

MINUTES OF USC LANCASTER FACULTY MEETING ON MARCH 2nd, 2012

The minutes from February 3rd, 2012 were approved.

Reports of Officers

Dean of the Campus (Dean Catalano): No written report was submitted; Dean Catalano reported that the new building is coming along and that our colleague Prof. Nathalie Davaut is still in critical condition. Please keep Prof. Davaut in your thoughts and prayers.

Associate Dean for Academic and Student Affairs (Dean Cox): No written report was submitted; Dean Cox made the following announcements and requests:

- Check course rosters for discrepancies in student listed and attendance.
- Check the fall 2012 schedule as soon as possible since the master schedule will go live the Monday after Spring Break.
- Since the Assessment Committee was headed by Prof. Davaut, Dean Cox is working on getting artifacts ready for grading by faculty members.
- Honors Day was a success once again and more specific details to come from Prof. Covington.
- The Soul Food Cook-off fundraiser was a huge success and brought in approximately \$2500.
- A new possible schedule for the Regional Campus (see **Appendix I**); just something to ponder for the future. Please send feedback to Dean Cox.

Associate Dean of Students (Dean Collins): A written report was submitted (see **Appendix II**) and Dean Collins announced that the softball games were cancelled due to rain in the forecast for Saturday. The games will re-start on Sunday.

Academic Success Center (Prof. D. Lawrence): Prof. Dana Lawrence announced that the ASC will host several workshops after Spring Break and that the themes will change. For more information, please visit the ASC website or contact Prof. D. Lawrence.

Gregory Health and Wellness Center (Dr. Sellhorst): Dr. Sarah Sellhorst reported that the temperature concerns are being addressed and the new chiller will be tested next week to work out any possible issues. The new chiller will certainly improve the comfort level in the building, but there are still several issues that need to be addressed to completely solve the temperature problems.

Law Enforcement (Mr. Rutledge): Mr. John Rutledge reported that there will be someone on campus from 9am until 5pm during the entire week of Spring Break if anyone requires assistance during the break. In addition, the safety concerns are being addressed, but the road is owned by the state and any major changes must be approved by the Department of Transportation.

Medford Library (Mrs. Eliades): Prof. Eliades announced that the Medford Library will be opened during regular hours over Spring Break.

System Committee Reports

Columbia Senate: Prof. Noni Bohonak reported that the Columbia Senate has not met.

Regional Campuses Faculty Senate Executive: Dr. Bruce Nims reported that the committee met with the Provost this morning about the Palmetto College and several concerns were addressed including:

- Tenure and Promotion process will be continue to be handled by the Provost, same as it done now.
- Faculty governance will remain the same.
- Compensation and course administration policies will be necessary and these policies will go through the Faculty Senate for input.
- There will be a transition period before the full implementation of the Palmetto College and the process will be step by step.
- The Provost wants to continue to meet with the Executive Committee regarding the selection of the new Chancellor and Regional Campus representation will be important during this process.
- Vice Provost (Dr. Plyler) will oversee the academic aspects while the Chancellor will oversee the operational and business aspects of Palmetto College.
- The search for the new Chancellor will be starting soon since the process is being put in place at the current moment.

Regional Campuses Faculty Senate Rights and Responsibilities: Dr. Lisa Hammond reported that several changes to the faculty manual were proposed by the committee. Please check the minutes from the last Regional Campus Faculty Senate meeting for additional information.

Regional Campuses Faculty Senate System Affairs: Dr. Suzanne Penuel reported that the committee is working on the Academic Dashboard for the Regional Campuses and any suggestions and ideas are welcome.

Regional Campuses Faculty Senate Welfare: Dr. Chris Bundrick reported that the Job Satisfaction survey that will be sent out soon and faculty responses are very important to the process. Please take the time to fill out the survey in the next few weeks.

Provost's Advisory Council: Prof. Bohonak reported that the committee has not met.

Local Committee Reports

Honors Day Committee: Prof. Kim Covington submitted a written report (see **Appendix III**) regarding the very successful Honors Day event on February 24. The faculty congratulated Prof. Covington on another excellent event!

