USC Lancaster Faculty Meeting Minutes

September 2, 2022

Please note: Faculty Organization meetings are recorded and stored in the Microsoft Teams chat files. To access the recordings of previous 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 shown on the Blackboard recordings 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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<p align="center">**USC Lancaster Faculty Meeting Minutes**</p>

<p align="center">**September 2, 2022**</p>

Call to Order: B. Taylor-Driggers, called to order at 12:30 PM

Correction/Approval of Minutes: The minutes of the April 1, 2022 faculty organization meeting were approved.

Reports of Officers:

Guest Presenters, Follett Bookstore Representatives – Andy Roush, Shihyukuo Pangburn [appears in recording as Tasha S. Wellmon]

Director of Business Operations – Buddy Faile

Summary of comments:

- A. Roush acknowledged difficulties with implementing the Access textbook program at USCL. Addressed the following specific concerns:
  - Delay in obtaining access to Brytewave materials: There was a delay in permissions, finally obtained Sept. 1st. Deadline to submit faculty information for Spring 2023 semester will be November 1st.
  - Variety of factors impacting delivery of material, including paper shortages, etc.
  - Other system campuses anticipated to pilot program as well. Hopes that this will help with integration, keeping information up to date, because the process is manual for us right now.
  - Apologized for issues with late materials and access to digital materials.
  - Reminds faculty to access the USCL Bookstore website for FAQs
  - Demonstrated student view for digital Brytewave materials/My Shelf screen – they click on book then scroll down past book details to "Read Now" option.
- Opened the floor for questions. Please see the recording for details. A transcript of chat Q&A submissions and summary of answers is included in Appendix 1.

Dean of the Campus – Dr. Walter Collins, report submitted (Appendix 2).

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  - Enrollment is basically flat date over date with last year; slightly up in Full-Time Equivalent enrollment; summer was up; Thanks to all who helped register students over the summer; freeze date is October 20th for Fall 22 enrollment
  - Welcome to new colleagues: 6 new faculty members, 4 new staff members
  - Congratulations to 6 colleagues celebrating milestone anniversaries; notes that these are recognized the year following the anniversary
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  - Congratulations to Antonio Mackey for Chamber of Commerce recognition
  - Indian Land Location renovations are complete; classes are being taught in the new space this semester; and we are planning a ribbon cutting event (information coming soon)
  - Funding notes: Strong year for funding from State legislature with $1.269 million in recurring allocation for operations; $5.75 million allocation for deferred maintenance to address priority projects

- o Pay increases: 3% general increase to base pay took effect on July 1 for staff and August 15 for faculty; bonuses
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  - o Bonuses: Employees earning <$100,000 will receive a $1,500 bonus on Oct. 31, those earning between $100,001-$150,000 will receive a $1,000 bonus on Oct. 31st
  - o 22 USCL Faculty and staff received salary increases as of Aug. 16th. This increase is a result of the Palmetto College Salary Study; around 30% of the total increases were from USC Lancaster
  - o A number of projects currently underway on campus (please see report)
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  - o USC Lancaster was ranked the #1 two-year campus in South Carolina by Niche.com (for the sixth year running); thanks to faculty and staff
  - o Working with USC Columbia to offer new training modules for students, including Sexual Assault Prevention for Undergraduates (rolling out this fall for student athletes), Mental Well Being, Diversity, Inclusion, and Belonging, and AlcoholEdu
  - o Title IX 50th Anniversary Commemorations at women's athletics matches
  - o Increases of $5,000 for the general faculty travel funds and $10,000 to the USCL RPS Grants; RPS Grant committee will soon announce call and due date
  - o Thanks to Shemsi Alhaddad for her work in completing the Annual State Accountability Report, and to all who helped her complete it
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  - o Our BSN program was awarded a $200,000 Rural Health Grant by the USC School of Medicine. Courtney Catledge is working on the details and will have more details to share at future meetings.
  - o Congratulations to TRiO on the continued funding of our Upward Bound program

Associate Dean for Academic and Student Affairs – Dr. Todd Lekan, report submitted (Appendix 3).

- Page 1
  - o Welcome to new faculty and staff; Welcome our new Student Life Director, Jeff Rammage; thanks for strong start on this year's Welcome Week.
  - o Congratulations on Promotions
  - o Thanks to team working on Early Alert
- Page 2
  - o Please submit Fall 2022 syllabi to Academic Affairs office ASAP
  - o Thanks for work to schedule Spring 2022 so that students can register according to schedule
  - o Project-Based Learning: Let your Division Chairs know if you have a course that you feel could implement Project-Based Learning. Bridgett Plexico will help align organizations with courses
  - o Integrity Violations: Please discuss integrity violations with students before reporting to Academic Affairs. When you report the finding to Academic Affairs, please include your syllabus statement on integrity, documentation, and a statement of desired penalty
  - o Congratulations for recent faculty accomplishments (spans 3 pages, please read details in the report)

Academic Success Center – Pat Lawrence, report submitted (Appendix 4)

- Highlighting outreach efforts, increased student usage, and refurbished studio space in Medford 217. The ASC's newly renovated Studio hosts new Math Lab and Writers' Studio drop-in services

Director of Institutional Effectiveness and Research – Shemsi Alhaddad, report submitted (Appendix 5)
- Please read report. Highlighting Blueprint for Academic Excellence document progress and thanks to all for participation. This year, she will use alternative sources for information, hoping that the survey will be easier for faculty moving forward. Everything is progressing on schedule.

Director of Student Success and Retention – Asheley Schryer, report submitted (Appendix 6)

- Clarifying what areas now fall under Student Success and Retention: Advising, Counseling, Disability Services, Leadership Distinction, Academic Success Center, and Travel
- Highlighting proactive advising through outreach, new Counseling page, Early Alerts, MAP placement test changes, etc.

Director of Medford Library – Rebecca Freeman, report submitted (Appendix 10)

- Highlighting upcoming events (Amelia's Dollhouse exhibit opening, Banned Books Week events), library instruction, course reserves, and collection development

Reports of Committees:

USC System Committees

Columbia Faculty Senate – Shemsi Alhaddad, report submitted (Appendix 11)

- Combined 2 most recent meetings into 1 report. Major updates include:
  - Reviewing Carolina Core, exploring peer institutions' general education requirements. This may affect gen ed courses taught at USCL.

PCFS Executive Committee – Andy Yingst

- Explained CCSSE Overview document (Appendix 12). A survey will be administered to random selection of students in the Spring semester. If randomly selected, instructors may be asked to make their class available to survey administrators in February 2023. The survey will take around 45 minutes. Purpose is to collect data on retention.
  - *Discussion about serving on PCFS followed, including modality (online for 22-23) and encouraging faculty to self-nominate in special election later in the meeting*

Local Committees:

DEI Committee – Dana Lawrence
- DEI reading discussion group will meet to discuss common reading. This semester's book is Ken Bain's *What the Best College Students Do*. Faculty/staff interested in participating should contact Dana to get a copy. Discussions will be held before FO meetings in October and December.

Evaluation Committee – Andy Yingst
- Trialed Alternative Peer Review process in the spring. Volunteers were split into small groups with different review/development activities to explore as alternatives to current peer review practice.
- Generally positive reception among volunteers in the spring (see supportive comments from the floor in recording). The Evaluation Committee is hopeful about implementing something similar in time for the January peer review. The committee hopes to run another trial and possibly move to change campus peer review procedures (perhaps a motion in November). Please consider volunteering (look for emails in the future).

Native American Studies – Stephen Criswell, report submitted
- Evan and Claudia agreed to co-chair the committee
- 10th anniversary celebration events for NASC are coming up: One smaller, invitation-only (but faculty are welcome) will be 4 PM - 7 PM Oct. 6th; another (public) will be Oct. 8th and include vendors, food trucks, etc.
- Native American Studies Week (November) programming to come

Unfinished Business: None

New Business: None

Special Orders:

Special Election – Call for nominations

Faculty Organization Vice Chair (effective Fall 2022)

- Dana Lawrence

Columbia Faculty Senate (1 seat):

- Amy Gerald self-nominated

Palmetto College Faculty Senate (2 seats):

- Sahar Aghasafari self-nominated
- Kim Richardson self-nominated

Ballot approved.

Announcements:

Minutes of Sept. 2, 2022

- E. Moon-Kelly (see complete announcement in Academic & Student Affairs Report)
- C. Heinemann-Priest's kid got into grad school
- A. Yingst thanked Brittany Taylor-Driggers for stepping into role of Chair

***Adjournment*:** 2:42 PM

Attending:

Sahar Aghasafari, Shemsi Alhaddad, Mark Ammons, Christine Anderson, Christopher Bundrick, Li Cai, Andrea Campbell, Jill Castiglia, Courtney Catledge, Walter Collins, Kimberly Covington, Stephen Criswell, Susan Cruise, Jerry Currence, Elizabeth Easley, Stan Emanuel, Evan Nooe, Buddy Faile, Rebecca Freeman, Amy Gerald, Annette Golonka, Lisa Hammond, Summer Harmon, Darris Hassell, Claudia Heinemann-Priest, Kate Holland, Ernest Jenkins, Bettie Johnson, Christopher Judge, Kim Richardson, Dana Lawrence, Nicholas Lawrence, Pat Lawrence, Todd Lekan, McKenzie Lemhouse, Tamika Lewis, Vincent Lewis, Lynnette Martek, Fernanda Marques Burke, Tracey Mobley-Chavous, Angela Neal, Allan Pangburn, Phillip Parker, Suzanne Penuel, Peter Seipel, Bridgett Plexico, Jeff Rammage, David Roberts, , John Rutledge, Asheley Schryer, Sarah Sellhorst, Mike Sherrill, Nahid Swails, Suzette Taylor, Brittany Taylor-Driggers, Richard Van Hall, Jerrod Yarosh, Andrew Yingst,

Special Attendance:

Andrew Roush, Follett; Shih Pangburn [appears Tasha S Wellmon in transcript], USCL Bookstore

Absent:

Mary Beth Berry, Adam Biggs, Dwayne Brown, Steven Campbell, Mark Coe, Garane Garane, Jason Holt, Howard Kingkade, Babette Protz, David Roberts, Todd Scarlett, Tania Wolochwianski

Faculty Secretary: Document submitted by M. Lemhouse on September 27, 2022 for faculty and staff review.

Q&A Chat Transcript & Summary of Discussion, Guest Presenters Sept. 2, 2022

B. Johnson *in chat*:

Thank you Shih, Buddy, and Andy for all your efforts to get this program going for our campus. There was a hickup with a chemistry lab course I am teaching this semester. The faculty member thought they had submitted materials but the bookstore did not receive them. So unfortunately, students in that class who did purchase ACCESS did NOT get their course materials for free. We are working around this to ensure fairness to the students. My question is - for next semester can we put a checking system in place so that if no materials are received from a faculty member, there is a check that happens to ensure all materials are received by the bookstore?

