

## **USC Lancaster Faculty Meeting Minutes September 6, 2024**

Please note: Faculty Organization meetings are recorded. To access the recordings of previous Faculty Organization meetings, follow these steps:

1. Log into Blackboard and go to Organizations.
2. Select USCLFO.
3. Click FO Documents on the left-hand menu.
4. Click on the folder labeled "FO Meeting Documents and Recordings"
5. Select the date of the meeting.
6. View recording in browser or download mp4 file.

Please note that chat messages are preserved in the Teams meeting record but are not necessarily reported in the minutes. Minutes are not verbatim and as such, pronouns may be mixed in the comment sections.

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## USC Lancaster Faculty Meeting Minutes September 6, 2024

**CALL TO ORDER:** 12:30 PM Dana Lawrence

**CORRECTION/APPROVAL OF MINUTES:** The minutes of the April 5, 2024, faculty organization meeting were approved.

### **REPORTS OF OFFICERS:**

*Director of Academic Program Assessment (Palmetto College)* - Christine Sixta Rinehart (Appendix 1)

- Carolina Core Assessment survey for courses being
- assessed went out early August, please fill it out! Training for Carolina Core will be September 9 at 2 PM virtual (recorded and posted)
- Please share artifacts, assignment examples, rubrics, assignment grades, etc. Assessment is mandatory including for dual enrollment
- No other questions/discussion from the floor

*Dean of the Campus* – Dr. Courtney Catledge report submitted (Appendix 2).

- Noted Niche.com ranking, acknowledged importance of faculty rating in those scores. Thanks to the faculty for their contributions
- Highlights from her report including:
  - Page 1:
    - Enrollment numbers are record high! Many thanks to recruitment, orientation, advisors
    - Welcomed 2 new faculty (Alison Jobe & Logan Cocklin)
    - Noted ongoing staff search (Director of Outreach & IL coordinator)
    - Athletics: Great showing of student athletes including international students this year. Invited everyone to enjoy USCL athletics events
  - Page 2:
    - Congratulations to our USCL employees with University Service Awards.
    - Events: NASC Lunch and Learn on Sept 27; noted the Lancaster Promise Neighborhood and YMCA-affiliated programs from over the summer
    - Campus facilities updates: Hubbard back entrance will be renovated for accessibility (watch for emails); Medford patio/outdoor space project coming soon; ASC renovation will hopefully be a 2024-2025 project; Rose Garden Renovation
  - Page 3:
    - Raises from 2024-25 general appropriation bill have gone into effect (see her report for details)

- Allocation from the state legislature is smaller than previous years (see report for detailed numbers)
- Travel Study trips over the summer
- Scholarship Luncheon will be November 6 at noon – please attend if you are able
- Active Shooter training courses will be coming soon

Questions and/or Comments:

- C. Bundrick re: Niche.com ranking notes 24% rejection rate
  - C. Catledge: Some of those numbers represent incomplete applications. She will investigate further but her understanding is that we are generally quite forgiving in our acceptance rates
  - T. Lekan confirms that higher rejection/non-enrollment is often due to incomplete applications
- N. Lawrence: Is there any new information about formalizing the Dean search on this campus (and how/when the Chancellor search will occur)
  - C. Catledge: No new details about the Chancellor search timeline. Dean search should be posted in September (she will share updates)
- J. Castiglia: Word on repairs that were supposed to be done in the Bradley building over the summer? There are still issues with leaking, mold, etc.
  - C. Catledge: No details on timeline but she will check with Buddy
- C. Heinemann-Priest: What is happening to the rose bushes that are coming out of the garden?
  - C. Catledge: I don't know, but we will have time to get answers because it likely won't happen until after commencement
- K. Holland: re: How many (or what percentage, if you know off the top of your head) are traditional students and how many are dual enrollment
  - C. Catledge: We still have a high number of dual enrollment students, but we are up by a handful of traditional students
- B. Obi Johnson: Given the state legislature increases, can we expect performance-based increases?
  - C. Catledge: Not at this time. One reason being costs due to higher health insurance costs which were taken on by the campus rather than passing the increases up to employees
- C. Austell: Do we have a timeline for replacing the Founders whiteboards
  - C. Catledge: Some classrooms were replaced over the summer and the rest should be handled this fall

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

- Page 1
  - Welcome to new faculty & congrats to promotions

- Early Alert Notifications – please use the link in his report (ideally before September 20)
- USC Provost Donna Arnette will visit campus on Thursday September 12, including listening sessions. Faculty are encouraged to attend and take part.
- Reminder to submit Fall 2024 syllabi as soon as possible if you have not already done so
- Page 2
  - Timeline for Spring 2024 course schedules (please see his report for details and work with Division Chairs)
  - Thanks to Shemsi Alhaddad for her work
  - Academic Integrity Violations: When you see a student violation, please do talk to the student first before they receive the letter from Todd's office (and include course numbers). Please review the details in his report.
  - Student grievances should also speak with their professors to attempt a resolution first
  - Highlights TRIO's Constitution Day event on September 17, including meals
  - Textbook adoptions: Reminder to submit Spring 2025 adoptions by October 10, 2024, at the absolute latest. The portal noted in his report is the recommended approach. Please see the Vimeo link in his report and/or contact Linda Deming with questions. Issues with the textbooks and blackboard early in the semester should hopefully be behind us
- Page 3
  - Student training modules: See the details in his report, but he wanted to draw faculty attention to these 4 training modules. The goal is for students to complete them all by December 6. High-school students are excluded from this, these are for degree seeking students. There will be open labs and free food offered to incentivize students to complete it. Please encourage students that you work closely with to participate. Direct questions to Asheley Schryer.
  - Highlighted many recent faculty accomplishments and upcoming events and programming on and around campus

Questions and/or Comments:

- E. Moon Kelly (chat): Are the modules required?
  - A. Schryer (chat): Yes and no. It is required, but we do not have a consequence attached to not completing the modules. Columbia requires it and places registration holds on their student accounts.
- N. Lawrence: Is there a limit to the number of hours that students can enroll during a summer session (particularly the shorter terms – for example, allowing a

student to take 9 credit hours in a 3-week term without understanding the workload they are signing up for)

- T. Lekan: The associate deans discussed this yesterday. This is no consensus or hard policy on the other campuses. All to say: We are empowered to set local guidelines to limit (he wants to incorporate Student Success and other input before setting a hard limit).
- Follow-up question from T. Lekan: Is there a way to gatekeep the registration to prevent this moving forward?
- A. Schryer: Advisors should be counseling against it)
- Follow-up question from T. Rowell: If the students are limited, will this also prevent students from dropping during the summer (preventing them from dropping under enrollment/completion rate requirements)?
- T. Lekan: I'm not sure there is a way to limit *dropping* classes
- Tyrie Rowell: If we are not officially requiring/enforcing the Training modules, is there any concern about meeting state and federal requirements?
  - A. Schryer: There are other ways we can meet federal and state requirements for this counseling; this is just the way Palmetto College decided to do it. If we can get 51% completion, we should be fine. We have identified groups of students that we have strong connections to (ex: athletes, PALs, etc.). She noted offering extra credit and encouraging students to complete the training in their own space if needed due to the potentially triggering content can help this completion rate.
  - C. Catledge notes that this training is not a new concept; our BSN students have had to complete this training for some time. It is also important to remind students that we have resources on campus if the content is triggering.

#### **Academic Success Center** – Dr. Patrick Lawrence, report submitted (Appendix 4)

- The ASC has been highly active with promotion early in the semester; faculty are encouraged to bring classes to the Center, but ASC tutors will transition away from outreach
- Variation in visits; but session numbers are healthy, and staff are busy
- Face-to-face tutoring remains important as shown by data
- ASC will host a grant writing workshop September 27

Questions and/or Comments: None

#### **Medford Library** – Rebecca Freeman, report submitted (Appendix 5).

- Welcome to our new Archivist, Logan Cocklin (in the NASC)
- Programming notes including Toolkit Talks and fall Read A Thon

- Reminder of library instruction: Librarians offer in-person sessions on the Lancaster campus, Indian Land campus, Native American Studies Center, and virtual options
- Reminders to share collection recommendations (books, databases)

Questions and/or Comments: None

**TRiO** – Matt Williamson, report submitted (Appendix 6).

- Introduced the TRiO program and its offerings on USCL campus (history, qualifications, services), noted the mandated number of student participants and persistence requirements
- Noted upcoming events including Constitution Day activities (invites faculty to encourage student participation)
- Noted the USCL Cares Back-to-School Campaign; faculty are invited to encourage participation (and participate themselves) to support our community

Questions and/or Comments: None

## **REPORTS OF COMMITTEES:**

### **USC SYSTEM COMMITTEES:**

**Columbia Faculty Senate** – Dr. Andrew Yingst

- Has met and discussed goals for the year.
- There are a couple of things that came down from Grievance Committee

Questions and/or Comments: None

**Rights and Responsibilities** – No update

**System Affairs** – Dr. Jerrod Yarosh, report submitted (Appendix 7).

- Reminder that they will vote on the motion he shared in April; please share any feedback with him prior to the vote

Questions and/or Comments: None

**Welfare** – No update

### **LOCAL COMMITTEES:**

**Athletics Advisory Committee** – Dr. Nicholas Lawrence

- Met before the faculty meeting, Nick was elected chair again

- Shared the following needs: Need to review student athlete's progress updates, encouraging student participation in things like USCL Cares campaign, need to utilize social media more effectively. Encouraged faculty to reach out to division reps with questions.
- Note "Calhoun's Corner" livestream ft. Nick Lawrence and Todd Lekan emphasizing the student part of student athletes.

