

## MINUTES OF USC LANCASTER FACULTY MEETING ON MARCH 10, 2010

The minutes from February 5, 2010 were approved.

### Special Orders

Sherry Gregory, coordinator of grants at USCL, was introduced to the faculty. Sherry spoke about her role in helping faculty to find grants, apply for them, and manage the grants once they are received. She also serves as our liaison with the SAM (Sponsored Awards Management) office in Columbia. More information can be obtained from USCL's webpage by clicking on "Administration", then "Grants and Foundations". Any faculty in need of assistance with grants should contact Sherry Gregory.

Ron Cox and Amanda English spoke about admissions and advisement issues. Ron reminded faculty that advisement for summer and fall semesters will begin March 15. The associate degree requirements have changed. Students who started before Summer I 2007 and graduate before summer 2010 may use the old criteria, but students starting or finishing after these dates must meet the new associate's degree requirements for graduation.

Additional points covered by Amanda English were as follows:

- If a student takes a course more than once, the second time will not add hours to their degree requirements, not even as an elective. They can use the second course for grade forgiveness, but they will only receive credit for the course once.
- On the new AA degree curriculum, PEDU courses can only be used for 3 hours of elective credit towards their degrees.
- There is a new VIP option for students, which allows them to view their transcripts online. The business and criminal justice associate degree programs are up and running. The arts and science associate degree programs are not yet complete, but will soon be finalized.
- A pilot program for the regional campuses is currently under trial. This program would allow students to run all of their degree options against their transcripts to see how far they are in a particular program and what courses they have left to take. This program should be up and running by fall 2010.
- The grade forgiveness program is only available for courses taken since fall 2007. Any courses taken prior to that are not eligible for grade forgiveness. In order for students to apply for grade forgiveness, they must first complete the course the second time with a passing grade before applying. In addition, the course must be taken on the same campus both times. Students may only apply for grade forgiveness on two courses during their career at USC.
- Amanda will be sending out an information packet for fall registration to include the following: links to FERPA documents, transfer courses from technical colleges, IMS cheat sheets, grade forgiveness policy, and links to the USC Columbia advising pages.

### Reports of Officers

**Dean Catalano:** A written report was submitted, see **Appendix I**.

- Last year, USCL ended its fiscal year \$600,000 in the red, but was able to continue without firing or furloughing any faculty or staff. We reduced our costs in the area of instruction by using fewer adjunct instructors and by teaching larger sections. Budget shortfalls were covered using reserve funds and stimulus funds.

- Next year, we will need to continue to control expenses. We are expecting an enrollment increase and a 5% tuition increase next year.
- If the bachelor's degree in early and elementary education comes to USCL next year (through USC Upstate), it will cost our campus \$100,000. These funds will be reimbursed as students enroll in the program.
- USCL will be hiring another financial aid person this summer to serve the 1,600 students who receive financial assistance on campus.
- Several maintenance projects in Hubbard Hall and Bradley will be underway in the coming months. The Bradley projects are being funded through a contactor settlement.

**Dean Cox:** A written report was submitted, see **Appendix II**.

- The USCL bookstore is planning a program where students will be able to rent their textbooks. Dr. Cox asked that we consider using some of the available texts in our courses to help students with cost.

**Student Affairs (Collins):** A written report was submitted, see **Appendix III**.

**Business (Johnson):** Mr. Johnson shared information on campus finances and capital projects underway.

- Stimulus funds were received by USCL and used to balance the budget and to pay for the following recurring activities: (1.) ASC staff salaries and benefits, (2.) student assistants across campus, and (3.) professional development for tenure track faculty.
- Although the administration is not planning a mandatory furlough on campus, they have estimated that one day of furlough for all faculty and staff would save USCL about \$26,000. The administration is looking to save money in other areas.
- The new sign for USCL is under construction. Phase 1 is finished and phase 2 is under bid again. The entire project should be completed by May 1. This \$40,000 project is being funded by grant money.
- Over spring break, 500 samples will be taken from Hubbard Hall and tested for asbestos. The goal is to locate where and how much asbestos is present so that remediation can be done.
- Next week, the first floor of Bradley will be painted and new carpet will be installed soon thereafter. For Hubbard Hall, the asbestos remediation will be done over Christmas break in 2010 and the main hall and lobby will be renovated during the summer of 2011.
- USCL is looking to rent temporary off-campus office space due to the limited amount of office space on campus.
- The Starr Hall chiller system is only 50% efficient and will be updated in the next year.
- Dr. Sarah Hunt asked about renovations in the Gregory Health and Wellness center's HVAC system. John responded that this project was estimated to cost \$1.3 million and USCL does not currently have the funds to pay for this project.