[clarified that Bettie took over course for previous instructor who thought they had submitted for Spring, this was due in part to being submitted late – how to prevent similar issues in the future]

A. Roush answers:

Creating a living document so faculty can see information as it has been entered. Also be sure to check textbook info on USCL website to verify that the products have been ordered.

D. Lawrence asks:

Re: Print materials: Issue coming up where students are required to offer a card number as collateral for print materials. Seems to defeat the purpose of the Access program, especially when many students do not have credit cards and/or may not want to put their debit card on file. Is there a way to have those "collateral" charges apply to their student account (along with the Access per-credit fees).

A. Roush answers:

This is something that Buddy Faile and Follet can work together to address. He will add collateral to their communication plan for the future to ensure students are aware up front. Some schools will take on the collateral up-front, which is a possibility.

S. Criswell:

Clarifying an issue with digital version of an out-of-print textbook, he sees an item with an ISBN and "LAD Custom Publisher, Bright Wave format…". Does that mean that the digital version is now available to students?

S. Pangburn answers:

Yes, because the book is out of print, LAD created a digital PDF version through [LAD?]

Follow-up: Is there a way to change the title of the item on the students' "My Shelf" view so it matches the title of the required text (to reduce student confusion)?

S. Pangburn / A. Roush answer:

The title came from LAD publisher, we will need to look into it to see if they can change the title on their end. There may be copyright limitations, etc. If we can get requests in earlier then we can show you earlier so you can match syllabus info to what's in the system.

Follow-up: How did this come to be? Did the electronic version exist before?

A. Roush answer:

LAD can usually get permission to publish digital version for most out-of-print text books for a fairly inexpensive cost. Relevant note: $25 per credit hour charge is not influenced by individual textbook decisions but can be impacted by faculty decisions as a group – if many open-access texts, price might go down, if many expensive texts, price may go up (no more than 10% in any one year)

Follow-up:

If in print but no electronic format, can LAD create digital copy of any textbook?

S. Pangburn & A. Roush answer:

Not always, but in most situations (with caveats and exceptions).

B. Johnson *in chat*:

I would like to verify that the dual enrollment students are given the opportunity to opt into the Access program?

A. Roush answers:

We still need to handle dual enrollment. Students should assess the value of the program vs opting out based on their course load (one class might be better to opt-out, but if they have several, it may be valuable to participate).

S. Sellhorst *in chat*:

If a class does not have a text required, can that class be exempt from this program and can those exemptions be changed every year?

A. Roush answers:

Faculty cannot opt out from the program. No individual decision impacts the credit-hour price, so even if your class does not require a textbook, the fee remains as a rule. It falls to students to assess their individual circumstances and determine whether they want to participate (all) or opt out (nothing).

A. Galonka *in chat*:

Regarding science lab manuals - in the meeting previously, faculty did ask if those would be hard copy and were told they would be, but when this system got implemented, there was no box to mark for hard

copy materials on the form and the students received digital lab manuals, which for safety purposes cannot be used. Is this going to be resolved for Spring 2023?

A. Roush answers:

Digital is preferred but we can provide physical copies of lab manuals. The book store will need to be sure that lab manuals are provided in hard copy in the future.

S. Alhaddad:

I have some students who may want to opt out, but they want to know the cost of their textbooks before doing so. Prices are not published on the bookstore website so there was no obvious way to verify costs.

A. Roush answers:

Prices are no longer listed but they can contact Shih at the bookstore to get pricing and purchase materials before making that decision. He will investigate whether they can make opt-out prices available on the website.

Follow-up question:

Is it possible for the bookstore to make faculty aware that a less expensive version of a textbook is available when determining adoptions? (similar to offering Used option for print books in the past)

A. Roush:

Price is determined prior to semester based on past semesters, bookstore will re-evaluate costs based on trends each year. We can make open educational materials through this program, as well. If faculty were to consistently print materials themselves or otherwise not adopt materials, this would lower the overall cost.

P. Lawrence:

Are students able to download texts from My Shelf or are they required to read with an Internet connection?

A. Roush answers:

Once books are added to My Shelf, students can access on, I believe, 3 machines. They must be connected to Internet long enough to download but they can store a copy for offline reading.

E. Nooe:

Is there a way for faculty using an eBook to bypass Brytewave to reduce confusion/number of clicks required?

A. Roush clarification – why do you want to bypass Brytewave?

E. Nooe: more direct relationship with publisher, e-text loaded directly to Blackboard via publisher's site link (with more features than available Brytewave option)

A. Roush: We can request more features through publisher. Direct publisher links to purchase present contractual concerns. More robust materials will be more expensive but we can request necessary features.

Follow-up question:

I have traditionally used a bundled package through the publisher (eBook and quiz platform, for example). Is it better to submit this as 2 separate resources for students to use?

A. Roush answers: You'll need to work with your publisher rep to request as courseware (through publisher or Cengage, etc.)

Should we not use bundles; submit as separate resources next semester?

S. Pangburn: Submit bundle ISBN, but we'll also need you (faculty), publisher rep, and bookstore to communicate directly to ensure correct bundle is being set up.

K. Holland *in chat*:

What if we prefer a previous edition of a text?

Older digital editions are typically dropped by publishers; LAD is the preferred option for getting a preferred previous edition in digital format. We cannot guarantee availability of prev. editions. We can purchase them directly from Amazon but not from individual sellers.

S. Sellhorst *in chat*:

Red shelf didn't work and is still not working for many of us. The publishers had to send a work around email to get the students access.

Let Shih know about any incidents where Red Shelf is not working properly so that we can address these isolated issues (and escalate when needed).

B. Johnson:

For next semester will the Access program cover Lab Kits for online lab science courses or not?

Lab kits are typically not included in the program because they are typically expensive. This year, we cannot add them. We can explore this as an option in the future.

S. Criswell:

Are textbooks for Palmetto College classes under this system? Are the other campuses doing this?

B. Faile answers: No, this is just for USCL campus classes.

A. Roush adds: Other system campuses are exploring Access for the future.

A. Neal *in chat***:**

Are they automatically in and have to opt out, or are they automatically out and have to opt in? I would presume they should have to opt in to avoid students not knowing what they're signed up for.

S. Pangburn: They are automatically in and must opt out if desired. Palmetto College is not part of the program.

B. Faile: Everyone received communication about being enrolled in the program but we've found that many students did not open those emails and were not aware until after the charges posted. We are working with Follet; they've given us leeway to adjust, particularly, dual enrollment students and allowing us to opt them out. We will work on the communication plan for next semester (will send texts versus emails, etc)

L. Cai:

Lab kits were supposed to be covered but sounds like they are now off the table?

S. Pangburn: I did not realize that they were excluded. After I spoke with you and Prof. Johnson, I spoke to Andy, who verified that they were actually excluded. I apologize about that on my part.

Follow-up: I have still not heard back from my 105 rep. The problem is partially solved because the students can rent through Amazon. [Shih will look into this particular issue]

A. Roush reiterated importance of November 1st deadline for textbook decisions.

Chris [no surname] *in chat***:**

Please order the editions I use not the ones you can find easily. I have specific editions and require specific pages

A. Roush answers:

It is not standard procedure for us to get something you don't want. We should communicate if the item is not available. Sometimes a substitute is sent without telling us, so we apologize if that has taken place.

A. Neal:

If they don't read their emails then they should be out to begin with, and have to opt in to be charged. They really shouldn't be charged for anything they didn't agree to.

A. Roush reiterated that it is an opt-out program and that Buddy is addressing the communication plan for the future to ensure students are aware/have time to opt out. We will work with individuals with extenuating circumstances.

B. Faile adds that the fees are posted in advance, no hidden fees.

Final comments:

A. Roush: Feel free to email me with any questions and I will get back to you. Email is aroush@follett.com. Thank you for your time. We look forward to improvements to help students and faculty get their materials.

B. Faile: If anyone has questions, stop by the Business Office to chat. I'm here almost all the time.

UNIVERSITY OF
South Carolina
LANCASTER

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

Report to the Faculty Organization of USC Lancaster
September 2, 2022

People

Enrollment

As of September 1, 2022, the Fall enrollment headcount numbers stood at 1643 (down .18% over same date last year). Full-Time Equivalent enrollment is at 1111 (up 1.74% over same date last year). **Summer enrollment was up by 2.62%** with 470 enrolled at the freeze date. Recruitment for Spring 2023 and Fall 2023 has begun. Many thanks to all who have assisted in recruiting and advising students for this past summer and for Fall 2022.

Please join me in welcoming our new colleagues!
New faculty:
Dr. Evan Nooe: Assistant Prof. of History/Native American Studies
Dr. Sahar Aghasafari: Assistant Prof. of Art/Graphic Design
Prof. Christy Anderson: Assistant Prof., Archivist
Dr. Amy Gerald: Assistant Prof. of English
Prof. Suzette Taylor: Instructor of Nursing
Prof. Tamika Lewis: Instructor of Psychology and Counselor

New professional staff:
Jeff Rammage, Director of Student Life
Nick Jones, Admissions Recruiter
Kanisha Rollings, Senior Admissions Recruiter
Laverne Brooks, Assistant Registrar

Professional Anniversaries—Congratulations to the following individuals who have recently celebrated milestone anniversaries with the University of South Carolina:

Ten Years	Twenty Years	Fifty Years
Li Cai	Howard Kingkade	Dick Van Hall
Ernest Jenkins		
Dana Lawrence		
Babette Protz		

Congratulations to…

Antonio Mackey, IT Staff/Campus Webmaster, who was honored by the **Lancaster County Chamber of Commerce at its annual meeting in June as a *Top 10 under 40 Professional*.** Honorees have made significant impacts for the organization where they work. They stand out for their dedication, customer service, and professionalism.

USC Lancaster in our Communities

Renovations at the **Indian Land Location** are complete, and courses are being taught in the new space this semester. We anticipate a ribbon cutting there later this semester and we'll share details when the date and time are confirmed.

USC Lancaster's Dr. Dwayne Brown and staff provided a summer **Arts and Sciences Camp for middle school and high school students** as part of the Lancaster Promise Neighborhood program. The camps, offered in June and July, served 40 unduplicated students with 18 students participating in both sessions.

USC Lancaster will assist in the establishment of a **second iCarolina Lab which will be located in the Town of Kershaw Branch of the Lancaster County Public Library**. Work will begin this fall to set up a smaller version of the lab to serve individuals in the southern end of the county. The Governor's GEER grant will provide the resources to add this second lab.