Questions and/or Comments: None

#### **Executive Committee** – Dr. Dana Lawrence

- Introduced the new Faculty Organization executive committee roster: Dana Lawrence as Chair, Li Cai as Vice Chair, and McKenzie Lemhouse as Secretary
- Reminders of Faculty Forum presentations coming up this fall and alternating meeting modality this fall

Questions and/or Comments: None

#### **RPMS Committee** – Dr. Patrick Lawrence

- Reminder of Sept. 27 Grant writing workshop hosted in the ASC Studio (presentation plus Q&A, refreshments provided). Attendees can bring in grants in progress for feedback (open to all faculty)

Questions and/or Comments: None

#### **USCL Tenure & Promotion Committee** – Dr. Nicholas Lawrence, report submitted (Appendix 8).

- Met Aug 26, Nick was elected Chair.
- It will be a busy year for the committee due to all the Tenure and Promotion activities coming up 2024-2025 (clearing up timeline for post-tenure review files – Nov. 1 will be the deadline; all parties submitting those files have been notified)
- Faculty are encouraged to reach out to Nick and/or the committee members with questions to keep the T&P process accessible.

Questions and/or Comments:

- C. Bundrick – Evaluation Committee will be clarifying the post-tenure review process soon. He anticipates a round-table event (likely in October) for listening sessions with stakeholders. He will share updates when there is something to report

**OTHER SYSTEM COMMITTEES:****UNFINISHED BUSINESS:** None**NEW BUSINESS:** None**SPECIAL ORDERS:** None**ANNOUNCEMENTS:**

- D. Lawrence – Erin Moon-Kelly has upcoming performances
- C. Catledge – Requests faculty participation and encouragement of student participation at the upcoming provost visits and reception.
- C. Catledge – Shared updates to questions from earlier in the meeting:
  - Dual enrollment = 70% and 30% = traditional students (includes 1 visiting, non-degree-seeking, etc....)
  - Re: Chris' question about Niche.com Rejection percentage: Our acceptance rate last year was 79%; this year was 90-something

**ADJOURNMENT: 2:03 PM****ATTENDING:**

Sahar Aghasafari, Shemsi Alhaddad, Mark Ammons, Christopher Bundrick, Li Cai, Andrea Campbell, Jill Castiglia, Courtney Catledge, Chris Judge, Logan Cocklin, Connor Austell, Stephen Criswell, Susan Cruise, Jerry Currence, Elizabeth Easley, Pamela Ellis, Ernest Jenkins, Blake Faulkenberry, Rebecca Freeman, Amy Gerald, Annette Duker-Golonka, Darris Hassell, Claudia Heinemann-Priest, Kate Holland, Jason Holt, Dana Lawrence, Nicholas Lawrence, Patrick Lawrence, Todd Lekan, McKenzie Lemhouse, Tamika Lewis, Lynette Martek, Fernanda Marques Burke, Tracey Mobley-Chavous, Erin Moon-Kelly, Angela Neal, Brandon Newton, Evan Nooe, Bettie Obi-Johnson, Allan Pangburn, Phillip Parker, Leigh Pate, Suzanne Penuel, Bridgett Plexico, Jeff Rammage, Kim Richardson, David Roberts, Deborah Rowell, Tyrie Rowell, Todd Scarlett, Asheley Schryer, Peter Seipel, Sarah Sellhorst, Mike Sherrill, Christine Sixta Rinehart, Nahid Swails, Suzette Taylor, Brittany Taylor-Driggers, Richard Vanhall, Matherline Williamson, Jerrod Yarosh, Andrew Yingst

**ABSENT:**

Marybeth Berry, Dwayne Brown, Steven Campbell, Mark Coe, Kimberly Covington, Stanley Emanuel, Garane Garane, Lisa Hammond, Allison Jobe, Howard Kingkade, Vincent Lewis, Sue Mazullo, Tania Wolochwianski

***Faculty Secretary:*** Document submitted by M. Lemhouse on 1 October 2024, for faculty and staff review.



# Carolina Core Assessment

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Director of Academic Program Assessment

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Each learning outcome of the Carolina Core will be fully assessed at least once before the university's next SACSCOC accreditation visit.

# Carolina Core Assessment

## **The Following Courses are Being Assessed for Fall 2024:**

- **For Carolina Core (All sections):** CRJU 101, POLI 201, SPCH 140, SPCH 145, SPCH 230, STAT 110, STAT 201, and STAT 205
- **For BOL/BLS (All sections):** PALM 401, PALM 493, PALM 494, PALM 495, PCAM 205, ENGL 463

You should have already received at least one email that your course is being assessed and completed a survey. Please fill out that survey.

You will receive an email about training and guidelines on September 9<sup>th</sup> at 2 PM virtually. It will be recorded and posted.

## **What do I need to do?**

1. You need to collect an assignment from each student that correlates with at least one component of the rubric for your Carolina Core area. These rubrics and the course schedule were already sent to you.
2. We will also need a copy of the assignment prompt.
3. We will need an assignment grade for each student and the student ID number.
4. All documents will be uploaded into the Palmetto College Carolina Core Assessment Program by you in the late fall semester.
5. Training will cover all of this and will be uploaded to the following website:

Our previous Carolina Core reports, training, and assignment/artifact examples are located on this website to help you:

<https://emailsc.sharepoint.com/sites/COSPOL-PALM/SitePages/Assessment%20Home.aspx?CT=1684355214733&OR=OWA-NT&CID=ad0d5a9c-4690-dead-36bb-55a75d944f70&WSL=1>

**ASSESSMENT IS MANDATORY for everyone, including faculty teaching dual enrollment classes.**



UNIVERSITY OF  
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LANCASTER

Dr. Courtney B. Catledge  
Regional Palmetto College Interim Dean

Report to the Faculty Organization of USC Lancaster  
September 6, 2024

## People

### Enrollment

Fall 2024 enrollment is at an historic high and up in both traditional on-campus students and dual credit students. **As of September 5, we are at headcount enrollment of 2,501 (over last Fall semester's enrollment freeze).** Thanks to everyone—faculty and staff advisors, orientation leaders, recruitment and admissions staff members—for your work on our very strong Fall 2024 enrollment.

### We welcome the following new faculty and staff as we begin Fall 2024:

**Professor Logan Cocklin**-Assistant Librarian – Director of Archives (tenure-track)

**Dr. Allison Jobe**- Assistant Professor of History and African American Studies (tenure-track)

### Staff search continuing:

Director of Outreach & Coordinator of the Indian Land Location

### Athletics

Student athletes are back on campus and readying for the Fall competitive seasons with men's and women's soccer and volleyball. The first annual Athletics Orientation took place on August 12, 2024, with 100% in attendance. This fall we have 120 student athletes with 20 of those international athletes. The countries represented are Canada, Japan, Netherlands, England, Honduras, and Australia. Women's and men's soccer seasons as well as volleyball season are underway. **Check out their schedules here:** <https://usclathletics.com/>  
Join us on the campus soccer field or on the court in the Gregory Family YMCA for matches. Faculty, staff, and students can enter free of charge.

