



UNIVERSITY OF
South Carolina
UNION

A Regional Palmetto College

FO Minutes

November 13, 2020

- Dean's Report (below)
- Academic Dean's Report (Student Handbook and other business) (report below)
- Dr. Sixta Rinehart: Standards of Ethical Conduct (attached via email). Please review doc sent out prior to our meeting. If you have questions or concerns, please contact Dr. Sixta Rinehart.

In attendance:

Dr. Anderson
Dr. Aziz
Dr. Lowell
Dr. Fouts
Dr. Lowe
Dr. Maire-Afeli
Dr. Sixta Rinehart
Dr. Pisano
Dr. Lownes
Lynn Edwards
Greta Bailey
Kevin Torres
Brandon Simpson
Prof. Ivey
Dr. Dave Hudson
Dr. Deb Hudson

Prof. Emswiler
Dr. Morris
Neill Hance
Courtney Pinnell
Sandy Phillips Long
Dr. Schafer

Randy Lowell, USC Union
Dean's Report
November 13, 2020

COVID Updates

- More free testing from Columbia here in Union on 11/24, and then resuming in January on the 12th, and every other week to follow (all 9:30-11:30 timeslot); had 45 tested on 10/29 (no positives), and 18 tested on 11/10.
- On Columbia campus, required testing for residential students, faculty, and staff prior to returning to campus in January; no similar requirement for our campus, but still encouraged, particularly upon returning from any holiday travels.
- No new confirmed positives reported for last week here on the Union campus, as those numbers remain low for us this semester.
- Shifting to student daily check-in/screening in which no student monitors at building entrances, so instructors will need to be sure to check that students have their bracelets on when they enter the classroom, and if not, will need to direct them to the student lounge to get one before they return.
- New Synergy scanning kiosks (one for Union and one for Laurens) will provide the temperature check at the student check in by January, as well as paperless format for screening questions; the cost for these kiosks should be covered by CARES Act funds related to COVID, rather than coming out of our own budget.

Students

- Looking ahead to Spring semester, enrollment looking to be at least flat, if not up from last Spring, following our increases in new freshmen and continuing student enrollment on campus this Fall versus last Fall.
- Volleyball had some exhibition competition this semester in their inaugural year on campus and will have some new recruits joining up in the Spring semester, along with our baseball, softball, men's soccer, bass fishing, and riflmg also seeing some exhibition/scrimmage action this semester in preparation for official competition in the Spring.
- Excellent job by students Tomi LaChance and Caden Jackson in their presentation of their research on Personality, Social Media, and Meditation at the Research Club's Virtual Fall Colloquium on 11/11.

Faculty & Staff

- Big thanks to Jen Emswiler and Kevin Torres for presenting on some of their work at the Research Club's Virtual Fall Colloquium! We had some great discussion and the recording of that event has been sent out to the campus, but I'm happy to resend it to anyone who missed it.
- Nick Jeter (IT staff) will be taking on the effort to get students competing in the Spring for our E-Sports club team, and will be working with Zach to plan for eventual application for membership in the recently created NJCAA division of E-Sports. If you know any students who are gamers, send them Nick's way. As part of that recruiting effort he is working on planning a remote/virtual E-Sports free tournament for students to compete in when we return in January, for which prizes will be available.

- Working on requesting additional FTE faculty slots from Columbia to potentially be able to run some searches in the Spring for next Fall. Hiring freeze still in place for non-essential workers and bonuses or PFPs/raises; however, there is a case to be made for full-time faculty hires as essential, so will keep everyone posted on any developments there.
- After Thanksgiving, the campus will have limited staffing from a few key student support offices, but otherwise as much work that can be done remotely is the preferred option. There will also continue to be some facilities projects ongoing, so those workers will be on site to do that work.