Several USC Lancaster employees voluntarily participated in an **Active Shooter training event conducted by Lancaster County Emergency Medical Department and the Sheriff's Office on July 26 and 28**. Local first responders were present to help carry out the training. USC Lancaster employees, who served primarily as role players in simulated activities related to active shooter scenarios, included John Rutledge, Becky Lowery, Ken Cole, Ashley Stevenson, and Patricia Kennedy. The event was conducted at Indian Land High School and was reported on by local and regional media.

Recent Legislative Session Outcomes and Pay Increases

From the SC State Legislature, USCL received an additional **recurring allocation for operations of $1,269,009** for FY 2023. Additionally, **we received a one-time allocation of $5,750,000 for facilities and deferred maintenance**. Faculty and Staff received **a 3% general increase to base pay** on either July 1 or August 16. **Bonuses will be paid out for permanent faculty and staff on October 31**: those who earn less than $100,000 in base pay will receive a $1500 bonus and those who earn between $100,001 and $150,000 will receive a $1000 bonus. Special employment circumstances might differ from this schedule. We were also able to hire new tenure-track faculty this year at a higher starting salary.

There was no tuition increase for students for this academic year—the 4th year running.

Other pay increases have been mentioned in the Chancellor's Update messages recently:

"Palmetto College leadership is committed to continuing to improve salaries across Palmetto College as was indicated by conducting the initial 2018-19 Salary Study. Based on those recommendations, $100,000 was applied toward salary funding in FY19-20. COVID-19 interrupted contributions to the Salary Study in FY20-21. An additional $100,000 has now been committed by Palmetto College leadership to be applied based on the recommendations of the Salary Study Committee for FY21-22. Based on the 2018-19 study, 91 individuals were given a salary increase of $500 or greater as of March 16, 2020. Current calculations for 2021-22 using the same methods as in 2018-19 have resulted in 73 individuals (37 faculty and 36 staff) identified for a $500 or greater salary increase. Processing of the increases will have been occurring over the summer, and they will be effective at the beginning of this new academic year. Also, in addition to the $200,000 in increases applied to the Salary Study implementation, an analysis of FY14 to FY21 salary budgets for the four regional Palmetto College campuses, Palmetto College Columbia, and Palmetto College Central indicate an increase in the overall salary budget from FY14 to FY21 of $4,483,297, a cumulative 38 percent increase (or 4.8 percent per year) amid a four percent FTE decrease from 245 to 236 during the same period (or about -0.5 percent per year), denoting that a larger salary budget is being spent on fewer FTE. The full Chancellor's Report to the Palmetto College Campuses Faculty Senate [is available to view on the faculty senate minutes and agenda website](#)."

Of the 73 faculty and staff across Palmetto College who received increases for this last implementation (effective August 16, 2022), 22 were from USC Lancaster.

Facilities

Several campus facilities projects were begun and completed over the summer:
- **Picnic Pavilion** (adjacent to the tennis courts): lighting, ADA sidewalk and bollard lighting, new picnic tables.
- **eSports Competition Arena**: Hubbard 202 has been renovated and will serve as the competition space for our new eSports team.
- **Indian Land Location**: newly renovated space for teaching has been completed and is occupied.

Other facilities projects are still underway:
- Renovations and upgrades are nearing completion in the **Arnold Special Events Room and the downstairs restrooms in Bradley.**
- **Bundy Auditorium** upgrades (carpet) are underway.
- **Bradley 120** carpeting is delayed but will go in at the end of the semester

The next projects that will be addressed:
- **Stevens Theatre*** renovations and upgrades
- **Gregory*** HVAC upgrades

*The initial bids all came in over budget for these two projects, so we are working to up the budgets or initiate rebidding.

Some pressure washing will take place around campus over the next several weeks as well. If you see facility related items that need attention, please relay those to Butch Lucas or me.

Other items…

- The 2023 rankings are just out, and **USC Lancaster was again ranked the #1 two-year campus in South Carolina by niche.com**. This is the **sixth year** in a row that we have been so ranked. Congratulations to our faculty and staff for their dedication to the success of our students and to the fulfillment of our campus mission.

- USC Lancaster has entered a collaboration with USC Columbia to offer **new training modules for students**. The four trainings include the following topics:
  o Sexual Assault Prevention for Undergraduates
  o Mental Well Being
  o Diversity, Inclusion, and Belonging
  o AlcoholEdu
  The contract was just recently finalized, and implementation will soon begin.

- **Title IX 50th Anniversary Commemorations** will be held at two separate athletics events on Friday, Sept. 9—1:00 pm women's soccer match on the field behind Carole Ray Dowling and 6:00 pm women's volleyball match at the Gregory Family YMCA. Please join us.

- Increases of **$5000 to the general faculty travel funds and $10,000 to the USC Lancaster Research and Productive Scholarship (RPS) Grant funds** have been made in the budget for the current academic year. The RPS Grant committee will soon announce this year's call and due date for grant applications.

- USC Lancaster's **Annual State Accountability Report** has been completed. Many thanks to **Dr. Shemsi Alhaddad** for her dedication in completing the report and to various faculty and staff who assisted with data and information collection.

- USC Lancaster will again offer free **flu vaccines** (with insurance coverage) this fall. They will be administered on October 5, 2022 from 11:00 to 1:00. Location will be announced closer to the date.

- The next **Lunch and Learn at the Native American Studies Center** is scheduled for September 16, 2022 with a talk entitled "Home Front in World War I South Carolina" by Dr. Fritz Hamer, Confederate Relic Room and Military Museum.

- **USC Lancaster students and faculty completed an Eastern Europe Travel Study trip in May 2022**. The group fundraised and received donations of personal care items before departure and traveled with an extra 28 large suitcases of supplies which were left at a mission in Poland to assist Ukrainian refugees in that country. Congratulations to Dr. Susan Cruise and Dr. Angela Neal for leading the impactful experience.

- The **USC Lancaster athletics program was one of nine programs (out of 35 programs total) to be recognized this summer with a Good Sportsmanship award** by the NJCAA Region X administration.

- Our **BSN program was awarded a $200,000 Rural Health Grant** by the USC School of Medicine's [Rural Innovations Cooperative Agreement Program](). The title of the project is "CNA to BSN Pathway to Enhance the Healthcare Workforce in Rural South Carolina." More information to come from Dr. Catledge.

- **USC Lancaster's TRiO program received notification of continued funding in May 2022 for our Upward Bound high school program.** The total for the grant is $1,487,645 over 5 years. Congratulations to our Upward Bound staff and our TRiO leaders.

- Over the last several months the Educational Foundation of USC Lancaster has received donations to **establish an endowed scholarship in memory of the late Prof. Brent Burgin. Additionally, Prof. Burgin's family donated funding to name the archive space at the NASC in his memory.**

- **A total of 8 new endowed scholarships** have been established with the Educational Foundation of USC Lancaster in the last year.

Todd Lekan, Associate Dean for Academic & Student Affairs

REPORT TO THE FACULTY ORGANIZATION
September 2, 2022

1. **Meet our New Student Life Director.**
   Jeff Rammage joined the USCL community on August 1. Prior to arriving at USCL, Jeff served at Texas Tech University as a Lead Administrator for the department of Chemical Engineering. He was awarded a Master of Education degree in Higher Education Administration from Texas Tech. Jeff brings a strong track record to the Student Life Director role including experience with student programming, training workshops, student success coaching, orientations, and advising. Thanks to Jeff the terrific job in organizing this year's Welcome Week!

2. **Welcome to New Faculty Members.**
   - Sahar Aghasafari: Art/Graphic Design
   - Christy Anderson: Archivist
   - Amy Gerald: English
   - Tamika Lewis: Psychology and Counselor
   - Evan Nooe: History/NAS
   - Suzette Taylor: Nursing

3. **Congratulations on Promotions.**
   - Promotion to Full Professor:
     - Steven Campbell
     - Nick Lawrence.
   - Promotion to Associate Professor with tenure:
     - Brittany Taylor-Driggers
     - Peter Seipel.
   - Promotion to Associate Professor in the USC College of Nursing, Columbia: Leigh Pate and Ann Scott.

4. **Early Alert Notices.** We know the importance of connecting with students early and often. *We are requesting that faculty submit early alert forms before September 9* for any student that is not attending class, missing assignments, or who would benefit from a contact by a student success staff person. Please use this form: https://tinyurl.com/usclfacultyalerts. This form will remain active throughout the semester. I want to thank Zoe Byrd, Pamela Ellis, Summer Harmon, and Asheley Schryer for the great work they do responding to students in various forms of distress.

5. **Call for FA22 Syllabi.** Thanks to everyone who has submitted syllabi to the Academic Affairs Office. If you have not yet done so, please note that we need a syllabus for <u>each</u> section you are teaching, even if it is the same course. Also, it would help us be more efficient if the syllabus(i) file names are consistent. Please use this format (example): PHIL 102-4A-FA22-Lekan,Todd. Send syllabi to Pamela Ellis: pellis@mailbox.sc.edu.

6. **Timeline for Course Scheduling Preparation, SP/SU 22.** Thanks to all faculty for their work with Division Chairs on preparing the course schedules. A few benchmark dates:
    - 9/12-9/16: Division Chairs and Pamela Ellis work on room assignments.
    - 9/19-9/23: Megan Catoe loads the USCL schedule into Banner.
    - 9/26-9/30: Final adjustments to schedule.
    - 10/17: Students begin to register.

7. **Project-Based Learning.** We are looking to identify some courses that might be open to implementing project-based learning. The essentials would be:
    - Company/organization presents the project to the instructor
    - Students design the process for reaching a solution
    - Students gather and manage information
    - Students reflect on knowledge/theory from classroom
    - Students present the final project to the company representatives
    - If you are interested in making your course available for PBL, please let your Division Chairs know. Bridgett Plexico, our Internship Coordinator, will help to align organizations with courses.

8. **Reminders About Integrity Violations.** Please make sure to have a full discussion with the student before reporting integrity violations to Academic Affairs. In some cases, you might decide that the most just and educative approach is to resolve the matter with the student without reporting the incident. When you do report the finding to the Academic Affairs office, please include your syllabus statement on integrity, documentation supporting the finding, and a statement of what penalty you intend to apply. The penalties that I might add to faculty grades include transcript notation and suspension.

9. **Recent Faculty Accomplishments.**

    - **Sahar Aghasafari** published a paper: Aghasafari, S., Bivins, K., Muhammad, E.A., & Nordgren, B. (in press). Art Integration and Identity: Empowering Bi/Multilingual High School Learners. Art Education.

      In October, she will be presenting on: Aghasafari, S. (2022). Presenting Investigating How Emergent Bi/Multilingual High Schoolers Construct Meanings Through the Integration of Visual Arts and Biology. AERI Art Education Research Institute, University of Georgia, Athens, GA.