## **Congratulations to USCL employees recognized this year with University Service Awards:**

**Dr. Elizabeth Easley** (Faculty)- 10 years  
**Antonio Mackey** (IT)- 10 years  
**Ashley Stevenson** (Financial Aid) - 10 years  
**Roy Thompson, Jr** (Custodial) - 10 years  
**Canova Thompson** (Custodial)- 20 years

### **USC Lancaster in our Communities**

The next in-person **Lunch and Learn at the Native American Studies Center** is scheduled for September 27 at noon with a talk entitled “Laser Beams and Old Maps: Searching Remotely for Archeology Under Lake Wateree, by James D. Scurry, NASC Research Affiliate, and Christopher Judge, USC Lancaster Instructor of Anthropology and Archaeology. To attend via Zoom, register via this link: <https://bit.ly/3LYVoto>

**USC Lancaster coordinated Lancaster Promise Neighborhood affiliated programs in Summer 2024**—Arts and Sciences Summer Camp for Middle Schoolers, Upward Bound for ninth-twelfth graders, and the Early Start Bridge Program for 2024 LHS graduating seniors. We will again offer SAT/ACT preparation workshops in Fall 2024.

The **YMCA** coordinated summer camp with classes and activities on the **USC Lancaster** campus including the **iCarolina lab**.

### **Campus Facilities Updates**

#### **Hubbard**

- accessible entrance for back of building –Bids have been received and are being evaluated. Work should begin this fall to completely rework the back approach with sloped entrances using landscape pavers instead of poured concrete.
- replace glass storefront on front and back of building; 2024-25 project.

#### **Medford**

- Medford Patio project will be starting soon as a result of a private donation.
- renovate ASC and second floor; 2024-25 project.

#### **Crawford Rose Garden Renovation**

- in the planning stages and will be out for bid later this fall.

### **Legislative and Financial Updates**

**Earlier raises** : The 2024-2025 general appropriation bill has been passed by the South Carolina General Assembly, and it [includes a salary increase for state employees](#). The base pay increase for employees in full-time equivalent (FTE) positions earning \$50,000 and under will increase by \$1,125, and by 2.25% for employees earning over \$50,000.

Part-time employees in FTE positions who earn an annualized salary of more than \$50,000 will receive a 2.25% increase. Part-time employees in FTE positions whose annualized salary is less than \$50,000 will receive a prorated amount in the increase. For example, a 0.5 FTE whose salary is \$20,000, annualized as \$40,000, will receive a \$562 base salary increase resulting in a new salary of \$20,562.

The increase will be effective the first pay date on or after July 1, 2024. Please also note that there is an increase in the health insurance cost for 2024-2025 that the campus will cover in an effort not to pass any additional costs to faculty and staff.

USCL received an **additional recurring allocation for operations of \$756,180 from the SC State Legislature for FY 2024-2025. We also received a one-time appropriation of \$1,100,000 for campus facility renovations and deferred maintenance.** There was no tuition increase for students for this academic year—the 6th year running.

#### **Other items...**

- We had 2 successful **Travel Study trips** this summer. One to Greece led by Peter Seipel (seven students) and one to England led by Dr. Dana Lawrence (2 USCL students) in collaboration with USC Union. 100% of the students participating in the trip benefitted from the Study Abroad funding approved by the Commission. Having that funding available helped with recruitment and participation in the experience. Many thanks for your continued support.
- The annual **Richard Gannaway Scholarship Luncheon** has been scheduled for Wednesday, November 6 at noon in the Arnold Special Events Room. Invitations will be forthcoming.
- **Updates from Dr. John Rutledge, Director of Campus Law Enforcement and Security:** All the security staff have participated in one of the community active shooter training courses over the last 12 months. Dr. Rutledge participated in the recent community and school district active shooter training which will help us deal with the situation if it occurs on our campus. USCL has plans to once again offer active shooter related training to the campus population during the upcoming academic year. We have instructors on campus who can provide both the Civilian Response to Active Shooter Events and Stop the Bleed classes. Additionally, we are in discussion to host a tabletop exercise in collaboration with local emergency preparedness teams and the university during the 2024-2025 academic year.



UNIVERSITY OF  
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LANCASTER

Todd Lekan, Associate Dean for Academic & Student Affairs

**REPORT TO THE FACULTY ORGANIZATION**  
**September 6, 2024**

**1. Welcome to New Faculty Members.**

- Logan Cocklin: Director of Archives
- Allison Jobe: Assistant Professor of History and African American Studies

**2. Congratulations!**

- Professor Dana Lawrence, promoted to full professor
- Professor Claudia Heinemann Priest, promoted to Senior Instructor

**3. Early Alert Notices.** We know the importance of connecting with students early and often. *We are requesting that faculty submit early alert forms before September 20* for any student that is not attending class, missing assignments, or who would benefit from a contact by a student success staff person. Please use this form: <https://tinyurl.com/usclfacultyalerts>. This form will remain active throughout the semester.

**4. USC Provost Donna Arnette Campus Visit on Thursday, September 12.**

- 12:30-1:00 – Campus Tour
- 1:00-2:00 – Lunch and meeting with administrative leadership
- 2:00-2:50 – Listening session with students in Bradley 120 (no administration present)
- 2:50-3:40 – Listening session with faculty in Bradley 120 (no administration present)
- 3:40-4:30 – All campus closing session with light refreshments (Pete Arnold Special Events Room)

**5. Call for FA24 Syllabi.** Thanks to everyone who has submitted syllabi to the Academic Affairs Office. If you have not yet done so, please note that we need a syllabus for each section you are teaching, even if it is the same course. Also, it would help us be more efficient if the syllabus file names are consistent. Please use this format (example): PHIL 102-4A-FA24-Lekan,Todd. Send syllabi to Pamela Ellis: [pellis@mailbox.sc.edu](mailto:pellis@mailbox.sc.edu).

- 6. Timeline for Course Scheduling Preparation, SP/SU 25.** Thanks to all faculty for their work with Division Chairs on preparing the course schedules. A few benchmark dates:
- 9/23-9/27: Division Chairs and Pamela Ellis work on room assignments.
  - 9/30-10/9: Registrar loads the USCL schedule into Banner.
  - 10/10-10/15: Final adjustments to schedule.
  - 10/21: Students begin to register.
- 7. Policy Corner.**
- **Academic Integrity Violations:**
    - Report findings of academic integrity violations to the Associate Dean of Academic and Student Affairs: Todd Lekan: [tlekan@mailbox.sc.edu](mailto:tlekan@mailbox.sc.edu).
    - The Associate Dean will validate the findings and send the student a notice of integrity violation letter only after the instructor has informed the student that they have been reported.
    - Students have informal and formal processes that they can use to appeal the decision. See the USCL Student Handbook for policies:
    - [https://www.sc.edu/about/system\\_and\\_campuses/lancaster/internal/documents/student\\_life/handbook.pdf](https://www.sc.edu/about/system_and_campuses/lancaster/internal/documents/student_life/handbook.pdf)
  - **Student Academic Grievances:**
    - If a student has a complaint about grades or academic matters, they should first attempt to resolve the matter with their instructor.
    - If that discussion does not resolve the matter the Associate Dean and/or Division Chair will mediate the disagreement. As part of this mediation, students are required to provide evidence that a course or a university policy has been violated. See the USCL Handbook for this policy:
    - [https://www.sc.edu/about/system\\_and\\_campuses/lancaster/internal/documents/student\\_life/handbook.pdf](https://www.sc.edu/about/system_and_campuses/lancaster/internal/documents/student_life/handbook.pdf)
- 8. Constitution Day.** TRiO will help the campus celebrate this day on Tuesday, September 17. Students are invited to take a short quiz about the Constitution and those with the top three scores will win a prize pack. Food trucks will be on campus from 11:00 to 2:00 and Antonio Mackey will provide music. It will be a ticketed event, so all employees and students will need to pick up tickets in front of the TRiO entrance. Please encourage students to attend. Thanks to the TRiO staff for organizing this event!
- 9. Spring 2025 Book Adoptions.** Spring 2025 textbooks and other course materials should be submitted no later than October 10. Submissions can be made using the Adoptions and Insights Portal (AIP). Information about that portal is described here: <https://vimeo.com/757681164/5cef6f87bb>. You can also submit your requests to the Barnes and Noble Bookstore Manager, Linda Deming: [LDeming@bncollege.com](mailto:LDeming@bncollege.com). If you have any questions, please contact Ms. Deming.

## 10. Student Training Modules.

Palmetto College believes in the importance of creating a safe, respectful, and healthy environment for all community members. To that end, we have partnered with Vector Solutions to provide training modules for students at Lancaster, Salkehatchie, Sumter, and Union. Students are asked to complete online educational modules in the areas of Alcohol Edu, Sexual Assault Prevention, Mental Well-Being, and Diversity, Inclusion and Belonging. The online modules provide information about these important topics and are one way the University meets federal requirements to educate all students on these issues, our policies, and resources.