Tenure and Promotion Committee: Dr. Todd Scarlett announced that the committee has finished reviewing the Faculty Information Forms and that the peer reviews will be returned immediately following the April faculty meeting.

Spanish Faculty Search Committee: Dr. Bruce Nims reported that the committee has met today and narrowed down the pool of applicants to 12. Reference calls will be placed in the next two weeks and on campus interviews will be held in early April.

Library Committee: Dr. Andy Yingst brought forth a motion on behalf of the committee that will be discussed and voted on under **Special Order**.

Faculty Organization Executive Committee: Dr. Fernanda Burke reported that the Executive Committee met on Tuesday and the committee is in the process of updating the Bylaws with recently passed changes to committees. An update will be reported soon. In addition, email will go out soon with positions available for nominations and voting for the April faculty meeting. Please practice self-nomination or consult your fellow faculty members before nominating them for a position.

Adhoc Committee on Teaching Evaluation Summary: Dr. Yingst proposed a motion to amend the Bylaws to include a new faculty officer data compiler position. This motion will be discussed further in the **New Business** section of the minutes.

Evaluation Committee: Dr. Jason Holt reported that the motion “to adopt online course evaluations for all USC Lancaster’s classes beginning spring 2012 semester” presented during the February meeting will be postponed until the April meeting and paper evaluations will continue for the spring 2012 semester. Dr. Holt will send out an email with answers to many of the questions regarding this motion and addressing some discrepancies with the data presented. If you are going up for Tenure and Promotion, please do your student evaluations as soon as possible.

Unfinished Business:

- The Evaluation Committee proposed a motion “to postpone the adoption of online course evaluations for all USC Lancaster’s classes beginning spring 2012 semester.” The motion voted on and passed.
- The Curriculum Committee “moves that the curriculum for the Associate in Science Degree (Business) be changed effective fall 2012 as outlined in the document presented.” The changes are minor and will help in the accreditation of the program through the national association. Discussion followed, motion was voted on and passed.

New Business:

- Adhoc Committee on Teaching Evaluation Summary proposed a motion to amend the Bylaws to include a new faculty officer data compiler position. This motion comes after the Regional Campuses Faculty Senate passed a motion formalizing a process by which tenure and promotion candidates’ teaching evaluations would be compiled in a format that allows for some comparative data (in other words, the candidate’s score would be compared to the campus average). Once data is compiled, the evaluations will be interpreted by a senior faculty member selected by the candidate to provide appropriate context for understanding any particular circumstances (for example, if student evaluation scores tend to be lower in required courses rather than elective courses, or if evaluation number in one discipline are typically higher than those in another). Motion was deemed substantive and will be voted on in the April faculty meeting. Discussion followed:
 - What would be the length of service for this position? Position would be elected each year in April or September.
 - How is data delivered to faculty? There is a database already available; however, it is difficult to look at multiple evaluations. That would be the role of the compiler and each faculty member would have access to the evaluation summary.
 - Is there someone in Columbia that does this job? No.
 - Can averages be published? Yes, benchmarks could be available for faculty use.
 - Would position come with a course reduction? May be (coming from Dean Cox).

Announcements:

1. Dean Catalano expressed his appreciation for Prof. Darris Hassell who helped a student from USC Columbia (who was originally from Lancaster) to finish his last requirement for graduation. The student was unable to take the course during the spring or summer since he is a professional baseball player and would be pitching over the summer. Prof. Hassell volunteered to do a directed study course and the student will be graduating in May.