In December, she presents on: Aghasafari, S. (2022). Presenting Iranian National Art Curriculum: How a Multicultural Education Reform Can Help. MESA Middle East Studies Association, Denver, CO.

- **Marybeth Berry** performed the RISE grant's funding of "On the Spectrum" in the San Diego Fringe Festival in California to good reviews in June 2022, performed it to a full audience where it was well received at La MaMa Umbria's Cantiere Oberan in Spoleto Italy in August 2022, and the show has been selected to perform at the Scranton Fringe Festival in September.   Tyrie Rowell and Marybeth also collaborated with Hettie Barnhill and Jared McNeill on a devised piece about racism in the US from the deconstruction of Athol Fugard's "The Island" with our USCL students this summer in a creative residency in Spoleto at La MaMa Umbria which we will also be submitting to some fringe festivals in the future and will be presented on campus for Black History month.

- **Fernanda Burke's** abstract was accepted to the SERMACS conference in San Juan, PR this October 18-22: "Relationship of Fatty Acid Structure and Soap Properties: Inquiry Based Lab Experiment for Undergraduate Chemistry."

- **Courtney Catledge and Bridgett Plexico** wrote a grant to South Carolina Rural and Primary Healthcare to fund a CNA to BSN Pathway to Enhance the Healthcare Workforce in Rural South Carolina. Request for 1 year funding and awarded two-year funding totaling: $189, 938 starting July 2022. Also, the USCL Simulation Lab received notification of a 5 year partnership (Starting Fall 2022) with Mid Carolina AHEC to serve the participating of the SC SET Grant for IPE in Rural South Carolina.

- **Stephen Criswell** received a grant from the SC Arts Commission to help fund the NAS Center's 10th Anniversary events. Steven gave a talk on Catawba pottery at the Kings Mountain Historical Museum in July.

- **Susan Cruise and Angela Neal** were recognized with a Proclamation from Lancaster County for their work in gathering supplies for Ukrainian refugees and delivering them during their Travel Study experience in May. This occurred at the Good Samaritan Scholarship Foundation's Spring Shindig, Students assisted in the effort and donations came in from faculty, staff, students, and the greater community.

- **Rebecca Freeman** presented a paper "Cooking in the Library" at the Dublin Gastronomy Symposium on June 1. The paper discussed a brief history of food in libraries and the current trend towards adding mobile and teaching kitchens to public libraries.

    Rebecca and McKenzie Lemhouse presented a poster, "Adding Color to Our Shelves", at the American Library Association in Washington D.C. on

June 25. The poster discussed how they created the USCL Graphic Novels collection.

- **Bettie Johnson,** using funds from a RISE grant, worked with USCL students Charis Grabbe and Laurie Melton to complete a project this summer entitled" Evaluation of the SPME Arrow for Floral Scent Analysis." Their abstract for the project was accepted for presentation at the Southeastern Regional Meeting of the American Chemical Society (SERMACS) meeting in October.

  Andrew Ferebee (USCL sophomore, Physics major) and Bettie received a PURE grant to work on a project entitled "Using Games to Engage Students in the General Chemistry Classroom." Andrew developed the games over the summer, and we are implementing them in our CHEM 111 classroom this semester. After fine-tuning, the tools will be implemented in classrooms on other campuses next semester and their impact on student learning and engagement will be assessed.

- **Lisa Hammond** "Oh Girlfriend," a poem in honor of the memory of her friend and colleague University of South Carolina Union professor Dr. Denise Shaw, in *Twelve Mile Review* (volume 2.1, Spring/Summer 2022, page 29). Her poem "[Hydrangeas](#)," which was selected from more than 400 submissions as the winner of the Saluda River Prize for Poetry from the midlands-based Jasper Project in 2020, was published in the 2022 issue of *Fall Lines: A Literary Convergence* (volume 7/8, page 27).

- **Dana Lawrence** presented a paper over the summer: "'What makes you think you know how to tell a story better than Louisa May Alcott does?': Children's Literature, Literary History, and Hybrid Identities in Helen Oyeyemi's *The Icarus Girl*" at the Children's Literature Association Conference in Atlanta in June.

- **Patrick Lawrence** was just awarded an advance contract from University of Texas Press for a collection of essays that he is co-editing with a colleague (Jorge Santos, College of the Holy Cross). The book is called "Out of the Gutters: Obscenity, Censorship, and Transgression in American Comics," and it's about, well, that stuff in the subtitle. They are set to deliver the manuscript next summer.

- **Tracey Mobley-Chavous** was featured in the U of SC's Center for Integrative and Experiential Learning magazine for her work on UNIV 101 portfolio project. The article on page 11 is titled "There's No Such Thing as "Too Early" by Megan Hoitsma: https://www.sc.edu/about/initiatives/center_for_integrative_experiential_l earning/documents/about/annual_report/2021_22_distinction.pdf

- **Erin Moon Kelly** and The Lancaster County Council for the Arts are coordinating a concert as part of their annual art competition (see

attached). The Charlotte Concert Band, a non-profit that Erin has been a member (and principle flute/piccolo) of since 2004, is performing a free concert at Indian Land High School. The Lifelong Learning Club at Sun City of Carolina Lakes is sponsoring this Veterans' Day show (11/5/22 at 4 PM).

- **Ann Scott** attended and did an oral presentation at Sigma Theta Tau Nursing Congress in July in Edinburgh Scotland. Ann presented "*Hepatitis B Immunity Among Undergraduate Nursing Students: Documentation and Alignment with Best Practices*" with Robin Dawson.

  Ann attended and presented an oral presentation at the SC Nursing Education Simulation Alliance 4th Annual Conference on July 15th, 2022 at Clemson School of Nursing Greeneville, SC. The title is "*Ready. Set. Game. Using unfolding case studies and NGN style questions to breakout from a virtual escape room*.

  Ann will be participating in the INACSL's Let's Talk Sim podcast. INACCSL is the International Nursing Association of Clinical and Simulation Learning. They asked me (and Robin Dawson) to discuss about our manuscript regarding Sim-IPE with the rural element. We will be interviewed on September 15.th

10. **The next Brent Burgin Lunch and Learn** event hosted by the Native American Studies Center will occur at noon on September 16. For information: https://sc.edu/about/system_and_campuses/lancaster/documents/native_american _studies/lunch_learn/2022/september.pdf

11. **Concluding Thought:** "The primary aim of every educational institution and of every educational effort must be the maintenance and enhancement of caring. Parents, police, social workers, teachers, preachers, neighbors, coaches, older siblings must all embrace this primary aim."—Nel Noddings (1929-2022)

Report to the UofSC Lancaster Faculty Organization

Academic Success Center

Patrick Lawrence, Director

Announcements

- o The current schedule of tutor availability is now on our web site. Please post to Blackboard and share with students if you think the ASC can help them.

- o We are pleased to offer two new services, Math Lab and Writers' Studio, in our redesigned studio space. Please see below for more details.

- o The ASC is now on Twitter. Please follow us for service highlights: @USCLASC

Recent Events Overview

Many new developments are worth noting as we begin the year.

First, we have been undertaking facility upgrades around the center to improve working conditions for staff and the image we project to students. These improvements include a fresh coat of paint, new signage, and re-organized seating and storage, as well as bringing student artwork in to decorate the walls. Many of these changes have taken place in Medford Library 217, a large meeting room we have renamed "The Studio."

In this space, we're hosting two new services. One is the Math Lab we piloted last fall, and the other is a totally new service called Writers' Studio. Both are dedicated sessions, two hours a week, where students can study and complete assignments with a tutor nearby for questions, guidance, and encouragement. These services can help students who need help but are not well served by our longer one-on-one sessions, as well as those who just need a quiet, calm place to study.

This summer, we also brought on three new peer tutors: Zoe Bowers and Claire Stone, who tutor in nursing subjects, and Quinton Huntley who is allowing us to offer tutoring in management and economics for the first time in quite a while. We held an orientation and training session for the new tutors and our professional tutors at the beginning of the semester, and all are available for tutoring now. We will continue with training and observations of new tutors throughout the semester.

Finally, we have been engaged in very significant outreach. Efforts include staffing tables at student events, an in-studio journaling activity, free coffee, participating in campus tours, new fliers, social media, and classroom visits. Our goal is to ensure that the greatest number of students possible are aware of our services so that they'll be ready to reach out when needed. We appreciate the contributions of faculty, many of whom have been recommending the center to their students.

Summary of Tutoring Data

Note: Because of the limited number and range of summer courses, some data typically included with these reports are not meaningful and have been omitted.

Summer

Year-to-year trends: The yearly trends for total session numbers are consistent with previous reports: after a drop in demand for tutoring during the height of COVID restrictions, we are bouncing back with stronger service numbers in 2022. While there were a high number of sessions in summer 2020, these represented only a small number of students returning for several

appointments. As a result, session and student data therefore don't align as they usually would, making trends more difficult to identify.

Session distribution trends: Summer courses were predominantly taught remotely in 2022, which led to a high proportion of our tutoring being virtual, as students weren't coming to campus. We do not expect this trend to continue in the fall.

(See Appendix A for more complete data.)

August 2022
Year-to-year trends: Data indicates significant challenges at the beginning of fall 2020, the first semester of all-virtual instruction and all-virtual tutoring. However, we seem to have experienced success this year introducing students to the center, likely as a result of aggressive outreach activities. Session totals and the number of students served in August appear very robust compared to the past two years and both more than doubled since 2021.

Session distribution trends: We are seeing heavy demand for tutoring in Math 111i, while this and other STEM courses make up the majority of our appointments. We have also returned to more a typical distribution of virtual appointments as compared to in-person appointments. Please note that we have begun to track attendance for our studio services, and attendance in August was on par with virtual appointments.

(See appendix B for more complete data.)

