

**USC Lancaster Faculty Meeting Minutes
November 3, 2023**

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Faculty Meeting Minutes

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CALL TO ORDER: 12:31, PM D. Lawrence

CORRECTION/APPROVAL OF MINUTES: The minutes of the October Faculty Organization meeting were approved.

REPORTS OF OFFICERS:

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

Page 1: As of 10/26/23 enrollment was at 2239, which is up 1/3 over last fall. Enrollment is up for regular, on-campus students as well as dual credit and transfer students. Faculty searches: the business position interviews are Mon and Tues, with search committees getting started on 2 others. Athletics competition: women's soccer team playing today in district tournament (they won their regional tournament last week). Men's soccer was runner up in their regional tournament. Congratulations to volleyball all-region recognition students.

Page 2: Buddy Faile will do our campus budget update 11/16 at 12:20 and 2:30, all faculty and staff welcome. NAS week is ongoing with former Catawba Chief and potter Bill Harris at today's Faculty Forum, and a full list of activities was sent to the campus

via email. Equity and athletics report was submitted to the US Department of Education. Next week is the First-Generation Student Celebration. Faculty and staff are welcome to apply for this year's RPS grant due 11/30. The holiday luncheon is 12/12. Also, there will be opportunities to give for scholarship programs this month.

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

Page 1: Thanks for participating in the scholarship luncheon this week. There was a successful open house last Saturday morning. Admissions: call for faculty to help us recruit new students. Could you help by volunteering to do a 1 min spotlight on who you are and what your passion is with research, teaching, etc. Reach out to Aubrey Stewart. Student affairs committee is processing the CCSE surveys and should share results at the December FO meeting. Last withdraw date is 11/8 – have those discussions with students. Academic affairs can also talk to them. Thanks to faculty on search committees.

Page 2: RISE grant call for proposals due 12/20 but please tell Todd Lekan by 12/1 if you are planning to submit. See report for faculty accomplishments: Sahar Aghasafari, Amy Gerald, Chris Judge, Tamika Lewis, McKenzie Lemhouse, Erin Moon-Kelly, Evan Noe, Nahid Swails. Lancaster Players Silent Night, Erin Moon-Kelly holiday performances.

Counseling Services– Tamika Lewis

This Thursday at noon in the Bradley building multipurpose room we will host a Chat, Chew & Thank You drop in for faculty and staff at Counseling Services.

REPORTS OF COMMITTEES:

USC SYSTEM COMMITTEES:

Columbia Faculty Senate – J. Yarosh, report submitted (Appendix 5).

USC is planning to implement a \$20 per course book fee through Barnes and Nobles, which manages its bookstore. There will be a Teaching Technology task force looking at LMSs. Fall 2024 everyone must use BB Ultra, but only maybe a year through the end of the contract. Contact Columbia Faculty Senate chair Wayne Outten if you are interested in serving in that capacity.

LOCAL COMMITTEES:

Athletics Advisory Committee Report – B. Obi Johnson, report submitted (Appendix 6).

Evan Noe chaired the October meeting where last FO meeting's concerns were discussed. The committee does plan to reimplement the mid-semester check-in in the spring semester. There is also currently a staff opening for a liaison. There will be a

faculty forum Friday 11/10 to discuss the concerns so as not to take up so much of the FO meeting time.

RPS Steering Committee Report – S. Sellhorst, report submitted (Appendix 10)

Call for proposals for RPS grants through 11/30 -- the drop box link is set up for submissions by 5pm. Use budget form that has been updated because fringe calculations are updated. All who received a grant last year will meet to determine this year's funding.

Student Affairs Report – S. Cruise

If you have a student who is a creative writer, talk to Nick Lawrence, who is spearheading a writing contest (\$100 prize). There will be advertising for this in the spring. Intending to amend the travel-study handbook for ADA guidelines. A preview of the CCSE surveys indicates that we are average compared to like schools in the US. We can use that information for discussion about topics that impact our campus. Student representative on committee gave good feedback: students are concerned that faculty don't participate in student events, so they don't participate. Also a concern is the lack of dining options on campus. Students want some sort of option like a café, especially with growing number of out of state and international students without transportation.

Q: Will we be purchasing a food truck for campus? Does contract with bookstore prevent us from having a food option?

A. (Walt Collins): bookstore contract is no longer a roadblock, idea of food truck is still alive, but we have no specific time frame.

SPECIAL ORDERS:

Election of campus nominees for PCC Excellence Awards. Please vote on BB page, at organizations, USCL FO through Monday 11/6.

Vote results: Teaching: D. Lawrence; Service: Bettie Obi-Johnson; Scholarship: Evan Nooe.

ANNOUNCEMENTS:

D. Lawrence: Next Faculty Forum 12/1 11:15 Marybeth Berry on "Devised Theatre: Creating Performance Work from the Inside Out." There is a full slate for spring FFs.

S. Cruise: We are making thank you baskets for maintenance and security staff. UNIV 101 students shop and make the baskets. Please make donations via cash, PayPal, or food donations.

Todd Day will be presenting on the life and legacy of civil rights icon Bayard Rustin at 12:15 on Thursday, November 16 in TRiO.

ADJOURNMENT: 1:03 pm

ATTENDING: Sahar Aghasafari, Shemsi Alhaddad, Mark Ammons, Albert Blackmon, Anthony Brockington, Chris Bundrick, Li Cai, Andrea Campbell, Steven Campbell, Jill Castiglia, Courtney Catledge, Kenneth Cole, Walt Collins, Kim Covington, Susan Cruise, Jerry Currence, Liz Easley, Stan Emanuel, Danelle Faulkenberry, Amy Gerald, Darris Hassell, Claudia Heinemann-Priest, Amy Hood, Ernest Jenkins, Dana Lawrence, Nick Lawrence, Todd Lekan, McKenzie Lemhouse, Tamika Lewis, Fernanda Marques Burke, Lynette Martek, Sue Mazzullo, Erin Moon-Kelly, Angela Neal, Bettie Obi-Johnson, Phillip Parker, Suzanne Penuel, Bridgett Plexico, Jeff Rammage, Kim Richardson, David Roberts, Deborah Rowell, Peter Seipel, Sarah Sellhorst, Jerrod Yarosh.

ABSENT: Connor Austell, Marybeth Berry, Adam Biggs, Mark Coe, Stephen Criswell, Annette Duker-Golonka, Rebecca Freeman, Jason Holt, Kate Holland, Howard Kingkade, Pat Lawrence, Evan Nooe, Todd Scarlett, Nahid Swails, Brittany Taylor-Driggers, Andrew Yingst.

Faculty Secretary: Document submitted by A. Gerald on November 20, 2023, for faculty and staff review.



UNIVERSITY OF
South Carolina
LANCASTER

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

Report to the Faculty Organization of USC Lancaster
November 3, 2023

People

Enrollment

Fall 2023 enrollment froze at an historic high and up in both traditional on-campus students and dual credit students. **As of October 26, we are at 2239 for headcount enrollment (up 33.19% over last Fall semester's enrollment freeze).** Thanks to all who assisted with setting this record. Registration for Spring 2024 is now underway.

