

USC Lancaster Faculty Meeting Minutes October 7, 2022

Please note: Faculty Organization meetings are recorded. To access the recordings of previous Faculty Organization meetings, follow these steps:

1. Log into Blackboard and go to Organizations.
2. Select USCLFO.
3. Click FO Documents on the left-hand menu.
4. Click on the folder labeled "FO Meeting Documents and Recordings"
5. Select the date of the meeting.
6. View recording in browser or download mp4 file.

Please note that chat messages are preserved in the Teams meeting record but are not necessarily reported in the minutes. Minutes are not verbatim and as such, pronouns may be mixed in the comment sections.

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USC Lancaster Faculty Meeting Minutes
October 7, 2022

CALL TO ORDER: 12:30 PM B. Taylor-Driggers

CORRECTION/APPROVAL OF MINUTES: The minutes of the September 2, 2022, faculty organization meeting were approved.

REPORTS OF OFFICERS:

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

- Page 1
 - Fall enrollment headcount currently at 1675, down 2.62% compared to last year. Full-Time Equivalent enrollment at 1116 (down .89% over same date last year). Fall enrollment freeze date is October 20th
 - Buddy Faile is chairing the search for Indian Land Director/Indian Land Outreach position
 - Noted the excellent performance by our student athletes with thanks to the Athletics Advisory Committee for their work
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 - Faculty are welcome at the Indian Land Ribbon Cutting on Nov. 10th, 4:30-5:30
 - Improvements: Stevens Theatre renovation is fully funded, and the bid has been awarded (predicted wrap-up in Summer 2023); 6 lighted pickleball courts have been approved, hoping to open in the Summer
 - Thanks to John Rutledge & Antonio Mackey for their work on this year's Clery Report. Please contact John Rutledge or Walt Collins with questions about this document/process
- Page 3
 - Reminder about the scholarship luncheon on November 2
 - Congrats to NASC on their excellent 10th anniversary celebration
 - Ribbon-cutting for Esports competitive space on Dec. 8th, 4:00-5:30 – come out to see the space and talk to players and coach Colby Jones
 - Thanks to Tracey Mobley-Chavous, Todd Lekan, and John Rutledge for work on biennial review
 - Reminder: October 19th is the deadline to apply for Arras Foundation grants
 - Enjoy fall break!

Questions and/or Comments:

E. Moon-Kelly – in chat: Christmas party this year, right?

W. Collins – in chat: Holiday party is back on Dec. 6

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

- Page 1
 - The scholarship luncheon will be on Nov. 2nd. Please be patient with student honorees who may be tardy to 1:00 classes.
 - Math Placement Exam procedures have changed; contact Shemsi Alhaddad or Asheley Schryer with questions.
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 - Please contact Pamela Ellis or call the Academic Affairs office for help communicating class cancellations to students. Also be sure to let your division chair know.
 - Reminder about the CARE (Student Care & Outreach Team) formerly known as BIT team. They are here to connect students in distress to needed resources. You can make a referral at [this link](#) for behavioral concerns. However, please call 9-1-1 for emergency situations.
 - Praise for the Financial Aid office, particularly Tyrie Rowell, for their excellent work in decreasing our student default rate
 - Thanks to all who helped with the Online Degree Expo
- Page 3
 - The RISE Grant Application deadline is December 14, 2022. This is an opportunity to receive funding for scholarly and pedagogical opportunities during the Summer. Please try to avoid time conflicts with summer teaching. Please give Dr. Lekan and Dr. Collins a heads-up before you submit so that they can be ready for your approval
 - There are many recent faculty accomplishments and upcoming campus events – please see report for a detailed list.

Questions and/or Comments:

N. Lawrence – I have a question about the Palmetto College Campuses Faculty Senate/administration implementing student surveys during randomly selected classes in February 2023. My concern is that this was not posed as a question to faculty. I would like to hear from your perspective, as the academic Dean.

T. Lekan – Faculty should have the right to consent or not whether class time will be taken up by a survey unrelated to your learning outcomes and goals. I do think that the survey is a valuable tool in that we don't have many systematic ways of collecting information about student experiences. This kind of survey supplies useful information that we might act on. I would say that some of the impulse behind this is vulnerability in front of SACS accreditors. I don't have a lot of inside information about the mechanisms

for selecting courses or distribution. I do think this should be an “ask” and not an imposition. Some of this happened at a PC Senate level and there have been discussions I’m not privy to. I’m happy to hear more if others want to follow up.

W. Collins – I agree with Todd. I wonder with the departure of Joe Mews if this will continue. I will be listening for more information and will be glad to pass that along.

S. Alhaddad – They do have an online version but it’s more expensive, and I think Palmetto College didn’t want to invest that much in it. [Andy] said the other campuses already do this every other year. I believe Sumter already uses it [W. Collins confirms]. It’s my opinion that if we’re going to do pencil and paper surveys, it should be in a student activity setting where we buy the students pizza or something to help with the fatigue factor of a 45-minute survey. If it’s voluntary and there’s food, I feel like the responses will be more valuable.

T. Lekan – That’s a great suggestion and it might also encourage some outside the classroom gathering

N. Lawrence – It might be nice for our Senate representatives to pass along that many faculty might not want to burn our students out during class time, and to think about Shemsi’s suggestion.

Academic Success Center – Pat Lawrence, report submitted. (Appendix 3).

- Launching a new studio service dedicated to Health Science at the ASC on Mondays 12 to 1 PM. Please encourage your students to come to these drop-in services, including Math Lab, Writers’ Studio, and now the Health Sciences.
- Upcoming event: Dr. Jorge Santos visiting as a guest tutor in the Writer’s Studio.
- ASC is busy, with around a 40% increase in student sessions.
- ASC hopes to host workshops for faculty to work on final exams and assignments to ensure they’re clear for students. Stay tuned for announcements

Director for Institutional Effectiveness and Research – Shemsi Alhaddad, report submitted. (Appendix 4).

- Most USCL students are local. Some dual enrollments from Lexington and Richland, but the median distance between USCL and students’ home address is 16 miles.
- Main competitors for student enrollment are USC Columbia and York Tech. Main predictor for enrollment is funding through scholarships, grants, or financial aid.
- Our enrollment and graduation rates hold up well compared to other area schools.
- The median grade at USCL is a B+. This tends to improve with more experienced students, along with attendance and course completion rates.

- USCL students are most likely to repeat courses needed to graduate (like ENGL 101). Students who do repeat these classes are more likely to return to USCL than at other campuses. UNIV 101 has a positive impact on student retention.
- Students do not appear to mind a mix of course modalities (fully online vs hybrid/face-to-face), based on trends between Spring and Fall 2022.

Questions and/or Comments:

B. Obi-Johnson – Did you look at the impact of students being involved in a student organization on their success rate?

S. Alhaddad – No, we didn't collect data on that. I could get a list of students involved in clubs or athletics, but we don't systemically collect data on student engagement.

B. Obi-Johnson – That could be something to think about for the future, either clubs or being involved in research.

S. Alhaddad – Yes. The 45-minute survey we discussed earlier will be about student involvement. Columbia does a similar survey but because they have a larger student population, it gives them more information. If we do that survey in the spring, then I can analyze it. I don't know how much information it would yield due to the smaller student population, but I could run an analysis.

Director of Human Resources – Tracey Mobley-Chavous, report submitted. (Appendix 5).

- Open Enrollment for benefits opens Oct. 1st and closes Oct. 31st. You only need to make changes if you are not satisfied with current State Health Plan coverage.
- You **will** need to re-enroll in medical spending, dependent care, and HSA accounts. Changes can be made through My Benefits.
- Upcoming changes to State Health Plan benefits take effect January 1, 2023. Copayments, deductibles, and coinsurance maximums will all increase, along with some medicines. Adult well visits will be added.
- Reminder that there is a Lactation Room in Hubbard Hall room 229. This is open to faculty, staff, and students. Visitors may also use this space.
- Paid parental leave is now available for eligible state employees. This covers the birth of a biological child, adoption of a child, or taking a child into foster care. Family events must have occurred after October 1, 2022. This can be used in connection with FMLA.
- Changes to FMLA procedures: Employees can now have their healthcare provider fax or mail information to your campus HR contact, who can then submit it on your behalf.

- Reminder: Employee Assistance Program is available to employees and members of their household 24/7 through MyGroup.
- Reminder to search committees to be sure that candidate presentations are not in any way discriminatory. Please review the new **Policy Against Discrimination, Harassment, and Sexual Misconduct (CR 1.00) - see Appendix 5a**
- Reminder that the new **Prohibited Consensual Relationships policy (UNIV 2.10)** prohibits consensual relationships with students. It also prohibits the evaluation or supervisory review of any person with whom faculty/staff currently are or have previously been in a consensual relationship. **See Appendix 5b**
- Reminder to consider your intended student hires for Spring 2023 for a smooth start
- Reminder of furlough days for temporary employees – we only have 11 days in our winter break this year so please plan ahead.

REPORTS OF COMMITTEES:

USC SYSTEM COMMITTEES:

Palmetto College Welfare Committee – Lynnette Martek, report submitted (Appendix 6).

- Reminder of December 13th deadline to submit Palmetto College awards.
- Reminder of Tenure & Promotion workshop being held on January 20th. There is a call for newly tenured faculty to present on teaching, service, or research.
- Watch for forthcoming welfare survey

LOCAL COMMITTEES:

Athletic Advisory Committee – Elizabeth Easley, report submitted (Appendix 7).

- Student athlete progress reports are coming out. Please work with your students to sign off.

Questions and/or Comments:

L. Martek – I have had several students bring their reports, others had to be reminded to get them. The reports are coming out, but you may need to ask students for it.

E. Easley – Thank you for sharing that. I haven't seen any myself yet. They are due at the end of next week. Some of the coaches wanted a tighter deadline so may have just distributed them. We have had some confusion about online classes. We will accept forms that are electronically signed or with a simple response to the email.

E. Nooe – Could you elaborate on what should go in the comments? I have some students with room for improvement and was curious about what you might suggest.

E. Easley – Comments are completely optional. We want to use those to allow coaches to support the student or appropriately intervene. You could say something as simple as “Needs to schedule a meeting with professor/academic advisor” or “Would suggest withdrawing” so the coaches have something. If you have any trouble with athletes, please reach out to the coaches.

E. Nooe – Yes, that’s helpful. I don’t want to write something on the form that students might take personally or be offended by.

E. Easley – Yes, that’s tricky. You could schedule an appointment with the student and note on the form that you asked them to meet individually (or do it via email).

L. Martek – I think there are some students in my class who are no longer on the teams. How do we know the current team rosters?

E. Easley – The USCL Athletics page is well-maintained, I will check with Nick Calhoun to see how often that is updated.

DEI Committee – Dana Lawrence

- Palmetto College campuses DEI met this week to discuss what campuses were doing. On our part, we discussed the NASC anniversary, gender neutral restrooms on campus, and HR policy updates
- The DEI book discussion group will meet again in December. You can take part even without reading the book, as conversations center around our students.

OTHER SYSTEM COMMITTEES:

Columbia Faculty Senate – Report submitted (Appendix 8).

UNFINISHED BUSINESS: None

NEW BUSINESS: None

SPECIAL ORDERS: None

ANNOUNCEMENTS:

- S. Criswell – NASC anniversary celebration this weekend; many upcoming events for Native American Heritage Month celebrations.
- B. Taylor-Driggers – 3 announcements:
 - Check out the art car parked on campus before it moves to its next stop. This installment coincides with NASC’s exhibition of *Shifting Paradigms* by Tom Farris. Be sure to scan the QR code on the car for information.
 - Upcoming performances by Erin Moon-Kelly on Oct. 16th in Lancaster and November 5th at Indian Land High School
 - Upcoming artist talk featuring Alex Osborne on Oct. 27

ADJOURNMENT: 1:41 PM

ATTENDING:

Sahar Aghasafari, Shemsi Alhaddad, Mark Ammons, Christine Anderson, Chris Bundrick, Zoe Byrd, Li Cai, Andrea Campbell, Courtney Catledge, Walt Collins, Kimberly Covington, Stephen Criswell, Annette Duker-Golonka, Elizabeth Easley, Rebecca Freeman, Amy Gerald, Darris Hassell, Kate Holland, Jason Holt, Chris Judge, Dana Lawrence, Nick Lawrence, Patrick Lawrence, Todd Lekan, McKenzie Lemhouse, Tamika Lewis, Fernanda Burke, Lynnette Martek, Angela Neal, Evan Nooe, Bettie Obi-Johnson, Allan Pangburn, Suzanne Penuel, Kim Richardson, David Roberts, Todd Scarlett, Asheley Schryer, Peter Seipel, Sarah Sellhorst, Nahid Swails, Suzette Taylor, Brittany Taylor-Driggers, Richard Van Hall, and Jerrod Yarosh

ABSENT:

Marybeth Berry, Adam Biggs, Dwayne Brown, Steven Campbell, Jill Castiglia, Mark Coe, Susan Cruise, Stan Emanuel, Garane Garane, Claudia Heinemann-Priest, Ernest Jenkins, Howard Kingkade, Vincent Lewis, Philip Parker, Babette Protz, Michael Sherrill, Tania Wolochwianski, Andrew Yingst

Faculty Secretary: Document submitted by M. Lemhouse on October 26, 2022, 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
October 7, 2022

People

Enrollment

As of October 6, 2022, the Fall enrollment headcount numbers stood at 1675 (down 2.62% over same date last year). Full-Time Equivalent enrollment was at 1116 (down .89% over same date last year). The Fall 2022 enrollment freeze date is October 20.

Current Active Search

A search is being conducted to fill the Indian Land Director/Indian Land Outreach position.

Athletics

The Fall 2022 competitive season is underway with volleyball and soccer teams playing.

Next soccer matches:

Women's: Wed., Oct. 19 at 1:00 pm on our campus soccer field

Men's: Sun., Oct. 9 at noon and Wed., Oct. 19 at 3:30 on our campus soccer field

Next volleyball matches: Mon., Oct. 10 at 6:00 pm and Wed., Oct. 12 at 6:00 pm both at the Gregory Family YMCA.

All team schedules and other related information are located on our [athletics webpage](#). Many thanks to the members of the Athletics Advisory Committee for their recent and ongoing work.