Fiscal-Year
During fiscal year 2022, the ASC held 507 tutoring appointments. This is an improvement of 42% over the previous year's COVID-era lows, showing a very strong recovery in service usage at the center. Moreover, extrapolating loosely from sessions-per-student data and USCL's full-time enrollment figures, we estimate that the ASC is reaching around 25% of the student body each year.
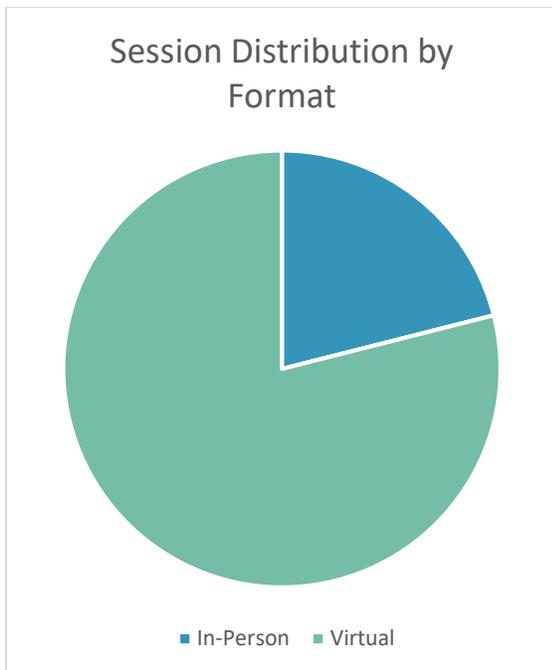
Contact Information and Resources
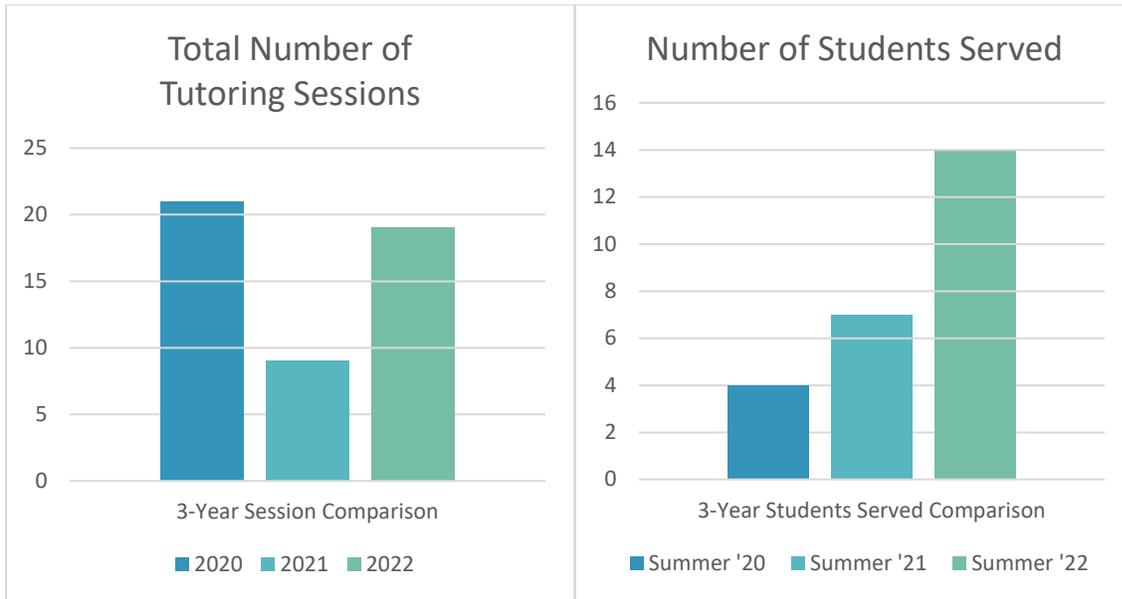**Phone:** 803-313-7113
Web: sc.ed/lancaster/asc
Twitter: @USCLASC
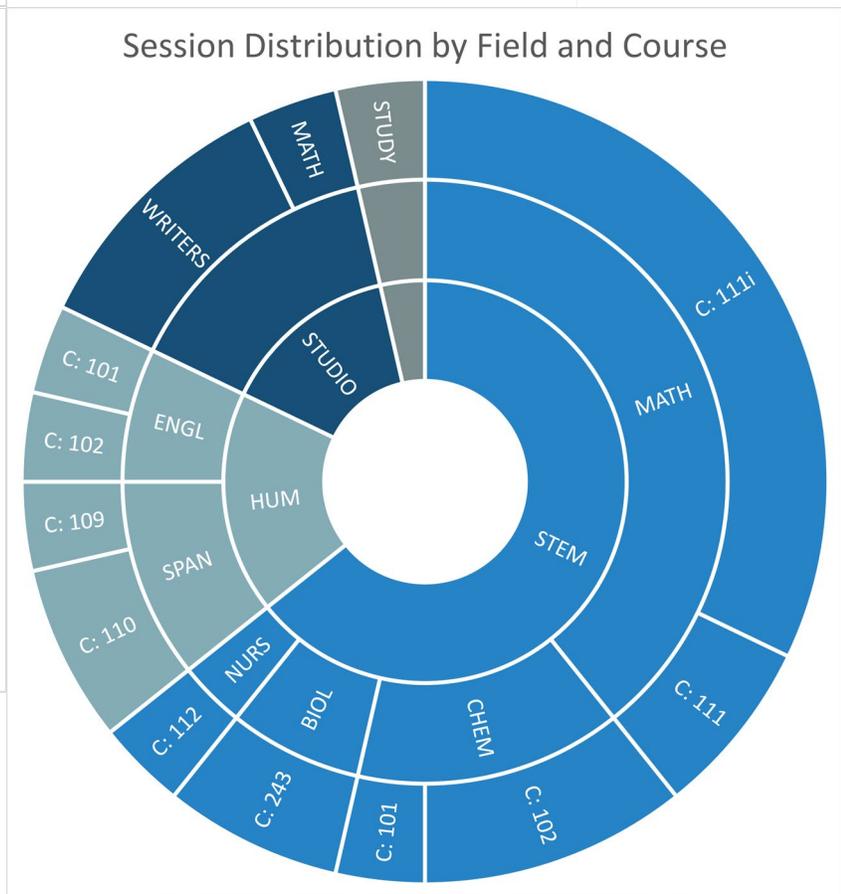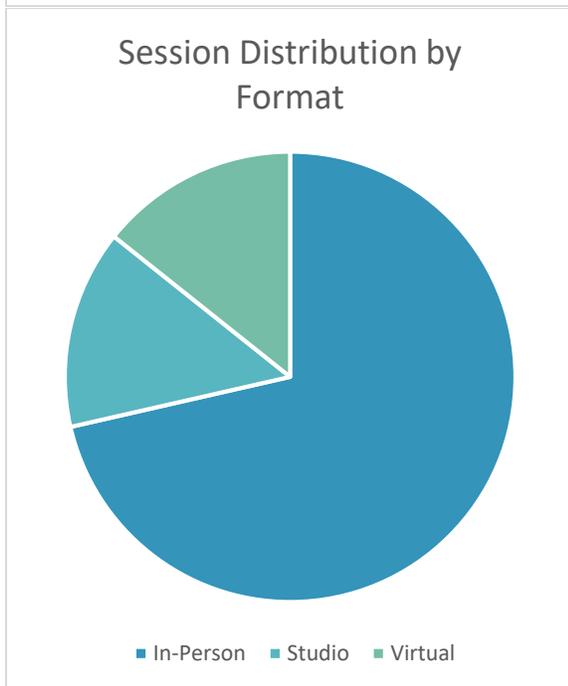**Patrick Lawrence, Director:** pslawren@mailbox.sc.edu
Elaine Connor, Academic Success Coordinator: etconnor@mailbox.sc.edu

Appendix A: Summer Tutoring Data

Total Number of Tutoring Sessions

3-Year Session Comparison

■ 2020 ■ 2021 ■ 2022

Number of Students Served

3-Year Students Served Comparison

■ Summer '20 ■ Summer '21 ■ Summer '22

Session Distribution by Format

■ In-Person ■ Virtual

Appendix B: August Tutoring Data

3-Year Session Trend

Number of Sessions

■ 2020 ■ 2021 ■ 2022

Session Distribution by Format

■ In-Person ■ Studio ■ Virtual

Session Distribution by Field and Course
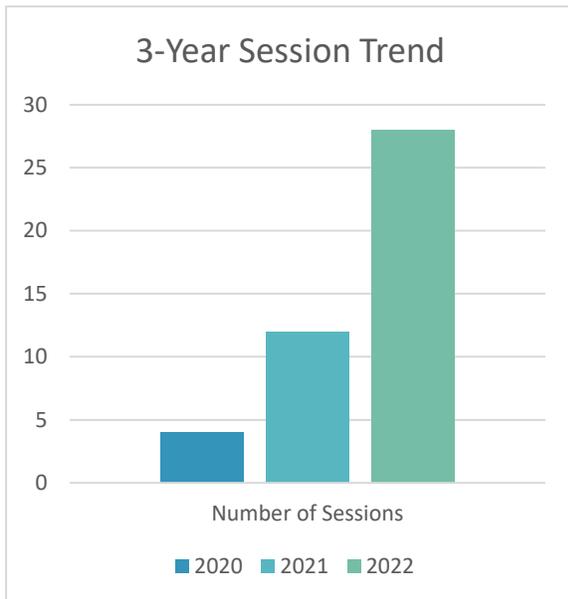
Institutional Effectiveness and Research—Alhaddad

Report for Sept 2 FO meeting

In this document, I describe two reports our campus submits each year, the Blueprint for Academic Excellence, and the State Agency Accountability Report. Both reports include information about all university activities. For brevity, I only describe faculty-related activities in this document.

Blueprint for Academic Excellence

- Submitted to UofSC Office of the Provost by way of Palmetto College in the second half of the spring semester.

- Connects USCL's mission to the Palmetto College Chancellor's goals, as well as to the UofSC strategic plan, *For South Carolina: A Path to Excellence*.
  https://sc.edu/about/our_leadership/president/strategic_plan/index.php

- Since UofSC has a new President and Provost, we expect the format of the Blueprint as well as the *Path to Excellence* to change soon.

- USCL is viewed as a unit of Palmetto College, which in turn is a unit of UofSC. For the purposes of the Blueprint, UofSC is divided into four parts:

  1. Columbia's academic units: College of Arts and Sciences, Moore School of Business, etc.

  2. Palmetto College: Palmetto College Columbia and the four regional campuses.

  3. Academic Affairs: Advising, CTE, Diversity and Inclusion, etc.).

  4. Living, Learning Communities.

- The PC Chancellor's office writes one Blueprint that encompasses all five sections of Palmetto College. Each of the five sections provides its own Blueprint. (There are six Blueprints in total for PC.)

- Below is a link to USCL's most recent Blueprint
  https://www.sc.edu/about/system_and_campuses/palmetto_college/internal/documents/blueprint/for_blueprint/2223/lancaster_blueprint_22_23.pdf

- The most recent Blueprint includes the following. (See the Blueprint for more details.)

  1. **Student admissions/enrollment**

     - Office of Admissions held 90 events off and on campus to recruit Lancaster students.

     - Additional events were held to promote Palmetto College degree-completion programs that are offered through USCL.

     - Several faculty members volunteered for these events.

  2. **Student retention/success/graduation**

The most recently reported USCL retention rate for freshmen, retained from F2019 to F2020 was 46.6%, down from 49% the previous year. The average for UofSC regional campuses is 48.7%.

