gb NNI with Comporium Communications
  - 45 Calendar day lead time



# Medford Library

## FACULTY MEETING REPORT FEBRUARY 11, 2022

### JANUARY SERVICE STATISTICS AND PROGRAMS

- **2223** unique visits
- **889** LibGuide views
- **36** Study Area Reservations
- **19** Community computer uses
- **1** Book a Librarian consultations

### JANUARY CIRCULATION STATISTICS

- **27** General collection items circulated
- **4** AV collection item circulated
- **1** Juvenile collection items circulated
- **3** Graphic Novel collection item circulated
- **2** New Book collection items circulated
- **1** Display items circulated

### EVENTS/DISPLAYS

- Current Book Display
  - Black History Month Book Displays
    - Two curated displays featuring books related to this year's theme of Black Health and Wellness
    - One rotating display featuring popular reading by Black authors
  - Black History Month 2022 subject guide
    - <https://usclancaster.libguides.com/BlackHistoryMonth>
- Previous events
  - December 14 – Self Care in the Library
  - January 24 – Graphic Novel Collection Opening

### LIBRARY STAFF UPDATE

- Please welcome our new Staff Librarian, Zach Broughton. He will be handling our Government Resources, Interlibrary Loan, and PASCAL.

## **PALMETTO COLLEGE STUDENTS**

- As a reminder, Palmetto College students must access their library resources through their home institution. Even if they are taking Lancaster classes, if they are considered a Columbia student in the system they will only have access to Columbia library resources.
- There is currently an issue with Columbia students requesting materials from Columbia to be delivered to Lancaster. Thomas Cooper Library, Medford Library, and PASCAL are all working on fixing this problem. In the meantime if you have a student who is having issues accessing resources please have them contact one of the Medford librarians.
- Medford Library is currently working on a research guide geared towards Palmetto College students.
- Questions? Please contact me directly at 6-7062 or [rfreeman@mailbox.sc.edu](mailto:rfreeman@mailbox.sc.edu).

## **PUBLISHED? LET US KNOW SO WE CAN BUY YOUR BOOK!**

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

## **HELPFUL LINKS**

- Request Library Instruction: <https://usclanaster.libguides.com/c.php?g=322991&p=2164214>
- Place materials on Reserve: <https://docs.google.com/forms/d/e/1FAIpQLSedUHSP4B1lin9BFQUZwff3SJhaHI9vcFsvECnTaMTLYcKd2A/viewform>
- Book a Librarian: <https://usclanaster.libguides.com/c.php?g=322991&p=2164200>
- Reserve the library computer lab: <https://usclanaster.libcal.com/space/113144>
- Document the impact of your scholarly activities: <http://bit.ly/20Gu02g>
- Check out tools for teaching and learning support: <http://bit.ly/1nMHxrm>
- Material Recommendations. Have something you would like to see added to the collection? Please let us know. <https://usclanaster.libguides.com/c.php?g=322991&p=2164202>

# BE Prepared for an ACTIVE SHOOTER

These techniques may be used whenever you are confronted by a threatening situation.

## **AVOID**-starts with your state of mind

- Pay attention to your surroundings.
- Have an exit plan.
- Move away from the source of the threat as quickly as possible.
- The more distance and barriers between you and the threat, the better.

## **DENY**-when getting away is difficult or maybe impossible

- Keep distance between you and the source.
- Create barriers to prevent or slow down a threat from getting to you.
- Turn the lights off.
- Remain out of sight and quiet by hiding behind large objects and silence your phone.

## **DEFEND**-because you have the right to protect yourself

- If you cannot **Avoid** or **Deny** be prepared to defend yourself.
- Be aggressive and committed to your actions.
- Do not fight fairly.