2. Prof. Priest announced that there will be a Native American Student gathering soon and all are invited to attend.
3. Dr. Criswell reminded the faculty of the CTE grants on USC Connect. For more information, please visit the CTE website at <http://www.sc.edu/cte> . In addition, Dr. Criswell announced that the Native American Studies Week will be held on March 23-29 and will include a variety of lectures, movies, and demonstrations.
4. Dr. Penuel announced that the bookstore can order custom course packets. Please contact Mrs. Elizabeth Jolly if you have any questions. In addition, Dr. Penuel reminded faculty about the 5K Run for Literacy to be held on May 5. Contact Dr. Penuel or Dr. Bundrick if you would like to register or have any questions.
5. Dr. Alhaddad announced that two of our students were selected to receive the Magellan Voyagers Award to attend a conference to present their research work.
6. Dr. Hammond announced the Division Chairs must nominate a representative for the Academic Honor Code Council by the April faculty meeting. In addition, Dr. Hammond announced that the Vice-Provost for Research will be visiting our campus on Thursday, April 5. The meeting will faculty will be at 12:15pm if you are interested in attending this meeting.

Special Order:

- Based on the request of the candidate and the positive recommendations of the Head Librarian and the Assistant Librarian, the USCL Faculty Library Committee makes the following motion:
 - "That instructor Kaetrena Davis Kendrick, M.S.L.S., be allowed to move from the non-tenure-track to the tenure-track and be administratively appointed to the rank of Assistant Librarian. This is in accordance with USC Policy ACAF 1.18, 'Change of Status to and from Tenure-Track Faculty'."

The policy's requirement of two years' service as a full-time faculty member is satisfied by Mrs. Kendrick's employment at USC Aiken, prior to coming to USC Lancaster. Discussion followed:

 - Dean Catalano spoke of the Provost's recommendation that we hire more tenure-track faculty, but the Instructor search had already been posted. Dean Catalano spoke highly of the candidate, Kaetrena Kendrick, and stated that we were very fortunate to find the candidate and she would be at the top of the list for a tenure-track position search.
 - Voted by secret ballot and the motion passed by unanimous vote.

Attending:

S. Alhaddad, A. Biggs, N. Bohonak, M. Bonner, D. Brown, C. Bundrick, R. Bundy, B. Burgin, F. Burke, J. Catalano, C. Cataledge, W. Collins, K. Covington, R. Cox, S. Criswell, S. Eliades, S. Emanuel, D. Evans, A. Golonka, N. Guittar, L. Hammond, L. Harris, D. Hassell, K. Holland, J. Holt, E. Jenkins, B. Obi Johnson, K. Kendrick, D. Lawrence, N. Lawrence, D. Marin, L. Martek, E. Moon-Kelly, B. Nims, A. Pangburn, P. Parker, S. Penuel, C. Priest, K. Richardson, David Roberts, J. Rutledge, T. Scarlett, S. Sellhorst, B. Taylor, W. Thurman, S. Williams, T. Wolochwianski, K. Worthy, A. Yingst.

Faculty Secretary: Submitted as PDF on March 27th, 2012 by Fernanda Burke

CURRENT CLASS SCHEDULE

MWF and MW (10 periods)

8 – 8:50 AM
9 – 9:50 AM
10-10:50 AM
11-11:50 AM
1 – 2:15 PM
2:30 – 3:45 PM
4:00 – 5:15 PM
5:30 – 6:45 PM
7:00 – 8:15 PM
8:30 – 9:45 PM

Tuesday, Thursday (09 periods)

8 – 9:15 AM
9:30 – 10:45 AM
11 AM – 12:15 PM
1 – 2:15 PM
2:30 – 3:45 PM
4:00 – 5:15 PM
5:30 – 6:45 PM
7:00 – 8:15 PM
8:30 – 9:45 PM

19 class periods per week
(10 MWF and MW sections, 09 TTh sections)

PROPOSED CLASS SCHEDULE

Monday/Wednesday and Tuesday/Thursday

8 – 9:15 AM
9:30 – 10:45 AM
11 AM – 12:15 PM
1 – 2:15 PM
2:30 – 3:45 PM
4:00 – 5:15 PM
5:30 – 6:45 PM
7:00 – 8:15 PM
8:30 – 9:45 PM