The most recently reported success rate was for 2017 cohort. The USCL rate was 71%. The average for UofSC regional campuses was 68.5%. The overall rate for SC public two-year institutions was 55.6%.

Summary of past faculty activities that supported retention/success. (See Blueprint for details.)

- Participated in teaching-related training through the CTE or their professional organizations. https://www.sc.edu/about/offices_and_divisions/cte/index.php

- Participated in advising-related training through USCL.

- Used the Early Alert system for students who are struggling or have excessive absences. https://sc.edu/about/system_and_campuses/lancaster/internal/faculty_and_staff/early_alert/index.php

- Supported a diverse and inclusive campus climate. Participated in DEI committee activities. Participated in DEI-related CTE training.

- Promoted the ASC to students. https://sc.edu/about/system_and_campuses/lancaster/study/student_opportunities/academic_success_center/

- Promoted counseling services. https://www.sc.edu/about/system_and_campuses/lancaster/internal/current_students/counseling_services/index.php

- Promoted disability services. https://www.sc.edu/about/system_and_campuses/lancaster/internal/current_students/disability_services/index.php

- Promoted TRiO. https://sc.edu/about/system_and_campuses/lancaster/study/student_opportunities/trio/index.php

- Promoted Student Life events. Promoted/supported student clubs/organizations. https://sc.edu/about/system_and_campuses/lancaster/internal/current_students/student_life/

- Supported the Athletics Advisory Committee's strategies to increase athletes' academic success.

- Promoted/sponsored travel-study. https://sc.edu/about/system_and_campuses/lancaster/study/student_opportunities/travel_study/index.php

- Added an experiential learning component to their classes.

- Involved students in research in one or more of the following ways:

  o Promoted or presented in the Careers in Business seminar
  https://sc.edu/about/system_and_campuses/lancaster/experience/clubs_and_organizations/future_business_leaders_phi_beta/index.php, Careers in Science seminar
  https://sites.google.com/view/usclchemclub, or Research Club seminar.
  https://sc.edu/about/system_and_campuses/lancaster/experience/clubs_and_organizations/research_club/index.php

  o Mentored undergraduate research and encouraged students to apply for PURE or Magellan grants.
  https://sc.edu/about/offices_and_divisions/undergraduate_research/documents/grant_comparisons.pdf and
  https://sc.edu/about/offices_and_divisions/undergraduate_research/apply_for_funding/our_funding/index.php

  o Involved students in their own research.

Reminded students/advisees of deadlines to apply for graduation. Encouraged them to get an associate degree on their way to a bachelor's degree. The most recently reported graduation rate for first-time, full-time, degree-seeking students was for the F2017 cohort. USCL's rate was 22.1%. The average for UofSC regional campuses was 26.1%. The total for SC public two-year colleges was 21.6%.

3. **Faculty info**

We report faculty activities in the Blueprint, including the following:

- Grants (both funded and not) including the local RPS
  https://sc.edu/about/system_and_campuses/lancaster/internal/faculty_and_staff/faculty_rps_program/index.php and the UofSC RISE grants
  https://sc.edu/about/offices_and_divisions/research/internal_funding_awards/faculty/rise/index.php.

- Scholarly presentations, posters, creative works, etc. (USCL supports faculty travel to conferences. The travel form is towards the bottom of this page Faculty and Staff - My USC Lancaster | University of South Carolina
  https://www.sc.edu/about/system_and_campuses/lancaster/internal/faculty_and_staff/index.php)

- Publication, both refereed and not.

- Review of scholarly work, including articles, presentations, student presentations, grant proposals, etc.

- Journal editorships.

- Awards and recognition, including Palmetto College awards.
  https://sc.edu/about/system_and_campuses/palmetto_college/internal/awards_honors_scholarships/faculty_staff/index.php

- Collaborative work, both internally and externally. Interdisciplinary collaborative work is desirable.

4. **Service/community engagement**

   Faculty engaged in service in the following ways. (See Blueprint for details.)

   - Professional consultation and media appearances.

   - Served on boards of organizations.

   - Involved in local service organizations like the Town-Gown Advisory Council, Arras, the Greenway, HOPE, Council for the Arts, Historic Society, etc. (The nursing faculty are deeply involved with local/rural public health organizations.)

   - Attended, participated in, and/or promoted NASC events.
     https://sc.edu/about/system_and_campuses/lancaster/study/student_opportunities/native_american_studies_center/

   - Attended/promoted athletic events. https://usclathletics.com/

   - Applied for Arras Foundation Horizon grants. https://arrasfoundation.org/horizon-education-grant/

   - Participated in public educational bootcamps.
     https://sc.edu/about/system_and_campuses/lancaster/for_the_community/educational_bootcamps/index.php

   - Engaged students/classes in community-based projects.

   - Supported/promoted supplies drive (usually hosted by student organizations or TRiO)

5. **Organization/finance**—mainly administrative

6. **Local strategic planning/accreditation/compliance**—mainly administrative

State Agency Accountability Report

- Due Sept 15 of each year.

- Link to last year's report: H370.pdf (scstatehouse.gov)
  https://www.scstatehouse.gov/reports/aar2021/H370.pdf

- USCL is viewed as an independent state agency.

- We connect USCL's strategic plan to the UofSC strategic plan, *Pathway to Excellence*.

- Outline of AAR:

  1.1 Attract and retain high quality, appropriately sized, diverse student body.

- Headcount

- Number of applications

- Retention rate of first time, full time, degree seeking students.

- Number of associate degrees awarded.

- Graduation rates of first time, full time, degree seeking students.

- Success rates of first time, full time, degree seeking students.

1.2 Provide high quality instruction/student-centric education

- Student to faculty ratio.

- Number of tutoring sessions at ASC.

2.1 Recruit and develop high quality faculty/excellent instructors/quality researchers

- Number of full-time faculty.

- Number of courses taught by full time faculty per academic year. This reports the policy, not the actual number of classes taught.

- Number of faculty and staff trained each year for Target X.

3.1 Promote research excellence and innovation

- USCL RPS plus travel funding. This reports the budgeted amount, and not the amount awarded.

- Number of series dedicated to cultivating student research.

- Number of USCL courses with GLD: Research attribute—Unique courses, not counting multiple sections.

4.1 Campus Culture/DEI

- Number of cultural events on campus. (ex. Hispanic heritage month, Native American Studies Week, Black History Month, women's history month.)

- Number of campus-wide festivals. (ex. Welcome Week and Spring Fling.)

- Number of community-building events. This can include blood drives, domestic violence awareness, fundraisers/drives for the community, etc.

- Number of visits to NASC.

- Number of courses with GLD: Diversity and Social Advocacy or GLD: Global Learning attributes, as well as number of classes associated with travel-study.

5.1. The university system

- Number of BOL/BLS students from USCL.

- Number of USCL students in upper division BSN.

6.1. Community partnerships/experiential learning

- Number of series connecting students with local professionals.

- Number of courses with attribute experiential learning, GLD: internship, GLD: community service, GLD: PCE.

- Number of student internships through the internship coordinator.

7.1. The physical campus

- Campus expense ratio.

- Reserve carry-forward.

7.2. Fundraising/External funding

- Number of endowed scholarships.

- Number of major fundraising events benefiting USCL Ed Found.

Next Month. . .

At the next faculty meeting, I expect to present on the composition of USCL's student-body (demographics, academics, etc.)

Student Success and Retention
USCL Faculty Organization Report

Report Sections
- Advising
- Counseling
- Disability Services
- Early Alerts
- Leadership Distinction

Advising

NEW Math Placement Test

The math placement exam has been given an update! This summer, a new math placement exam was rolled out for all campuses. The MAP is a timed, problem-solving assessment with three levels (MAP 1, MAP 2, and MAP 3) each containing 10 questions to be solved in 30 minutes.

Topics covered in each level:

- MAP 1 - Basic Skills: Numerical computation, Order of Operations, Graph Interpretation, Finding the Value of a Function, Finding the Equation of a Line, Solving Linear and Quadratic Equations
- MAP 2 - Intermediate Skills: Finding the Domain of a Function, Solving Exponential and Logarithmic, Transformations of Functions, Factoring polynomials, Algebraic Simplification
- MAP 3 - Advanced Skills: Suggested skills tested: Compositions of Functions, Inverse Functions, Trigonometric Functions in a Right Triangle, Using Inverse Trigonometric Functions, Solving Trigonometric Equations, Using Trigonometric identities, Graphing Elementary Functions

Accessing Test/Score

- The test may be accessed through blackboard.sc.edu under a student's courses.
- Students must be manually added to the course. Names are sent to Math Placement in the Math Department on the Columbia campus.
- Once a student is added to the course, they receive an email with information on how to access the test.
- The test will open two weeks prior to spring registration and will close two days prior to the last day to drop/add.
- Scores are added to self-service (under testing) within two days.
- NOTE: The old math placement scores are still valid to use for placement. Please see the updated rubric with both scores listed: Math Placement Test Brochure (sc.edu).
- For more information about the new math placement exam, visit Placement Exams - My USC Lancaster | University of South Carolina.

Advising Holds

Are you able to remove holds? Check your Banner/Self-Service Access. If you are not able to remove holds, you need to submit a DAPS request. Please send an email to schryer@mailbox.sc.edu for more information.

Counseling

Welcome to our new Counselor & Instructor of Psychology, Tamika Lewis, MA, LPCA, NCC! Tamika's approach to counseling is an integration of person-centered, mindfulness-based, and cognitive-behavioral therapies. She is passionate about developing an environment of mental health awareness on our campus and working with our diverse student population.

For more information and contact information, visit the updated [Counseling Services - My USC Lancaster | University of South Carolina](#) webpage.

USCL will continue to provide additional counseling services at no charge to students through MyGroup, a Student Assistance Program (SAP). To set up an appointment, students may call 704-529-1428 or 800-633-3353. There is also an option to submit an [online request](#). The student will be connected with a counselor based on their needs and preferences (telephonic, virtual, in person). MyGroup also offers online resources. The site features searchable databases and resource links for child care providers, elder care, and related services. Financial tools include a discount shopping program. Downloadable legal forms, such as living wills and power of attorney documents, are available as well.

To access the MyGroup Work-Life portal students may go to www.mygroup.com > My Portal Login > Work-Life. (Username: usclcounseling | Password: guest)

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

Upcoming Events
October is National Disability Awareness Month. During the week of October 17, the Office of Disability Services is hosting events aimed at educating and creating awareness around disabilities (visible or hidden). If you would like to be involved or are already doing something you would like highlighted on the schedule, please contact Annette Horton at HORTONM@email.sc.edu or (803) 313-7448.