Students have received information and are encouraged to complete the modules by December 6<sup>th</sup>. Dual enrollment students are not required to complete the modules. While modules can be completed on their own, we will have the computer labs in Bradley rooms 112 & 113 available on the following dates:

- Tuesday, September 10<sup>th</sup> (11:00-1:30)
- Monday, September 30<sup>th</sup> (11:00-1:30)
- Friday, October 4<sup>th</sup> (10:00-2:00)
- Wednesday, November 13<sup>th</sup> (11:00-1:30)
- Monday, November 18<sup>th</sup> (11:00-1:30)
- Friday, December 6<sup>th</sup> (10:00-2:00)

The link for students to complete these modules is here:

<https://uscpalmettocollege-sc.vectorlmsedu.com/>

Thank you for encouraging your students to complete these modules!

## 11. Recent Faculty Accomplishments.

- **Sahar Aghasafari** published Aghasafari, S. (2024). *Creative Visual Arts and Biology Processes: Examining Emergent Bi/Multilingual High Schoolers' Meanings*. *European Journal of Arts, Humanities and Social Sciences*, 1(3), 200-209.

**Sahar** was appointed Editorial Board Member, *Visual Arts Research (VAR)*, 2024-present. [Journal Link](#)

**Sahar** created The book cover design for STAR Scholars publication series [Graphic Design]. In STAR Scholars (Ed.), *Publications in educational and social science disciplines*. STAR Scholars Network. Summer 2024 Designs| [Amazon Link](#) | [STAR Scholars Press Catalog](#) | [Another STAR Scholars Book](#)

**Sahar** is serving as an ASCD+ISTE Community Leader, Association for Supervision and Curriculum Development (ASCD), and International Society for Technology in Education (ISTE), 2024-present.



- **Shesmi Alhaddad** published a peer reviewed article: S. Alhaddad. “Best Practices for Data Embroidery.” *Proceedings of Bridges 2024: Mathematics, Art, Music, Architecture, Culture*, 2024, pp. 243-250. <http://archive.bridgesmathart.org/2024/bridges2024-243.html>

**Shesmi** presented the paper “Best Practices for Data Embroidery” at the Bridges Math Art conference in Richmond in Aug 2024.

- **Connor Austell**'s paper "Exploring the Compositions of Thomas "Blind Tom" Wiggins" was accepted for publication by *American Musical Perspectives*, an academic journal published by Penn State University Press. The impetus for this article stemmed from his doctoral dissertation research, though much additional work was done this past spring. **Connor** will be giving a presentation on his findings in a faculty forum on October 4.
- **Li Cai** and his student **Charis Grabbe** published an article “Regioselective Deacetylation in Nucleosides and Derivatives.” <https://chemistry-europe.onlinelibrary.wiley.com/doi/10.1002/cbic.202400360>
- **Jill Castiglia, Fernanda Burke, and Bettie Obi-Johnson** attended the *Workshop on Assessment in Chemistry Courses* in Atlanta in June funded by the National Science Foundation in conjunction with the American Chemical Society. The two-day workshop "explored developing learning objectives, creating assessment plans, articulating a test specifications document, creating quality assessment items, and using assessment data to inform teaching practice." These faculty will continue to collaborate with each of the teams formed during the workshop in monthly virtual meetings through this year.
- **Courtney Catledge** published: Horton-Dias, C., Catledge, C., & Dawson, R.M. (2024). A Theory-guided Qualitative Exploration of Occupational Influences on Firefighters' Dietary Behaviors. *Workplace Health and Safety*. DOI: <https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdoi.org%2F10.1177%2F21650799241271181&data=05%7C02%7CTLEKAN%40mailbox.sc.edu%7Ce077de0f74ba4c4e01d908dcc21ab41c%7C4b2a4b19d135420e8bb2b1cd238998cc%7C0%7C0%7C638598667143121823%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Iik1haWwiLCJXVCi6Mn0%3D%7C0%7C%7C%7C&sdata=%2B7kv4oLG4wCtavqekv39KnwSO8sORIY8%2BsZlIPqR7so%3D&reserved=0>
- **Stan Emanuel** was featured in WalletHub's piece about Best Car Insurance in South Carolina. You can find it here: [https://wallethub.com/car-insurance/south-carolina#stan\\_emanuel](https://wallethub.com/car-insurance/south-carolina#stan_emanuel)

- **Rebecca Freeman, McKenzie Lemhouse, and Zach Broughton** presented "Whole Person Staffing" at the Metrolina Library Association Conference in June.
- **McKenzie and Rebecca** presented two posters at the Metrolina Library Association Conference in June. We presented "Making It Work" and "Battling Period Poverty on a Small, Rural Academic Campus." "Making It Work" discussed how we have made continuous improvements to the library space to meet student and staff needs.
- **McKenzie, Asheley Schryer, and Rebecca** were accepted to present "Creating the Celebration of Lancer Excellence – An Interdisciplinary Student Showcase" at the South Carolina Library Association Conference in October.
- **Rebecca** and Lisa Gieskes, Richland County Public Library were accepted to present "Cooking in Libraries" at the South Carolina Library Association Conference in October. We will be presenting on how libraries have shifted towards nutrition and cooking programming and how one local library has implemented cooking programming.
- **McKenzie and Rebecca** received a Pads in Schools grant for \$1000 to provide period supplies to the campus through the all gender restrooms.
- **McKenzi** sent in the final edits for a chapter on information behavior in online endometriosis support communities in a collection titled "[Information, Power, and Reproductive Health](#)" by Litwin Books & Library Juice Press. Currently anticipated in early 2025!
- **McKenzie and Logan Cocklin** had a chapter proposal preliminarily accepted for inclusion in a collection titled "Shelf Life: Libraries, Archives, and Collective Grief" this summer.
- **Ernest Jenkins** has graduated from the Diversity Leaders Initiative's (DLI) 16th Midlands class. DLI is hosted by Furman University and has been promoting the power of diversity for over 20 years to help teams, organizations, and communities in South Carolina thrive. This five-month curriculum explored a wide array of topics from bias and discrimination to the role of context, and it openly engaged with sensitive issues related to diversity and inclusion. It concluded with a community action project aimed at identifying and addressing a concern in the Upstate and implementing an enduring solution. Ernest's graduation marks his joining of a community of over 2,800 fellows statewide.

- **Evan Nooe**

In June, **Evan** presented a paper at the Disney, Culture, and Society Research Network Second Annual International Conference titled "Florida, History, and Architecture at Disney Springs's Town Center Neighborhood."

In July, **Evan** presented a paper at the Society for Historians of the Early American Republic annual conference in Philadelphia, PA titled "Remembering Solomon Wood's Fort: Georgia's Landscapes of Indigenous Erasure."

**Evan** was an invited speaker to discuss my book *Aggression and Sufferings: Settler Violence, Native Resistance, and the Coalescence of the Old South* at:

- York County Public Library (Rock Hill, SC), June.
- Eastern Lincoln County Historical Society (Denver, NC), July.
- Clemson University Historic Properties (Clemson, SC), July.
- USCL Native American Studies Center (Lancaster, SC), August.

Evan served on the Georgia Historical Society's Annual award committee for the Bell Award (best book on GA history) and the Inscoe Award (best GHQ article for the year).

Evan served as an invited outside reader for a MA Thesis in History at Valdosta State University.

- **Phillip Parker** was elected Vice-Chair of the South Carolina Association of CPAs - Catawba Chapter for this year.
- **Tyrie Rowell** was invited to teach "The Inner Mastery through Movement" at the 20th International Festival of Making Theater (In.F.o.Ma.T.) for the Theatre of Changes School in Athens, Greece. Tyrie has been invited back to teach at 21<sup>st</sup> International Festival in 2025, continuing to bring a wealth of knowledge to students from around the world.
- **Tyrie** also traveled to Dublin, Ireland, with Marybeth Berry and a student to work with the Dublin Fringe Lab to adjust their show "On The Spectrum." While there, Tyrie also worked on his one-man show, which is now hopeful of being accepted the Dublin Fringe Festival.
- **Tyrie** became the President of the South Carolina Speech and Theatre Association (SCSTA) on July 1. This professional organization promotes the study of all areas of performance and oral communication. It serves both public and private schools, as well as colleges and universities in South Carolina, through three spring competitions.

## Upcoming Events:

- **The next NASC Lunch and Learn is** on September 27 at noon: “Laser Beams and Old Maps: Searching Remotely for Archaeology Under Lake Wateree.” Lecture by James D. Scurry, NASC Research Affiliate, and Christopher Judge, USC Lancaster Instructor of Anthropology and Archaeology . To attend via Zoom, register via this link: <https://bit.ly/3LYV0t0>



*FREELANCERS*  
**GUITAR ENSEMBLE**



*Seeking New Members!!*

**Next Meeting: 9/04/2024**

**4:00PM | Founders 001**

**Meets every 1st & 3rd Wed. of each month**

*Open to both beginners and experienced guitarists!  
Contact: Dr. Connor Austell ([caustell@mailbox.sc.edu](mailto:caustell@mailbox.sc.edu))  
for more info.*



# Medford Library

Check us out!!!