***THIS IS ABOUT SURVIVAL***



# Student Success and Retention

## USCL Faculty Organization Report

### Report Sections

- Advising
  - Counseling
  - Disability Services
  - Early Alerts
  - Graduation with Leadership Distinction
  - Retention
  - Travel
- 

### Advising

- Summer/Fall 2022 Registration begins on March 14, 2022.
- Communication Plan:
  - We are currently asking students to verify their information.
  - All advisors (first-year and faculty) will be sent their list of advisees on February 14, 2022. When you receive the email, please notify us with any corrections. If you have a preferred method of communication, please let us know and we will include that in our correspondence to the student.
  - Students will be sent the name and email address (or preferred method) of their advisor on February 21 and highlight the date that registration begins.
  - Each week, we will check our enrollment records and continue to follow up with students that are not registered.
  - We are messaging that all students need to register for classes before the end of the semester.
- Are you able to remove holds? Please check your Banner/Self-Service Access. If you are not able to remove holds, you will need to submit a DAPS request. Banner and Self-Service access/Ability to remove a hold: Send me an email if you need ne to submit paperwork to get you access.
- Student advisees that are listed in self-service are not accurate. Please refer to the advisee list we send in emails. We are hoping to correct the self-service issue at a later date.

### Counseling

USCL continues to search for a full-time counselor. While the position is vacant, counseling services are provided at no charge to students through MyGroup, a Student Assistance Program (SAP). To set up an appointment, students may call 704-529-1428 or 800-633-3353. There is also an option to submit an [online request](#). The student will be connected with a counselor based on their needs and preferences (telephonic, virtual, in person). Students also have access to a free 30-minute appointment for legal consultation with a local attorney and a free financial counseling appointment.

*\*If you would like to have someone walk the student through the process of signing up for an appointment, please feel free to contact me at (803) 313-7120 or [schryer@mailbox.sc.edu](mailto:schryer@mailbox.sc.edu) or stop by Starr Hall room 126.*

In addition to counseling services, MyGroup provides access to an online resource library that features searchable databases and resource links for childcare providers, elder care, and related services.

Financial tools include a discount shopping program. Downloadable legal forms, such as living wills and power of attorney documents, are available as well.

Students may access the MyGroup Work-Life portal for helpful resources including financial and legal services.

Access Information:

[www.mygroup.com](http://www.mygroup.com) > My Portal Login > Work-Life

Username: usclcounseling      Password: guest

All of this information is available at [Personal Counseling Services - My USC Lancaster | University of South Carolina](#).

## Disability Services

If you have a student that needs accommodations, please contact Annette Horton in [Disability Services - My USC Lancaster | University of South Carolina](#).

## Early Alerts

We know the importance of connecting with students early and often (occurring within the first six weeks) are ideal. We are requesting that faculty submit early alert forms for any student that is not attending class, missing assignments, or who would benefit from a contact by a student success staff person. This form will remain active throughout the semester.

[Early Alert - My USC Lancaster | University of South Carolina](#)

When a form is submitted, Academic and Student Affairs will contact the student via email/text to notify them of the alert and share relevant resources and contacts.

NOTE: This form is shared by Palmetto College, so Laura Carnes is copied on the email confirmation. Additionally, the following people/offices receive the alert:

- Zoe Byrd
- Pam Ellis
- Summer Harmon
- Asheley Schryer
- Business Office

## Graduation with Leadership Distinction (GLD)

Are your students engaging in beyond the classroom experiences (community service, internships, research, global learning, leadership, etc)? If so, encourage them to pursue Graduation with Leadership Distinction. Students that are interested in the process can [make an appointment](#) with Asheley Schryer.

Want to schedule a GLD presentation for your student organization or class? Contact Liz Easley ([EASLEYEA@mailbox.sc.edu](mailto:EASLEYEA@mailbox.sc.edu)) or Asheley Schryer ([schryer@mailbox.sc.edu](mailto:schryer@mailbox.sc.edu)).

USCL students may apply for the [Carolina Engage Grant - Center for Integrative and Experiential Learning | University of South Carolina \(sc.edu\)](#) to successfully complete their beyond the classroom experience. Students can apply for up to \$500 initially by describing in detail how the beyond the classroom experience connects to their personal, professional, and/or academic goals. Priority is given to students demonstrating significant need in order to engage in meaningful beyond the classroom

experiences. Funding may be used for conference registrations, education abroad experiences, professional clothing for an internship, certain technology requests, and many other beyond the classroom activities. Eligibility Requirements:

- Must be a full-time undergraduate student at UofSC Columbia or the Palmetto College regional campuses (Lancaster, Salkehatchie, Sumter, or Union)
- Must have a 2.2 cumulative GPA or higher
- Must be participating in a beyond the classroom experience
- Must be willing to submit a reflection through Garnet Gate upon completion of the experience

Encourage your students to present at Discover UofSC! This event is for students that have engaged in beyond the classroom experiences including research, community service, global learning, leadership, internships, etc. Discover UofSC is also looking for reviewers and volunteers to assist with the event.