**Admissions (Faile)**

- The first 8 week course grades are now due.
- The One Carolina program will be implemented at USC next year and IMS will no longer be used. Faculty will have to learn how to use this new computer system for student advising.

**Law Enforcement (Rutledge):** No written report.

- A USCL student was recently arrested and sent to jail on \$50,000 bail for stalking another USCL student. The suspect came to class three weeks ago wearing a bullet-proof vest, which was suspicious, but not illegal. The incident was recently reported in the Lancaster News.

## System Committee Reports

**Columbia Senate (Nims):** The Columbia senate recently met at USC Columbia on March 3. The president, vice president, and provost each gave reports and took questions from the faculty. They reiterated the message about the budget constraints we are currently experiencing. USC is working with a 21% budget cut at this time. The administration reminded faculty to work together to reduce costs so that we can get through this very difficult time.

**Regional Campuses Faculty Senate:** The next regional campuses faculty senate (RCFS) meeting will be held on April 9 in Lancaster.

- **Welfare (Bundrick):** The Peter Duffy teaching award recipient was chosen and will be announced next month. The welfare committee is currently planning the T&P workshop to be held in May.
- **Rights and Responsibilities (Nims/Hammond):** At the April meeting, several changes to the faculty manual will be voted upon. All faculty members are encouraged to review the website and provide feedback to senators prior to this meeting.
- **System Affairs (Holt):** This committee is drafting a template for the summary of teaching evaluations to be used in T&P files. The form will be available online under RCTP-7B.

## Local committee Reports

**Honor's Day Committee (Covington):** A written report was submitted, see **Appendix IV**. Ms. Covington thanked all of the faculty members who participated and helped with this year's honor's day events. There were 420 students (juniors and seniors) here on campus from 11 schools in the area. The turnout was slightly smaller than last year. There were several events and activities on campus for the students that day. A total of \$14,800 in USCL scholarships were awarded to 26 students.

**Native American Studies Committee (Criswell):** Native American Studies week will begin on March 27. There will be activities each day during the event and an oral history workshop will be held on Thursday evening. More information can be found on the website.

**Search Committee (Nims):** The committee has met and begun work on three faculty searches for next year (art instructor and two tenure track positions in English and Political Science).

## Announcements:

Dr. Martek is planning an Earth Day event on campus for April 22. The geology students will be working on developing a carbon footprint for USCL, which will be presented at the event.

Ms. Erin Moon-Kelly announced that she will be performing in concert with Michelle Jarrell on April 18 and all are invited to attend. More information will be sent out via email.

The science fair is scheduled for March 15 – 18, the week after we return from spring break. There will be open poster viewing of student projects on Thursday in the Multipurpose Room. All are welcome to attend.

Dr. Golonka announced that we will be trying "self-nominations" for committee positions this year rather than nominating others. This will help ensure that people working on committees want to be there and will do their best in that role. Dr. Johnson will be sending an email soon concerning these nominations.

**Attending:**

G. Aim, N. Bohonak, D. Brown, A. Burg,, S. Campbell, C. Catledge, J. Catalano, S. Criswell, B. Collins, W. Collins, K. Covington, R. Cox, S. Criswell, N. Davaut, S. Emanuel, A. Golonka, K. Holland, j. Holt, S Hunt, B. Obi Johnson, E. Moon-Kelly, L. Martek, B. Nims, P. Parker, S. Penuel, K. Richardson, J. Rutledge, T. Scarlett, A. Scott, W. Thurman, A. Yingst, A. English, K. Faile, E. Moon-Kelly

**Faculty Secretary: Submitted as PDF on April 15, 2010 by Bettie O. Johnson**

**Dean's report to faculty on the state of the USCL budget  
March 5, 2010**

On June 30, 2008, USCL had a \$428,029 fund balance that carried forward to the next fiscal year. As of June 30, 2009 that fund balance was reduced to \$189,908. Not only had the USCL fund balance been depleted by \$238,121, we had requested and received nearly \$400,000 more than expected from the LCCHE, depleting their reserves from approximately \$500,000 to \$100,000. That means that total expenses exceeded revenues by over \$600,000 in 2008-2009. The good news was that there were no furloughs or reductions in force required. The bad news was that without changes to revenues or spending patterns (or both) we could not make it through another year on reserves. I have attached a summary of the A fund revenues and expenses through February 28, 2010 as compared to February 28, 2009. As you can see we have increased revenues by \$144,410 and decreases expenses by \$784,416. Some of the expense reduction is due to transfer of expenses to accounts paid by the federal stimulus money that we will receive this year and next. However, part of that expense reduction represents many remarkable efforts on the part of the faculty and staff at USCL. Those efforts will help us meet our goal of restoring some of the fund balance (on campus and in the Commission) that we will need in the coming years as the stimulus money ends.