Medford Library, USC Lancaster

Medford Library Presents

## MINDFUL MONDAYS



Drop in for mindfulness & stress-relief activities in a calm space.

MONDAYS FROM 11 AM - 1 PM  
IN THE MEDFORD LIBRARY CONFERENCE ROOM

## Bookworm Social



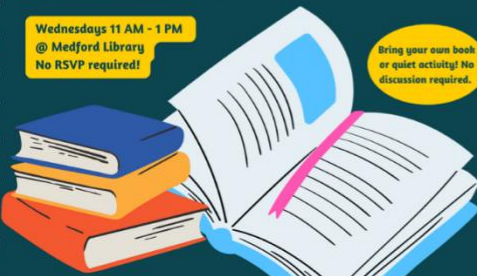
Join us on Wednesdays for quiet reading in a cozy atmosphere

### What to Expect:

- "Silent Book Club" meets "Introvert Happy Hour."
- Quiet, not silent: Read silently or pair off for quiet conversation.
- No commitment: Drop in & leave when you want to.
- Refreshments: Enjoy tea & cocoa.
- Explore librarian-curated "Book Tastings" that you can take to-go.
- Open to USCL students, faculty, & staff.

Wednesdays 11 AM - 1 PM  
@ Medford Library  
No RSVP required!

Bring your own book or quiet activity! No discussion required.



## CRAFTER'S CIRCLE

\* Open crafting hour \*



Thursdays from 11 AM - 1 PM in Medford Library.  
Bring a craft or quiet project & hang out!

- Open to USCL students, faculty, & staff
- No commitment! Drop in & leave when you need to. No RSVP needed!
- Craft kits available to make & take



Questions? Ask at the library's front desk

## **From Erin Moon-Kelly:**

Erin joined the Winds of Time (Woodwind Quintet) in May 2024 (flute and piccolo).

Broadway on Display  
Saturday, October 19, 2024 | 3:00PM  
Palisades High School  
15221 York Road  
Charlotte, NC 28278

### OVERVIEW

Dive into the enchanting world of Broadway with the Charlotte Concert Band's presentation of "Broadway on Display." From the timeless classics of musical theater to contemporary hits that have graced the stages of Broadway, experience the musical magic of shows like "Jesus Christ Superstar" and "Phantom of the Opera." Feel the energy come alive with exhilarating performances from beloved favorites such as "West Side Story," "Fiddler on The Roof," and more! Join us for an unforgettable evening as we celebrate the rich musical tapestry of the Great White Way!

### *Program*

WEBBER/arr. MOSS - *Jesus Christ Superstar*  
WEBBER/arr. BARKER - *Selections from Phantom Of The Opera*  
SONDHEIM/arr. BULLA - *Sondheim!*  
BERNSTEIN/arr. RICKETTS - *Wrong Note Rag*  
BERNSTEIN/arr. BOCOOK - *Somewhere*  
BERNSTEIN/arr. MURTHA - *Gee, Officer Krupke*  
JOHN KANDER/arr. RICKETTS - *Selections from Chicago*  
BOCK/arr. HEARSHEN - *Symphonic Dances from "Fiddler on the Roof"*  
WILSON/arr. BOCOOK - *Seventy-Six Trombones*

### *Ticket Pricing*

- AT THE DOOR: \$15.00
- ONLINE
  - General Admission: \$12.00
  - Seniors (ages 65+): \$9.00
  - Students (with a valid student ID): \$5.00
  - Ages 5 and younger admitted free

*Group pricing is available for parties of 10 or more. Please contact us at [charlotteconcertband@gmail.com](mailto:charlotteconcertband@gmail.com) for more information.*

## Report to the USC Lancaster Faculty Organization

### Academic Success Center

*Pat Lawrence, Director*

#### Announcements

- Thank you to those instructors who are sending students our way as part of your introduction to USCL support services. We're happy to get a chance to share what we do with them.
- The ASC is tracking some new data, including the number of student-athlete and dual-enrollment students we serve. Look out for new visualizations on future reports.
- The ASC Studio will host the RPS Executive Committee's grant-writing workshop on September 27<sup>th</sup>. More information will be forthcoming.

#### Recent and Upcoming Events Overview

The beginning of the semester finds us active in promotion to make sure new students know about our services and returning students keep us front-of-mind. We have visited a dozen classes for tutor talks and hosted another half-dozen for center visits—plus we hosted a table at the resource fair during welcome week. Tutors will be now transitioning away from promotion, but we still welcome your class for a visit to the Center.

Along with other Student Success units, the ASC is exploring options to support ESOL students on campus. If you are supporting students with this need, please look out for more from us on these services, and feel free to reach out about how to make sure such students can thrive in your courses.

We are welcoming two new peer tutors: Javeria Siddiqi and Kennedy Bumbrey. We couldn't be happier to have them serving students. Together, they will cover some of the core nursing pathway courses and additional courses in computer science and statistics. Both have been trained during these first few weeks and are now available on our schedule for students in those areas.

#### Summary of Tutoring Data

**Year-to-year trends:** Due to the extremely busy summer in 2023, we planned an ambitious suite of offerings in summer '24. Unfortunately, we saw a very significant decline in demand. The reason for this is not immediately clear, though summer has historically been hard to predict because it depends on a number of factors outside local control that change year to year, sometimes dramatically.

Despite low summer traffic, I am pleased to share that **for the fiscal year ending 6/30/24, we held a total of 789 tutoring sessions, surpassing the previous year's number by 44.5%.**

**Session distribution trends:** While a significant majority of summer courses are offered online, demand for in-person tutoring far outstrips demand for virtual tutoring. Virtual options remain an important component of our services, but for our primary clientele, in-person is still the preferred format. The distribution of courses across the curriculum was fairly typical over the summer.

(See charts below for data breakdown.)

#### Contact Information

**Phone:** 803-313-7113

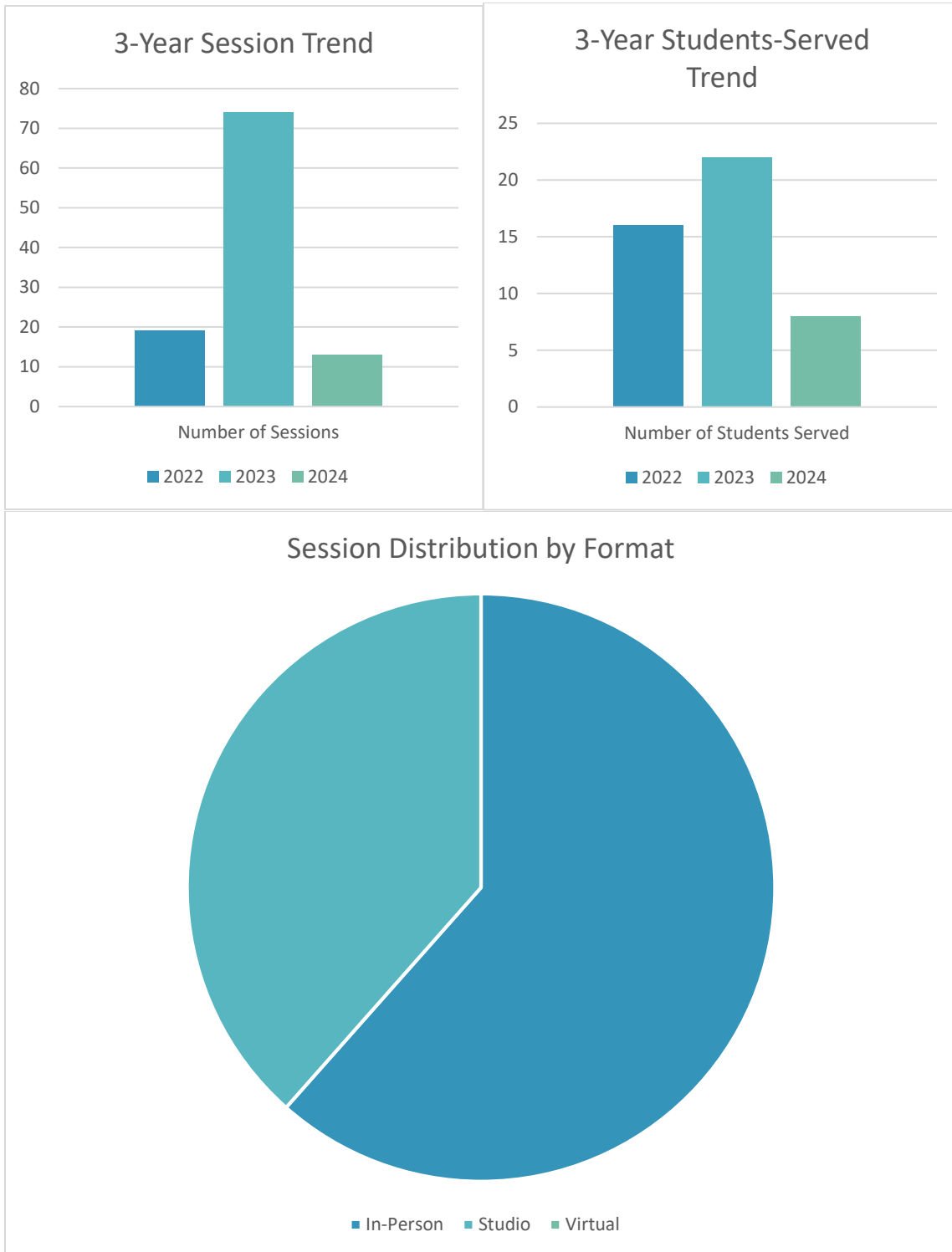
**Web:** [sc.ed/lancaster/asc](https://sc.ed/lancaster/asc)