Early Alerts

We know the importance of connecting with students early and often. Research has shown that early interventions (occurring within the first six weeks) are ideal. *We are requesting that faculty submit early alert forms before September 9* for any student that is not attending class, missing assignments, or who would benefit from a contact by a student success staff person. **Please use this form: https://tinyurl.com/usclfacultyalerts.** This form will remain active throughout the semester. If at any time, you feel a student needs additional assistance, please submit the form, or **contact Zoe Byrd at zmbyrd@email.sc.edu or (803) 313-7131.**

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

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

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

Leadership Distinction

- **Encourage students to apply for Leadership Distinction!** Are your students engaging in beyond the classroom experiences (community service, internships, research, global learning, leadership, etc)? If so, encourage them to pursue Graduation with Leadership Distinction. Students that are interested in the process can make an appointment with Asheley Schryer.
- **Need a Leadership Distinction presentation?** Want to schedule a presentation for your student organization or class? Contact Liz Easley (EASLEYEA@mailbox.sc.edu) or Asheley Schryer (schryer@mailbox.sc.edu).
- **Student funding is available!** USCL students may apply for the Carolina Engage Grant - Center for Integrative and Experiential Learning | University of South Carolina (sc.edu) to successfully complete their beyond the classroom experience. Students can apply for up to $500 initially by describing in detail how the beyond the classroom experience connects to their personal, professional, and/or academic goals. Priority is given to students demonstrating significant need in order to engage in meaningful beyond the classroom experiences. Funding may be used for conference registrations, education abroad experiences, professional clothing for an internship, certain technology requests, and many other beyond the classroom activities. Eligibility Requirements:
    - Must be a full-time undergraduate student at UofSC Columbia or the Palmetto College regional campuses (Lancaster, Salkehatchie, Sumter, or Union)
    - Must have a 2.2 cumulative GPA or higher
    - Must be participating in a beyond the classroom experience
    - Must be willing to submit a reflection through Garnet Gate upon completion of the experience

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

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

MEETING: Faculty Organization Meeting – September 2, 2022

DATE: September 1, 2022

ATTACHMENTS: 0

INFORMATION ITEMS:

1) 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 1-800-633-3353 or 704-529-1428. More resources may be found on the vendor website www.mygroup.com

2) Please review your August 31, 2022 paycheck to ensure that 3% general increases, promotional increases, and/or salary equity adjustments are reflected if applicable. Your paycheck is in the HR/Payroll system https://hcm.ps.sc.edu under the Payroll tile.

   You may also view your base salary in the HR/Payroll system under the USC Profile tile.

   If you find a discrepancy, please contact me soon so that it may be reviewed and resolved.

3) Open Enrollment for benefits begins Saturday, October 1, 2022, and will end on Monday, October 31, 2022. Any changes made during Open Enrollment take effect on January 1, 2023.

   All subscribers are encouraged to make open enrollment changes by using the MyBenefits website located 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.

   Further details about Open Enrollment will be shared via email throughout the month of September and October.

4) The University of South Carolina Lancaster will be closed on Monday September 5, 2022 in observance of Labor Day.

Please be sure that student and temporary employees do not report working hours in the HR/Payroll system on the date mentioned above unless they actually work.

Campus will officially reopen on Tuesday September 6, 2022.

USC Lancaster Faculty Organization
Campus Technology Update
September 2, 2022

Highlights

> - **Classroom Audio/Video upgrades:** The full classroom audio/visual package has been installed in Founders Hall 001, 002 ,003, 104, 123, 126, 127, 128, 129, 130, 131, 223, 227, 228, 230, 231, and NASC 107. Crestron AirMedia(wireless presentation) is now an available input on the classrooms with the completed A/V package. Please contact the IT Team at uscltech@mailbox.sc.edu for more information and assistance with the classroom AirMedia feature. AirMedia will also be added to the remaining rooms scheduled for upgrade. Equipment backorders have delayed full installation of the classroom audio/visual packages in Founders 226, 229, 232 and All classrooms in the Bradley Arts and Sciences Building. Those installs are tentatively scheduled for completion by the start the Spring 2023 semester.

> - **Wireless network changes**: The campus wireless network is transitioning to an authenticated network for Faculty, Staff and Students. The usclfacstaf wireless option will phased out by the end of the year and most devices will be required to connect to the authenticated wireless network. The USCLAirmedia network is broadcasting and is available for devices used primarily for classroom instructional purposes. More information will be shared about the USCLAirmedia network and it's use at the November meeting.

> - **Shared Color Laser Printer replacement:** The color laser printers across campus will be replaced by the end of Spring 2023. The current inventory of CLPs were installed in 2013/2014 and have reached end of support with Hewlett Packard.

**UNIVERSITY OF
South Carolina**
LANCASTER

A Regional Palmetto College

**Matt Williamson
Director, Federal TRiO Programs**

**REPORT TO THE FACULTY ORGANIZATION
September 2, 2022**

Opportunity Scholars Program:

- We completed Part I of a very successful **Early Start 2022** on August 12th with 31 brand new Lancers making a smooth transition from high school to college. Thanks go out to **Andrea Campbell** and **Denise Jordan** for teaching the UNIV 101 course and to **Dr. Scott Whaley** for teaching the PCAM 299 (Mental Health in College) course. We also appreciate all faculty and staff who presented during these three weeks. The students were able to enjoy a fun outing at **Dave & Buster's** in Pineville, NC on the final day of the summer program. Part II of this summer bridge program is continuing through Fall I with the UNIV 101 class completing resume, Handshake, and e-Portfolio assignments.
- We are very proud of the following Early Starters who will be serving as **Lancer Ambassadors** this year: **Meghan Boyles-Randolph**; **Jonathan Galeano-Berrios**; **Michaela Johnson**; **Scott Meadows**; and **Rebecca Miller**
- The OSP project entered its new budget and reporting period on September 1, 2022. This represents the third year of a five-year grant cycle. We are funded to serve a minimum of 165 participants, and we ended the 2021-22 grant year with 178 low-income, first generation (LIFG), or disabled USCL students on our official roster.
- 68 new participants have been invited to attend **Group Orientation Luncheons** on Wednesday, September 7th and Tuesday, September 13th in the TRiO Learning Resource Center. These students will be joining our returning OSP participants as well as those who are participating in **Early Start 2022**.
- The next **OSP Luncheon** will be held on Wednesday, September 21st at 12:15 p.m. in the TRiO LRC. **Ashley Gadson** of **South Carolina Development Trainings** will be presenting on the importance of stress management.
- We are making tentative plans to take up to 30 OSP students to **Boone Hall Plantation & Gardens** in Mouth Pleasant, SC for a fall day trip on Friday, September 23, 2022.
- Additional plans are underway for an overnight cultural and educational trip to the Kill Devil Hills-Kitty Hawk-Nags Head (Outer Banks) area of the North Carolina coast during Fall Break on October 13-16, 2022.

Upward Bound:

- We were awarded a new five-year grant from the federal Department of Education (ED) for roughly $1.5 million to serve a minimum of 62 LIFG participants from our three target high schools in the Lancaster County School District (LCSD): Andrew Jackson, Buford, and Lancaster. This new award began on June 1, 2022 and will conclude on May 31, 2027. Though we were pleased to be refunded for another five years, we were somewhat disappointed in that we anticipated the new award to be in the ballpark of $1.8 million. The **Council for Opportunity in Education** (COE) has advised us that new awards were smaller than

anticipated due to the COVID-19 pandemic resulting in a nationwide pattern of unspent funds.

- Kudos to **Mark Ammons** and **Eddie Boykin** for spearheading an incredibly successful **2022 Upward Bound Summer Experience and Internship Academy**. The academic component of the Summer Experience concluded on July 22, 2022. We had nearly 30 rising ninth through 12th graders participate from our three target schools. During the six-week Summer Experience, we were able to offer supplemental instruction classes in the following areas: English Composition and Literature with **Charisse Witherspoon** from Lancaster High School; Mathematics with **Dr. Allan Pangburn**; Spanish with **Professor Sandra Ovalles**; and STEM and Lab Science with **Salwa Ghaly** from Indian Land High School. In addition, **Ashley Gadson** provided sessions on Conflict Resolution and Life Skills.
- The nine-week Internship Academy concluded on August 11, 2022. In addition to **Deans Collins and Lekan**, we greatly appreciate the following faculty and staff for presenting to our participants: **Professor Albert Blackmon**; **Eddie Boykin**; **Andrea Campbell**; **Dr. Courtney Catledge**; **Karlee Christian**; **Ken Cole**; **Justin Pearson**; **Bridgett Plexico**; and **Dominique Waller**. Participants also received information about careers requiring a four-year college degree from **Khadijah Cooke** (Essential Designs), **Michael Hudson** (E=MC2 Science Camp), **Nathan Mellichamp** (SC Works Catawba), and **Dr. Jonathan Phipps** (LCSD Superintendent).
- Four **Parent Information Sessions** for new participants were held on August 31-September 1, 2022.
- A **Welcome Back Session** for both new and returning participants will be held on Tuesday, September 6th at 4:30 p.m. in the TRiO LRC.
- A **Voting Matters** workshop for all participants will be conducted by **Lancaster County Voter Registration** on Tuesday, September 20th in the TRiO LRC at 4:30 p.m.

Student Organizations:

- **D.E.F.I.N.E.** will hold its first meeting on Tuesday, September 6th at 12:15 p.m. in the TRiO LRC. 2022 Palmetto College honors graduate, **Teresa "Missy" Melton**, will be presenting on human trafficking. Lunch will be provided. All female USCL students are welcome to attend.
- **G.E.N.T.S.** will be holding its first meeting on Wednesday, September 7th in the TRiO LRC at 12:15 p.m. Lunch will be provided, and all interested male USCL students are invited to join us.
- The Fall 2022 semester will also see the return of the **USCL Rotaract Club**, under the leadership of **Professor Stan Emanuel** and **Matt Williamson**. We are seeking all energetic students who have a desire to serve our local community. Dates for our upcoming meetings are still to be determined.

Community Service:

- **Rotaract**, in partnership with the **Lancaster Rotary Club**, provided 150 snack packs to the **USCL Student Food Pantry** on August 11, 2022.
- The **USCL Cares Back-to-School Campaign** is underway and will continue through Wednesday, September 21, 2022. Students in **Early Start 2022** have been collecting school supplies for needy children at **Brooklyn Springs Elementary School**, **Clinton Elementary School**, and **Southside Early Childhood Center**. Beginning next week, donation bins will be

placed in Founders Hall, Hubbard Hall, Starr Hall, and the TRiO LRC. All faculty, staff, and students are encouraged to participate in this worthwhile community service project.