- Presenters: [Register to present by Friday, March 4, 2022.](#)
- Reviewers: UofSC and Prisma Health faculty, staff, graduate students and postdocs, UofSC alumni and invitees of Discover UofSC organizers are eligible to serve as reviewers. [Register to review by Friday, April 1, 2022.](#)
- Volunteers: UofSC and Prisma Health faculty, staff, undergraduate and graduate students and postdocs, UofSC alumni and invitees of Discover UofSC organizers are eligible to serve as volunteers. [Register to volunteer by Friday, April 1, 2022.](#)

*Note: Graduation with Leadership Distinction is a program through the Center for Integrative and Experiential Learning (CIEL) at Columbia, formerly USC Connect. Asheley Schryer and Dr. Liz Easley are the CIEL Fellows for the Lancaster campus.*

## Retention

As we continue into the semester, here is some preliminary retention and success data. Please note, this information is still changing until the freeze date:

- Last fall, 733 of the 1,810 were in a degree-seeking student status.
  - 33 graduated
  - Fall retention rate: 76.8% with Pathway (563/733); 75.6% without Pathway (517/684)
  - Fall success rate (retained or graduated) = 81.3% with Pathway (596/733); 80.4% without Pathway (550/684)
- This fall, 728 are in a degree-seeking student status (635 excluding 93 from Pathway).
  - 27 spring grads
  - Fall retention rate: 80.1% with Pathway (587/728); 78.9% without Pathway (501/635)
  - Fall success rate (retained or graduated): 84.3% with Pathway (614/728); 83.1% without Pathway (528/635)

*\*Data pulled February 7, 2022*

## Travel

Want to take your course beyond the classroom? The Student Affairs Committee is now accepting travel study proposals! Please complete and submit the online form (<https://tinyurl.com/travelstudyproposal>) by 5 pm on March 15, 2022. *\*Note: You will be prompted to log-in with your USC username and password.*

Questions? Contact Asheley Schryer at [schryer@mailbox.sc.edu](mailto:schryer@mailbox.sc.edu) or (803) 313-7120.



**Matt Williamson**  
**Director, TRiO Programs**

**REPORT TO THE FACULTY ORGANIZATION**  
**February 11, 2022**

**Opportunity Scholars Program:**

- We currently are serving 137 students from low-income, first generation, or disabled backgrounds. We need a minimum of 28 additional eligible students, who will be double qualifiers (meaning both low-income and first generation) prior to the end of August 2022 to meet our federally mandated enrollment requirement of 165 participants.
- 48 OSP students have been recognized as part of either the Fall 2021 President's or Dean's Honor Lists, or **36% of our current project enrollment**.
- Our next **OSP Luncheon** will be held on Tuesday, February 22, 2022, in the TRiO Learning Resource Center at 12:15 p.m. A special guest has been invited to speak.
- As part of **USCL's Black History Month Celebration**, we are hosting the **BHM Popcorn & Movie Series** on each Wednesday beginning at 12:15 p.m. in the TRiO LRC. 28 were in attendance for the first week of this series. Faculty are asked to encourage their students to attend the next two Wednesdays.
- We are currently planning a spring break overnight trip to Williamsburg, Virginia for up to 40 OSP students on March 7-10, 2022. While there we plan to tour **William & Mary** and to fully explore **Colonial Williamsburg**.
- Kudos to **Karlee Christian** and **Haley Sims** for all their outstanding work with the Palmetto College Chapter of the **National Society of Leadership and Success (NSLS)**. **We are excited that 82 OSP students have been invited to become part of this prestigious organization.**