Faculty search continuing:

Instructor of Business (with responsibilities for AS in Business accreditation oversight)—**interviews will take place on campus on November 6 and 7. Many thanks to the search committee members.**

Faculty searches beginning:

Assistant Professor of History/African American Studies
Assistant Professor of Library/Director of Archives

Thanks to all who have stepped forward to serve on these committees.

Athletics

The men's soccer and volleyball seasons have concluded. **The men's soccer team ended the season as Region Tournament runners up.**

Congratulations to the women's soccer team members who won their Region Tournament and are Region Champions! They play again today in Atlanta in the District Tournament. Good luck, Lancers!

Volleyball finished with an overall record of 19-13 and a Region 10 regular season finish in second place. The women lost to Monroe College from Rochester, New York in the semifinals of the Region 10 Tournament. **Receiving All-Region First Team recognition are Tristan Craine and Trista Lindler. Receiving All-Region Second Team recognition are Olivia Gandy and Olivia Noffsinger. Congratulations!**

Campus Finances

The **Dean's Budget Advisory Group** will meet soon to review campus finances. Buddy Faile will present a **campus budget update on Thursday, November 16 with identical sessions at 12:20 and 2:30**. The presentation will be delivered virtually, and a link will be shared beforehand.

Other items...

- **Native American Studies Week** runs November 1-10. [This link](#) lists all associated activities. The next **Lunch and Learn at the NASC** is scheduled for Nov. 10 at noon with a talk entitled "From Traditional Lacrosse to Olympians: How Native American Athletes Have Made Their Historical Mark" by Vincent Schilling (Akwesasne Mohawk), Founder and Editor of *Native Viewpoint*, CEO and President of Schilling Media, Inc. This program will be presented virtually; register via this link: <https://bit.ly/3Pq9CE5>.
- Many thanks to Mr. Buddy Faile for completing and submitting the USC Lancaster **Equity in Athletics** report to the federal Department of Education.
- USC Lancaster's 3rd Annual **First-Generation College Student Celebration** will be held on Wednesday, 11/8. Please watch for further information and details.
- USC Lancaster **Research and Productive Scholarship Grant applications** are due by 5:00 pm on Thursday, November 30. Both faculty and staff are eligible to apply. More information will be shared by the committee.
- The annual **Dr. Richard Gannaway Scholarship Luncheon** has held on Wednesday, November 1 at noon in the Arnold Special Events Room. We had approximately 250 in attendance. We have awarded nearly \$300,000 in scholarships this year.
- The faculty/staff **Holiday Luncheon** is scheduled for Tuesday, December 12 from 11:30 to 1:30 in the Arnold Special Events Room. The call for RSVPs is forthcoming.
- The **scholarship application due date for continuing and transfer students is being changed from April 1 to March 15 beginning in 2024**. Please communicate this new deadline to continuing students or transfers who wish to apply for USC Lancaster scholarships.
- USC Lancaster's Dr. Pat Lawrence and Dr. Dwayne Brown will provide an **ACT/SAT Workshop for LHS students** as part of the Lancaster Promise Neighborhood program. The sessions, offered in November and December, will be offered on 4 Saturdays on campus.
- Development Reminders:
 - We will participate in **Give Local** on National Philanthropy Day: Wednesday, Nov. 15, 2023. Please consider a donation to the Educational Foundation of USC Lancaster during this annual day of giving. More information will be shared via email soon.
 - **Big Thursday of Lancaster** will be hosting their annual event this year on Thursday, Nov. 16. A portion of the funds raised are contributed to the Big Thursday Scholarship at USC Lancaster which supports Lancaster County students attending USC Lancaster.



Todd Lekan, Associate Dean for Academic & Student Affairs

REPORT TO THE FACULTY ORGANIZATION
November 3, 2023

- **Scholarship Luncheon and Open House.** USCL hosted two important events this last week honoring our current students and showcasing USCL excellence to our future students. Thanks to everyone who attended the Scholarship Luncheon this last Wednesday. I know that it means a lot to our students to see their faculty mentors at events like this. Also, a big thanks to Aubrey Stewart and Nick Jones for organizing the USLC Open House last Saturday morning. 55 guests attended the event.
- **Faculty Interviews for Admissions.** We know that showcasing our faculty is one of the best ways to recruit new students. To that end we are organizing brief 1-minute videos spotlighting faculty. If you would like to give a spotlight please contact Aubrey Stewart, Executive Director of Enrollment Management: AS310@mailbox.sc.edu. Thanks!
- **CCSE Surveys.** The USCL Student Affairs Committee reviewed the results of the survey on Monday. Action plans will be forthcoming.
- **Last Day to Withdraw.** Wednesday, November 8 is the last day for students to withdraw from the 16-week semester. Before this day, please have conversations with students who are in academic trouble, encouraging them to reach out to their advisors for guidance.
- **Faculty Searches.** Two faculty searches have officially commenced. Many thanks to the faculty colleagues who have volunteered to be on the search committees.
 - *Tenure Track Director of Archives.* Committee membership:
 - i. Stephen Criswell (Humanities)
 - ii. Allan Pangburn (MSNPH)
 - iii. Chris Judge (BBCEL)
 - iv. Rebecca Freeman (BBCEL)

- *Tenure-Track Professor of History and African American Studies* Committee Membership:
 - i. Suzette Taylor (MSNPH)
 - ii. Kim Richardson (Humanities)
 - iii. Evan Nooe (Humanities)
 - iv. McKenzie Lemhouse (MSNPH)

- **The Office of the Vice President for Research is pleased to issue the call for 2024 RISE grant proposals.** The Research Initiative for Summer Engagement program (RISE) provides funds for summer research to faculty members working at USC Aiken, Beaufort, Upstate, and Palmetto College campuses through a competitive application process. Visit the [Office of the Vice President for Research website](#) to download the RISE RFPs and application materials. A *RISE webinar for Palmetto College campuses is offered at noon on Friday, November 3rd* providing an overview of RISE, the application process, and Q&A. [Please register to attend here.](#) This session is optional - it is not required for proposal submission. **Proposals are due in USCeRA by 5:00 p.m. on Wednesday, December 20, 2023.**

Note: if you intend to submit a RISE grant **please notify me at tlekan@mailbox.sc.edu by December 1, 2023.** Please just include your project's title and a brief description (not the entire proposal). This will ensure that your proposal gets recommended in a timely fashion.

- **Recent Faculty Accomplishments.**

- **Sahar Aghasafari** was accepted as a Signature Membership (Juried) at the National Association of Women Artists, Inc. (NAWA), 2023.

Sahar participated in an Online Group Exhibition, " Persian Tigress Serenade: The Velvet Bond" National Association of Women Artists (NAWA), 2023.

Sahar serves as a reviewer, *International Society for Technology in Education* (ISTE24), 2023.

Sahar was invited to review proposals for the ISTE 24 conference, backed by the largest and most competitive educational technology journal. Her role involves evaluating proposals on educational technology.