USC Lancaster in our Communities

USC Lancaster's Dr. Pat Lawrence and Dr. Dwayne Brown will provide an **ACT/SAT Workshop for high school students** as part of the Lancaster Promise Neighborhood

program. The sessions, offered in October and November, will be offered on 4 Saturdays on campus.

Dr. Chris Bundrick delivered the lecture "Literary Tradition and the Short Fiction of Elliott White Springs" this week as a part of the Lancaster Cultural Arts Center Conversations, an on-going lecture series in our community.

The **ribbon cutting and grand opening celebration and reception for USC Lancaster's Indian Land Location** will take place from 4:30 to 5:30 on Thursday, November 10 with remarks at 5:00.

The USC Lancaster **Town-Gown Advisory Group** will be taking a break this fall. Plans are to convene the group in Spring 2023 to discuss upcoming collaborative opportunities and to plan for commemorations of the campus's 65th anniversary in 2024.

USC Lancaster will be competing in the revival of **Lancaster County United Way's Bed Race Fundraiser**. The race will take place on Saturday, October 15 at 2:30 on the 700 block of South Main Street. If you're interested in joining the USC Lancaster team, please contact Mark Ammons (TRiO).

Congratulations to Ken Cole and Tyrie Rowell for the community presentations entitled Financial Aid 101 and 102, a collaborative online event sponsored by the Arras Foundation. The next virtual session is October 18, and the topic is the student loan forgiveness program. The Financial Aid department will send out more information soon about how to join the session.

Facilities

Update on Stevens Theatre renovation and expansion: With some changes on the budget side of the project, the Stevens Theatre renovation is now fully funded and awarded to Carolina Contracting & Investments, Inc. from the Charlotte area. A pre-construction meeting is scheduled for today, and the project will likely begin before the holiday break and wrap up in Summer 2023.

Landscaping updates around the campus signage along Highway 9 Bypass have been completed.

The Educational Foundation of USC Lancaster has approved **the construction of 6 lighted pickleball courts** near the picnic pavilion behind the Gregory Family YMCA. The courts will be paid for by private donations solicited and coordinated by a local pickleball community group. The courts will be open to all in the community on a first come, first served basis like our tennis courts.

Other items...

- USC Lancaster's annual **Clery Report** has been completed and submitted. Many thanks to **Dr. John Rutledge** for his dedication in completing the report and to

various faculty and staff who assisted with data and information collection. Updated information has been posted to the USC Lancaster website.

- The **annual Richard M. Gannaway Scholarship Luncheon** will take place on Wednesday, November 2 at noon.
- Congratulations to our NASC-based faculty and staff on a wonderful **10th anniversary celebration** in downtown Lancaster last night. The festivities continue Saturday, Oct. 8 with a **public celebration and arts and crafts sale from 10:00 to 5:00**.
- A ribbon cutting, reception, and tour of the **new eSports competitive space** in Hubbard Hall will take place from 4:00 to 5:30 on December 8. All faculty and staff are invited to attend.
- USC Lancaster's **Biennial Review** report on the education and prevention of the abuse of alcohol and other drugs has been completed and submitted. Thanks to Mrs. Tracey Mobley-Chavous, Dr. Todd Lekan, and Dr. John Rutledge for their contributions to finishing USCL's report.
- The next **Lunch and Learn at the Native American Studies Center** is scheduled for October 21, 2022, with a talk entitled "Becoming Catawba: Catawba Indian Women and Nation-Building, 1540-1840" by Dr. Brooke Bauer, University of Tennessee.
- The USC Lancaster **faculty and staff holiday luncheon** has been scheduled for Tuesday, December 6 from 12:00 to 2:00 in the Arnold Special Events Room.
- The deadline for the Fall 2022 cycle of **Arras Foundation's Horizon Education Grant** is October 19. More information about the application process can be found [at this link](#).

Enjoy your upcoming Fall Break!



Todd Lekan, Associate Dean for Academic & Student Affairs

REPORT TO THE FACULTY ORGANIZATION
October 7, 2022

- 1. Scholarship Updates.** Faculty are invited to attend our **Scholarship Luncheon** on November 2 at noon in the Arnold Special Events Room in the Bradley Building. This special event honors the recipients of USCL's most prestigious scholarships and includes many donors from the community. Invitations have been distributed to mailboxes in Hubbard Hall. Please RSVP by Monday, October 17; 803-313-7008; drysf@sc.edu. Students who are being honored that day might be late to their 1:00 classes. Thanks in advance for extending patience to those students.

This year's scholarship committee includes Stan Emanuel (Chair), Mike Sherrill, Sahar Aghasafari, Peter Seipel, Fernanda Burke, Lynnette Martek, Todd Lekan, Li Cai, Shana Dry, Kim Covington, and Kanisha Rollings. I want to welcome Ashley Stevenson as the new administrative coordinator of the committee. Thanks to Annette Horton for her many years of service in this coordinator role.

- 2. USCL Committees.** I extend a huge thanks to the FO leadership and Division Chairs for facilitating our committee assignments this year. And thanks to all USCL faculty and staff for their engaged committee participation. Many committees are already off and running with energetic gusto. Here are a few examples from committees on which I serve: the Evaluation Committee is piloting an innovative peer review process, the Student Affairs Committee has had a lively discussion about study abroad opportunities, the Admissions, Petitions and Grade Change Committee is setting up a protocol check list for evaluating hardship withdrawal requests, and the Scholarship Committee has developed its yearlong action plan. These are but a few examples!
- 3. Math Placement Exam.** The math placement procedure changed over the summer. It is now offered to students through Blackboard. It opens several weeks prior to registration and closes when classes start. The scoring system is different than in prior years. Columbia continues to make adjust its procedures, so be ready for possible additional changes. If any advisors or students have questions, they can contact Shesmi Alhaddad: ALHADDAD@email.sc.edu or Asheley Schryer: SCHRYER@mailbox.sc.edu.

4. Class Cancellation. Just a friendly reminder that if you need to cancel a class, please contact Pam Ellis in the Academic Affairs Office pellis@mailbox.sc.edu and your Division Chair.

5. CARE (Student Care and Outreach Team). The Care Team is a group of caring professionals dedicated to student success and well-being by identifying concerns, addressing those concerns with the student, and referring them to campus and community resources. The Care Team's primary goal is to ensure that the student involved gains the necessary resources to remain successful academically and personally at USCL. The team is comprised of these USCL staff members:

Associate Dean: Todd Lekan

Security Director: John Rutledge

Counselor: Tamika Lewis

Registrar: Megan Catoe

Student Life Director: Jeff Rammage

Director of Student Success and Retention: Asheley Schryer

Anyone can make a CARE team referral—students, staff, faculty, and even non USCL community members. To make CARE team referral please use this link:

https://www.sc.edu/about/system_and_campuses/palmetto_college/internal/faculty_and_staff/care_referral/care_team_incident_report_form.php

If you think the student is an immediate threat/danger to themselves or others call 911. It is a good idea to follow that up with a CARE report. For other situations that are more like “yellow alerts,” err on the side of caution and file the report. When the report is received, the reporter will get a notification that the report is received. The Associate Dean will communicate with the CARE Team to implement an action plan.

6. Default Rates. USC Lancaster has had a significant reduction in its overall Direct Student Loan default rate. For students who left school in 2019, only 4.5% have defaulted since then. The prior year it was 13% and the year before that was 20%. This is partially impacted by the pandemic, as loan repayment stopped in 2021, the last year of the 3 years in that calculation. Mr. Tyrie Rowell in the Financial Aid Office has been working closely with borrowers to keep them in satisfactory repayment status. Thanks to Tyrie and the entire Financial Aid team for great work!

7. Online Degree Expo. On Wednesday, October 16 we hosted an Online Degree Expo on campus. The expo featured 16 online degree programs from within the USC system as well as other regional universities. Thanks to Justin Pearson, Danelle Faulkenberry, Zoe Byrd, and Jeff Rammage for helping to make this event a big success!

8. Call For RISE Grant Applications. The Office of the Vice President for Research is pleased to issue the call for 2023 RISE grant proposals. The Research Initiative for Summer Engagement program (RISE) provides funds for summer research to faculty members working at UofSC Palmetto College, Aiken, Beaufort, and Upstate campuses through a competitive application process. Visit the [Office of the Vice President for Research website](#) to download the RISE RFPs and application materials. A *RISE webinar for Palmetto College campuses is offered at noon on Friday, October 28* providing an overview of RISE, the application process, and Q&A. [Please register to attend here](#). This session is optional - it is not required for proposal submission. Proposals are due in USCeRA by 5:00 p.m. on Thursday, December 14, 2022. Please contact Julie Morris with questions at jmorris@sc.edu or 803-563-8376.

Note that if you intend to do summer teaching, make sure that the grant's timing does not overlap with the term in which you intend to teach.

If you intend to submit a RISE Grant, please let me know ahead of the USCeRA submission on or before December 2, 2022. Send an e-mail to tlekan@mailbox.sc.edu with the grant's working title and a few sentences describing its purpose.

9. Recent Faculty Accomplishments.

- **Sahar Aghasafari's** graphic design students will have a "Concept Design and Creativity" exhibition in two weeks. This exhibition is based on their class projects this semester. More information will be forthcoming.
- **Adam Biggs** is giving a talk on October 19th at 4:00 PM entitled "Black Doctors and the Making of 'Good' Medicine: Confronting Structural Racism in Early 20th Century Reforms" at the Bates Center Seminar put on by the University of Pennsylvania School of Nursing: https://www.nursing.upenn.edu/calendar/view/event/event_id/3995/view/event
- **Albert Blackmon** has been named Advisory Board Chair for the Lancaster Promise Neighborhood Program effective September 20, 2022. This program is a unique partnership committed to doing "whatever it takes" within our "zone" to empower, strengthen, and educate families through restoring community pride and helping to ensure educational success for every child from birth to college. The Zone is a 6.2 square mile focus area. Targeted schools include Clinton Elementary, AR Rucker Middle, and Lancaster High School.
- **Chris Bundrick** gave a talk on October 5 entitled "Elliott White Springs and Old South Humor" at the Lancaster Cultural Arts Center's Seminar Series.

- **Li Cai** gave an oral presentation, “Integrative student research to a wider audience – teaching”, The 2022 NSF EPSCoR EOD Conference, Isle of Palms, SC, 09/2022. Li also has published these abstracts:
 - Cai, L. Synthesis of flavonoid 7-*O*-glycosides. 2022 *Southeastern Regional Meeting of the American Chemical Society* 2022, 152.
 - Cai, L. Integrative student research to a wider audience – teaching. *The 2022 NSF EPSCoR Education Outreach & Diversity Conference*, 2022, 38.
- **Brittany Taylor-Driggers** received a “Save America’s Treasures” federal grant for \$83,805 to preserve our collection of oral histories, documents, artwork, and artifacts at the University’s Native American Studies Center
- **Dana Lawrence’s** long-form encyclopedia entry on Isabella Whitney, a 16th-century English poet, was published in the *Palgrave Encyclopedia of Early Modern Women's Writing* in September.
- **Evan Nooe** presented, “Coalescence and the Unification of South Carolina: native Resistance, Settler Memory, and Ethnohistorical Methodologies,” at the [American Society for Ethnohistory Annual Conference](#), University of Kansas, Sept. 10, 2022. Evan has also been accepted to present “Settling Cabin Histories: The Cracker Cabin in Florida Tourism and Disney Nostalgia,” at the [Northeastern Popular Culture Association Annual Conference](#), Virtual, Oct. 21, 2022.

Evan served as review essay editor for Review essay editor for:

- [Roberts on Dickerson-Cousin, 'Black Indians and Freedmen: The African Methodist Episcopal Church and Indigenous Americans, 1816-1916' | H-AmIndian | H-Net](#)
- [Ferdinando on Bialuschewski, 'Raiders and Natives: Cross-Cultural Relations in the Age of Buccaneers' | H-AmIndian | H-Net](#)
- **Lauren Thomas and Leigh Pate** received USCL's Fact Forward grant (in partnership with Upper Midlands Rural Health Network) ended on September 30th. This grant focused on decreasing unintended pregnancies among young people in Lancaster and Chester Counties. Dr. Leigh Pate and Prof. Lauren Thomas played an integral role in the planning and implementation of this grant. As a result of this two-year grant, USCL and community health partners were able to:
 - establish a long-term partnership with SCDHEC to provide free and low-cost preventive health services to young people on campus on a monthly basis (The Hubb),
 - offer resources to enhance several teen-friendly spaces on campus,
 - integrate and sustain evidence-based health education programming into Medford Library's circulation processes,

- identify and partner with several three teen-focused organizations to promote The Hubb with peer networks, and strengthen a partnership with a fiscal agent, Upper Midlands Rural Health Network, which can help USCL expand health education-related grant funding opportunities in the future.

UPCOMING AND CURRENT EVENTS:

10. NASC 10th Anniversary Celebration! Celebrate with the Native American Studies Center on Saturday, Oct. 8 as we commemorate our 10th Anniversary in downtown Lancaster’s Cultural Arts District! From 10 a.m. – 5 p.m., enjoy food from the Smokin’ Butts BBQ food truck, shop for Native American-created arts and crafts, and a host of fun programs.

11. Lancaster Players perform *Dracula*. The show runs October 6, 7, 8 at 8:00 PM in the Starr Hall Student Center.
Tickets: https://secure.touchnet.net/C21544_ustores/web/product_detail.jsp?PRO DUCTID=5348

12. The next Brent Burgin Lunch and Learn event hosted by the Native American Studies Center will occur at noon at noon on October 21. The speaker is Brooke Bauer, former NASC faculty member and center co-director.

https://sc.edu/about/system_and_campuses/lancaster/documents/native_american_studies/lunch_learn/2022/october.pdf

13. Concluding Thought: “I know not all that may be coming, but be it what it will, I’ll go to it laughing.”—Herman Melville

Report to the UofSC Lancaster Faculty Organization

Academic Success Center

Patrick Lawrence, Director

Announcements

- The ASC is excited to introduce a third studio service dedicated to health-sciences fields. Please encourage students to attend Mondays 12-1 to brush up on tough concepts and review for tests.
- On October 11th, the ASC hosts a celebrity writing consultant during Writers' Studio. Jorge Santos is the author of the Charles-Hatfield Award-Winning book *Graphic Memories of the Civil Rights Movement* and Associate Professor of English at College of the Holy Cross.