**Upward Bound:**

- We successfully submitted the application proposal package to the federal Department of Education for the next five-year Upward Bound grant cycle earlier this month. This was a months-long endeavor, and we thank the following members of our proposal committee: **Deans Collins and Lekan; Dr. Shemsi Alhaddad; Mark Ammons; Shana Dry; Dr. Pat Lawrence; Dr. Paul McKenzie** (Lancaster County School District); **Dr. Kim Richardson**; and **Professor Lauren Thomas**.
- Our hybrid **Spring 2022 Internship Academy** began on Tuesday, January 18, 2022, with **Bridgett Plexico** at the helm. Participants are learning soft skills while exploring a range of career options through the online Microburst Learning EmployABILITY Soft Skills platform.
- Because of their recent loss of data on our participants, the Lancaster County School District is working with us to obtain new release forms to access data from PowerSchool.
- We are planning to participate in the **Careers in Sports** event with the **Charlotte Hornets** on Friday, March 25, 2022. This will include a behind-the-scenes look at the Hornets franchise as well as attending the game versus the Utah Jazz at the Spectrum Center that evening.
- We are also planning a spring break overnight trip for up to 36 participants to the **Raleigh-Durham Research Triangle** on April 20-22, 2022.



### **Student Organizations:**

- The **D.E.F.I.N.E.** organization received a **Horizon Education Grant** from the **Arras Foundation** that will allow them to partner with **The Children's Council of Lancaster** and **The Hubb** to educate and mentor Upward Bound participants as part of **Seventeen Days**, which emphasizes teen pregnancy prevention services.
- The next D.E.F.I.N.E. meeting will be held on Tuesday, February 15, 2022, at 12:15 p.m. in the TRiO LRC. Lunch will be served and all female USCL students are welcome to attend.
- The **G.E.N.T.S.** group will hold its next meeting on Thursday, February 24, 2022, at 12:15 p.m. in the TRiO LRC. Lunch will be served and all male USCL students are welcome to attend. Group members are currently attempting to coordinate an upcoming visit to the **Lancaster Children's Home**.

### **Annual Performance Reports:**

- The Annual Performance Report (APR) for the OSP project was successfully submitted earlier this month. This report measured the performance of the project for the first year of its five-year grant cycle covering the period September 1, 2020, through August 31, 2021. We were able to meet substantial progress for our first year of this grant cycle. Special thanks to **CoSonja Allen** and **Andrea Campbell** for their dedication in timely submission of this report.
- If anyone would like a copy of the final report for either the OSP or Upward Bound grant projects, please contact **Matt Williamson** at [mwilliam@mailbox.sc.edu](mailto:mwilliam@mailbox.sc.edu).

### **Community Service:**

- OSP students in partnership with the D.E.F.I.N.E. and G.E.N.T.S. organizations, are continuing to sponsor the **Baby Bottle Fundraiser**. Proceeds will benefit the Lancaster Women's Enrichment Center, located on Main Street. This non-profit agency supplies vital care, counseling, education, and workforce initiatives and referrals for expectant mothers in our local community.
- The **USCL Cares Annual Coat Drive** concludes on Friday, February 11, 2022. Items collected will go to the United Way of Lancaster County to benefit the Lancaster Area Coalition for the Homeless (LACH).

## **Columbia Senate Report**

### *USCL Members Reporting to USCL Faculty Organization*

Date of Report: February 11, 2022 Faculty Meeting

Dates of Columbia Senate Meeting: February 2, 2022

### **General**

- USC campus following CDC guidelines that positive COVID test isolation be 5 days.
- We as faculty need to make sure to enforce proper mask wearing. Also, if you want KN95 can be requested from the Procurement Office at USC.
- New President Amiridis will start Summer 2022.
- USC will be sending proposals to legislature to help with USC infrastructure and salaries. Also, to help the entire USC system
- Search for Vice President of Research will within next 4 weeks.
- Provost Office is starting an internal search for Vice Provost and Dean of Graduate Studies. With starting date beginning April 1, 2022.
- Molly Pirano is the new Assistant President Civil Rights and Title IX. She will start late February.
- 700 Lincoln St Residence Hall renamed for Celia Dial Saxon.
- Interim President Pastides and Provost Cutler are talking and working with CHE, other colleagues across the state of South Carolina to continue educate the legislator on tenure. There could be a formal statement from Interim President Pastides on the university's stance on the legislation to remove tenure.
- INDEV Committee will the committee will provide information at March's Senate meeting on current issues with the Carolina Core. This will help explain why there needs to be a committee created to assess the Carolina Core.
- Proposed changes to the Faculty Manual were put on hold due to many senators not feeling being readily prepared to vote on the changes because the report was sent 5 days before the Senate Meeting. Proposed changes:
  - Committee on Professional Interpersonal Conduct
  - Workplace Civility
  - Facilities of the Colleges, Schools, or Departments
  - Unit Consideration of Tenure and Promotion Files
  - Appendix III- Standing Rules of the Faculty Senate- Faculty Senate Resolutions Review Team