Sahar is a reviewer for the *Science Education Journal*, 2023- present. She is invited to review papers in the STEAM field for the Science Education Journal and she recently completed a review for a paper in this area.

- **Amy Gerald** presented a paper titled “Southern (Dis)comfort: A White Woman’s Critique of a Black Woman’s Work,” as part of the panel “White Privilege and Coalition Building: Embrace Discomfort and Do the Work” at the Feminisms and Rhetorics Conference at Spellman College in Atlanta, Sept 30-Oct 3. At the same conference, she also presented a poster based on her Business Writing class's partnership with the Lancaster Promise Neighborhood: “Navigating the Town and Gown Trope: Community Partnerships through Project-Based Learning.”
- **Chris Judge** presented lectures offered by the Historic Port Royal Foundation on October 26. Chris’ talks were for the first Annual Dr. Lawrence S. Rowland Lecture Series. The topics were: “Precontact Native American Societies on the Lower SC Coast” and “South Carolina Native American Societies after Contact.”
- **Tamika Lewis** presented at the 11th Annual Black Doctoral Network Conference in Atlanta, GA on October 21, 2023. The presentation topic was, “Analyzing Systemic Factors When Counseling Black Women of Christian Faith in the United States.”
- **McKenzie Lemhouse** recently completed the [Certificate in Open Education Librarianship](#) program offered by the Open Education Network. I am also transitioning into the head editor role for [South Carolina Libraries](#) as of this month.
- **Erin Moon-Kelley** participated in a concert offered by the Charlotte Concert Band which sold over 600 tickets for its concert at the brand-new AMP at Ballantyne on October 21. This is the non-profit organization's largest audience in its 60-year history.
- **Evan Nooe** presented a research paper titled *Crafting "Classic Florida Fare" at Disney Springs: Foodways as Theme at Art Smith's Homecoming Restaurant* at the 2023 Northeast Popular Culture Association annual conference on October 14.
- **Nahid Swails** gave a talk related to her research, titled "Advances in Joining Materials Using Innovative Welding Techniques," at the Southern Atlantic Coast Section of the American Association of Physics Teachers (SACS AAPT) conference on October 19th.

UPCOMING AND CURRENT EVENTS:

- **The Native American Studies Center** is sponsoring its 18th annual Native American Studies Week from November 1-10. Please see this page for information:
<https://nativeamericanstudiescenter.godaddysites.com/upcoming-events>

- **The Lancaster Players** will perform *Silent Night* on December 1st & 2nd @ 7:30pm; December 3rd @ 2pm. For information and tickets:

https://sc.edu/about/system_and_campuses/lancaster/experience/clubs_and_organizations/lancaster_players/

- **From Erin Moon-Kelly:**

Christmas in the City Musical Finale!

December 3, 2023 2:00 PM

Historic Springs House

201 W. Gay St. Lancaster, SC 29720

Featuring Erin Moon-Kelly (flute and piccolo), Bette Acker (flute and Native American flute), and Charles Acker (voice/sing-a-long). Produced By EMK Music and the Lancaster County Council for the Arts

Want to start the 2023 holiday season with a bang and a twist? Look no further! EMK Music and the Lancaster County Council for the Arts team up to bring you a musical finale unlike any traditional music show around! Bette Acker will show off the beauty of the Native American flute with her own arrangements of traditional winter themed folk tunes. Erin Moon-Kelly shows off the beauty of the piccolo with a variation fanfare of “O Come, All Ye Faithful,” and showcases Matt Riley’s arrangement of “Carol of the Bells/God Rest Ye Merry Gentleman” that can give Tran Siberian Orchestra a run for their money! And, we are going to have a sing-a-long this year led by vocalist Charles Acker. Everybody gets to have fun! Yes, there will be lyrics sheets available for those who need help remembering the versus. **FREE ADMISSION AND PARKING! DONATIONS FOR THE LANCASTER COUNTY COUNCIL FOR THE ARTS GREATLY APPRECIATED!** Want to know more?

Visit <https://www.artslancaster.com/> or www.emk-music.com for more information. See you there!

December 16, 2023 at 4:00 PM

“WORLDWIDE YULETIDE” at Christ Lutheran Church

4519 Providence Rd. Charlotte, NC 28226

For Tickets, visit <https://www.charlotteconcertband.org/concerts.html>

If Santa travels the world in one night, so can you! Catch the holiday spirit as the Charlotte Concert Band presents beloved Christmas tunes from around the globe. Our annual, family-friendly wintertime concert features enchanting and riveting music selections that are sure to start your holiday season off right.

Report to the USC Lancaster Faculty Organization

Academic Success Center

Patrick Lawrence, Director

Announcements

- On Nov. 14th, we'll welcome celebrity tutor Dr. Jason Holt to Math Lab; please encourage interested students to come by any time between 12 and 1 to work with Dr. Holt.
- The ASC will be closed 11/22 and 11/23 for Thanksgiving break. We will reopen on 11/27.

Recent and Upcoming Events Overview

On October 9th, the ASC hosted a conversation on artificial intelligence technologies' place in the university that featured faculty from across the academic divisions. The provocative and generative discussion drew 24 attendees, while the video of the discussion has been viewed 28 times on our YouTube channel. If you or your students missed the event and would like to see the video, it can be found here: https://youtu.be/pJZzX6kjI_g

On October 19th, the ASC participated in the Olde English Consortium's Junior Scholars day, hosting over 70 high school juniors from the Consortium's 7-county service area. Two of our peer tutors, Claire Stone and Zoe Bowers, presented a workshop on study skills and answered student questions about choosing a college and adapting to college life.

We are experiencing unexplained difficulties with our automatic tutoring reports. If you typically receive these, please take a moment to verify that you are receiving them as we work to correct the issue.

Summary of Tutoring Data

Year-to-year trends: the data reflect what we knew anecdotally: the center has experienced an explosive rise in demand, more than doubling the number of sessions in October 2022. This is driven by growth across all formats, but also by two well-attended review sessions offered through our Health Sciences Studio service. The students-served data suggests we are seeing a higher proportion of repeat clients, which we will take into account as we near our current service capacity.

Session distribution trends: Students continued to prefer in-person sessions by a wide margin in October. We also saw increased demand for all of our studio services. Students this semester seem to value this style of drop-in assistance more than they did in the past, though we are still monitoring attendance numbers to ensure their long-term viability. The ration of virtual to in-person appointments remained relatively steady compared to prior months.

(See charts below for more complete data.)