**Patrick Lawrence, Director:** [pslawren@mailbox.sc.edu](mailto:pslawren@mailbox.sc.edu)

**Elaine Connor, Academic Success Coordinator:** [etconnor@mailbox.sc.edu](mailto:etconnor@mailbox.sc.edu)



## Appendix: Summer Tutoring Data



Session Distribution by Field and Course



# Medford Library Faculty Meeting Report

## September 6, 2024

### SERVICE STATISTICS AND PROGRAMS – Spring Review

- 9969 unique visits
- 5115 LibGuide views
- 427 Study and Lounge Area Reservations
- 52 Conference Room uses
- 9 Computer Lab uses
- 32 Community computer uses
- 21 Book a Librarian
- 4 Library Instruction Classes

### CIRCULATION STATISTICS – Spring Review

- 388 General collection items
- 1 Audio Visual collection item
- 28 Reserve items
- 2 Government Resource collection items
- 29 Graphic Novel collection items
- 26 Juvenile collection items
- 41 New Book collection items
- 20 Oversize collection items
- 20 On Display items
- 185 Special Collection items

### Summer and Beginning of Year Activities

- Logan Cocklin joined the library and the Native American Studies Center as the Director of Archives.
- Kaitlynn Broughton joined the library staff.
- The library implemented a new chat service through Springshare. The new service allows for tickets in addition to chat.
- The Library Silent Book Club took place throughout the summer. Thank you to everyone who attended.
- The library hosted a Welcome Week event on Tuesday, August 27.

- The library hosted the first Toolkit Talk on September 3.

## UPCOMING EVENTS

- The second Toolkit Talk with Tamika Lewis is scheduled for September 17.
- Mindful Mondays will be every Monday from 12:00 to 1:00 p.m. in the library conference room.
- The new Bookworm Social will be every Wednesday from 11:00 to 1:00 p.m. This new recurring program is a continuation of the summer Silent Book Club.
- A new Crafter's Circle will be every Thursday from 11:00 to 1:00 p.m. Bring a craft or use one of the library's craft kits and join us for this new program.

## GENERAL AND ADMINISTRATIVE ACTIVITIES

- Instruction classes are available in person and virtually. Classes can be taught on campus, at the Indian Land location, and at the Native American Studies Center. [Request a library instruction class today.](#)
- Is there something that you would like the library to have? [Request materials](#)
- [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**  
**Office of Federal TRiO**  
**Programs**

## **REPORT TO THE FACULTY ORGANIZATION**

### **Friday, September 6, 2024**

#### **OPPORTUNITY SCHOLARS PROGRAM**

##### **Enrollment Update**

- The 2023-24 reporting period for the OSP project ended on August 31, 2024. During this period, we officially served 165 students from low-income, first-generation (LIFG) backgrounds, or students with disabilities.
- We entered the fifth and final year of our current grant award on September 1, 2024. At present, we are officially serving 101 out of the 165 students we are required to serve prior to the end of the grant cycle on August 31, 2025.

##### **FY25 Grant Competition**

- The grant application package for renewal of our OSP project for the period 2025 through 2030 was submitted to the Office of Sponsored Awards Management (SAM) for final review on July 9. SAM submitted the final package to the federal Department of Education (ED) later that week.
- This was a massive undertaking, and we would like to recognize and thank all the members of the Proposal Development Committee: **Dr. Shemsi Alhaddad; Mark Ammons; Dr. Courtney Catledge; Ken Cole; Dr. Pat Lawrence; Dr. Todd Lekan; McKenzie Lemhouse; Dr. Kim Richardson; Lauren Thomas; and Matt Williamson.** We also greatly appreciate **Dr. Maggie Aziz** (USC Union), **Amy Hood, Tamika Lewis, Asheley Schryer, Aubrey Stewart,** and **Chuck Wright** (USC Sumter) for their contributions.
- The Council for Opportunity in Education (COE) stated last week that ED intends to announce all awards for the FY25 grant competition no later than June 30, 2025. They anticipate the average size of each award to be just over \$1.6 million.

##### **Early Start 2024 Summer Bridge Program**

- Early Start 2024 took place this past summer from July 22 through August 9. 31 students participated, which included nine (9) through our partnership with **Lancaster Promise Neighborhood (LPN).**
- During these three weeks, students were able to take PCAM 299 with **Dr. Scott Whaley** and UNIV 101 with **Andrea Campbell.**

- We greatly appreciate **Grassroots Advisors** (Dr. Whaley and his wife Tiffany) and **Suzette Taylor** for serving as our consultants, and to students **Mary McInville Adamson** and **Cailin Stevens** for serving as the assistants for this summer’s program.
- The program wrapped with the **Early Start Celebration** at Frankie’s of Charlotte in Huntersville, NC on August 9 (see group photo below).



### “Friends of OSP” Initiative

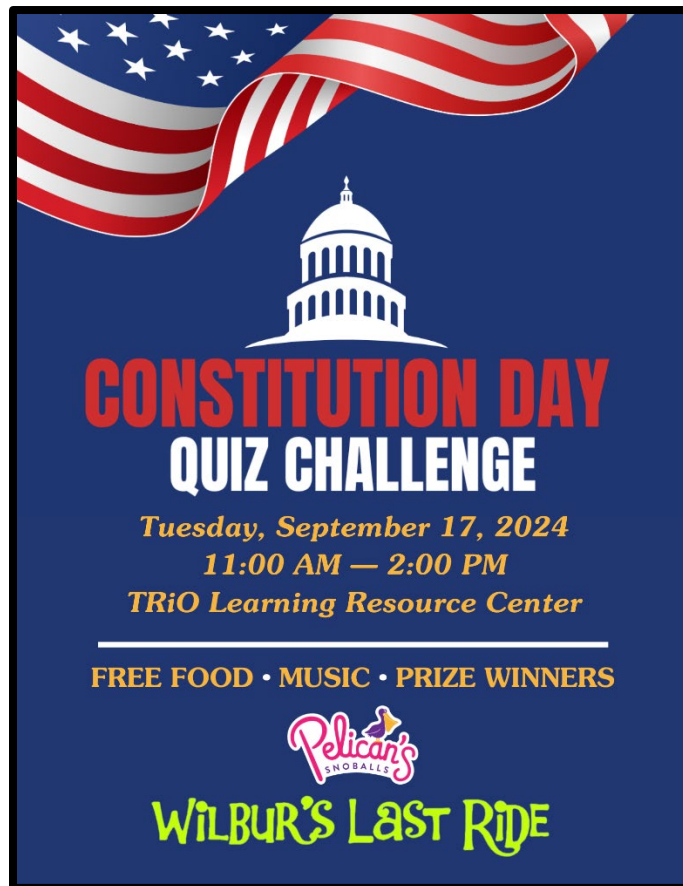
- As many of you already know, there has been a remarkable influx of international student-athletes this semester. Many of them have expressed interest in joining our OSP project, but federal regulations restrict us from reporting these students on our official roster. As a result, we are implementing a “Friends of OSP” initiative as a way of welcoming them to our campus.
- We are working with **Nick Calhoun** to ensure that these student-athletes receive the encouragement and support they need to be successful. This is yet another way to enhance relationships among students, as well as encourage them to make the most of their collegiate experience.