## **Curricula and Courses**

A public list of all proposed changes is available by following this link:

[https://sc.edu/about/offices\\_and\\_divisions/provost/planning/academicprograms/proposals/submitted-for-approval.php](https://sc.edu/about/offices_and_divisions/provost/planning/academicprograms/proposals/submitted-for-approval.php)

On that webpage, you may search or filter by status, course title/number, college/school, proponent or Carolina Core Learning Outcome. Each entry gives a detailed description of the proposed changes, justification, date it goes into effect, and the approval process.

See attached file titled: February 2, 2022 C&C Report for the latest approvals.

Palmetto College Academic Advisory Committee Report  
January 28, 2022; next meeting not scheduled yet

- **USCL is still underrepresented** on the committee, and an appointee slot is open. Please let John Catalano or Susan Elkins know if you'd like to serve.
- We discussed systems for determining **who'll teach P-section courses** that aren't taught by Columbia-based faculty; right now those spots are usually assigned first-come first-served. We may end up asking cross-campus faculty in departments that have faculty competing for limited spots to meet and come up with faculty rotation plans.
- Steve Lowe will pilot **integrating P-section course listings with a few non-P-section course listings** on Banner; this summer.
- We have a meeting of faculty involved in PALM courses scheduled for Feb. 25. The main topic: how to reduce the number of students who have trouble making it through PALM 401 (*Senior Capstone*), or PALM 493 (*South Carolina Studies*). *South Carolina Studies* turns out to have higher **DFW rates**.
- We're still looking at merging **sections of online P-section courses**. This would make enrollment in P-section courses first-come first-served. It's still unclear whether this would present problems for some of the campuses, especially Union, and it's unlikely that this would happen until after advising and enrollment for fall 2022.
- We're considering the possibility of an internship course for two-year degrees.
- We're still looking at updates to the [BOL](#). Some of its courses haven't been offered in a while and may be purged from the list, including HRTM 344, *Personnel Organization and Supervision*; MGMT 472, *Entrepreneurship and Small Business*; and PSYC 360, *Applied Psychology*. **Let me know if you're interested in teaching any of them.** While that won't guarantee that they'll be on the schedule, it will save them from the purge list for now.

Please also let me know if you have more ideas for substitutions, additions, or purges. Substitutions already on our list: MKTG 350 for JOUR 201, SPTE 240 for ACCT 324, FINA 363 in Law/Policy/Orgs, MGMT 478 in Workplace Dynamics, ITEC 242 for ENGL 463, HPEB 321 in Workplace Dynamics or Employer/Employees, STAT 205/206 or MGSC 291 for SOCY 392 (recently SOCY 220), MGSC 290 for ITEC 264.

Please get in touch if you have ideas or questions, and thanks to those of you who've done that already.

—Suzanne

*This committee considers academic policy and curriculum issues concerning those associate and baccalaureate degree programs that are offered across all the Palmetto College Campuses. The committee advises the Chancellor and/or Associate Provost on matters pertaining to academic policy for these programs, such as student grievances, readmission petitions, and other policy items. The committee will also consider matters pertaining to the curricula for these associate and baccalaureate programs and will make recommendations for curriculum changes to the Faculty Senate, via the System Affairs committee. Since the Baccalaureate degree programs are offered under the auspices of the Provost's Office, the Columbia Faculty Senate must approve any curriculum changes for the baccalaureate degree programs as well.*

*(Palmetto College Campuses Faculty Manual 2021, pp. 3-4)*



UNIVERSITY OF  
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**Athletics Advisory Committee**  
Faculty Organization Report  
02/11/2022

The Athletics Advisory Committee has finalized their proposed checklist/form for student-athletes as discussed in the December 2021 faculty meeting. The purpose of this form is to encourage student-athletes to clearly communicate athletic status and game/practice schedules with their instructors. **By signing the form, you are only agreeing that the student has identified themselves as a student-athlete and provided their game/practice schedule to you.**

#### Timeline

For Spring 2022, we are piloting this form with the USCL Baseball team. Coach Calhoun distributed this form to the baseball players at the beginning of February 2022. Student-athletes must return this form to Coach Calhoun by March 1, 2022. The committee intends to meet again after March 1, to discuss any changes that need to be made to the process for the 2022-2023 academic year.