Recent Events Overview

September saw the roll out of our new Health-Sciences Studio service. This launch is the culmination of an ongoing conversation with nursing faculty and was coordinated with the Student Nursing Association. The service is led by Claire Stone and Zoe Bowers, two peer tutors who have done a lot of excellent work bringing this idea to fruition. We saw very high demand for initial sessions, which we hope to maintain as we continue to offer the service throughout the semester.

We have begun to slow some of our outreach efforts as we near capacity and look to manage a healthy, sustainable plateau in demand. However, we ask that faculty continue to remind their students of our services, especially as we approach mid-terms.

Later in the semester—likely in early November, we will offer assignment-writing workshops for faculty interested in making sure their end-of-semester assessments are clear for students and effective at gauging student growth. As we plan for these workshops, we welcome input from faculty about the kinds of concerns they have with assignment design.

Summary of Tutoring Data

Year-to-year trends: The ASC saw an increase in tutoring sessions of 47% over September of 2020, indicating strong growth. These gains are attributable to two factors. The first is substantial outreach efforts at the beginning of the semester, which increased student awareness of and willingness to try our services. The other is the provision of studio services. Studio services account for more than half of the increase in student contacts (25/41), and about half of these (12) are students with no prior appointments at the ASC.

Session distribution trends: We saw typically high demand for STEM courses in September, with the bulk in MATH and CHEM. There was a noticeable shift in session format toward more virtual and more studio services. The increase in virtual appointments may be a result of added availability for high-demand course tutoring during our 6-8 pm virtual-only hours.

(See charts below for more complete data.)

Contact Information

Phone: 803-313-7113

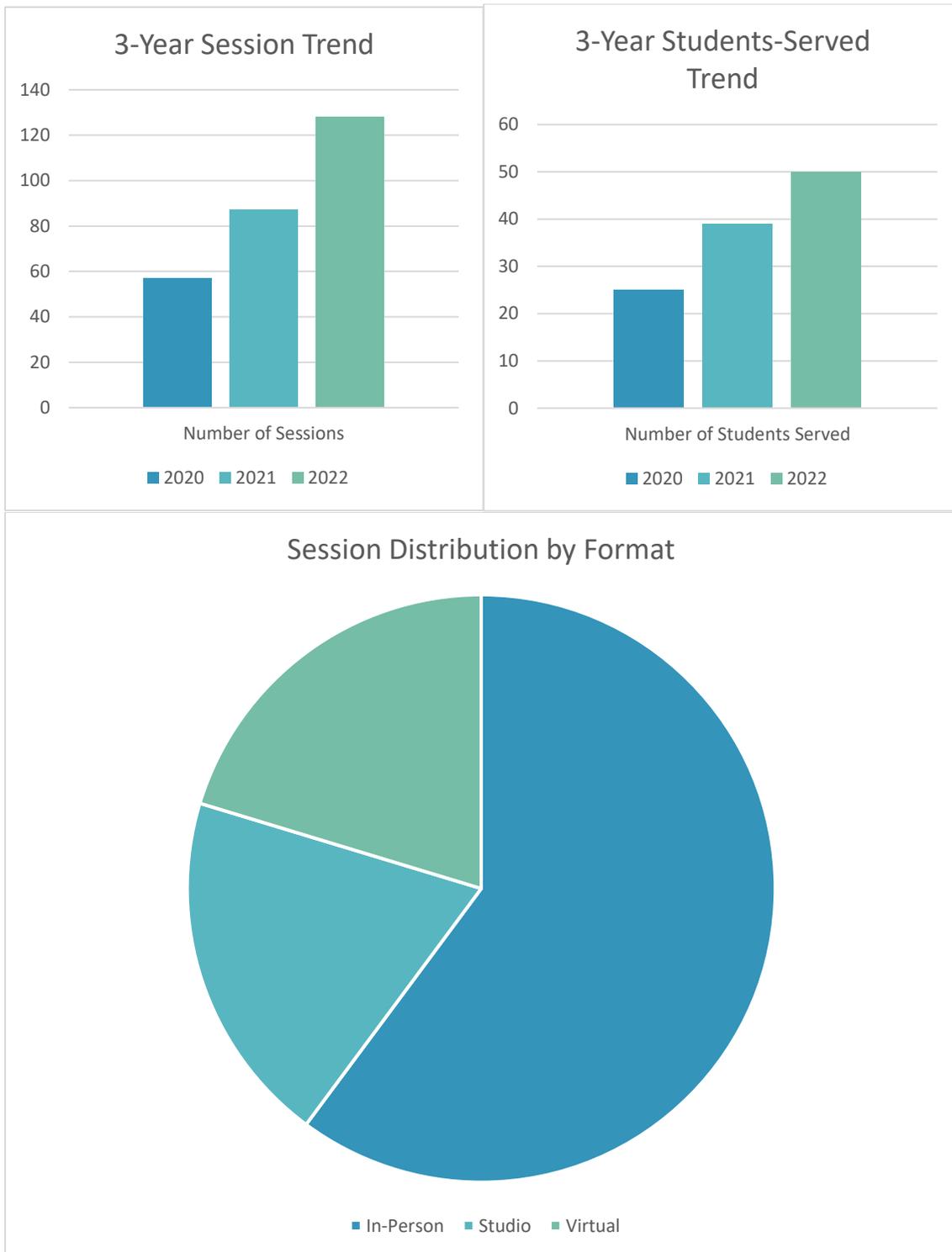
Web: sc.ed/lancaster/asc

Twitter: @USCLASC

Patrick Lawrence, Director: pslawren@mailbox.sc.edu

Elaine Connor, Academic Success Coordinator: etconnor@mailbox.sc.edu

Appendix: Tutoring Data



Report from Institutional Effectiveness and Research

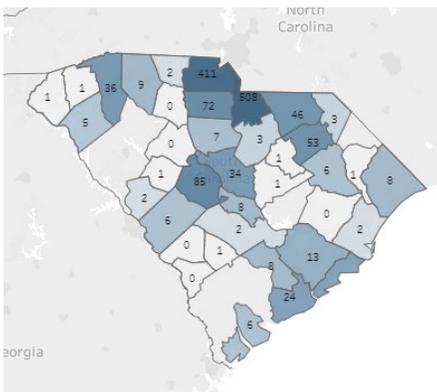
For October 2022 USCL FO Meeting

These reports are intended to be conversation starters. Feel free to contact me if you want clarification or more information.

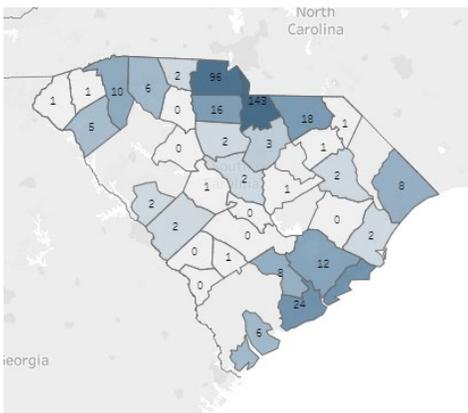
In the past month I've looked at data related to admission, enrollment, success, and graduation. Note that different time frames were used for different pieces of information.

Enrollment

The following two maps are for **Fall 2022**. Most of our enrolled students are from South Carolina. The counties with highest enrollments are Lancaster, York, Lexington (dual enrollment high school students taking classes at their high school), and Chester.



The following graph excludes dual enrollment high school students, nondegree seeking students, and nondegree visiting transient students. It shows that most of our freshmen, transfer, and readmit degree-seeking students are from Lancaster and York counties.



Over the past four years, the median distance between USCL and a student's home was 16 miles. This means that at least half of our students live within 16 miles of USCL.

Although most students who are admitted to USCL enroll here, some choose to go elsewhere. **Over the past four years**, the admitted students who enrolled elsewhere typically enrolled at UofSC and York Tech.

A good predictor of student enrollment is if they receive funding, either through financial aid, scholarships, or Pell grants.

We can support student enrollment by supporting funding opportunities:

- Complete financial aid documents sent to us by the Financial Aid Office. Contact Ken Cole (colekt@email.sc.edu) if you need help completing them.
- Support USCL Education Foundation fundraisers or donate directly to the Educational Foundation scholarship funds. Contact Shana Dry (drysf@sc.edu) for more information.

Classes and student success

The following information is for **Fall 2021** and **Spring 2022** (combined). It only includes Lancaster sections (4A-4Z). It excludes Palmetto Pathways, Palmetto P-sections, and High School H(A-Z) sections.

The average class size was 14 students.

For students who earned a grade of A, B+, B, C+, C, D+, D, or F, the median grade was a B+. This means that at least half of students who completed a course earned a grade of A or B+. This is consistent with the high school GPA of enrolled students. **In the past four years**, the average high school GPA of enrolled first-time freshmen was a B+.

In the following, *freshmen* are students who have earned at most 30 credit hours. The median grade for freshmen was a B, while the median for more experienced students (who have earned more than 30 credit hours) was an A.

Approximately 16% of recorded grades were W, WF, FN, NR, and I. These grades accounted for 21% of recorded grades for freshmen. They accounted for 7% of recorded grades for more experienced students.

Faculty can support student success by promoting student services, such as the ASC, disability and personal counselling, TRiO programs (if applicable), etc. Faculty can also make use of the Early Alert System. This is especially important for classes with a high proportion of freshman students.

The classes USCL students re-enroll in most frequently are ENGL 101/102, BIOL 243/243L, MATH 111/111i/115, PSYC 101, and SPCH 140. **Students who repeat these classes are more likely to return to USCL for a second year.** Note that these classes are required for specific degrees and so it makes sense that a student would repeat them if they were unsuccessful at first. Also note that these classes don't necessarily have higher failure rates than average. It just means that *if* a student is unsuccessful, they're likely to re-enroll.

Taking UNIV 101 has a positive impact on student retention.

Class Modality

In **Spring 2022**, 22.3% of students had a fully online schedule, and 26.9% had a fully face-to-face/hybrid schedule. This includes full-time and part-time students. For full-time students, enrolled in four or more classes, 7.6% had a fully online and 20% had a fully face-to-face/hybrid schedule.

In **Fall 2022**, 29.2% of students had a fully online schedule, and 20% had a fully face-to-face/hybrid schedule. This includes full-time and part-time students. For full-time students, enrolled in four or more classes, 11.8% had a fully online schedule and 15.4% had a fully face-to-face/hybrid schedule.

Observations

Many results for our campus are different than for the main campus. For example, UofSC has sophomore-slump initiatives, while our sophomores are likely to succeed. Also, at UofSC students who repeat their most-frequently-repeated courses are less likely to return to UofSC.

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

MEETING: Faculty Organization Meeting- October 7, 2022

TODAY'S DATE: October 5, 2022

ATTACHMENTS: 4

INFORMATION ITEMS:

1) Open Enrollment:

Open Enrollment for benefits began on Saturday October 1, 2022 and will end on Monday October 31, 2022. An initial email was sent to all benefit's eligible faculty and staff members in September. The 2023 Insurance Summary was attached to the email and may also be found at https://www.peba.sc.gov/sites/default/files/2023_insurance_summary.pdf

Any changes you make during Open Enrollment take effect January 1, 2023.

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.

Important changes to your State Health Plan benefits will take effect on January 1, 2023, including an increase in copayments, an increase to deductibles, an increase to coinsurance maximums, and the addition of adult well visits. Please review the attachment for more detail.

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

2) Lactation Room:

Just a reminder that USCL has a Lactation Room on campus located in Hubbard Hall Room 229. This room is a private, quiet, safe space designated for students, faculty, staff, and visitors who are breastfeeding or pumping.

3) Paid Parental Leave:

Effective October 1, 2022, eligible state employees who give birth are entitled to six weeks of paid parental leave. Other eligible state employees who do not give birth are entitled to receive two weeks of paid parental leave.

To be eligible for Paid Parental Leave, the employee must occupy all or part of an FTE position. There is no service requirement to be eligible. Eligibility determinations are made as of the date of the qualifying event. Qualifying events include birth of a newborn biological child, after a co-parent's birth of a newborn child, fostering a child in state custody or the initial legal placement of a child by adoption.

Additional details about the amount of leave, leave usage, how Paid Parental Leave relates to Family Medical Leave Act Leave, and how to request Paid Parental Leave may be found on the University of South Carolina Benefits website https://sc.edu/about/offices_and_divisions/human_resources/benefits/time_away/index.php

Please review the attached Paid Parental Leave Frequently Asked Questions and Examples.

4) Applying for Extended Leave of Absence

An employee should request an Extended Leave of Absence for absences that are greater than 3 days. Leave may be requested for an employee's own health condition, to provide care to an immediate family member, or due to required leave due to obligations to the military.

Employees may submit these requests directly to the USC Benefits Department through the HR/Payroll System or the appropriate forms may be shared directly with me via hand delivery, fax, email, or mail and I will submit them for review on behalf of the employee.

Employees should request to receive the appropriate forms as soon as they become aware of the need to be away from work for more than 3 days. Division Chairs and supervisors may also request that forms be sent to an employee.

Notifying me via email or telephone will allow me to start the process.

5) 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 are available on the vendor website www.mygroup.com

6) Civil Rights and Title IX Policies:

Two new policies from our Office of Civil Rights and Title IX were distributed to all employees via email on September 7, 2022. (Subject Line: New university policies in effect)

The new policies are:

- A) **Policy Against Discrimination, Harassment, and Sexual Misconduct – CR 1.00**
<https://www.sc.edu/policies/ppm/cr100.pdf>

This policy outlines expectations for all community members, details how to report and seek supportive measures and options for resolving complaints.

- B) **Prohibited Consensual Relationships – UNIV 2.10**
<https://www.sc.edu/policies/ppm/univ210.pdf>

The policy makes clear that consensual romantic and/or sexual relationships between faculty, staff, students and third parties in which there is a power differential are prohibited unless there are approved alternative arrangements that protect both parties.

These policies are located at the links included above and they are also attached to this report.

7) Rehire Student Assistants and Temporary Employees:

Please submit approved Personnel Request Forms to rehire student assistants and temporary employees for Spring 2022 as soon as possible. Submitting them between now and Thanksgiving break is ideal.

Students

Remember the hourly rate for a student assistant on the Lancaster campus should be \$9.00 unless approval is received for a higher rate. Students may work up to 20 hours per week during the Spring semester. Student employment for Spring semester ends on May 15, 2023.