There are two very important side issues to the budget that I think we need to emphasize. The first is that we really are doing more for less. Last year (2008-9 is the last completed academic year) the total amount of A fund revenue from county support, tuition and fees, and the state appropriation equaled \$8,143,304 (or \$7505 per full time student). In 2000-1, almost ten years ago, total A fund revenue was \$4,536,461 (or \$8382 per full time student). During the decade, USCL has expanded and improved facilities, doubled the faculty and the student body, added athletics, modernized technology, and we are doing everything for almost \$900 less per student in real dollars than a decade ago.

Second, USCL is treated worse than any other regional campus.

It is clear from this historical look that Lancaster is not treated fairly in the state appropriation process. As you can see this has been the case for at least ten years. That sad fact isn't likely to change in the near future. Funding parity issues get worse every year.

	FTE Student	Appropriation	\$ per FTE Student	Stimulus Proviso	\$ per FTE Student
2009 (Including midyear cuts)					
USCL	1080	\$1,935,139	\$1791.80	\$356,295	\$329.90
USCSumt	888	\$3,061,316	\$3447.43	\$575,463	\$648.04
USCSalk	645	\$1,649,214	\$2556.92	\$310,271	\$481.04
USCU	332	\$ 818,301	\$2464.76	\$138,095	\$415.95
Sector Average	2945		\$2534.45		\$468.63
2008					
USCL	1085	\$2,119,544	\$1953.50		
USCSumt	870	\$3,358,011	\$3859.78		
USCSalk	624	\$1,809,052	\$2899.12		
USCU	249	\$ 818,301	\$3286.35		
Sector Average	2828		\$2865.95		

**Appendix I (page 2 of 3) Dean Catalano's Report, 03-05-10**

2007			
USCL	1003	\$2,770,893	\$2762.61
USCSumt	859	\$4,408,690	\$5132.35
USCSalk	598	\$2,375,512	\$3972.43
USCU	266	\$1,070,688	\$4025.14
Sector Average	2726		\$3897.94
2006			
USCL	824	\$2,554,105	\$3099.64
USCSumt	742	\$4,125,896	\$5560.51
USCSalk	529	\$2,217,943	\$4192.71
USCU	245	\$ 992,713	\$4051.89
2005			
USCL	748	\$2,470,254	\$3302.48
USCS	724	\$3,983,056	\$5501.46
USCSalk	441	\$2,149,911	\$4875.08
USCU	220	\$ 958,564	\$4357.11
2004			
USCL	690	\$2,366,940	\$3430.38
USCS	726	\$3,806,920	\$5243.69
USCSalk	400	\$2,066,044	\$5165.11
USCU	245	\$ 916,406	\$3740.43
2003			
USCL	614	\$2,309,895	\$3762.04
USCS	753	\$3,710,339	\$4927.41
USCSalk	459	\$2,043,836	\$4452.80
USCU	179	\$ 905,182	\$5056.88
2002			
USCL	622	\$2,589,022	\$4162.41
USCS	761	\$4,158,696	\$5464.78
USCSalk	442	\$2,170,840	\$4911.40
USCU	194	\$1,014,564	\$5229.71
2001			
USCL	614	\$2,898,001	\$4719.87
USCS	766	\$4,650,976	\$6071.77
USCSalk	445	\$2,439,620	\$5482.29
USCU	199	\$1,134,149	\$5699.24

**Appendix I (page 3 of 3) Dean Catalano's Report, 03-05-10**

A closer look at the comparison to the Sumter campus demonstrates the point.