Friday

9:00 – 11:30 AM
1:00 – 3:30 PM



Walter P. Collins, III, Ph.D.
Assistant Dean of Students Affairs

Report to Faculty March 2, 2012

- **Athletics**—Softball will be home this weekend and next (weather permitting). Games at noon and 2:00 PM on March 3 and 4. See online schedule for more dates and times.
Support opportunities: **The Lancer Club** supports academics through scholarships. If you would like to help support athletics at USCL please contact the athletics department at (803) 313-7094 or visit the web page at <<http://www.usclathletics.com/default.html>>.
- **Travel Study**—The **Travel Study Proposal Form** is now posted on the Travel Study web page and can be used by faculty to propose international or domestic travel study opportunities. The Student Affairs committee will be responsible for receiving the completed forms and scheduling future trips based on feasibility and student interest.

- **Student Life/Activities**—

The PALs will be attending SROW at UNC Charlotte on March 9 and 10.

Other items:

- SGA elections and Distinguished Teaching Award selections were held yesterday.
 - Students from several middle schools will be visiting campus to receive tours and information about college during March and April.
 - Students from USCL have submitted conference proposals for Carolina Emerging Scholars to be held in May – final decisions will be made soon.
 - IM Flag Football sign-ups Mar. 1-23; captain meeting Mar. 23; play Mar. 27-29.
 - Summer 2012 Freshman Orientation Dates have now been determined.
They are June 13, June 27, July 25 and August 15.
- **BIT:** As an off-shoot of the BIT we have established a campus **Grief Response Team**. This team will be mobilized in the event suicide or accidental death of someone (faculty, staff, or student) in the campus community. Team members will make themselves available for grief support for anyone on campus. The Grief Response Team is made up of personal counselors, clergy, as well as faculty and professional staff with training and experience in grief/bereavement support. The group convened for the first time on March 1 in a meeting with Ms. Alice McGinley of the Charlotte-based organization Healing and Understanding of Grief from Suicide.
- **Counseling Services**—Please encourage students to attend a presentation by **The Dream Share Project** [<http://thedreamshareproject.com/>] at noon on March 15th in Stevens Auditorium. Likewise, since academic advising for summer and fall are right around the corner, please encourage any students with career questions (or undecided majors and recently changed majors) to see Mrs. Andrea Campbell in Starr 125-E.

HONORS DAY 2012 REPORT TO FACULTY MEETING

The 34th annual Honors Day event was held on Friday, February 24, 2012.

1. We hosted approximately 330 juniors and seniors who are members of Beta Club or National Honor Society from eleven area high schools (Andrew Jackson, Buford, Camden, Central, Fort Mill, Great Falls, Indian Land, Lewisville, North Central, Rock Hill, and South Pointe Christian).
2. We awarded \$14, 100 in scholarships to 21 different students representing 7 schools in competitive events such as the Barry Bowl Academic Team challenge (where Fort Mill defeated Andrew Jackson) and 14 different academic quizzes (where hundreds of students lined up waiting to get a chance to take a test).
3. Scholarships were also awarded in creative competitions—art, music, and creative writing—judged by our faculty (Brittany Taylor, Erin Moon Kelly, Darlene Roberts, and Bruce Nims).
4. We also offered fun activities in the Academic Success Center and TRIO; interactive tours in the nursing lab, the Behavioral Science lab, and the physics lab; a chemistry group competition; athletic events at Gregory; a quiz and display of skulls with Chris Judge; and a contest hosted by Wayne Thurman where students do dumb tricks. The blustery, rainy weather unfortunately caused us to cancel an outdoor event where Claudia Priest had planned to cook Catawba Ashcakes over a fire pit.
5. Founders once again generously donated an iPad to be given away to one of the schools in attendance in a drawing. Buford High School was the winner.

Many thanks to the dozens and dozens of faculty, staff, and students who helped make this event a success. I've heard from many of the teachers who attended that they and their students enjoyed the day and that many students expressed interest in attending here, which is the whole point of doing this event. Students (and their teachers) get a chance to see what we can offer them, and perhaps the positive impression we make will result in our being able to enroll some of these honors students on our campus in the near future.