### Pilot Program for Dual Enrollment Students

- We hope to implement a pilot program to serve qualifying dual enrollment students in the coming weeks. Once all the parameters are set, more details will be forthcoming.

### Upcoming Activities and Events

- The first **OSP Luncheon** of the Fall 2024 semester will take place on Thursday, September 12. **Nick Jones** will present on the benefits of students furthering their education through Palmetto College. Lunch will be served in the TRiO Learning Resource Center beginning at 12:15 p.m.
- The annual **Constitution Day Quiz Challenge** will be held on Tuesday, September 17. Students may come to the TRiO LRC to take a brief quiz on the United States Constitution. The three (3) students with the highest quiz scores will win prize packs. Food trucks from **Pelican's SnoBalls** and **Wilbur's Last Ride** will be on campus serving lunch from 11:00 a.m. to 2:00 p.m. This will be a ticketed event, so all employees and students wanting to eat for free will need to come to the TRiO entrance during the event to receive their ticket. Our very own **Antonio Mackey** will be providing music for the occasion.



- The **TRiO Popcorn & Movie Series Celebrates National Hispanic Heritage Month** will take place on Wednesday, September 18 and Tuesday, September 24. Movies will



be shown at 11:00 a.m. and 2:00 p.m. on these dates in the TRiO LRC. Drinks, light snacks, and popcorn will be served.

- We are very excited to once again host the **Careers in Science Lecture Series** this fall. The first CIS Lecture will be held in the TRiO LRC at 12:15 p.m. on Monday, September 23 with **Dr. Nahid Swails**. We are especially grateful to **Dr. Li Cai**, **Dr. Bettie Johnson**, and the **USCL Chemistry Club** for once again allowing us to expose our students to STEM-related careers.
- Our annual **PAL Information Workshop** for prospective peer advisors is tentatively scheduled for Wednesday, October 2.
- We will be hosting **Disability Awareness Week** on October 21-24. **Amy Hood** and her planning committee are busy scheduling the week’s activities. A tentative schedule is listed below.

DATE	PRESENTERS	LOCATION
Monday, 10/21	<b>Dr. Anne Kinsman</b> , Pediatric Psychologist	TRiO LRC
Tuesday, 10/22	<b>Rayni Collins</b> , Dance and Movement Therapist	TRiO LRC
Wednesday, 10/23	<b>USC Lancaster Players</b>   <i>On the Spectrum</i> Performance	Stevens Theatre
Thursday, 10/24	<b>Gretchen Benner</b> , Music Therapist	TRiO LRC

## UPWARD BOUND

### Enrollment Update

- Our Upward Bound project closed its 2023-24 reporting period on May 31, 2024. During this reporting period we officially served 69 LIFG participants from Andrew Jackson, Buford, and Lancaster High Schools.
- Upward Bound entered year three (3) of a five-year grant cycle on June 1. We are currently serving 52 participants on our official roster with another 14 on our waiting list to be granted final acceptance in the coming days. We are required to serve a minimum of 62 qualifying participants from the target high schools prior to the end of the current reporting period on May 31, 2025.

### 2024 Upward Bound Internship Academy

- The 2024 Upward Bound Internship Academy was held on June 4 through August 1. This initiative served as our summer work-study program in which current high school juniors and seniors were exposed to careers requiring four-year college degrees.
- A breakdown of this past summer’s presenters is listed in the table below.

DATE	PRESENTERS	FIELD / TOPIC
6/04/24	<b>Furman College Advising Corps</b>	College Advisement and Engagement
6/06/24	<b>Eddie Boykin</b>	Careers, College, and Culture
6/11/24	<b>Andrea Campbell</b>	Academic and Career Planning



  
 UNIVERSITY OF  
**South Carolina**  
 LANCASTER  
*A Regional Palmetto College*

6/13/24	<b>Senator Mike Fanning</b>	Government and Public Policy
6/18/24	<b>Bridgett Plexico</b>	Careers and Internships
6/20/24	<b>Stephany Snowden</b>   Deputy Director, Lancaster County Government	Public Administration
6/25/24	<b>Chief Don Roper and Erin Tindal</b>   Lancaster Police Department	Law Enforcement
6/27/24	<b>Dominique Waller</b>	Dual Enrollment
7/02/24	<b>Albert Blackmon</b>	Personal Finance
7/09/24	<b>Randy Newman and Armani Reid</b>   6 <sup>th</sup> Circuit Solicitor's Office	Criminal Justice
7/11/24	<b>Marybeth Berry and Tyrie Rowell</b>	Performing Arts and Theater
7/16/24	<b>Dr. Courtney Catledge</b>	Determining Your Path in Life
7/18/24	<b>Rep. Brandon Newton</b>	Government and Public Policy
7/23/24	<b>Upward Bound Legacy Panel</b>	The College Experience
7/25/24	<b>Natoya Reid</b>   Skyla Credit Union	Accounting and Business
7/30/24	<b>Superintendent Rashaad Fitzpatrick</b>   Lancaster County School District	Public Education
8/01/24	<b>Mayor Alston DeVenny</b>   City of Lancaster	Public Administration

- Internship Academy participants are pictured below with **Dr. Catledge** on July 16. We greatly appreciate all who volunteered to present this summer.



## 2024 Upward Bound Summer Experience

- The academic component of the 2024 Upward Bound Summer Experience took place from June 10 through July 18. We served a total of 58 current 9<sup>th</sup> through 12<sup>th</sup> graders from our target high schools. This number included 45 participants who were served in partnership with LPN. Several of our Summer Experience participants are pictured below.



- During these six weeks, participants received supplemental classroom instruction from **Salwa Ghaly** (Lab Sciences), **Dr. Jason Holt** (Math), **Dr. Bettie Johnson** (Chemistry Lab), **Sandra Ovalles** (Spanish), and **Charisse Witherspoon** (English Composition and Literature). In addition, **Ashley Gadson** and her team from **South Carolina Development Trainings** provided bi-weekly sessions on conflict resolution, life skills, socioemotional development, soft skills, and stress management. We were overwhelmed to once again provide our participants with such quality instruction.
- Experiential Friday field trips were taken to **Breakout Games** at the Carolina Place Mall in Pineville, NC (July 12), the **International African American Museum** in Charleston, SC (July 19), **Allen University** and **Benedict College** in Columbia, SC (July 26), and **Frankie's of Charlotte** in Huntersville, NC (August 2).



## **Upcoming Activities and Events**

- Four (4) **Parent Orientation Sessions** will be held on September 11-12.
- Our **Welcome Back Session** for participants will be held in the TRiO LRC on Tuesday, September 24.
- We are attempting to partner with LPN to have participants attend the **Region College Fair** at **Winthrop University** in Rock Hill, SC on Monday, September 30 as well as the **Third Annual HBCU Impact College Fair** at **Clafin University** in Orangeburg, SC on Thursday, October 3.
- Our juniors and seniors will be strongly encouraged to register for the **ACT / SAT Test Preparation Workshops** sponsored through LPN and facilitated by **Dr. Dwayne Brown** and **Dr. Pat Lawrence**. These workshops will be held at USCL on four consecutive Saturdays: October 19 and 26; and November 2 and 9.

## **STUDENT ORGANIZATIONS**

### **D.E.F.I.N.E.**

- The purpose of D.E.F.I.N.E. is to provide academic support, mentoring, and other higher educational opportunities for those who support female students enrolled at USC Lancaster. The goal is to enhance their academic achievement, improve retention, and promote unity for those who are working towards a higher education.
- The group held its initial meeting of the Fall 2024 semester on September 4.
- An elections meeting will be held to determine officers for 2024-25 on Thursday, September 19.

### **G.E.N.T.S.**

- The G.E.N.T.S. organization exists to provide academic support, mentoring, and other higher educational opportunities for those who support male students enrolled on the USCL campus. Its goals are to enhance academic achievement, improve retention, and promote unity for those who are working towards their college education.
- This organization will hold its first formal meeting this semester on Thursday, September 26. Officers for 2024-25 are **Landon Tidwell** (President), **Joaquin Espinoza** (Vice President), and **Claymond Hammond** (Secretary).

### **USCL Research Club**

- We are so pleased to promote undergraduate research by once again partnering with **Dr. Liz Easley** and the USCL Research Club.
- As part of this collaboration, there will be 12:15 presentations in the TRiO LRC on Wednesday, October 9, as well as another one sometime in November with the team from USC's **Center for Integrative and Experiential Learning** (CIEL).