**USC Lancaster Mission Resource Requirement (MRR) as determined by the SC CHE \$5,892,034**

	Appropriation	Proviso	Total	
2007-8	\$2,770,893	\$800,000	\$3,570,893	(61% of MRR)
2008-9	\$2,119,544	\$100,000	\$2,219,544	(38% of MRR)
2009-10	\$1,935,139	\$356,295	\$2,292,226	(39% of MRR)
2010-11	House W&M		\$1,935,139	

(Most recent cuts included)

**USC Sumter Mission Resource Requirement (MRR) \$5,079,526**

2007-8	\$4,408,690	\$0	\$4,408,690	(87% of MRR)
2008-9	\$3,358,011	\$0	\$3,358,011	(66% of MRR)
2009-10	\$3,061,316	\$575,463	\$3,636,779	(72% of MRR)
2010-11	House W&M		\$3,061,316	

(Most recent cuts included)

**If USC Sumter were funded at 39% MRR (as USCL is), an additional \$1,676,243 would have to be cut in the 2009-10 USC Sumter budget. If USCL were funded at the USC Sumter rate of 72%, USCL would then receive an additional \$1,944,371 in the 2009-2010 appropriation.**

**What do these numbers mean to the faculty in the coming year?** So far we do not anticipate any major changes to the way we do business. Travel, professional development, and research and productive scholarship grants will be closely monitored but should continue at the current rates. Class sizes may increase and the number of sections may decrease but neither change will be dramatic. New hires will be replacement hires.

Building maintenance projects in Hubbard and Bradley will continue. Both are funded outside of the A fund budget. Beautification projects (especially signage, fencing, and pond reclamation) will continue as outside funding allows. Fundraising for the new classroom building will continue. Negotiations between the Foundation and student housing providers will continue.

Unfortunately there doesn't seem to be relief for our budget woes in the near future and so we will have to continue operating in a very lean fashion. But everything is not negative. I tell every group that I talk to that we have a great faculty and that the success rate of the students at USCL continues to climb. I especially enjoy pointing out that even though we have an acceptance rate of 99% USCL's success rate as measured by the SC CHE has actually climbed from 64% to 69% in the last couple of years (compare that to Sumter's acceptance rate of 75% and success rate of 55%)!

Thanks to all of you for everything that you do for our students. You have performed in an exemplary way and without complaint. As President Pastides has expressed to each of us, this tide will eventually rise and USC Lancaster will be better for having hung in there during these hard times.

**Appendix II (page 1 of 1) Dean Cox's Report, 03-05-10**



M. Ron Cox, Jr., Ph.D.  
Associate Dean for Academic & Student Affairs

**REPORT TO THE FACULTY ORGANIZATION  
05 March 2010**

**Advisement for Summer & Fall 2010** will begin on Monday, March 15. Please encourage your advisees to make an appointment to see you and to pre-register for their courses.

**PROVOST'S VISIT TO USCL.** Provost Michael Amiridis will be on campus Tuesday, April 06. The current plan is for him to meet with our faculty (without administrators present) during lunch (12:15 – 1:45 PM) in the Dowling Center.

**Update on BLS/BOL:** The following figures are accurate as of 12 February:

Campus	BLS Enrollments	BOL Enrollments	BLS Graduates
Lancaster	68	7	21
Salkehatchie	37	0	5
Sumter	42	1	12
Union	28	19	0

Note that these numbers indicate only the students who have fully matriculated into Palmetto Programs. We have at least a hundred more students who have indicated their intention to earn these degrees but who have not yet officially entered either degree program.

**Congratulations to Dr. John Rutledge, Professor MaryBeth Holloway, and Professor Bob Bundy,** who have been elected by the USCL student body as Distinguished Teacher of the Year for their respective academic divisions. The SGA is setting up the interview process which will determine our campus-wide winner, who will be announced at the Spring Fling festivities.

**USC Lancaster's 2010 Commencement Ceremony** is scheduled for **Saturday, May 01 at 2:30 p.m.** in the Bundy Auditorium. Please remember that all full-time faculty are strongly encouraged to participate in this ceremony recognizing the accomplishments of our students, and to march (the one time each year we dress in full academic regalia).

**Dates for Summer Orientation** have been set tentatively for June 10, July 01, July 15, and August 05. Remember that we will be trying a one-day "efficiency" orientation for each session this year, along with a Parent Orientation session each evening. Faculty are asked to try to be available for student advisement at three of the four sessions.

**Increase to Overload/Adjunct Pay:** I am happy to report that Dean Catalano has approved a request to increase adjunct/overload pay to \$1000 per credit hour (up from the current \$950), to be effective FALL 2010.



## **Appendix III (page 1 of 1): Dean Collins' Report, 03-05-10**

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

### **Report to Faculty**

March 5, 2010

▪ **Athletics**—Mr. Alan Blankenship has been chosen to lead the women's softball team. He is on board and has begun recruiting efforts and the logistics of setting up a new team. If you would like to help support Athletics at USCL through the Lancer Club, please contact the Athletics Department at (803) 313-7094 or visit the web page at <<http://www.usclathletics.com/default.html>>.