Contact Information

Phone: 803-313-7113

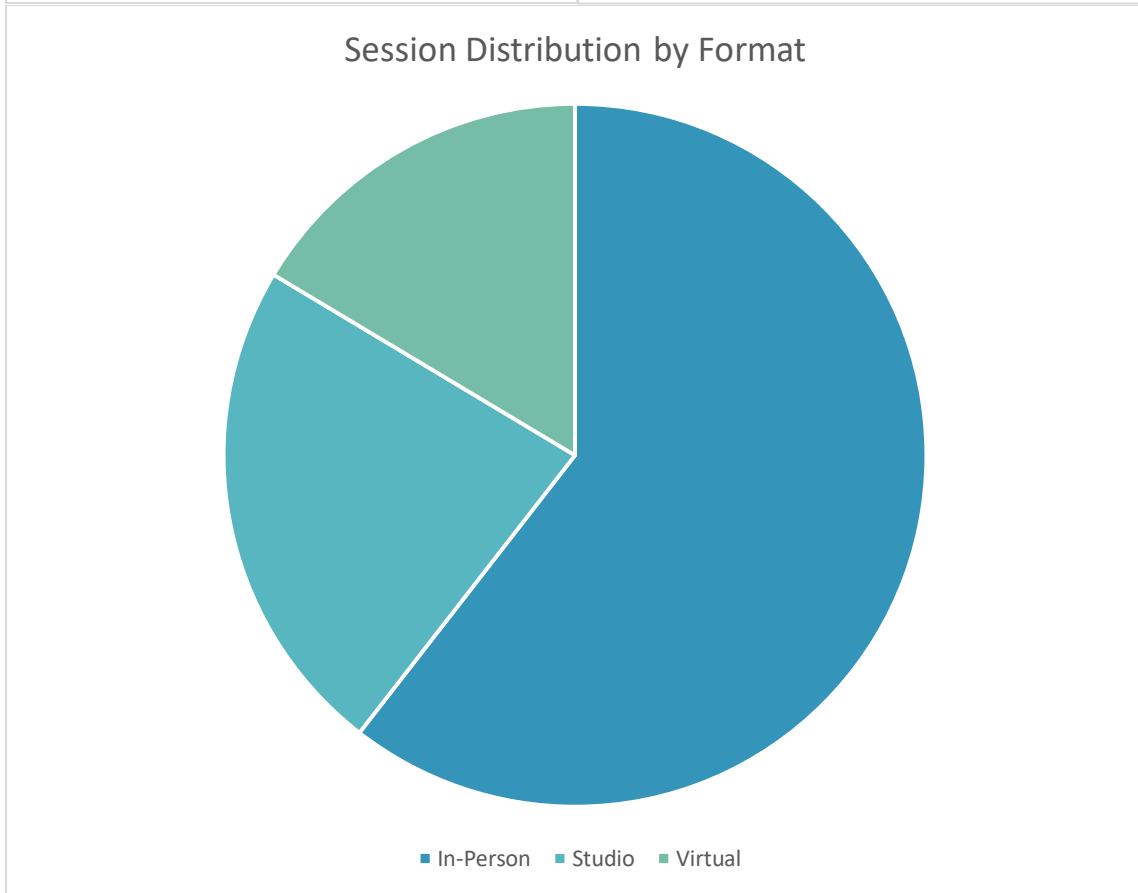
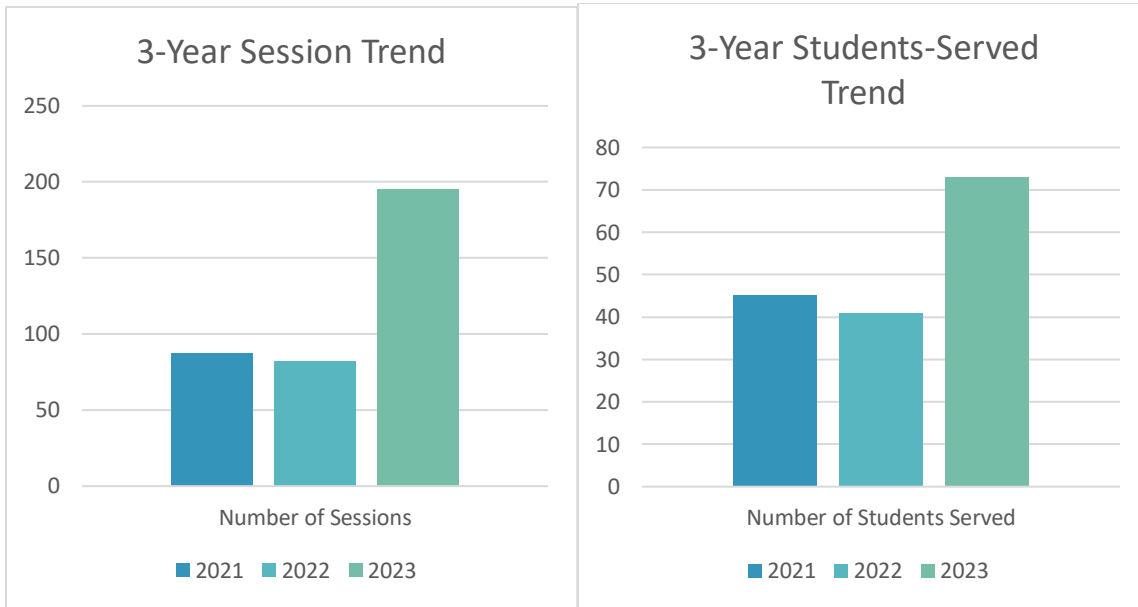
Web: sc.ed/lancaster/asc

Twitter: @USCLASC

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

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

Appendix: October Tutoring Data



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

MEETING: Faculty Organization Meeting- November 3, 2023

TODAY'S DATE: November 1, 2023

ATTACHMENTS: 1

INFORMATION ITEMS:

1) Donate Annual and Sick Leave

Please consider donating annual and sick leave time to the USC Leave Transfer Pool. The leave pool is used by USC employees who are experiencing personal emergencies and do not have enough leave to cover their absence from work.

Leave must be donated by December 2, 2023.

Leave donation request are now submitted through the Time and Absence system.

<https://hcm.ps.sc.edu>

The Leave Transfer Job Aid is located at this link

https://www.sc.edu/about/offices_and_divisions/payroll/documents/time_labor/request_to_donate_leave_eetl_abs_6_12_final.pdf

If you are unable to access the Job Aid through the link, please use the attachment.

2) Employee Assistance Program

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

Our EAP vendor McLaughlin Young Group (Mygroup) provides the following types of services: Assessment and Counseling, Online Services, Legal Access Services, Financial Services, and Education and Training.

Except for fees associated with the purchase of legal documents, the EAP provides up to six counseling sessions per person, per issue, per year at no cost to university faculty, staff, and their immediate household members.

Employees and their dependents have access to counselors 24 hours a day 365 days a year by calling 800-633-3353 or 704-529-1428. More resources are available on the vendor website www.mygroup.com using the username "USC" and password "guest," or download the Mygroup app.

3) Rehire Student Assistants and Temporary Employees

Please submit approved Personnel Request Forms to rehire student assistants and temporary employees for Spring 2023 as soon as possible. Submitting them between now and Thanksgiving break is ideal.

Students

Remember the hourly rate for a student assistant on the Lancaster campus should be \$9.00 unless approval is received for a higher rate. Students may work up to 20 hours per week during the Spring semester. Student employment for Spring semester ends on May 15, 2024.