To be eligible for hire students must be pre-registered for at least 6-credit hours for Spring 2023.

Please view the Student Employment Policy for further information.

<http://www.sc.edu/policies/ppm/hr186.pdf>

Temporary Employees

The Christmas break is only eleven (11) calendar days. If a temporary employee intends to take their furlough during the break, please be sure that they have a full 15-day calendar break. If you want a temporary employee to return when the campus reopens on January 3, 2023 and have a furlough their last working day should be on or before December 18, 2022.

Personnel Request Forms

Personnel Request Forms are located on the USCL Human Resources website under the Forms heading.

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

All Personnel Request Forms must be approved by the Supervisor or Department Head, Associate Dean, Business Manager, and the Dean prior to being processed.

ADMINISTRATIVE DIVISION Civil Rights & Title IX		POLICY NUMBER CR 1.00
POLICY TITLE Policy Against Discrimination, Harassment & Sexual Misconduct		
SCOPE OF POLICY USC System	DATE OF REVISION August 18, 2022	
RESPONSIBLE OFFICER Assistant Vice President for Civil Rights & Title IX	ADMINISTRATIVE OFFICE Office of Civil Rights & Title IX	

PURPOSE

The University of South Carolina is committed to providing an environment free from discrimination, harassment, sexual misconduct, and related retaliation. This commitment helps realize the university’s primary mission and aligns with institutional values and to complying with all requirements set forth by civil rights laws, including Title IX, and related federal and state authority.

DEFINITIONS

Prohibited Conduct: Discrimination, Harassment, Sexual Misconduct and related Retaliation. Appendix 1 contains examples of various types of prohibited conduct.

Discrimination: Discrimination includes Disparate Treatment Discrimination and Disparate Impact Discrimination.

Disparate Treatment Discrimination: Disparate treatment discrimination is any unlawful distinction, preference, or detriment to an individual as compared to others that is based on an individual’s Protected Class and that: 1) excludes an individual from participation in; 2) denies the individual benefits of; or 3) otherwise adversely affects a term or condition of an individual’s employment, education, living environment, or participation in a university program or activity.

Disparate Impact Discrimination:

Employment: In the employment context, disparate impact discrimination occurs when there is sufficient evidence that policies, tests, or practices that are neutral on their face disproportionately exclude or adversely impact a group of individuals within the Protected Class, where the policies, tests, or practices are not job-related and not consistent with business necessity. The university considers the following factors in assessing disparate impact:

1. Does the policy, test, or practice have a disparate impact on the basis of a particular Protected Class? This typically requires a statistical analysis.
2. Is the policy, test, or practice job-related and consistent with business necessity?
3. If job-related and consistent with business necessity, is there a less discriminatory alternative available?

Student/Educational Program or Activity: In the student or educational context, disparate impact discrimination occurs when there is sufficient evidence that seemingly neutral policies, tests, or practices, although not adopted with the intent to discriminate, nonetheless have an unjustified effect of discriminating against students or others seeking to participate in an educational program or activity on the basis of protected class. In determining whether a seemingly neutral policy has an unlawful disparate impact on the basis of Protected Class, the university will conduct the following three-part inquiry:

1. Has the policy, test, or practice resulted in an adverse impact on Students or Third Parties of a particular Protected Class?
2. Is the policy, test, or practice necessary to meet an important educational goal?
3. If necessary to meet an important educational goal, are there comparably effective alternative policies, tests, or practices, available that would meet the stated educational goal with less of a burden or adverse impact on the disproportionately affected Protected Class or is the proffered justification a pretext for discrimination?

Harassment: Harassment is a form of Discrimination, which includes Hostile Environment and/or Quid Pro Quo.

Hostile Environment: Unwelcome conduct (oral, written, graphic or physical) directed against any individual or group of individuals because of or based upon one or more protected class, that is sufficiently severe, pervasive, or persistent that it interferes with or limits the ability of an individual or group to participate in or benefit from programs, services and activities provided by the university. In evaluating whether a hostile environment exists, the university will evaluate the totality of known circumstances, including, but not limited to:

1. the frequency, nature and severity of the conduct;
2. whether the conduct was physically threatening;
3. the effect of the conduct on the Complainant's mental or emotional state;
4. whether the conduct was directed at more than one person;
5. whether the conduct arose in the context of other discriminatory conduct;
6. whether the conduct unreasonably interfered with the Complainant's educational or work performance and/or The University of South Carolina's programs or activities;
7. whether the conduct implicates academic freedom or protected speech (see Appendix 2: Academic Freedom);
8. other relevant factors that may arise from consideration of the reported facts and circumstances;

9. the identity of and relationship between the Respondent and Complainant (s);
10. whether the conduct was humiliating.

A single or isolated incident of harassment may be severe enough to create a hostile environment. Minor slights, annoyances, and isolated incidents (unless extremely egregious) will not rise to the level of harassment. To violate this policy, the conduct must create a hostile environment, as described above, to a reasonable, similarly situated, person.

Quid Pro Quo: When submission to or rejection of unwelcome conduct is used, explicitly or implicitly, as the basis for decisions affecting an individual's education (*e.g.*, admission, academic standing, grades, assignment); employment (*e.g.*, hiring, advancement, assignment); or participation in a university program or activity (*e.g.*, campus housing).

Sexual Misconduct: Sexual misconduct includes sexual assault, relationship violence, stalking, sexual exploitation, and sexual harassment (university definition and/or Title IX).

Sexual Assault: Sexual assault is having or attempting to have sexual contact with another individual without consent or where the individual cannot consent because of age or temporary or permanent mental incapacity (see the definition of consent and Appendix 3: Incapacitation).

Sexual assault includes: non-consensual sexual contact, non-consensual sexual penetration, incest, and statutory rape.

Non-consensual sexual contact: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the Complainant, including instances where the Complainant is incapable of giving consent. Sexual contact includes: intentional contact with the breasts, buttocks, groin, genitals, or other intimate part of someone's body; or touching another with any of these body parts or an object; or making another touch you or themselves with or on any of these body parts. Non-consensual sexual contact includes forcible fondling

Non-consensual sexual penetration: Penetration, no matter how slight, of the vagina or anus (including genital or anal opening) with any body part or object, or oral penetration by a sex organ of another person, without the consent of the Complainant. Sexual penetration includes: vaginal penetration by a penis, object, tongue, finger or other body part; anal penetration by a penis, object, tongue, finger or other body part; and oral copulation (mouth to genital contact or genital to mouth contact); no matter how slight the penetration or contact.

Non-consensual sexual penetration includes forcible rape, forcible sodomy, and sexual assault with an object.

Forcible Rape: Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the Complainant.

Forcible Sodomy: Oral or anal sexual intercourse with another person, forcibly, and/or against that person's will (non-consensually), or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age of consent in the applicable jurisdiction or because of temporary or permanent mental or physical incapacity.

Sexual Assault with an Object: The use of an object or instrument to penetrate, however slightly, the genital or anal opening of the body of another person, forcibly, and/or against that person's will (non-consensually), or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity

Incest: Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law

Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent in the applicable jurisdiction

Relationship Violence: Relationship violence includes dating violence and domestic violence.

In both definitions, violence includes threats of violence, which may include but be not limited to, threats against the Complainant, people close to the Complainant, a pet, or property.

Dating Violence: any act of violence or threats of violence committed by a person:

1. who is or has been in a social relationship of a romantic or intimate nature with the Complainant; and
2. where the existence of such a relationship will be determined based on a consideration of the following factors: the length of the relationship; the type of relationship; and the frequency of interaction between the persons involved in the relationship.

Domestic Violence: Any act of violence or threat of violence committed by a current or former spouse or intimate partner of the Complainant, by a person with whom the Complainant shares a child in common, by a person who is cohabitating with, or has cohabitated with, the Complainant as a spouse or intimate partner, by a person similarly situated to a spouse of the Complainant under South Carolina state law, or by any other person against an adult or minor Complainant who is protected from that person's acts under South Carolina state law.

Stalking: A course of conduct directed at a specific person that would cause a reasonable person under similar circumstances or with similar identities to fear for their own safety or the safety of others or suffer substantial emotional distress. Course of conduct means two or more instances, including but not limited to; unwelcome acts in which an individual directly,

indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property. Stalking includes the concept of cyber-stalking, a particular form of stalking in which electronic media such as the internet, social networks, blogs, cell phones, texts, or other similar devices or forms of contact are used.

Sexual Exploitation: Sexual Exploitation involves one or more of the following behaviors committed for any purpose, including sexual arousal or gratification, financial gain, or other personal benefit:

1. taking sexual advantage of another person without consent;
2. taking advantage of another's sexuality; or
3. extending the bounds of consensual sexual activity without the knowledge of the other individual.

Sexual Harassment: Includes University Sexual Harassment and Title IX Sexual Harassment.

University Sexual Harassment: Instances that meet the definition of harassment as outlined in the policy and are based on sex. All such acts of sexual harassment are forms of sexual misconduct under this policy.

Title IX Sexual Harassment: The Title IX regulations define Sexual Harassment as conduct on the basis of sex that satisfies one or more of the following:

1. An employee of the university conditioning the provision of an aid, benefit, or service of the recipient on an individual's participation in unwelcome sexual conduct (quid pro quo); or
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the university's education program or activity; or
3. Sexual Assault, Dating Violence, Domestic Violence, or Stalking, as defined in this policy.

This definition is intended to meet the regulatory definition of sexual harassment in 34 C.F.R. §106.30.

Retaliation: Any adverse action against any person by another, such as intimidation, threats, coercion, or discrimination, for the purpose of interfering with any right or privilege secured by this policy, or because the individual has made a report or complaint of prohibited conduct, testified, assisted, or participated or refused to participate in any manner in any investigation, proceeding, or hearing under this policy. Retaliation includes such conduct

through associates or agents of a Complainant, Respondent, or participant in any investigation or proceeding related to this policy. (See Appendix 4: Retaliation).

Complaint: Under this policy, a document filed by a Complainant or signed by the Assistant Vice President for Civil Rights & Title IX or designee alleging prohibited conduct and requesting that the university proceed with a resolution as outlined in this policy.

Consent: Consent is the clear, knowing, and voluntary, agreement to participate in mutually agreed-upon acts. Consent can be given by words and/or actions, as long as those words and/or actions create mutually understandable clear permission regarding willingness to engage in (and the conditions of) the sexual activity. It is the responsibility of each party to determine that the other(s) has consented before engaging in the sexual activity.

Additional elements of consent include:

- A. Consent cannot be obtained through force, where there is a reasonable belief of the threat of force, or by taking advantage of another person's incapacitation (See Appendix 3: Incapacitation). In evaluating whether consent has been freely sought and given, the university will consider the presence of any force, threat of force, or coercion; whether the Complainant had the capacity to give consent; and, whether the communication (through words and/or actions) between the parties would be interpreted by a reasonable person (under similar circumstances and with similar identities) as a willingness to engage in a particular sexual act.
 - 1. Force is the use or threat of physical violence or intimidation to overcome a person's freedom of will to choose whether or not to participate in sexual activity.
 - 2. Coercion is unreasonable pressure for sexual activity. When someone makes clear that they do not want to engage in certain sexual activity, that they want to stop, or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive.
- B. Consent to one form of sexual activity does not imply or constitute consent to another form of sexual activity.
- C. Consent on a prior occasion does not constitute consent on a subsequent occasion.
- D. Consent to an act with one person does not constitute consent to an act with any other person.
- E. The existence of a prior or current relationship does not, in itself, constitute consent; even in the context of a relationship, there must be real time and mutual consent to sexual activity.
- F. Consent can be withdrawn or modified at any time, and sexual contact must cease immediately once consent is withdrawn and clearly communicated.
- G. Consent cannot be inferred from the absence of a "no."
- H. Consent cannot be inferred from silence, passivity, or lack of verbal or physical resistance.

Consent may not be given by an individual who has not reached the legal age of consent under applicable law.

Education Program or Activity: Locations, events, or circumstances over which the university exercises substantial control over both the Respondent and the context in which the sexual harassment occurs, including employment, and also include any building owned or controlled by a student organization that is officially recognized by the university.

Employee: Any person having an employment relationship with the university. Employees might be university officers, faculty, staff, student-employees, and other individuals employed by the university regardless of classification, including all full-time, part-time, temporary, research grant, time limited and contract employees.

Faculty: University personnel who are engaged in research, instruction both inside and outside the classroom, service and/or administration. Faculty can be further classified as having tenure-track, professional-track, or honorific appointments. For purpose of this policy, faculty include part-time, temporary and adjunct faculty.

Party: A broad term that encompasses Complainant(s) and Respondent(s) in a matter.

Complainant: An individual who is alleged to be the victim of prohibited conduct under this policy. An individual may be a Complainant regardless of whether that individual makes a report or participates in the review of that report by the university.

Respondent: An individual who has been reported to have engaged in prohibited conduct under this policy.

Protected Class: Age, ancestry, citizenship status, color, disability, ethnicity, familial status, gender (including transgender), gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, pregnancy (false pregnancy, termination of pregnancy, childbirth, recovery therefrom or related medical conditions, breastfeeding), race, religion (including religious dress and grooming practices), sex, sexual orientation, veteran status, or any other bases under federal, state, local law, or regulations.

Report: A notification to the University of South Carolina's Office of Civil Rights & Title IX of a concern of prohibited conduct, either by a Complainant or a third party.

Student: A person who is currently enrolled at the university, or who is accepted for admission or readmission to the university, or who has been enrolled at the university in a prior semester or summer session and is eligible to continue enrollment in the semester or summer session that immediately follows, or who is attending an educational program sponsored by the university while that person is on campus, or individuals who are not currently enrolled at the university remain subject to the disciplinary process for conduct that occurred while they were enrolled.

POLICY STATEMENT

Discrimination or harassment based on age, ancestry, citizenship status, color, disability, ethnicity, familial status, gender (including transgender), gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, pregnancy (false pregnancy, termination of

pregnancy, childbirth, recovery therefrom or related medical conditions, breastfeeding), race, religion (including religious dress and grooming practices), sex, sexual orientation, veteran status, or any other bases under federal, state, local law, or regulations is prohibited. Sexual Misconduct, including sexual assault, relationship violence, stalking, sexual exploitation, and sexual harassment (university definition and/or Title IX), is prohibited. The university prohibits discrimination and harassment based on protected class along with sexual misconduct in all education programs and activities, including employment and admissions, for faculty, staff, prospective employees, students, student organizations, and other persons utilizing the university's resources (e.g. third-parties such as volunteers, visitors, or contractors).