On February 25, the soccer team held a Lasagna Dinner Benefit in the Student Center to raise money for Haiti Relief. The team raised approximately \$500.00.

▪ **Study Abroad**—The group traveling to China (Beijing, Xian and Shanghai) leaves May 18. We have 9 students and two faculty/staff leaders. Interested leaders for next year's trip met last week and chose Dublin and London as the destination for the 2011 trip. The 2011 trip will be publicized beginning March 15. A Facebook page to chronicle the progress of and planning for both trips has been established. On Facebook, search for *University of South Carolina Lancaster Study Abroad* and become a fan.

▪ **Student Life/Activities**—

**SGA election results:** President: Dylan Knight; Vice-president: Michael Bailey; Secretary/Treasurer: Lauren Adams. New senators: John McClure, Trey Deason, and Stacey Stallard. These students will represent USCL on March 23 at the USC Board of Trustees Student Liaison Committee meeting.

**Hoops for Haiti** (sponsored by TRiO with help from Student Life) was held on Feb. 19 in the Gregory Health and Wellness Center. The event raised \$791.77 for Haiti Relief and will be given through the American Red Cross.

**Honors Day.** We hosted about 400 students on campus for academic challenges, quizzes, and other exciting activities. Thanks to Prof. Kim Covington and Dr. Peter Barry and so many others for their concerted effort in making the 2010 event so successful.

There is also a new **Facebook page for University of South Carolina Lancaster Student Life**; visit and become a fan.

Congratulations to our students who represented USCL at the recent **South Carolina Speech and Theatre Festival** at Limestone College. Winners include: Grant Baker, Ericka Collins, Tristen Blount, Josh Dandridge, and Michaela Scott.

### **Upcoming events:**

The USCL chapter of the **National Society of Leadership and Success** is currently holding a canned food drive to benefit HOPE of Lancaster. Flyers around campus give more details.

PALs will be attending the **Southern Region Orientation Workshop** in Louisville, KY on Mar. 12-14.

We will have USCL students and Faculty attending **Carolina Day at the Statehouse** on March 24 to advocate for stronger legislative support of higher education, especially for USC campuses.

**International Food Festival**, Mar. 31; 11-2 Student Center; \$7/plate

Thanks to all who sent feedback concerning the change in the summer orientation schedule. If you haven't yet had the chance to contact me with comments or concerns it's not too late.

Finally, big CONGRATULATIONS to our very own Ms. Mary Lapsley Daly, a newly-selected PAL, who was recently named "Hometown Hero" and was featured on CN2 news.

## HONORS DAY 2010 REPORT

Here is a brief report about the 32<sup>nd</sup> annual Honors Day event that was held on Friday, February 26<sup>th</sup>.

1. ATTENDANCE—We hosted approximately 420 juniors and seniors and over a dozen teachers and chaperones from eleven area high schools (Andrew Jackson, Buford, Central, Fairfield Central, Great Falls, Lancaster, Lewisville, North Central, Rock Hill, South Pointe Christian, and Westminster Catawba Christian)—a slight reduction from last year.
2. EVENTS AND AWARDS—We offered eighteen academic quizzes; art, music, and creative writing competitions; and Honors Bowl (where Westminster Catawba defeated Lancaster) to provide students with a chance to win scholarships, medals, and ribbons. This year we awarded \$14,800 in scholarships to twenty-six students representing eight schools.

We also had several other activities for fun and prizes, such as the Dumb Tricks competition hosted by Wayne Thurman; a Chemistry Magic Show thanks to Fernanda Burke, Bettie Johnson, and the Chemistry Club students; open houses in Kate Holland's Psychology lab, Danny Faulkner's Physics lab, and the Nursing lab hosted by Ann Scott, Karen Worthy, and several nursing students; an activity in the TRIO labs; a human ancestors puzzle with Chris Judge; a nature hike with Bob Bundy; a chance to meet members of our athletic department headed up by Brian Clark; and free throws and sit-ups at Gregory HWC with Kelly Steen and Kent Deese.

Sponsors and students alike took home quite a few prizes in special drawings, selecting from various books, DVDs, and other items. Students were also given flash drives advertising USCL Lancers. Founders provided a laptop and printer that Lewisville High School won in a drawing.

3. APPRECIATION— My sincere thanks to the many faculty members, staff personnel, and students who contributed their time, talents, funds, and energy to making this event a success. I think we made a positive impression on these potential students of what a great campus this is—at least I know that I was reminded of that fact by the cheerful and enthusiastic support that I received this year from so many of you!

*Kimberly Covington*

Honors Day Chairperson