To be eligible for hire students must be pre-registered for at least 6-credit hours for Spring 2024.

Please view the Student Employment Policy for further information.

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

Temporary Employees

The Christmas break is only eleven (11) calendar days. If a temporary employee intends to take their annual 15-day separation during the break, please be sure that they have a full 15-day calendar break. If you want a temporary employee to return when the campus reopens on January 2, 2024 and have a separation their last working day should be on or before December 17, 2023.

Personnel Request Forms

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

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

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

4) Campus Closure

Our campus will be closed on Thursday November 23, 2023 and Friday November 24, 2023 in recognition of Thanksgiving. Campus will officially reopen on Monday November 27, 2023.

We will also be closed from Friday December 22, 2023 – Friday December 29, 2023 in recognition of Christmas.

In addition, we will be closed on Monday January 1, 2024 in recognition of New Year's Day. Campus will officially reopen on Tuesday January 2, 2024.

Faculty and FTE Staff are not required to make any submission on their timesheets in reference to the holidays.

Please be sure that students and temporary employees do not report working hours in the Time and Absence System on the days listed above unless they actually work.

Columbia Faculty Senate 10-4-23

Meeting notes are not verbatim and have the general tenor of content covered (see future posted recording for exact specifics).

Provost/President Report:

- The president of the university could not be in attendance as they are meeting with donors and the university committee throughout this week. The provost gave a short update on the Bridge to Faculty program. The plan is to have 12 positions/hires and 6 of the have been filled. Currently, 23 departments have submitted applications and are currently under review.
- Columbia is currently testing out an app called Circle-In (I believe that is its name) that utilizes a social media-like platform for students to engage with each other as well as TAs. The goal of this is to help build a sense of community in courses that have high DFW rates. The current classes are Accounting and Calculus. These classes were picked given the DFW rate as well as the high enrollment. Currently, USC is the number one university in usage of the app, which is a NSF project. Currently there are almost 1200 users and over 7000 flashcards made. Students are currently using it for direct messaging, homework issues, thanks each other, and it seems to be creating a culture of appreciation. From the faculty side of things, they find it useful by getting feedback from students. How were these classes selected? Large courses and DFW rate and pay to be part of the NSF study.
- Additional points were:
 - Teaching evaluation response rate for the university is at 23% these play a key role in T&P and thus we want to have more than less. Currently there are discussions of and having focus groups for what platforms are best, be it paper, electronic, in-class, outside of class, as well as what barriers exist (i.e. too many questions, too many evaluations, some sort of incentive to complete them, and so on).
- Lastly, the first year reading program is reevaluating and is the process of beginning to meet with a combination of student and faculty, looking for best practices and how to create a better experience.

Curricula and Courses Committee Report:

- Of importance is that if one is planning on having a new course in the fall that needs approval it should be submitted by October 25th.
- The committee reviewed 45 new proposals and there was a discussion of the three certificates (i.e. Data Visualization, Project Leadership and Management, and Strategic Thinking). The discussion centered on how the current process to get a course approved does not seem to apply to certificates and that these are housed under Interdisciplinary Studies. The system/process may need to be looked at and reviewed to make sure it is functional and works for all options and the home for these may not fit with the current language/system. The committee did not discuss this issue and a representative of Interdisciplinary Studies Committee was on hand to address the question/concern. They provide guidance to the provost and had

representation from each college and went course by course to design the certificates. This process has been used in the past and was utilized here and was not just created for these certificates.

- The motion to approve the 45 proposals passed.

Faculty Advisor Committee Report:

- The committee presented a motion to adjust the language to the Graduate Council specifying composition as well as including a provision that colleges with 400+ graduate students had greater representation. The proposed change does not alter the function of the council. This motion will be voted on in the November meeting.

Scholastics Standards and Petitions Report:

- The committee wanted to offer and present some changes to clarify language focusing on grade forgiveness and how the wording at Columbia and the regional campuses differs/policies are not the same. Additionally, the change in language is also to allow for greater clarity for Dual Enrolled students. The proposed changes will be posted on the faculty senate's website shortly. A vote will happen in the November meeting.

Admissions Committee Report:

- The committee reported two motions
 - The first motion was to keep the Test optional admissions (thus not requiring students to submit SAT/ACT scores). The current policy of test optional was enacted during the pandemic and had a lifespan until 2023. Non-tested students performed as well if not better than those who did submit SAT/ACT scores. The motion is to keep the test optional policy for the foreseeable future and or until the committee sees a need to change/adjust this practice. The motion passed after the following discussion.
 - Discussion ensued and focused on whether this affects those who could benefit from submitting them, scholarship both university and state, and what the benefit of this optional stance is. The response was that that this does not affect admission, students are reviewed holistically and this can be one part but not the only part under consideration. Keeping USC test optional keeps us competitive as most other schools have adopted and marinated this practice, thus a change back would put us at a disadvantage. As for scholarships some require them and others do not. If required the student is informed.
 - The second motion was to update policy that has become outdated. Currently schools outside the US have AP like tests that can count for college credit (i.e., A-level exams) and some high schools in the US are offering similar tests. The change to the policy is to have the main accreditation body's (AUFQUAL?) accepted/approved examination boards to be accepted. Currently only Cambridge international is accepted by USC. The change would allow others to be accepted Oxford AQ and Pearson EdExcel (this is how I heard them) as they also offer a standard set of exams. The motion passed after the following discussion:

- The main question was what is the possible impact of accepting these others and sort of having a blanket approval of any approved examination boards. The response was that this sets a higher standard as the accreditation body is more stringent and there are some less than reputable examination boards. Thus USC will be in a position to accept qualified exams and not suspect ones.

Secretary of Faculty Senate Report:

- The main focus was just to let everyone know that the position is still open for the following academic year.

Election to fill standing committee positions:

Below are the list of positions and who is currently to be elected if there is no opposition/new nominees. (Names may be misspelled)

- Faculty appellate panel: Julia Lopez-Robertson
- InDev: Stephanie Armstrong and Laura Truell
- Libraries: Karen McDonnell, Kase Whitner
- Tenure Review Board: Bert Ely, Susan Bon
- Secretary: No Takers

Old business:

- There should have been a report from the professional track faculty committee last meeting about the status of their revisions to the faculty manual language. The committee had a representative and said they are still reviewing and revising the language. A few questions were asked, such as the breakdown of the committee's membership, which was not known at the moment. It was also asked if there was a justification document for these changes to the language. It was suggested that yes there will be some sort of document, but nothing clear at the moment. There was also brief discussion of how changes in title can impact the guidelines for promotion.