It is the responsibility of every member of the University of South Carolina community to foster an environment free from prohibited conduct, as defined by this policy. All members of the community are expected to take reasonable actions to prevent or stop an act of prohibited conduct and the university will help prevent retaliation from occurring.

This policy provides information about campus and community resources, the difference between privacy and legal confidentiality, how to make a report of discrimination, harassment, sexual misconduct, or related retaliation, available supportive measures, and information about resolution options, including how to file a complaint requesting an investigative or informal resolution. The specific procedures for resolving a complaint under this policy can be found in the [Discrimination, Harassment, Sexual Misconduct resolution procedures](#).

Any employee or student of the University of South Carolina who violates this policy may be subject to disciplinary action, which may include termination or separation from the university. Some forms of prohibited conduct may also violate federal, state and/or local law, and criminal prosecution may occur independently of any disciplinary action imposed by the university.

A. Scope and Jurisdiction:

This policy applies to all members of the University of South Carolina community, including students, faculty, staff and third parties such as affiliates, volunteers, vendors, contractors, consultants, guests, alumni, applicants for admission or employment, or other individuals. This Policy applies to acts of prohibited conduct that occur in a university education program or activity, which includes:

- all of the university's operations, including locations, events, or circumstances over which the university exercises substantial control over both the Respondent and the context in which the conduct occurs;
- any building owned or controlled by a student organization that is officially recognized by the university.

The term education program or activity includes employment and admissions. The university's education program or activities includes on-campus, off-campus, or online conduct, and conduct outside of the United States. Examples include university-sponsored, university-funded, or otherwise university-supported study off campus, research, internship, mentorship, summer session, conferences, meetings, social events, or other affiliated

programs or premises. Conduct outside of the United States may include, for example, university-sponsored, university-funded, or otherwise university-supported study abroad.

Under certain circumstances, this Policy may also apply to reports of prohibited conduct that occur outside of the education program or activity but have continuing effects in the education program or activity, or that fall within the scope of conduct otherwise regulated by the university. This may include, for example, a report of an off-campus Sexual Assault committed by a student, faculty, or staff.

1. Jurisdiction under Title IX

For some forms of prohibited conduct covered under this Policy, the university's jurisdiction is limited by Federal law.

Title IX complaints will cover alleged sexual misconduct that:

- a. Takes place in the context of an education program or activity of the university; and
- b. Occurs against a person in the United States; and
- c. Where the Complainant is participating in or attempting to participate in the education program or activity of the university; and
- d. Meets the regulatory definition of sexual harassment in 34 C.F.R. §106.30; and
- e. Where the Respondent is an individual the university has authority to discipline; and
- f. For the purpose of this policy, Title IX complaints refer to matters that fall within the scope of the procedural requirements provided by 34 C.F.R. § 106.45. If the reported conduct does not meet the basis above (1-5), the university will dismiss the complaint as a Title IX complaint.

However, in keeping with the university's educational mission and commitment to foster a learning, living, and working environment free from discrimination, harassment, sexual misconduct, and related retaliation the university will move forward under the same resolution process for sexual misconduct that occurs outside of Title IX Jurisdiction (*e.g.*, not in the United States, or as noted above, outside of the education program or activity).

2. Jurisdiction regarding Third Parties

Any individual may make a report to the university of prohibited conduct and receive access to reasonably available supportive measures. A student, employee or other individual who is participating in, or attempting to participate in the university's education program or activity may also file a complaint requesting an investigation under this Policy. In addition, the Title IX Coordinator may file a complaint on behalf of a

third party where the reported conduct occurred in the university's education program or activity.

The university's ability to respond to a report of prohibited conduct under this Policy is based on its disciplinary authority over the Respondent. If the Respondent is not an employee or student, the university's ability to take disciplinary action will be limited and is determined by the context of the prohibited conduct and the nature of the relationship of the third-party Respondent to the university.

B. Reporting Requirements

All University of South Carolina employees are required to report incidents of prohibited conduct, as defined in this policy, to the Office of Civil Rights & Title IX, which is the office with the authority to institute corrective measures on behalf of the university. Additional information on how to report and exceptions to the reporting requirements is outlined in the procedures section of this policy.

C. Supportive Measures

1. Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant and/or Respondent when a report is received. Supportive measures are available before or after the filing of a complaint or where no complaint has been filed. Supportive measures are designed to restore or preserve equal access to the university's education program or activities, including employment, without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the university's educational environment, or deter prohibited conduct.
2. Supportive measures are offered to a Complainant at the time a report is received.
3. Supportive measures are offered to a Respondent at the time of Notice of Complaint.
4. The University of South Carolina will also provide reasonably available supportive measures for third parties, provided that the supportive measures are within the scope of that individual's relationship to the university.
 - a. Supportive measures may include, but are not limited to, counseling, extensions of deadlines, or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual no contact directives, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures.
 - b. The university will consider a number of factors in determining which supportive measures to take, including the needs of the student or employee seeking supportive

measures; the severity or pervasiveness of the alleged conduct; any continuing effects on the Complainant; whether the Complainant and the Respondent share the same residence hall, academic course(s), or job location(s); and other relevant factors.

- c. The Assistant Vice President for Civil Rights & Title IX and designees are responsible for ensuring the implementation of supportive measures and coordinating the university's response with the appropriate offices on campus. The university will maintain the privacy of any supportive measures provided under this Policy to the extent practicable and will promptly address any violation of the protective measures.

D. Emergency Removal and Suspension of Employee Respondents

1. Emergency Removal

Certain circumstances may warrant removing a Respondent from a University of South Carolina educational program or activity. The university may remove a Respondent on an emergency basis from university property or employment, education, or research programs or activities. Before imposing an emergency removal, the university will undertake an individualized analysis of safety and risk for the campus community to determine whether the Respondent's presence in the program or activity poses an immediate threat to the physical health or safety of any student or other individual arising from the allegations of prohibited conduct and justifies removal of the Respondent from the university program or activity.

The Assistant Vice President of Civil Rights & Title IX or designees will promptly provide the Respondent with written notice of any emergency removal and an opportunity to challenge the removal. During any challenge, the Respondent must comply with the notice of removal. That notice will include a statement that the use of any information the Respondent chooses to provide may subsequently be used in implementing any aspect of this Policy, including the investigation and adjudication. The Respondent will have three business days to submit a written challenge of the emergency removal to the Assistant Vice President of Civil Rights & Title IX or designee, who has until the end of the next business day to respond.

Nothing in this policy precludes the university from taking other appropriate action under separate university processes, if applicable.

2. Suspension of Employee Respondents

Following a report of Prohibited Conduct, the university may place a non-student employee Respondent on a suspension without pay or otherwise modify duties.

E. Obligation to Provide Truthful Information

All university community members are expected to provide truthful information in any proceeding under this policy. This provision does not apply to reports made or information

provided in good faith, even if the facts alleged in the report are erroneous or are not later substantiated. It is a violation of this policy, and considered process abuse, for anyone to:

1. Obstruct, prohibit, exert improper influence over, or interfere with any individual making a report, participating in a process, or carrying out a responsibility covered by this policy;
2. Falsify or misrepresent information in or related to a process covered by this policy;
3. Make a false allegation;
 - a. A false allegation is, knowingly or with reckless disregard for the truth, making false allegations of discrimination, harassment, or sexual misconduct.
 - b. The absence of a finding of a policy violation is not equivalent to a false allegation
4. Disrupt or interfere with the orderly conduct of any proceeding conducted under this policy; or
5. Fail to comply with any directive or sanction issued pursuant to this policy.

F. Prevention and Education Programs:

All faculty, staff, student employees, graduate assistants, and students are required to take annual sexual misconduct training and other anti-discrimination and harassment training as directed by the university. All individuals who are responsible for effectuating any part of this policy are required to be trained on the substantive requirements of Title IX. (See Appendix 5: Prevention and Education).

PROCEDURES

A. Reporting:

The University of South Carolina encourages anyone who has experienced prohibited conduct to report it directly to the university. Certain individuals have a reporting requirement to make reports of prohibited conduct to the Office of Civil Rights and Title IX (see Section 3: Reporting Requirement). An individual does not need to know whether they wish to request any particular course of action or how to label what happened. Individuals with questions or concerns about the university's processes may also contact the Office of Civil Rights & Title IX directly to learn more about resources and procedural options.

Any individual may make a report of prohibited conduct under this Policy regardless of affiliation with the University of South Carolina and regardless of whether or not the person reporting is the person alleged to be the victim of conduct.

1. Reporting to the Office of Civil Rights & Title IX:

Reports of prohibited conduct or questions about this policy and procedures can be made to the Assistant Vice President of Civil Rights & Title IX, or designees in the Office of Civil Rights & Title IX, through one of the following ways:

- a. Online: reporting form at (put new consolidated landing page for report forms);
- b. Phone: 803-777-3854;
- c. Email: civilrights@mailbox.sc.edu; or
- d. Mail or in person: Office of Civil Rights & Title IX, Byrnes Building, 901 Sumter Street, Suite 401, Columbia, SC 29208

2. Anonymous Reporting:

Note that anonymous reports do not fulfill an employee's requirement to report prohibited conduct as outlined in the policy (see section Reporting Requirements). Depending on the nature of the information provided, the university's ability to respond may be limited. Insofar as possible, the anonymity of the reporter will be maintained. However, a reporter's identity may have to be disclosed, at the discretion of the university, to comply with the law, to conduct a thorough investigation, or to provide fair procedural review for alleged individual(s).

Individuals, including members of the university community, may submit reports anonymously via the Integrity Line:

- a. Toll Free: 844-890-0006; or
- b. Website: www.lighthouse-services.com/sc

3. Reporting Requirements

All University of South Carolina employees are required to report incidents of prohibited conduct, as defined in this policy, to the Office of Civil Rights & Title IX, which is the office with the authority to institute corrective measures on behalf of the university. In particular, supervisors who become aware of a report of a prohibited conduct are obligated to report the allegation to the Office of Civil Rights & Title IX.

Exemptions to Reporting Requirements:

a. Confidential Resources:

A confidential resource acting within the scope of their confidential role or an employee who directly reports to a confidential resource and is acting within the scope of the confidential work, is exempt from the reporting requirements outlined in this policy. Examples of confidential resources can be found in the Appendix 6: Confidential Resources.

b. Student-Employees Reporting Requirements:

A student-employee must report any information learned during the course of their work. When disclosures are made to student-employees who are operating outside of their official work capacity, the student-employee is exempt from the reporting requirement. If unsure, the student-employee should ask the person disclosing to them if they are seeking to connect with the university for support; if yes, they should follow the reporting requirements outlined in this policy.

c. Public Survivor Support Events:

Unless the individual is explicitly seeking assistance from the university, employees are not required to report disclosures of information regarding sexual misconduct pursuant to this policy while at public survivor support events including, but not limited to: “Take Back the Night,” candlelight vigils, protests, and survivor speak-outs.

Additional information about reporting timeframes, amnesty, privacy versus confidentiality, and reporting requirements under the law can be found in Appendix 7: Reporting.

4. Time Frame for Reporting

The university does not limit the timeframe for reporting. However, the passage of time may impact or limit the university’s jurisdiction and/or the ability to gather relevant evidence that may have been lost given the passage of time. Depending on the relationship of the Respondent to the university, the university may not have the authority to impose disciplinary action; this may occur when a student Respondent has graduated or an employee Respondent is no longer employed by the university. If the Respondent is no longer affiliated with the university (for example, a report is made after a student has left or graduated or an employee no longer works for the university), the university will still provide reasonably available supportive measures to the Complainant, assist the Complainant in identifying external reporting options, and may take other appropriate action to address the reported conduct. Should a Respondent leave the university during an investigative resolution, the university reserves the right to continue the investigation and implement disciplinary actions relating to their ability to their ability to return to the university and participate in the university’s education programs and activities.

B. Process following a report of Prohibited Conduct:

The University of South Carolina recognizes that deciding whether to make a report of prohibited conduct is a personal decision (note: certain individuals must fulfill their reporting requirements). Making a report is different from filing a complaint. When the university receives a report of prohibited conduct, the university will offer supportive measures to a Complainant, inform the Complainant of the availability of supportive measures with or without the filing of a complaint, and explain to the Complainant the process for filing a

complaint. The university will consider the Complainant’s wishes with respect to supportive measures and seek to respect a Complainant’s autonomy in making the determination regarding how to proceed.

An individual who is uncertain what they wish to do in response to an alleged incident of prohibited conduct, including how or whether to report the conduct, may contact and consult a Confidential Resource to address questions and concerns in a confidential setting.

C. Preliminary Inquiry

Upon receipt of a report of prohibited conduct, the Office of Civil Rights & Title IX will engage in a preliminary inquiry to assess and understand the nature of the report, provide outreach to a Complainant, offer supportive measures, and determine whether this Policy applies to the report, and if so, what form of resolution is reasonably available and appropriate. Centralized outreach through the Office of Civil Rights & Title IX ensures that all university community members have access to information about the university’s resources, policies, and procedural options for resolving the report.

D. Overview of Resolutions

At the conclusion of the preliminary inquiry, the following resolution options may be possible:

<p>No Further Action (which may involve referral to another university policy)</p>	<p>Supportive measures Only (regardless of whether a complaint is filed)</p>	<p>Investigative Resolution (following a complaint by the Complainant or Title IX Coordinator)</p>	<p>Informal Resolution (voluntarily and mutually agreed upon by all parties, following a complaint by the Complainant or Title IX Coordinator, or when a Respondent accepts responsibility)</p>	<p>Other Resolution (educational conversations or coaching, considered non-disciplinary)</p>
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In order to initiate an investigative or informal resolution, a complaint must be filed with the Office of Civil Rights & Title IX.

1. Complaint

If a Complainant wishes to sign a complaint, they can work with an intake coordinator to do so. A complaint is a document filed by a Complainant or signed by the Assistant Vice President for Civil Rights & Title IX or designee alleging prohibited conduct and requesting that the university proceed with a resolution as outlined in this policy. Upon receipt, the Office for Civil Rights & Title IX will determine which Prohibited Conduct is being alleged (including Title IX matter as defined in 34 C.F.R. § 106.30 and defined in this policy).