#### Student-Athlete Responsibilities

1. Fill out all information on the form. Faculty members should only have to add their signature and any comments to the form.
2. Provide instructors with copy of the official game schedule and practice schedule.
3. Return form to Nick Calhoun (Head Baseball Coach and Athletic Director)
4. Communicate with all instructors regarding make up work for each missed class period.

#### Faculty Responsibilities

We are only requesting that instructors sign the form to indicate that the athlete has spoken with you directly. As a courtesy, we have added an **optional** space for you to add any comments that will provide insight on the student-athlete's performance in your class. Comments or feedback may include attendance status (good/fair/poor); outside help/tutoring recommended; and/or overall performance in the course. This is intended to provide a convenient line of communication with the athletics department. **Comments are completely optional.**

FERPA Concerns: Student-athletes sign a FERPA waiver at the beginning of the academic year which allows faculty to communicate with coaches regarding academic performance. Our athletic coaches have a legitimate, vested academic interest in the academic performance of our student-athletes due to eligibility concerns. Dr. Lekan has been consulted on this and has confirmed that this is not a FERPA violation.

Please send any feedback about your experience with this process to Liz Easley ([easleyea@mailbox.sc.edu](mailto:easleyea@mailbox.sc.edu)).



UNIVERSITY OF  
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Name			
Semester	Spring    or    Fall	Year:	
Sport	In-season    or    Out-of-season		
Practice times:			

Student-Athlete Instructions:

1. Complete this form so that instructors will only have to add their signatures and comments.
2. In-season athletes must submit a printed copy of their game schedule to each instructor with this form.
3. Completion and submission of this form does not exempt you from notifying each instructor 1 week in advance before EACH missed class due to a game.

Dear Professor,

To improve communication among student-athletes, faculty members, and coaches, we are encouraging student-athletes to speak directly to their instructors about the following information:

1. The student presenting this form to you is a student-athlete. Above they have indicated their sport and whether their sport is in-season or out-of-season this semester.
2. Their practice schedule and if in-season, the student-athlete has shared their game schedule for the semester.
3. Please share any comments/feedback you have about the student's performance in your course (i.e. attendance status or whether tutoring/outside of class help recommended).

By signing this form, you are indicating ONLY that you have reviewed the information on this form and that the student has shared their game/practice schedule with you. The student-athlete will still be required to communicate with you regarding every missed class (for games) in advance and discuss any make up work.

Instructor	Class Name	Meeting Times	Attendance Status/Comments/Feedback	Signature and Date

This form is due to the athlete's coach by March 1 of the Spring semester and October 1 of the Fall semester.

**Art Search Committee Report**

**Faculty Organization Report  
February 2022**

**Submitted by Brittany Taylor-Driggers**

The Art Search Committee interviewed candidates on February 1<sup>st</sup>, 2022. We selected three candidates for campus teaching presentations. Dates for these presentations will be announced soon.



2/11/22

#### 2022 ENGL Search Committee Report

The search committee interviewed thirteen candidates on 1/21/22 and 1/28/22. It has made second round decisions and is in the process of scheduling all-virtual interviews for three candidates (details to be announced).

**Director of Archives Faculty Search Committee**

Rebecca Freeman, Chair

Faculty Organization Report

February 11, 2022

The search committee interviewed candidates on February 2, 2022. Candidates for the next phase of the process have been selected and submitted. Dates for the campus presentations will be announced soon.



2/11/22

#### Local Tenure and Promotion Committee Report

T&P met 1/27/22 to go over the spring agenda which includes, peer review, third-year, and post-tenure reviews. The committee is reading FIFs (we received 34) and plans to start drafting reviews of all types by early March.