Bookstore Committee Report:

- The main focus was the First Day Complete Program which is a textbook program like the one we have at Lancaster. Students would be charged a fee of \$20 per credit hour. Currently, they are conducting and reviewing focus group data on the proposed change. It is an opt out policy with Barnes n Noble, where one is automatically opted in. All textbooks will be rentals. It is also an all-in or not for students. And thus they may pay the cost of book even if the classes doesn't have a text.
 - Several questions came up that focused on the following:

- What is the typical cost of students now compared to this? Is there any consideration that it is prohibitive?
- It should be an opt in format rather than opt out, which seems a bit unethical given how students do not check or see emails.
- Concerns about having access to online platforms and or having to pay twice the price for homework suites.
- Does this flat fee only apply to classes at the undergrad or are graduate students also paying this textbook fee for course work like thesis hours?
- When and how do students know what their textbooks cost if they don't know until after they have paid their fees.
- How does this program impact scholarships?
- Many of the questions went unanswered and were going to be asked of the Barnes and Noble representative who will be at the next meeting.

New Business:

- The discussion and information first focused on a motion to change faculty senate meeting rules to allow for meeting dates to be changed without senate approval in order to work around holidays and other possible conflicts. The new language will specify that there isn't a need to have a full faculty vote and can be made by the chair etc.
- There was a short report of a new committee to review and decide on possible future Learning Management System for the USC system. The committee will start its work soon and provide feedback and direction on a possible choice. There seems to be only 1 Palmetto college representative. Thus I wonder if this does not apply to us as regional campuses, but would like to have more information and the representation currently does not seem equitable. A vote will take place in November for listed positions and member-elects.
- A general comment was made about how breaks have been kind of off and unbalanced. Meaning a short winter break and long summer and so on given the later start in the fall and the early start in spring. The response was that the academic calendar is on a seven year cycle and thus given how dates fall the byproduct is some late/early starts. The administration is currently looking into this and collecting ideas of what can be done.
- Lastly the first AAUP meeting is to be held on 10-25-23 4-5pm via Zoom link will be on the USC chapter of AAUP's web page and all are encouraged to attend.

Athletic Advisory Committee Update

USCL Faculty Organization Meeting

November 3, 2023

- Our committee met on October 27.
- We discussed several issues including absence notification, advising assistance, mid-semester checks, and athlete orientation to campus.
- Funding is available for a USCL staff member to assist with student athlete orientation, advising, and communications with faculty. A person has not yet been identified to fill this role.
- The committee is looking into implementing a midsemester check system next semester (spring 2024).
- We are also looking at ways to improve the orientation process for student athletes at the beginning of the year.
- Many student athletes are taking UNIV 101 with Nick Calhoun (Athletics Director). The committee supports this and wants to encourage more athletes to participate in this course.
- There will be upcoming modifications to the Clery Report regarding hazing and reporting to coaches. Additional information forthcoming.
- We will have an Athletics Committee Faculty Forum on Friday November 10 at 9:00 am to address faculty concerns. A Teams Meeting link will be sent to campus prior to this meeting.

Submitted by Bettie Obi Johnson, 11/1/2023

Student Success and Retention

USCL Faculty Organization Report

November 3, 2023

IN THIS REPORT

- Academic Advising (p. 1)
- Call for Early Alerts (p. 1)
- Math Placement Test (p. 2)
- Counseling Services (p. 2)
- Disability Services (p. 3)
- Leadership Distinction (p. 3)
- Study Travel (p. 3)

STUDENT SUCCESS & RETENTION AREAS

- Academic Success Center (*report provided by Dr. Pat Lawrence, ASC Director*)
- Academic Advising and Coaching
- Counseling Services
- Disability Services
- Leadership Distinction (GLD)
- Study Travel

ACADEMIC ADVISING

- Spring 2024 registration is open.
- Are you able to remove holds? Please check your Banner/Self-Service Access. If you are not able to remove holds (and have submitted the appropriate paperwork), please email Asheley Schryer (schryer@mailbox.sc.edu).
- Faculty advisors may view their advisees through self-service (steps below):
 - Select the "Faculty and Advisor" tab
 - Select "Advisee Information"
 - Select "Advisee Search"
 - Select "View my advisee list"
- Students may view their advisor through self-service (steps below):
 - Select "Student" tab
 - Select "Student Profile" tab
 - Look under "Advisor Information" (under their email address)
- We are emailing/texting/calling students to let them know about registration. If you would like for us to make an announcement to your class, please email uscladvs@mailbox.sc.edu.

CALL FOR EARLY ALERTS

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

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

When a form is submitted, Academic and Student Affairs will contact the student via email/text to notify them of the alert and share relevant resources and contacts. If you have any questions about the process or status of an alert, please contact Zoe Byrd at zmbbyrd@email.sc.edu or (803) 313-7131.

MATH PLACEMENT TEST

The math placement test is now open! To take the test, students must register using the online form found on [Placement Exams - My USC Lancaster | University of South Carolina](#). Students may opt to take the test in-person or online (requires webcam). If they choose to take the test in-person, the form has a link to book a room in the testing center (Starr Hall 125).

COUNSELING SERVICES

(October Report)

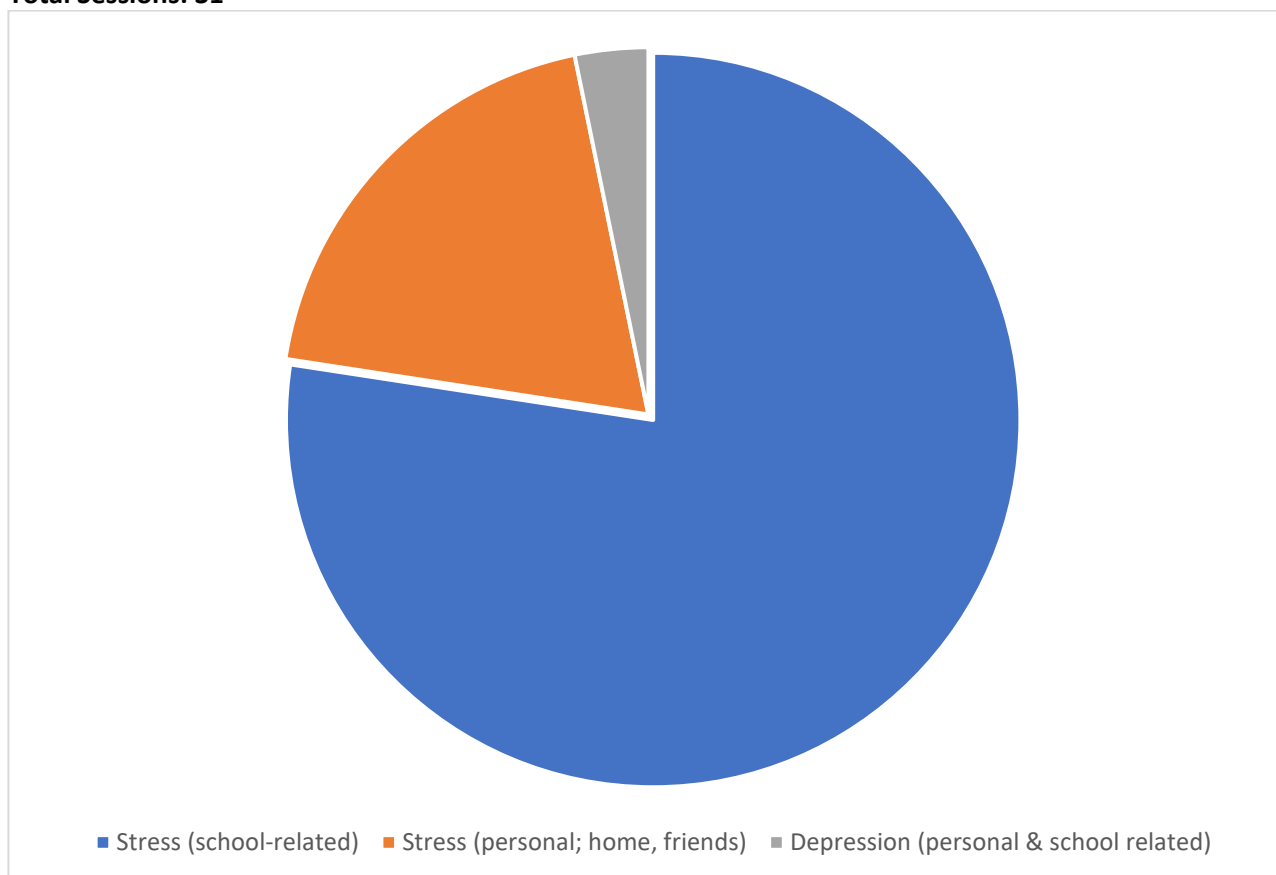
Appointments:

In-person: 16/Tele-Health: 9

Drop-ins: 6

Scheduled: 25

Total Sessions: 31



*This month most of the appointments requested were centered around stress both school and personal (home & relationships). The *Let's Talk About Stress* conversations will resume next month as students seem to be very excited about these engagements.

DISABILITY SERVICES

Registering for Accommodations

If a student requires accommodations, they submit their documentation using this online form: [UofSC Lancaster - Palmetto College \(wufoo.com\)](https://uofsc.lancaster-wufoo.com).

Testing Center

Students must make an appointment online to [book a room](#) in the testing center. If they have any questions about using the online system, they may contact Amy Hood at ah259@mailbox.sc.edu.

Disability Support Group

Donate \$10 to the Disability Support Group and be entered into a drawing for an Adirondack chair, Ladder planter, or cornhole game. You will have 5 chances at winning a prize. Proceeds will go towards supporting a local organization which works with individuals with disabilities and USCL clubs that help bring awareness of different disabilities on campus and in the community.

When:

- ♦ October 23, 2023, and December 7, 2023.
- ♦ Drawing for prizes - December 8, 2023, at 12:15 in the Student Center in Starr Hall.

LEADERSHIP DISTINCTION (GLD)

Encourage students to apply for Leadership Distinction

Are your students engaging in beyond the classroom experiences (community service, internships, research, global learning, leadership)? 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).

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.

STUDY TRAVEL

There are opportunities for students to participate in study travel programs. Please help us encourage students to take part in these exciting experiences.

Travel Study: England (June 2024)

- ENGL 283/419 (Crosslisted): Literature and Tourism in England (Professor Dana Lawrence) [AIU Carolina Core]

Medford Library Faculty Meeting Report

November 1, 2023

SERVICE STATISTICS AND PROGRAMS

- 3576 unique visits
- 1161 LibGuide views
- 163 Study and Lounge Area Reservations
- 14 Conference Room uses
- 13 Computer Lab uses
- 12 Community computer uses
- 3 Instruction Classes
- 2 Book a Librarian

CIRCULATION STATISTICS

- 74 General collection items circulated
- 3 AV collection items circulated
- 1 Graphic Novel collection items circulated
- 9 Juvenile collection items circulated
- 7 New Book collection items circulated
- 4 On Display items circulated
- 57 Special Collection items circulated
- 6 Reserve items circulated

UPCOMING EVENTS

- A student is working with the library to create and host a Read-A-Thon. It is open to all students, faculty, staff, and community members. The event will run from November 1 to December 1. A Read-A-Thon Awards Ceremony will be held on December 5. Come by to get additional information.
- Thanksgiving Holiday Library Hours
 - Monday and Tuesday 8am to 8pm
 - Wednesday 8am to 4pm
 - Thursday and Friday Library is closed
- November 27 the library will be hosting pre-finals cozy games and tea
- Study Snacks will be happening December 4-9.

GENERAL AND ADMINISTRATIVE ACTIVITIES

- Thank you to everyone for joining us on October 31 and November 1 for the Halloween Costume Contest and Dia de los Muertos events.
- Instruction classes are available in person and virtually. [Request a library instruction class](#) today.

- [Book a Librarian](#) is available for you and your students.

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

- [Request we purchase materials.](#)

HELPFUL LINKS

- Place materials on [Reserve](#)
- Reserve the [library computer lab](#)
- Reserve the [library conference room](#)
- Document the impact of your scholarly activities with these [Tools for Tracking Tenure & Promotion](#).
- Check out [resources for faculty and staff](#).

Matt Williamson
Director, Federal TRiO Programs

REPORT TO THE FACULTY ORGANIZATION
November 3, 2023

Opportunity Scholars Program

- Our OSP project is in year four of a five-year grant cycle which will conclude on August 31, 2025. We are currently serving 127 freshmen and sophomores from first-generation, low-income, or disabled backgrounds. Recruitment is going well, and as a result, we are in a good position to more than meet our enrollment requirement of 165 qualifying students prior to the end of the current reporting period on August 31, 2024.
- We were thrilled to celebrate **National Hispanic Heritage Month** with our **TRiO Popcorn & Movie Series** on October 10 and 12. Students were able to enjoy screenings of *A Million Miles Away*, *Coco*, and *West Side Story*.
- Many OSP students participated in the **Careers in Business Lecture** on October 17. **Chad Douglas** presented on his career from USCL student to talent acquisition guru for Fortune 500 companies with **Primary Talent Partners**, a Lancaster-based staffing company worth roughly \$30 million. Special thanks to Professor **Mike Sherrill** for arranging this event.
- We were thrilled to present to area high school students during **Junior Scholars Day** on October 19 (see picture below on the left).
- Our last **OSP Luncheon** was held on October 26. **Eddie Boykin** presented on team building (pictured below on right).



- Kudos to **Marybeth Berry** and **Tyrie Rowell**, as well as OSP students **Mary McInvaile Adamson**, **Elliot Baker**, **Charlie Guiver**, and **Eli McManus**, on an outstanding production of *The Outsiders* on October 27-29.
- Congratulations to OSP student **Christian Cochran** and honorary OSP member **Mia Cuesta Ogando** on being selected to speak at the annual **Richard M. Gannaway Scholarship Luncheon** on November 1.
- We will be hosting **Careers in Science** lectures on November 7 and November 21. **Dr. Linda Bell**, State Epidemiologist with the South Carolina Department of Health and Environmental Control (SCDHEC) will be presenting at the November 7 meeting. Both events will be held in the TRiO Learning Resource Center at 12:15 p.m.
- **Dr. Shemsi Alhaddad** will present at the next meeting of the **USCL Research Club** on Monday, November 13. We are hosting this event in the TRiO LRC at 12:15 p.m.