The Assistant Vice President for Civil Rights & Title IX also has the discretion to file a complaint. In evaluating the appropriate manner of resolution, including whether the Assistant Vice President for Civil Rights & Title IX will file a complaint in the absence of a complaint by the Complainant, the Assistant Vice President for Civil Rights & Title IX will consider the following factors:

- a. whether the Complainant has requested anonymity;
- b. whether the Complainant wants to participate in an investigation;
- c. the severity and impact of the alleged misconduct and whether the misconduct was committed with a weapon;
- d. the respective ages of the parties and whether the Complainant is a minor under the age of 18;
- e. whether the Respondent has admitted to the alleged Prohibited Conduct;
- f. whether the Respondent has a history of committing such Prohibited Conduct or whether there have been other complaints about the same Respondent or the extent of prior remedial methods taken with the Respondent;
- g. whether the Respondent is alleged to have threatened further Prohibited Conduct;
- h. whether the misconduct was committed by multiple Respondents or whether the report reveals a pattern of misconduct (e.g., at a given location or by a particular group); and
- i. the existence of independent evidence that may be available without the participation of the Complainant.

The university will take all reasonable steps to respond to the report consistent with a Complainant's requested course of action, but its ability to do so may be limited based on the considerations outlined above.

2. Investigative Resolution

Following the filing of a complaint, if requested or otherwise required, the university will initiate an investigative resolution to determine if there is sufficient evidence, by a preponderance of the evidence, to establish that this policy has been violated. The investigation, hearing and appeals processes are described in the accompanying [Discrimination, Harassment, Sexual Misconduct resolution procedures](#).

3. Informal Resolution

Following the filing of a complaint, if requested or otherwise required, with the written consent of the Complainant and Respondent, the university may initiate an informal resolution process. Informal resolutions include instances where the Respondent accepts responsibility for any or all allegations in a complaint.

4. Other Resolution

The university reserves the right to have educational conversations and conduct coaching with anyone covered under this policy outside of the investigative and informal processes. Having an educational conversation is non-disciplinary and does not preclude the university's ability to move forward with an informal or investigative resolution process.

5. Conduct that may violate other University Policies

When reported conduct may violate this policy and other university policies, the Assistant Vice President of Civil Rights & Title IX or designee will consult with the appropriate university office(s) to determine how the matter should be resolved. This may, but is not required to, involve a joint resolution by more than one office.

6. Process Abuse

The Office of Civil Rights & Title IX may combine allegations of process abuse with their resolution processes and/or forward reports of process abuse to the Office of Student Conduct, Division of Human Resources, and the Office of the Provost for appropriate disciplinary action, if substantiated.

E. Expectations During Resolutions

All resolution processes are conducted in accordance with federal and state law. In all stages of the resolution process, Complainants and Respondents can expect:

1. a prompt, fair, impartial, and equitable investigation and resolution of allegations of prohibited conduct conducted by individuals with sufficient training and/or experience related to their role;
2. an investigator, decision-maker, and/or facilitator of informal resolution free from conflict of interest or bias for or against Complainants or Respondents generally or the individual parties related to the report or complaint;
3. privacy in accordance with this Policy and any legal requirements;
4. access to reasonably available supportive measures, without fee or charge;
5. freedom from Retaliation for making a report of prohibited conduct or participating in any proceeding under this policy;
6. a presumption that the Respondent is not responsible until a determination is made at the conclusion of the resolution process;
7. written notice of any meeting or proceeding at which the party's presence is contemplated by this Policy, including the date, time, location, participants, and purpose

of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate;

8. an equal opportunity to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence
9. freedom to discuss the allegations under investigation or to gather and present relevant evidence;
10. the opportunity to be accompanied by an advisor of choice, including the right to have that advisor accompany the party at any meeting or proceeding and to have the university provide an advisor to conduct cross-examination on the party's behalf at any live hearing;
11. an objective evaluation of all relevant evidence, including both inculpatory and exculpatory evidence;
12. notice of reasonably prompt time frames for major stages of the process, with written notice of permissible extensions for good cause;
13. written notice of a complaint, including notice of potential Policy violations and the nature of the alleged Prohibited Conduct;
14. timely and equal access to any information that will be used in informal or formal disciplinary meetings or hearings under this Policy, including all information gathered that is directly related to the allegations in the complaint as well as the information contained in the investigation report;
15. written notice of the outcome of investigative or informal resolution processes, including the determination of a Policy violation, any sanctions, and the rationale; and
16. the opportunity to appeal the outcome.

More information on resolution procedures can be found in the [Discrimination, Harassment, Sexual Misconduct resolution procedures](#).

F. Documentation and Records Retention:

The university will create and maintain the following records for a period of seven years (as aligned with current law): (A) all materials used to train investigators, adjudicators, and Title IX coordinators with regard to sexual harassment; (B) any sexual harassment investigation, including any responsibility determination; (C) any required recording or transcript; (D) any sanctions imposed on the Respondent; (E) any remedies provided to the Complainant; (F) any appeal and its result; (G) any informal resolution and its results.

RELATED UNIVERSITY, STATE AND FEDERAL POLICIES

[Americans with Disabilities Act](#)

[Age Discrimination in Employment Act](#)

[Executive Order 11246](#)

[Genetic Information Nondiscrimination Act](#)

[Jeanne Clery Disclosure of Campus Security Act \(Clery Act\) as amended by the Violence Against Women Reauthorization Act of 2013 \(VAWA\)](#)

[Jessica Horton Act](#)

[Pregnancy Discrimination Act](#)

[Title VI of the Civil Right Act of 1964](#)

[Title VII of the Civil Rights Act of 1964](#)

[Title IX of the Education Amendments of 1972](#) and its implementing regulations, 20 U.S.C. §1681 *et seq.*

[Vietnam Era Veterans' Readjustment Assistance Act of 1974](#)

HISTORY OF REVISIONS

DATE OF REVISION	REASON FOR REVISION
August 18, 2022	New policy approval

APPENDICES

[Appendix 1 Examples of Prohibited Conduct](#)

[Appendix 2 Academic Freedom](#)

[Appendix 3 Incapacitation](#)

[Appendix 4 Retaliation](#)

[Appendix 5 Prevention and Education](#)

[Appendix 6 Confidential Resources](#)

[Appendix 7 Reporting](#)

[Appendix 8 Additional Information about Relevant Federal Laws](#)

Appendix 1: Examples of Prohibited Conduct

Discrimination:

Examples of potential discrimination under this Policy include but are not limited to those that result in the interference with, limitation, or denial of access to:

- An employee's, or applicant for employment's, access to employment or conditions and benefits of employment (e.g., hiring, advancement, assignment).
- A student's, or admission applicant's, ability to participate in, access, or benefit from educational programs, services, or activities (e.g., admission, academic standing, grades, assignment, campus housing; athletics).
- An authorized volunteer's ability to participate in a volunteer activity.
- A guest's or visitor's ability to participate in, access, or benefit from the university's programs or activities.
- Failing to provide reasonable accommodations, consistent with state and federal law, to a qualified individual with a disability.
- Failing to accommodate religious beliefs of students, faculty, and staff.

Hostile Environment:

Examples of hostile environment may include but are not limited to:

- Threatening or causing physical harm, extreme verbal abuse, or other conduct which threatens or endangers the health or safety of any person;
- Intimidation, defined as implied threats or acts that cause an unreasonable fear of harm in another;
- Hazing as defined further in the [Hazing Policy](#);
- Bullying, defined as repeated and/or severe aggressive behavior likely to intimidate, hurt, control, or diminish another person, physically or mentally, that is not speech or conduct otherwise protected by the First Amendment.

Sexual Exploitation:

Examples of sexual exploitation include, but are not limited to:

- observing another individual's nudity or sexual activity, or allowing another to observe the same, without the knowledge and consent of all parties involved;
- exposing one's genitals in non-consensual circumstances, including unwelcome sexting;
- streaming of images, photography, video, or audio recording of sexual activity or nudity, or distribution of such without the knowledge and consent of all parties involved;
- prostituting another individual;
- knowingly exposing another individual to a sexually-transmitted disease (STD) or infection (STI) or human immunodeficiency virus (HIV) without the individual's knowledge;

- knowingly failing to use contraception, or deliberately removing or compromising contraception (Stealthing) without the other party's knowledge; and/or
- inducing incapacitation (e.g. through the distribution of alcohol or other drug, such as Xanax, Ambien, Benadryl, Rohypnol ["Roofies"], Ketamine, GHB, etc.) for the purpose of taking sexual advantage of another person.

Appendix 2: Academic Freedom

All members of the University of South Carolina community, including students, faculty and staff, are expected to conduct themselves in a manner that does not infringe the academic freedom of members of the academic community. Scholarly, educational, or artistic expression in written, oral, graphic, or any other form, which is permitted by law shall not be limited by this policy.

The university's prohibition against harassment is not meant to inhibit or prohibit educational content or discussions inside or outside of the classroom that include germane but controversial or sensitive subject matters protected by academic freedom. Where speech or conduct is protected by policy, academic freedom and/or free speech rights, it will not be considered a violation of this Policy, although supportive measures or remedies may be offered to those impacted.

See policy [STAF 6.28 Academic Freedom](#)

Appendix 3: Incapacitation

Incapacitation, for the purposes of this policy, is the inability, temporarily or permanently, to give consent because the individual is mentally and/or physically impaired, either voluntarily or involuntarily, or the individual is unconscious, asleep, or otherwise unaware that the sexual activity is occurring. Incapacitation means a person cannot understand the fact, nature, or extent of the sexual activity because they lack the physical and mental capacity to make informed, reasonable judgements about whether or not to engage in sexual activity.

When alcohol or other drugs are involved, incapacitation is a state of intoxication or impairment that is so severe that it interferes with a person's capacity to make informed and knowing decisions. Alcohol and other drugs impact each individual differently and determining whether an individual is incapacitated requires an individualized determination. The university does not expect students or employees to be medical experts in assessing incapacitation. Individuals should look for the common and obvious warning signs that show that a person may be incapacitated or approaching incapacitation. A person's level of intoxication is not always demonstrated by objective signs; however, some signs that a person may be incapacitated include clumsiness, difficulty walking, poor judgment, difficulty concentrating, slurred speech, vomiting, combativeness, emotional volatility, or unconsciousness.

Another effect of excessive alcohol consumption can be memory impairment or an inability to recall entire or partial events (sometimes referred to as "black-out" or "brown-out"). A person may experience this symptom while appearing to be functioning "normally," including communicating through actions or words that can reasonably and objectively be interpreted as communicating consent to engage in sexual conduct. Total or partial loss of memory alone, may not be sufficient, without additional evidence, to prove that a person was incapacitated under this Policy. Whether sexual contact under these circumstances constitutes prohibited conduct depends on the presence or absence of the outwardly observable factors indicating that a person is incapacitated, as described above.

An individual's level of intoxication may change over a period of time based on a variety of subjective factors, including the amount of substance intake, speed of intake, body mass, and metabolism. It is especially important, therefore, that anyone engaging in sexual activity is aware of both their own and the other person's level of intoxication and capacity to give consent.

In evaluating consent in cases of reported incapacitation, the university asks two questions:

1. Did the Respondent know that the Complainant was incapacitated? and if not,
2. Would a sober, reasonable person in a similar set of circumstances as the Respondent have known that the Complainant was incapacitated?

If the answer to either of these questions is "yes," the conduct is likely a violation of this policy based on the inability to give consent. It is important to remember that the use of alcohol or other drugs can lower inhibitions and create an atmosphere of confusion about whether consent is effectively sought and freely given. If there is any doubt as to the level or extent of one's own or the other individual's intoxication or incapacitation, the safest course of action is to forgo or cease any sexual activity. Even where there is insufficient evidence to establish incapacitation, a

Complainant's level of impairment may still be a relevant factor in establishing whether consent was sought and freely given.

A Respondent's voluntary intoxication is not a defense for any behavior that violates this policy.

Appendix 4: Retaliation

The university will not tolerate retaliation in any form against any individual who partakes in a protected disclosure under this policy or otherwise participates in a resolution process with the Office of Civil Rights & Title IX. This may include, but is not limited to, those who make or receive an allegation, file a report, serve as a witness, or assist a Complainant or Respondent. Please consider the following steps to help prevent retaliation from occurring:

- Avoid publicly discussing the allegation or resolution process;
- Do not interfere with the resolution process;
- In a setting where you have authority over others involved in the resolution, be mindful not to isolate them or deny them information, equipment, or benefits provided to others in similar roles because of their participation in a disclosure or resolution;
- Provide clear and accurate information to the Office of Civil Rights & Title IX; and
- Do not threaten, harass, or coerce anyone involved in a report and/or resolution.

Appendix 5: Prevention and Education

The university is committed to the prevention of prohibited conduct through regular and ongoing education and awareness programs.

Incoming students and new employees receive primary prevention and awareness programming, and returning students and current employees receive ongoing training and related programs. Officials in the resolutions process must be free of conflict of interests and bias and must receive training under the Title IX regulations on:

- a. Definition of sexual harassment as defined by the regulations;
- b. Scope of the school's programs or activities;
- c. How to conduct an investigation and grievance;
- d. How to serve impartially;
- e. How to avoid prejudice;
- f. Any technology to be used at a live hearing;
- g. Issues of relevance of questions and evidence including training on the rape shield law;
- h. Relevance, to create an investigative report that fairly summarizes relevant evidence;
- i. Training material must not rely on sex stereotypes.

Institutions are required to make these training materials available on its website or upon request for inspection by members of the public (see section Documentation and Records Retention Policies).

Appendix 6: Confidential Resources

Medical Assistance:

All individuals who experience prohibited conduct are welcome to seek immediate medical treatment and preserve physical evidence even if they have not decided whether they wish to pursue any campus or law enforcement action. This will help to ensure that a Complainant receives proper care, preserve any available evidence, and enhance their opportunity to pursue a disciplinary or criminal action at a later time. Local hospitals have trained Sexual Assault Nurse Examiners who can conduct a forensic examination. The University of South Carolina's medical personnel and University Police can also assist in preserving other forms of evidence and/or providing referrals or transportation to community resources.

In addition, testing and treatment for sexually transmitted infections, HIV, and pregnancy are available by appointment at the University Health Services at 803-777-8920.