- On Saturday, September 24th, members of the **G.E.N.T.S.** organization will be visiting the **Lancaster Children's Home** for an afternoon of conversation and lunch.

<u>Legislative Updates</u>:
- This summer, the House Appropriations Committee passed the Labor, Health and Human Services, and Education ("LHHS") funding bill for fiscal year 2023. The bill provides a $160.7 million increase for the Federal TRiO Programs for FY23 (Program Year 2023-24).
- We have been advised by **COE** that existing TRiO grants, such as our OSP and Upward Bound projects, are unlikely to benefit from this proposed increase in funding. The additional funding, if fully approved, will be designated to fund programs that missed the cutoff score in the most recent TRiO grant competitions.
- If anyone is interested in learning how you may support any of these 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
SEPTEMBER 2, 2022

SERVICE STATISTICS AND PROGAMS

- **2251** unique visits
- **124** LibGuide views
- **46** Study and Lounge Area Reservations
- **23** Community computer uses

CIRCULATION STATISTICS

- **45** General collection items circulated
- **2** AV collection items circulated
- **25** Graphic Novel collection items circulated
- **32** Juvenile collection items circulated
- **1** New Book collection items circulated
- **1** Oversize collection items circulated
- **4** On Display items circulated
- **21** Special Collection items circulated

UPCOMING EVENTS

- Tuesday, September 6, 3:00-5:00pm - Exhibit Opening for Amelia's Dollhouse
- September 20, 3:30pm – Banned Books Talk presented by Dr. Pat Lawrence

GENERAL AND ADMINISTRATIVE ACTIVITIES

- Prof. Christine Anderson is our new Director of Archives/Assistant Librarian.
- New bathroom signage was installed for the new gender-neutral bathrooms.
- Reference Collection shifted to 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/1FAIpQLSedUHSP4B1lin9BFQUZwff3SJhaHl9vcFsvECnTaMTLYcKd2A/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

Columbia Senate Report

USCL Members Reporting to USCL Faculty Organization

Date of Report: Sept 2, 2022, Faculty Meeting

Dates of Columbia Senate Meetings: April and June 2022

General

- Pres. Pastides described the legislative activity to restrict academic freedom, and the response of the university, AAUP, CHE, etc. By June, higher education was removed from the bill.

  He also discussed the changes to the Board of Trustees.

- Interim Provost Cutler described searches for academic leadership positions.

- Change to undergraduate academic probation and student support. Currently the probation policy requires all first-year freshman on probation to participate in an academic coaching session in the University Advisement Center. The intervention has seen some success. The Advisement Center and the Assistant and Associate Deans would like to see that intervention expanded to include first-year transfer students. https://sc.edu/about/offices_and_divisions/faculty_senate/faculty-toolbox/documents/facsen_meetings/2022_06_01_faculty_senate_meeting_documents/6_2_1_academic_standards_policies_scholastic_standing_and_petition_committee_4_25_22.pdf

- *Carolina Online* admissions standards https://sc.edu/about/offices_and_divisions/faculty_senate/faculty-toolbox/documents/facsen_meetings/2022_06_01_faculty_senate_meeting_documents/6_3_1_carolina_online_admission_standards_fs_admissions_committee_approved.pdf

- Behavior/Criminal infractions for *Carolina Online* students https://sc.edu/about/offices_and_divisions/faculty_senate/faculty-toolbox/documents/facsen_meetings/2022_06_01_faculty_senate_meeting_documents/6_3_2_behavior_criminal_offense_policy_for_carolina_online_fs_admissions_committee_approved.pdf

- Report from Ad-Hoc Committee on Freedom of Expression. https://sc.edu/about/offices_and_divisions/faculty_senate/faculty-toolbox/documents/facsen_meetings/2022_06_01_faculty_senate_meeting_documents/6_4_1_freedom_of_expression_final_report_5_13.pdf

- Resolution to adopt a $15/hr minimum wage at the university https://sc.edu/about/offices_and_divisions/faculty_senate/faculty-

- Updates to the Columbia faculty manual on bullying/civility, consensual relationships, and resolution reviews.

- The Faculty Senate Committee on Instructional Development (INDEV) was charged with proposing a process for revisions to the Carolina Core. INDEV proposed that a committee should be formed to review the existing Carolina Core and, after review, propose recommendations for revisions to the Core. Hence the name, "Carolina Core Review & Revision Committee"(CCRRC). Palmetto College has one seat on the new committee (out of 18 members). The committee will look at gen ed at peer/peer-aspirant universities. They will consider best practices for gen ed, DEI, staffing, and teaching/learning. *There is additional, detailed information at the end of this document.*

- Faculty Welfare discussing the unequal impact of COVID on faculty who are caregivers. Discussion of how to support those faculty. Also discussion on the impact of COVID on course evaluations.

- Report on UofSC potentially divesting from fossil fuels.

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/prop
osals/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 February meeting.

- Change in Course:

  o   BIOL 220 (SCI designation).

  o   ACCT 404.

- New Courses:

  o   MKTG 470 (digital marketing and social media analytics)

- Terminated Courses

  o   None.

- Change in Degree Program

  o   Chemistry BS, BSC, and minor.

- Spanish minor.
  - English BA.
  - Film and Media Studies BA.
  - Russian Concentration.
  - Italian Minor.
  - Psychology BS.
  - Comp. Inf. Systems BS.
  - Comp. Sci. BSCS.
  - Comp Eng. BSE.
  - HRTM minor.
  - Sports Media concentration.
- New Degree Programs
  - Environmental and Sustainable Engineering Minor.
- Courses Approved for Distributed Learning Delivery
  - ARTS 570, CRJU 420, ENGL 280, ENGL 419, ENGL 429, ENGL 431A, ENGL 431B, ENGL 432, HIST 105, ITAL 311, POLI 101, POLI 315, PSYC 221, PSYC 300.
  - FINA 365, FINA 369, FINA 469, FINA 472, MKTG 352, IBUS 402.
  - JOUR 285.
  - CJRU 558, ITAL 230,
- Courses Approved for Graduation with Leadership Distinction: See online document https://sc.edu/about/offices_and_divisions/faculty_senate/documents/facsen_mee tings/2020-12-02.cc_usc_connect_approved_elos.pdf

Additional Info about Carolina Core Review and Revision Committee

InDev presented a process to revise the Carolina Core. The revision process will be done by the formation of the CCRRC committee. This committee will be made up of the 5 faculty members from the College of Arts and Science, 2 faculty members from Darla Moore School of Business, 2 faculty members from College of Engineering and Computing, and 1 faculty member from each of the following: College of Education, HRSM, Information and Communications, College of Music, College of Nursing, College of Pharmacy, College of Public Health, College of Social Work, and Palmetto College. These members will be voting members. There will also be the following non-voting members: 1 member from the Office of the Provost, 1 member from the University of Advising Center, and 1 member from the Universities Library. The Faculty Senate has to

approve all members of the CCRC Committee and will elect the chair of the committee.

The CCRC will complete the following steps:

1. Data Collection and Review Process:

    a. Data collection and review will be global. Peer and peer aspirant information will be collected. Data will include relevant accreditation requirements and recommendations. "Robust benchmarking research" will include best practices for a) general education, b) diversity, equity, and inclusion, c) staffing, and d) staffing.

    b. Regarding local data collection, there will be Carolina Core Assessment reports. Infrastructure and internal practices, including software and advising, major map structures, and course approval structure, online course offerings etc.

    c. Reported issues with Carolina Core include transfer difficulties (internal and external), assessment issues, accreditation issues, overlay issues, inconsistent practices among programs will be examined.

    d. Stakeholder engagement: Solicit and respond to a diverse set of stakeholders, including two categories a) required and b) suggested.

    e. Required stakeholder engagement will include the entities below:

        i. Faculty at department and program levels

        ii. Deans

        iii. APLS

        iv. Academic advisors

        v. Office of Diversity, Equity, and Inclusion

        vi. Current students

        vii. OIRAA

        viii. Libraries

        ix. Palmetto college4

    f. President's office recommended stakeholder engagement includes: alumni, graduate students teaching the Carolina Core, and Business partners in industry

2. Present a report of the findings to Senate and stakeholders

3. Developing and presenting a process for improving the Carolina Core

4. Faculty Senate must approve the final process for improving the Carolina Core.

5. Implementing the Revised Carolina Core.

Community College Survey of Student Engagement (CCSSE) Overview

Introduction
- Palmetto College plans to administer the Community College Survey of Student Engagement (CCSSE) across all four campuses during the Spring 2023 semester.
- USC Sumter has been administering the survey on a two-year cycle since 2016 and has used the data to inform decisions and to integrate with institutional effectiveness.
- UofSC Columbia administers NSSE, a similar survey on a two-year cycle, which is also scheduled to run again in Spring 2023.
- The survey data will be used for feedback to the campus and faculty/staff related to how students are engaging with the campus, which contribute to learning, retention, and completion.
- Campuses will designate leads for administration of the survey and coordination with faculty for selected course sections.

CCSSE Background
- The CCSSE was established in 2001 as a project of the Community College Leadership Program at The University of Texas at Austin. Grants from several funders have supported the work over the years. The Center also works in partnership with NSSE, a survey that focuses on four-year colleges and universities
- CCSSE is a product and service of the Center for Community College Student Engagement, which is part of the Program for Higher Education Leadership in the Department of Educational Leadership and Policy at The University of Texas at Austin.
- Member colleges represent an overwhelming majority of all accredited, public, associate-degree-granting two-year institutions in the United States.
- The Center staff receives expert guidance from a National Advisory Board. Board members include representatives from key partner organizations, community college presidents, and state directors of community colleges.
- The instrument is a versatile, research-based tool appropriate for multiple uses. The survey asks questions that assess institutional practices and student behaviors that are correlated highly with student learning and student retention.
- The survey asks students about their college experiences: how they spend their time; what they feel they have gained from their classes; how they assess their relationships and interactions with faculty, counselors, and peers; what kinds of work they are challenged to do; how the college supports their learning; and so on.
- CCSSE Benchmarks: 1) Active and Collaborative Learning, 2) Student Effort, 3) Academic Challenge, 4) Student-Faculty Interaction, and 5) Support for Learners.

Administration of the Survey
- When: CCSSE is administered during the spring academic term (February through April).
- Where and How: In the classroom, CCSSE is administered as a pencil-and-paper survey to students in randomly selected credit courses. Faculty are not responsible for administering the survey. The administration will be handled by the designated campus lead.
- Classroom Time: Historically, the survey has taken students up to 45 minutes to complete.
- Sample: 50-60 active sections following drop/add (excluding first eight-week courses)
- Notification: Faculty of selected course sections will be notified shortly after the first drop/add period of the spring semester (mid-January).

Learn more at https://www.ccsse.org/