Facilities

- The old library renovation project is well under way and still on track for anticipated completion right after Christmas.
- Work scheduled for Academic Affairs suite to occur after Thanksgiving and wrap up in mid-December.
- Project to create new Sim Labs for the BSN program on campus in preliminary stages. Due to results of environmental study and architectural evaluation on the old doctor's office that came in well beyond the available budget and needed timeline, this project has been shifted to the old post office building that had previously been planned for Fine Arts. Thus, the Fine Arts space will end up being created in/around the Founders House after Athletics vacates that space in January. Additionally, some Theatre space will be created in the Main Building in lieu of previous plans to have it in the old post office building.
- ADA restroom and security hardware projects planning still in progress, aiming to launch right after the end of the Spring semester.
- Further progress on gym in Jonesville being deeded over to the campus by the town of Jonesville, with next step of school board having first right of refusal when they meet next week.

Budget

- As of October 31, we are 33% of the way through the budget year. Our expenses as of October are at 32.6% - so we are on target. This includes expenditures for COVID items that we've been reimbursed for or will be reimbursed for, so actually we've spent less than 32.6% of the budget.
- Fall PC revenue is estimated to be \$342,831, which will put us ahead of our tuition projections for Fall. Additionally, we have received 54% of our projected tuition revenue for Summer – which would have us needing \$123,549 for Summer 21 (May/June courses) - last year's May/June summer revenue was \$189,146, so we are also ahead on overall summer revenue.

AD Notes FO 11/13/20

Faculty Accomplishments:

- Kevin: Accepted to MBA Program
- Reminder to send any faculty accomplishments to me to be shared here and during faculty senate.

Other News:

- Lactation room project has been completed. Please contact Christen Mayes if you need to use that space.
- Academic Affairs project will begin November 30 with an estimated completion date of December 13th. The area will be painted and new carpet will be installed during this time. Faculty offices will need to be prepped for this work ahead of time. Jeremy Black

will remove technology from all offices on November 25th, all bookcases need to be cleared out, anything hanging on the wall needs to be taken down, and tops of desks and other areas cleared as furniture will be shifted. Take all valuables home with you and lock desks and filing cabinets with sensitive information. All items can be stored in the locked Main Building conference room across from Academic Affairs.

- Study abroad program – there has been some interest in resuming study abroad trips next summer. A decision has not been made on whether that will happen but I have reached out to the Faculty Advisory Committee to meet and discuss how these trips will be chosen moving forward. If you are on that committee and have not yet met to discuss this issue, please do.
- All online courses need to include equivalency statements in syllabus.
- Submit books orders by November 19, 2020.
- For the next few weeks, student workers will be conducting student COVID screenings in Student Lounge and will not be checking bracelets in the front of Main and Whitener. Please check bracelets of students as they enter your classes.
- Reminder to self-monitor for COVID-19 symptoms.
- Advising for Spring 2021 is ongoing. Schedules have been emailed out to all faculty advisors. I have also emailed out the AA, AS, and Dual Degree advising forms.
 - Reach out to your advisees directly to schedule appointments. Keep in mind that classroom capacities are limited so encourage early advising and registration.
 - New students will be assigned via Calendly. Keep a lookout for those appointments.
 - Please market the Elementary Education program to your students, if they have expressed an interest in this field.
 - Classroom capacity limits will remain in place through Spring 2021. More in-person classes will be held as compared to this semester (around 60% F2F).
 - Spring 2021 dates:
 - Full term: January 11 – May 5 (no spring break)
 - Spring first half term: January 11 – March 5
 - Spring second half term: March 15-May 5
 - New Spring 2021 academic calendar posted on sc.edu website. Note wellness days included in place of spring break. No synchronous classes or assignments due on wellness days. These are days off for students.
- Student Handbook – Need to review and vote on today.
- Care Team is up and running. Referrals can be submitted online
- Academic Interventionist Team will meet for the first time next week. Referral page will be created on website.
- Asking Annie to create an online progress report submission portal.
- Peer Reviews-COVID-19 brought a halt to peer reviews last semester. I have reached out to many of you to conduct reviews that were not completed last semester. Please do those reviews and let me know if you have any questions or concerns.

- Professional Activities Reports: new timeline, these will be due by the end of January, with review returned by end of March.
- Faculty Spotlight – our next faculty spotlight will be Dr. Deb Hudson. If you'd like to be featured next, please let me know.