Campus Confidential Resources:

A Complainant can seek assistance and support from these individuals without triggering a university report that could reveal the Complainant's identity or that the Complainant has disclosed the incident. While maintaining a Complainant's confidentiality, some university resources will share de-identified data, for Clery reporting. This limited report — which includes no information that would directly or indirectly identify the Complainant — helps keep the university informed of the general extent and nature of prohibited conduct on and off campus so as to track patterns, evaluate the scope of the problem, and formulate appropriate campus-wide responses.

Student Health Services- Counseling and Psychiatry

Thomson Building
1409 Devine Street
Columbia, SC 29208
Counseling: 803-777-5223
Psychiatry: 803-777-1833

Sexual Assault and Violence Intervention & Prevention (SAVIP)

Thomson Building
1409 Devine St.
Columbia, SC 29208
803-777-8248

University Health Services

(Includes Primary Care, Women's Health, Sports Medicine & Physical Therapy. Allergy Immunization & Travel Clinic, Pharmacy, Lab, Radiology and student and faculty/staff wellness and prevention services, Center for Health and Well-Being)
1401 Devine St.
Columbia, SC 29208
803-777- 8283

Appendix 7: Reporting

A. Mandatory Reporting of Suspected Child Abuse

Any employee of the University of South Carolina community who has reasonable cause to suspect abuse, or neglect, of a minor under the age of 18 must make a report to university law enforcement, who will facilitate a report to local law enforcement. For more information see policy [UNIV 4.00 Programs Involving Minors](#).

B. Reporting to Law Enforcement

The university encourages all individuals to consider their options to report any crime to University Police, and/or to local law enforcement. A Complainant has the right to report, or decline to report, potential criminal conduct to law enforcement. Upon request, the university will assist a Complainant in contacting law enforcement at any time. Pursuant to the Jessica Horton Act, the university is required to report instances of Sexual Assault and murder that occur on campus to the South Carolina Law Enforcement Division. Under limited circumstances posing a threat to health or safety of any university community member, the university may independently notify law enforcement.

An individual may make a report to the university, to law enforcement, to neither, or to both. University investigative processes and law enforcement investigations operate independently of one another.

D. Amnesty Statement

As a caring community, the university wants to foster an environment in which students take responsibility to call for help when another student is in need. There are protections for amnesty under policy [STAF 3.19 Overdose Medical Treatment](#) and [Chapter 53, Title 44, Article 19 of the Code of Laws for South Carolina \(Drug or Alcohol-Related Overdose Medical Treatment\)](#).

E. Privacy and Confidentiality

The University of South Carolina is committed to protecting the privacy of all individuals involved in a report of prohibited conduct under this policy.

Privacy and confidentiality have distinct meanings under this policy:

Privacy: refers to the discretion that will be exercised by the university in the course of responding to any report or complaint. Information related to a report of prohibited conduct will be shared on a need to know basis, in order to assist in the assessment, investigation, and resolution of the report and related issues. During the course of a resolution, information may be disclosed as necessary to facilitate the thoroughness and integrity of the resolution. In all such proceedings, the university will maintain the privacy of the parties to the extent reasonably possible.

Confidentiality: Those with legally-protected or privileged relationships, can keep information strictly between them and the individual they are serving. Examples of

confidential resources include professional mental health counselors, medical professionals, attorneys, ordained clergy/pastoral counselors and rape crisis counselors (Appendix: Confidential Resources). Similarly, an individual's medical and counseling records are confidential and cannot be released without the individual's written permission or unless permitted or required consistent with ethical or legal obligations. More information about confidentiality and the release of information by the university can be found in the Appendix. (See Appendix: Confidential Resources). Some confidential resources may have other reporting requirements under the law. For example, when a report involves suspected abuse of a minor under the age of 18, these Confidential Resources are required by state law to notify child protective services and/or local law enforcement.

Appendix 8: Additional information about relevant federal laws

Concerns about the university's application of Title IX or any civil rights law can be made externally to:

Assistant Secretary for Civil Rights
Office for Civil Rights (OCR)
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-1100
Customer Service Hotline #: (800) 421-3481
Facsimile: (202) 453-6012
TDD#: (877) 521-2172
Email: OCR@ed.gov
Web: <http://www.ed.gov/ocr>

Equal Employment Opportunity Commission (EEOC)
Contact: <http://www.eeoc.gov/contact/>

Clery Act:

Pursuant to the Clery Act, the University of South Carolina must disclose statistics about Clery Act crimes in its [daily crime log](#) and [Annual Security Report](#) and provides those statistics to the United States Department of Education. If a report of Sexual Assault, Dating Violence, Domestic Violence, or Stalking discloses a serious or continuing threat to the campus community, the university will issue a timely notification to the community to protect the health and safety of the community as required by the Clery Act. In all of these instances, the information is reported in a manner that does not include personally identifying information about persons involved in an incident. In addition, Confidential Resources may submit anonymous statistical information for Clery Act purposes unless they believe it would be harmful to their client, patient or student. The university will not release the name of the Complainant, the Respondent, or witnesses to the general public except as otherwise permitted or required by law.

Campus Security Authorities (CSAs):

Some employees, because of their role on campus, also have reporting responsibilities under the Clery Act. Employees who are considered Campus Security Authorities (CSAs) have a duty to report Sexual Assault, Dating Violence, Domestic Violence, Stalking, and other Clery Act-defined crimes. This reporting helps to provide the community with a clear picture of the extent and nature of campus crime in order to ensure greater community safety and enable campus community members to make important decisions about their own safety.

Release of Information by the University:

Per federal regulations, the university will also maintain the confidentiality of any supportive measures provided to a Complainant, to the extent that maintaining such confidentiality would not impair the university's ability to provide the supportive measures. The university may also share non-personally identifying information about reports received in aggregate form, including

data about outcomes and sanctions. All University of South Carolina proceedings are conducted in compliance with the requirements of the Family Educational Rights and Privacy Act (FERPA), the Clery Act (as amended by VAWA), Title IX, state and local law, and university policy.

Please note this policy will be updated administratively to address procedures for each campus

ADMINISTRATIVE DIVISION UNIV University Administration	POLICY NUMBER UNIV 2.10
POLICY TITLE Prohibited Consensual Relationships	
SCOPE OF POLICY USC System	DATE OF REVISION August 17, 2022
RESPONSIBLE OFFICER Vice President of Human Resources and Assistant VP for Civil Rights & Title IX	ADMINISTRATIVE OFFICE Office of Civil Rights & Title IX and Division of Human Resources

PURPOSE

The purpose of this policy is to address consensual romantic and/or sexual relationships between faculty, staff, students, and third parties in which there is a power differential. Without alternative arrangements, these relationships are prohibited by this policy. This policy seeks to ensure the learning and working environment is free from real or apparent conflicts of interest when individuals in positions of unequal power at the university are involved in relationships.

DEFINITIONS

Academic Authority includes but is not limited to teaching, grading, mentoring, advising on or evaluating research or other academic activity, participating in decisions regarding funding or other resources, clinical supervision, and recommending for admissions, employment, fellowships or awards.

Consensual romantic or sexual relationships: Relationships of a romantic, dating, and/or sexual nature entered into with consent of both parties.

Employee: Any person having an employment relationship with the university, employees may be university officers, faculty, staff and other individuals employed by the university regardless of classification, including all full-time, part-time, temporary, research grant, time limited and contract employees.

Faculty: University personnel who are engaged in research, instruction both inside and outside the classroom, service and/or administration. Faculty can be further classified as having tenure track, professional-track, or honorific appointments. For purpose of this policy, faculty include part-time, temporary and adjunct faculty.

Prohibited Relationships: Romantic and/or sexual relationships that are not allowed due to power differentials associated with the university-related role. A power differential exists when one party has supervisory authority, academic authority, or other authority over another party. An employee may not have a consensual romantic and/or sexual relationship with anyone where a power differential exists or is reasonably likely to exist in the future. (See: Examples of Prohibited Consensual Relationships below). Similarly, employees are prohibited from exercising supervisory authority over others with whom they have had a prior consensual romantic and/or sexual relationship.

Supervisory or evaluative authority is the power to control or influence another person's employment, academic advancement, or extracurricular participation, including but not limited to, hiring, work conditions, compensation, promotion, discipline, admission, grades, assignments, supervision of dissertations, recommendations, financial support, or participation in extracurricular programs. This includes anyone who oversees, directs or evaluates the work of others, including, but not limited to, managers, administrators, coaches, directors, physicians/healthcare providers, counselors, deans, chairs, advisors, and teaching assistants, as well as faculty members in their roles as instructors, as supervisors of their staff, and as participants in decisions affecting the careers of other faculty members.

Retaliation: Any adverse action against an individual or group of individuals involved in the investigation and/or resolution of a potential violation of this policy. Retaliation can take many forms, including continued abuse or violence, threats, and intimidation. Intimidation includes any verbal, written, or electronic threats of violence or other threatening behavior directed toward another person(s) that reasonably leads the person(s) to fear for their physical well-being. Any individual or group of individuals, not just the parties directly involved in the relationship, can engage in retaliation or be the victim of retaliation.

Student: A person who is currently enrolled at the university, or who is accepted for admission or readmission to the university, or who has been enrolled at the university in a prior semester or summer session and is eligible to continue enrollment in the semester or summer session that immediately follows, or who is attending an educational program sponsored by the university while that person is on campus, or individuals who are not currently enrolled at the university remain subject to the disciplinary process for conduct that occurred while they were enrolled.

POLICY STATEMENT

Romantic and/or sexual relationships, even if consensual, may have unintended, adverse effects on the climate of an academic program or work unit, thereby impairing the learning or working environment for the parties involved and others, both during a relationship and after the dissolution of the relationship.

Sexual and/or romantic relationships, even when consensual, between individuals in inherently unequal positions, e.g., in which one party has supervisory authority, academic authority, or other authority over another party, should be avoided and in many circumstances are strictly prohibited by this policy. These relationships can occur in multiple contexts, however, this policy covers all sexual and/or romantic relationships involving individuals in unequal positions, even if not addressed explicitly in this policy.

An employee may not have a consensual romantic and/or sexual relationship with anyone where a power differential exists or is reasonably likely to exist in the future. A non-exhaustive list of prohibited relationships is shown below. Similarly, employees are prohibited from exercising supervisory authority over others with whom they have had a prior consensual relationship.

The university requires self-disclosure of prohibited relationships to allow for alternative arrangements to rid of potential for conflict of interest, exploitation, favoritism, and bias, which

may undermine the real or perceived integrity of all the education programs and activities including employment and admissions.

This policy applies to all members of the University of South Carolina community, including students, faculty, staff and third parties. It is the responsibility of every member of the University of South Carolina community to avoid prohibited relationships and report them as required by this policy.

A. Self-Disclosure of Consensual Relationships

The university requires self-disclosure of prohibited consensual relationships to allow for alternative arrangements to rid of potential for conflict of interest, exploitation, favoritism, and bias, which may undermine the real or perceived integrity of all the education programs and activities including employment and admissions.

B. Third-Party Reports of Prohibited Consensual Relationships

Any employee or student who has awareness of a consensual relationships that may be prohibited by this policy is encouraged to submit a report as described in the Procedures below for investigation and mitigation when appropriate.

C. Examples of Prohibited Consensual Relationships:

1. Relationship between an Employee (Faculty/Staff) and a Student

Whenever an employee currently has, or in the future might reasonably be expected to have, direct or indirect academic or supervisory authority over a student, consensual sexual or romantic relationships are prohibited. Similarly, employee shall not exercise academic or supervisory authority over a student with whom they have previously had a sexual and/or romantic relationship.

2. Relationships between a Student and a Student (Graduate Teaching Assistants, Graduate Instructional Assistants, and Graders)

This policy applies when undergraduate or graduate students or post-doctoral scholars are serving in the teaching role as instructors of record, instructional assistant, graders or research supervisors. The policy does not prohibit students from having consensual sexual and/or romantic relationships with fellow students. However, if such a relationship exists between a GTA/GIA/grader and a student in a setting for which the GTA/GIA/grader is serving in this capacity, the student shall not exercise any evaluative or teaching function for that student.

3. Relationships between Employees

Consensual sexual and/or romantic relationships between employees (including faculty) are not in general prohibited by this policy. When an employee has authority over another

employee, sexual and/or romantic relationships are prohibited. Similarly, employees are prohibited from exercising supervisory authority over other employees with whom they have had a prior consensual relationship.

PROCEDURE

A. Self-Disclosure of Prohibited Relationships

1. A self-disclosure must be made to [Employee Relations](#) in the Division of Human Resources to develop and implement acceptable alternative arrangements.
 - a. Making acceptable alternative arrangements involves mitigating the power differential by removing supervisory authority, academic authority, or other authority over another party of the individual with greater institutional power over the other party.
 - b. It is the responsibility of the individual with greater institutional power to take immediate steps to make acceptable alternative arrangements in consultation with Employee Relations in the Division of Human Resources.
 - c. The Division of Human Resources and the Office of the Provost will facilitate the development of acceptable alternative work arrangements with the parties and the applicable unit.
 - d. Alternative arrangements should avoid negative consequences for the party with lower institutional power.
 - e. A record of the disclosed relationship and alternative arrangements will be maintained by the university and recorded in the parties' personnel file.
2. An individual who promptly self-reports a prohibited relationship and cooperates in making acceptable alternative arrangements in a timely manner will not be held in violation of this policy.

B. Reporting Alleged Prohibited Relationships

1. The University of South Carolina encourages anyone who believes a prohibited relationship exists and has not been self-disclosed, as required by this policy, to report the prohibited relationship to the Office of Civil Rights & Title IX as prohibited conduct. Anyone can report an allegation of a prohibited relationship directly to the Office of Civil Rights & Title IX through one of the following ways:

Online: reporting form at (put new consolidated landing page for report forms);
Phone: 803-777-3854;
Email: civilrights@mailbox.sc.edu; or

By mail or in person: Office of Civil Rights & Title IX, Byrnes Building, 901 Sumter Street, Suite 401, Columbia, SC 29208

2. Allegations of prohibited relationships that have elements of discrimination, harassment, and/or sexual misconduct will be handled in accordance with policy [CR 1.00 Policy Against Discrimination, Harassment & Sexual Misconduct](#). The Office of Civil Rights & Title IX will refer all other allegations of prohibited relationships and related retaliation to the Division of Human Resources and/or the Office of the Provost for assessment, investigation, and response as appropriate, which may include disciplinary action.