- Professor **Todd Day** plans to present on the life of Bayard Rustin, a forgotten civil rights leader of the 1950s and '60s, who is the subject of the upcoming Netflix film *Rustin*. This presentation will take place in the TRiO LRC at some point this month. More information will be forthcoming.

3rd Annual First-Generation College Celebration

- In 2017, the **Council for Opportunity in Education (COE)** and the **NASPA Center for First-Generation Student Success** partnered to launch a nationwide First-Generation College Celebration Day. November 8th was selected as the annual date for this celebration to coincide with the anniversary of the signing of the Higher Education Act (HEA) of 1965. A bipartisan resolution, led by Senators Marshall (R-KS) and Warnock (D-GA), was passed unanimously recognizing November 8th as a day to recognize the accomplishments and contributions of first-generation college students.
- USCL will hold its **3rd Annual First-Generation College Celebration** on Wednesday, November 8. We plan to have at least one food truck on campus for lunch from 11:00 a.m. to 2:00 p.m. Our very own **Antonio Mackey** will serve as music DJ, and we will be filming testimonials from first-gen faculty, staff, and students throughout the day.

Upward Bound

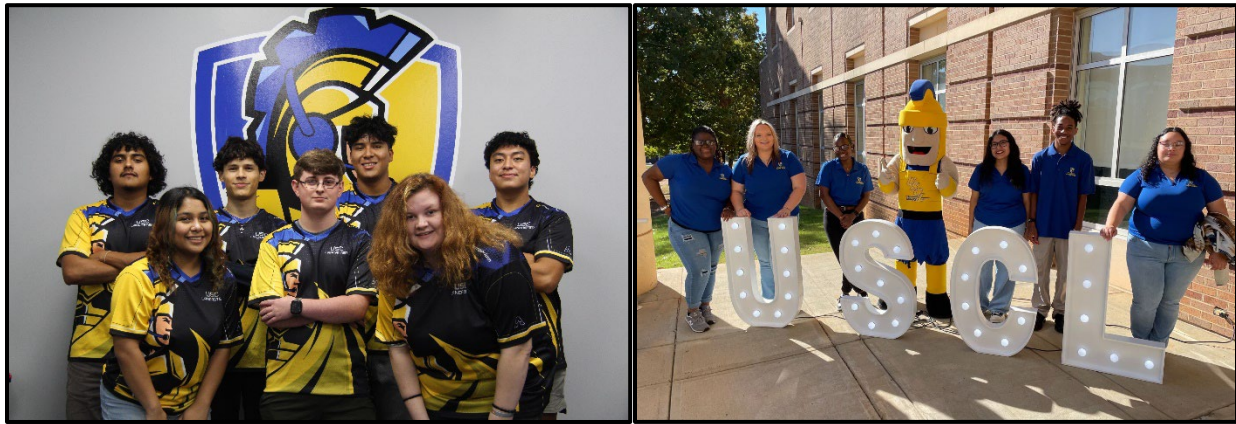
- Our Upward Bound project is in year two of a five-year grant cycle which will conclude on May 31, 2027. We are currently serving 38 students from first-generation and low-income backgrounds at **Andrew Jackson, Buford, and Lancaster High Schools**. We must increase our official enrollment to a minimum of 62 by the end of the current reporting period on May 31, 2024. We are working diligently to review an additional 55 pending applications. This puts us in good shape to reach our target enrollment.
- We held a **Financial Aid Workshop** on October 24. Many thanks to **Ken Cole** and **Tyrie Rowell** for presenting to our participants.
- **Eddie Boykin** and **Aundre Vinson** made multiple visits to Andrew Jackson and Lancaster High Schools last month. Key contacts have been made with the administration and counselors. We are planning a site visit to Buford High School later this month.
- Participants will be visiting **Coastal Carolina University** in Conway, SC on Tuesday, November 7.
- Qualifying students are allowed to receive monetary stipends for their participation in the project. We are in the process of finalizing these payments for the 2022-23 academic year.
- We appreciate Eddie Boykin for representing us at the South Carolina TRiO Association's (SC TRiO) Fall Conference in Columbia on November 3. Eddie will be moderating a session on "The Impact of Mental Health in Professional Environments."

Student Organizations

- The **USCL Rotaract Club** elected its officers last month. Congratulations to the following students: **Jonathan Galeano-Berrios** (President); **Heath Howie** (Vice President); **Mia Cuesta Ogando** (Treasurer); and **Eli McManus** (Secretary). This organization held a **PAL Information Workshop** on October 10. Thank you to **Jeff Rammage** and many of our current PALs for assisting with this event. In addition, Rotaract put together 200 snack packs on October 17-18 as part of the **USCL Cares Annual Food Drive**. Half of these were donated to the USCL Student Food Pantry (see picture below).



- **D.E.F.I.N.E.** sponsored a campus-wide Breast Cancer Awareness event on October 18.
- **G.E.N.T.S.** held its last meeting on October 24. They will be sponsoring an upcoming Students vs. Staff Charity Basketball Tournament (see Community Service below).
- We are very proud of the following OSP students who make up USCL's Esports team: **Alexis Brantley; Noel Diaz; Grey Donahue; Joaquin Espinoza; Bella Evangelista; Brian Gutierrez; Michaela Johnson; and Aniyah Mickle.** Some of these students are seen in the photo below on the left.
- We are also extremely proud of OSP students **Julia Gomez, Da'Rissa Izzard, Jared Lockhart, Isabella Lee, Ikierra Moore, Makayla O'Neal, and Mikaylah Quattlebaum** on being recently selected as our Lancer Ambassadors (see photo below on the right).



Data Management and Performance Reports

- According to the **Council for Opportunity in Education (COE)**, the Annual Performance Reports (APRs) for both the OSP and Upward Bound projects are anticipated to be due in early January 2024.
- The APR for the OSP project will measure the following objectives: (1) Persistence rate; (2) good academic standing rate; (3) percentage of students who earned an associate degree or certificate; (4) percentage of students who earned an associate degree or certificate and transferred to a four-year HEI; and (5) overall project enrollment.

Research and Productive Scholarship
Steering Committee Report to the Faculty

November 3rd, 2023

- Grant applications for the Research and Productive Scholarship (RPS) are due by November 30th by 5pm.
- The request for proposals and other pertinent application information can be found at
https://sc.edu/about/system_and_campuses/lancaster/internal/faculty_and_staff/faculty_rps_program/index.php
- Please review all instructions and requirements before submitting the grant.
- Please note that if you received a grant in the 2023 RPS grant cycle, you are not eligible to submit a proposal for the 2024 grant cycle.
- No late or incomplete applications will be considered.
- If you have any questions, please contact Sarah Sellhorst
sehunt@mailbox.sc.edu

2023 USCL Review Committee:

Sarah Sellhorst, Chair
Sahar Agahasafri
Elizabeth Easley
Amy Gerald
Peter Seipel
Nahid Swails
Todd Scarlett
Pat Lawrence