C. Disciplinary Action

1. Individuals may be subject to disciplinary action, up to and including termination for either:
 - a. Entering into or engaging in a prohibited relationship without prompt notification or failure to comply with approved alternative arrangements, or
 - b. Failing to follow any part of the prohibited relationships section of this policy.
2. Covered staff in full time equivalent positions may be disciplined as outlined in [HR 1.39 Disciplinary Action and Termination](#) for cause.
3. Faculty in full time equivalent, research grant, and time-limited may be disciplined as outlined in [ACAF 1.82 Faculty Progressive Discipline](#).
4. Student employees may be disciplined as outlined in policy [STAF 6.26 Student Code of Conduct](#), or as deemed appropriate by the unit.
5. Probationary staff, research grant, time-limited, and temporary employees are subject to disciplinary actions but also may be terminated without notice.
6. A third-party (e.g., contract employee, volunteer) may be subject to removal from the role and/or the university

D. False Reports

Knowingly submitting a report or complaint that is false or not made in good faith or by making a materially false statement during the course of an investigation, hearing, or request for review is in violation of expectations for faculty civility defined in the Faculty Manual and [ACAF 1.80 Faculty Workplace Civility](#) and for staff in [HR 1.39 Disciplinary Action and Termination for Cause](#) and for students in [STAF 6.26 Student Code of Conduct](#). Therefore, individuals are subject to the disciplinary procedures of [ACAF 1.82 Faculty Progressive Discipline](#) for faculty, [HR 1.39 Disciplinary Action and Termination for Cause](#) for staff, and [STAF 6.26 Student Code of Conduct](#) for students. The absence of a finding of a policy violation is not equivalent to a false allegation.

E. Retaliation

The university prohibits retaliation and threats or attempts to retaliate against anyone who makes a good-faith report under this policy or who participates in, cooperates with, or contributes to the efforts to investigate and resolve such reports. Any student, faculty, or staff member who believes they are being penalized as a consequence of making a report under this policy, or for participating in, cooperating with, or contributing to efforts to investigate or resolve a report should report to the investigative authority.

RELATED UNIVERSITY, STATE AND FEDERAL POLICIES

[CR 1.00 Policy Against Discrimination, Harassment, and Sexual Misconduct](#)

[ACAF 1.82 Progressive Faculty Discipline](#)

[HR 1.27 Nepotism](#)

[HR 1.39 Disciplinary Action and Termination for Cause](#)

[STAF 6.26 Student Code of Conduct](#)

[Faculty Manual](#)

HISTORY OF REVISIONS

DATE OF REVISION	REASON FOR REVISION
August 17, 2022	New policy approval

PC Welfare Committee Report

Submitted by Lynnette Martek via email.

PC Welfare Committee - agenda item:

- December 13th - PC Award Submission date.
 - As a reminder, this is the date that your campus will nominate individuals for the three awards (i.e., Duffy, Plyler, and Shaw). Each campus will need to vote on their own nominees prior to this date, so that these individuals can prepare the file.
- January 20th – T&P Workshop
 - Welfare Committee is asking for suggestions for presenters for this event. Looking for speakers about scholarship, teaching, and service. Ideally, presenters will be individuals who have been recently tenured.

The committee is working on the Welfare Survey that will run this year.



UNIVERSITY OF
South Carolina
LANCASTER

Athletics Advisory Committee
Faculty Organization Report
10/07/2022

Committee Members: Darris Hassell, John Rutledge, Walt Collins, Matt Williamson, Courtney Catledge, Nick Calhoun (Athletics Dept. Representative), Kyle Markowitz (Student Representative, Baseball)

Coaches: Kenny Halas (Soccer), Mike Van Lieu (Volleyball), Nick Calhoun (Baseball and Athletics Director)

Chair: Liz Easley

The Athletics Advisory Committee met on Thursday, September 22. Topics of discussion included:

1. Student-athlete progress report
 - a. Student-athletes should be sharing the progress form with their instructors
 - b. Instructors are requested to add any comments that may help coaches properly intervene as appropriate and better support our student-athletes
 - c. Online instructors may receive this via email and are requested to either electronically sign or respond with an email
2. New educational modules will be piloted soon with our student-athletes with the intention of eventually rolling these out to all USCL students. Modules include:
 - a. Sexual Assault Prevention for Undergraduates
 - b. Mental Health and Wellbeing
 - c. Diversity, Inclusion, and Belonging
 - d. Alcohol and Substance Education
3. Recognition and Celebration of our student-athletes
 - a. Athlete spotlight series for monitors around campus and social media
 - b. Sophomore Night to recognize 2nd year student-athletes
4. Other Announcements
 - a. MUSC is partnering with USCL and other schools in Lancaster County to provide an Athletic Trainer
 - b. Title IX Commemoration on 9/9/2022 was a success
 - c. USCL Athletics Program was awarded the NJCAA Region 10 Good Sportsmanship Award for the 2021-2022 academic year
 - d. Volleyball Team is getting their own space in the Carole Ray Dowling Building
 - e. More student-athletes are part of TRiO's OSP program this year

Columbia Senate Report

USCL Members Reporting to USCL Faculty Organization

Date of Report: November 5, 2021 Faculty Meeting

Dates of Columbia Senate Meetings: November 3, 2021

General

President Pastides didn't attend.

Provost Cutler attended and reported: He was specifically asked about SC legislators who have been requesting syllabi from USC courses. Cutler assured that all personally identifying information (to the instructor) is being redacted from these syllabi. (To protect faculty from political attack.)

Curricula & Courses and InDev

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

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.

The following is a summary of changes voted on in the November meeting.

- Change in Course:
 - HIST 320 and 321 (History of Great Britain) changed names.
- Change in Degree Program
 - The Geography degree changed its major course requirements.
 - The requirements for a Philosophy minor were relaxed
 - Both Bachelors in Psychology had their science requirement made more specific.
 - The Sustainability in Business concentration was added as an option to several business degrees.
 - Several small changes to the Sports Management degree.

- New Degree Programs
 - A Bachelors in Special Education was added by the department of education, along with several courses to support it.



Matt Williamson
Director, Federal TRiO Programs

REPORT TO THE FACULTY ORGANIZATION
October 7, 2022

Opportunity Scholars Program:

- We are currently serving 132 low-income, first generation (LIFG), or disabled USCL students since our new project year began on September 1, 2022. We are mandated to serve a minimum of 165 qualifying students prior to August 31, 2023. Our current pace puts us in a very strong position to achieve this number well before the end of the current reporting period.
- **Project Coordinator, Andrea Campbell**, will be reaching out to individual faculty members with a list of OSP students enrolled in their respective classes, as she does each semester. She will be asking each of you to review the list to let her know which students are struggling and which ones are performing exceptionally. Your response will allow her to connect with the students and provide needed support.
- We will be covering the admission cost for any current OSP student who wishes to attend one of the three performances of *Dracula* as presented by the USC Lancaster Players this weekend. Thanks to **Marybeth Berry** and **Tyrie Rowell** for putting together this production and for working with us to accommodate our students.
- OSP students are being encouraged to attend one of two FAFSA workshops facilitated this month by **Ken Cole** and the **Office of Financial Aid and Veteran Affairs**. The first will be hosted by our **Upward Bound** project and will be held on Tuesday, October 11, 2022, at 4:30 p.m. The second is **College Goal South Carolina**, which will be held from 9:00 a.m. to 12:00 Noon on Saturday, October 29, 2022. Both sessions will be held in the TRiO Learning Resource Center.
- The next **OSP Luncheon** will be held on Wednesday, October 12, 2022, at 12:15 p.m. in the TRiO LRC. **Ashley Gadson** of **South Carolina Development Trainings** will be conducting part two of her presentation on "Creating Boundaries, Trusting Your Gut, and Making Decisions."
- We are very excited that over 30 OSP students will be participating in the **OSP Fall Break Trip to the Outer Banks** on October 13-16, 2022. We plan to visit **East Carolina University** in Greenville, NC on our way to the Outer Banks. While staying in Kill Devil Hills, NC, we plan to visit the **Wright Brothers National Memorial**. We also hope to attend the **Outer Banks Seaford Festival** in Nags Head, NC.
- **Disability Awareness Week** will be held on October 17-20, 2022. Following the **Marvelous Monday** and **Thoughtful Tuesday** events, TRiO will host **Wonderful Wednesday** with **Dr. Todd Lekan** and **Therapeutic Thursday** with **Tamika Lewis**, USCL's new Counselor and Instructor of Psychology. Both events will be held at 12:15 p.m. in the TRiO LRC, and lunch will be provided. Many thanks to **Kayla Tyson**, one of our OSP superstars, for coordinating these events.
- We are happy to be hosting the next **Careers in Science Lecture** at 12:15 p.m. on Thursday, October 27, 2022, in the TRiO LRC. **Salwa Ghaly** from **Indian Land High School** will be



presenting on her career as a chemistry teacher. This event is open to the entire campus and lunch will be provided. We really appreciate **Dr. Li Cai**, **Dr. Bettie Johnson**, and the **USCL Chemistry Club** for enabling us to expose our students to STEM-related careers.

Upward Bound:

- We will be taking 25 of our participants to the **2022 Youth Day** event at **South Carolina State University** in Orangeburg, SC on this Saturday, October 8, 2022. In addition to touring the campus, participants will get to see a performance by the Marching 101 Drumline and cheerleaders, as well as attend the football game between the SC State Bulldogs and Florida A&M. Special thanks to **Kanisha Rollings**, who will be assisting us with this event.
- As stated earlier, a **FAFSA Workshop** will be held in the TRiO LRC for our participants at 4:30 p.m. on Tuesday, October 11, 2022, in preparation for **College Goal South Carolina** on October 29, 2022. All Upward Bound seniors who have not completed the FAFSA will be encouraged to attend both events.
- On Thursday, October 27, 2022, we will host a "Civic Leaders Session" with **Lancaster Mayor Alston DeVenny** and **City Administrator Steven "Flip" Hutfles**. The purpose of this session will be to better connect our participants with their local community leaders.
- All participants will be encouraged to attend **Hocus Pocus** at the **Outdoor Halloween Movie Night** event at 6:30 p.m. on Monday, October 31, 2022. This will be held at the Outdoor Classroom adjacent to Founders Hall.

Student Organizations:

- Congratulations to **Meghan Boyles-Randolph** (President), **Nancy Gabra** (Vice President), **Mia Cuesta Ogando** (Secretary), and **Michaela Johnson** (Assistant Secretary) on their election as officers at the last **D.E.F.I.N.E.** meeting on October 4, 2022. This organization's next meeting will be held on Tuesday, November 1, 2022, at 12:15 p.m. in the TRiO LRC. Lunch will be provided, and all interested female USCL students are invited to join us.
- Officers for **G.E.N.T.S.** were elected last month: **Christian Cochran**, President; **Scott Meadows**, Vice President; **Blake Hough**, Secretary; and **Jaylen Hyatt**, Assistant Secretary. The group's next meeting will be held in the TRiO LRC at 12:15 p.m. on Wednesday, November 2, 2022. We encourage any male student on campus with an interest in community service and peer mentoring to attend.

Community Service:

- Thank you all for making the **USCL Cares Back-to-School Campaign** so successful. Led by students participating in **Early Start 2022**, several boxes of supplies will be delivered to **Brooklyn Springs Elementary School**, **Clinton Elementary School**, and **Southside Early Childhood Center** prior to fall break next week.
- Kudos to **Mark Ammons** and the young men in our **G.E.N.T.S.** organization for giving up their Saturday afternoon to mentor boys at the **Lancaster Children's Home** on September 24, 2022. Joining Mark were OSP students **Luke Beja**, **Christian Cochran**, **Landon Donahue**, **Jonathan Galeano-Berrios**, **Blake Hough**, **Eli McManus**, **Eli Nix**, and **Joshua Ramirez**.
- We appreciate our very own **Mary McInville Adamson** and **Mark Ammons** for spearheading USCL's involvement in and sponsorship of **United Way of Lancaster County's**



2022 Bed Race fundraiser, which will be held on Saturday, October 15, 2022, on Main Street in Lancaster. If anyone would like to volunteer for the Lancer Nation team, please contact Mark at rmammons@email.sc.edu.

- The **USCL Cares Annual Food Drive** will commence later this month and continue through Wednesday, November 16, 2022. Canned and dry goods will be collected to benefit the neediest children and families in Lancaster County. Please be on the lookout for more information in the coming weeks.

Legislative Updates:

- According to the **Council for Opportunity in Education (COE)**, Congress recently passed a short-term spending bill to keep the federal government open through December 16, 2022. This includes funding for the Federal TRiO Programs.
- If anyone is interested in learning how you may support any bipartisan funding efforts to assist our TRiO grant projects at the USC Lancaster campus, please contact **Mark Ammons** at rmammons@email.sc.edu.

Medford Library

FACULTY MEETING REPORT OCTOBER 7, 2022

SERVICE STATISTICS AND PROGRAMS

- **2988** unique visits
- **1412** LibGuide views
- **102** Study and Lounge Area Reservations
- **23** Community computer uses

CIRCULATION STATISTICS

- **51** General collection items circulated
- **2** AV collection items circulated
- **4** Graphic Novel collection items circulated
- **98** Juvenile collection items circulated
- **7** On Display items circulated
- **9** Special Collection items circulated

UPCOMING EVENTS

- November 1-2 – Día de los Muertos
 - Come by both to decorate a foam skull and partake in treats

GENERAL AND ADMINISTRATIVE ACTIVITIES

- 4 classes taught
- 2 Book a Librarian appointment
- Amelia's Doll House Opening
 - Thank you to everyone who attended
 - The doll house is currently at the conservators for additional conservation
- Banned Books Week
 - Thank you to everyone who participated
 - Dr. Pat Lawrence presented on his new book
 - We had multiple participants for our Banned Books book in a jar contest
- We continue to shift the Government Documents to their new location

PUBLISHED? 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>
- Place materials on Reserve: <https://docs.google.com/forms/d/e/1FAIpQLSedUHSP4B1lin9BFQUZwff3SJhaHI9vcFsvECnTaMTLYcKd2A/viewform>
- Book a Librarian: <https://usclancaster.libguides.com/c.php?g=322991&p=2164200>
- Reserve the library computer lab: <https://usclancaster.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>