### **USCL Rotaract Club**

- The USCL Rotaract Club is actively recruiting students to participate this semester. Through Rotaract, young men and women serve the needs of their community, widen their personal and professional contacts, and increase their understanding of the world.
- Rotaract's 2024-25 officers are **Erica Garris** (President) and **April Witherspoon** (Vice President).

### **COMMUNITY SERVICE AND OUTREACH OPPORTUNITIES**

#### **Early Start 2024**

- Students who participated in Early Start 2024 are collecting items for the **USCL Student Food Pantry** from now through the end of September.

#### **Lancaster Adult Education**

- **Mark Ammons** and **Matt Williamson** did a presentation on the OSP and Upward Bound projects to Lancaster Adult Education students on August 21 at the Barr Street Learning Center.

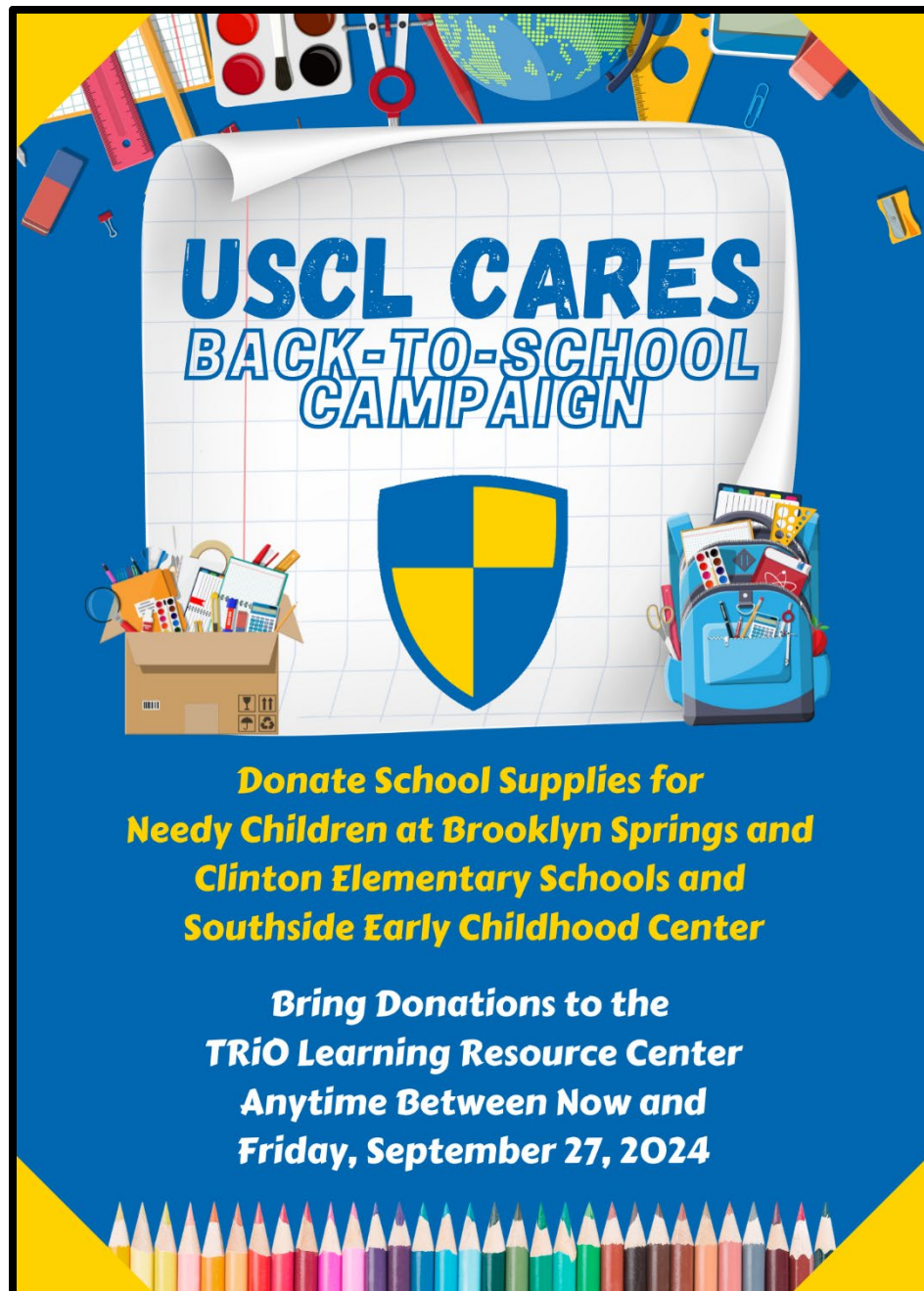
#### **Lancaster Promise Neighborhood**

- USCL's partnership with LPN has been an invaluable resource the previous two years. LPN encompasses a continuum of programs from early childhood to career readiness, catering to residents within the attendance boundaries of Clinton Elementary, A. R. Rucker Middle, and Lancaster High Schools. Situated in the most economically disadvantaged area of Lancaster County, this special non-profit aims to address the needs of this community comprehensively.
- **Mark Ammons**, **Eddie Boykin**, and **Matt Williamson** will join **Dr. Catledge** at the **LPN Service Providers Networking Meeting** at USCL on Wednesday, September 25.

#### **USCL Cares Back-to-School Campaign**

- Our annual USCL Cares Back-to-School Campaign collects school supplies for children at **Brooklyn Springs** and **Clinton Elementary Schools** as well as **Southside Early Childhood Center** – the three schools designated as neediest by the Lancaster County School District.
- The kickoff event for this year's campaign was held on August 29 with **Welcome Week '24: Service Thursday!** 94 students attended with many of them bringing donations to be entered in a drawing for a \$500 scholarship. Special thanks to **Shana Dry** and **Jeff Rammage** for making this possible.

- School supplies may be dropped off in the TRiO LRC anytime between now and Friday, September 27. We tentatively plan to make deliveries to the schools on Monday, September 30.



### United Way of Lancaster County's 2024 Bed Race

- The 2024 Bed Race will be held in downtown Lancaster on Saturday, October 12. This fundraiser benefits United Way of Lancaster County. USCL will once again have a team and preparations are already underway. If anyone is interested in assisting this year, contact **Mark Ammons** at [rmammons@email.sc.edu](mailto:rmammons@email.sc.edu).

### Upward Bound Summer Experience

- Upward Bound participants in this year's Summer Experience assisted **United Way of Lancaster County** with the **Senior Farmers' Market Nutrition Program (SFMNP)** at Bethlehem Baptist Church in Lancaster's Buford community on June 14. Administered through the South Carolina Department of Social Services, SFMNP is a seasonal USDA grant program that provides participants with access to fresh, nutritious, unprocessed fruits and vegetables from local farmers' markets. It provides qualifying individuals with vouchers that may be used to purchase fresh fruits and vegetables at local authorized farmers' markets.
- Participants also assisted with sorting, organizing, and displaying merchandise at Lancaster's **Hospice & Community Care Resale Shop** on June 21 (see below). Proceeds from the Hospice Resale Shops support Hospice's mission to give comfort, compassion, and hope to our community when needed most.





## **LEGISLATIVE UPDATES**

### **Congressional Appropriations**

- The House and Senate are out until Monday, September 9, 2024. Both will then return to Washington for a three-week sprint to the October recess. The priority will be to pass a continuing resolution to keep the government funded beyond September 30 (the end of the Fiscal Year).
- Before leaving Washington, the Appropriations Committees in both chambers passed the Labor, Health and Human Services, and Education (LHHS) funding bill, which provides the budget for the Federal TRiO Programs. The House version maintained flat funding for TRiO, meaning the budget would not change from the FY24 number of \$1.191 billion, despite an overall 11% cut to the ED budget. The Senate Committee's version included a \$20 million increase over the FY24 budget, which was included in the President's Budget Request to Congress this year.
- The two Committees must now negotiate a final FY25 budget agreement, though that is not expected to be finalized or passed until after the November elections.

### **Supporting Federal TRiO Programs**

- Your advocacy for TRiO can make a difference. If anyone is interested in learning how you may support bipartisan funding efforts to assist our TRiO grant projects at the USC Lancaster campus, please contact **Mark Ammons** at [rmammons@email.sc.edu](mailto:rmammons@email.sc.edu) or **Matt Williamson** at [mwilliam@mailbox.sc.edu](mailto:mwilliam@mailbox.sc.edu).

Motion to Revise Faculty Manual  
 Palmetto College Campuses Faculty Senate  
 University of South Carolina

Brief Title of Proposed Change	Update to the Grievance Procedure in the Faculty Manual focusing on non-T&P grievances
Committee Proposing Revision	System Affairs
Date of Presentation to Senate	4-12-2024
Senate Approval Date	

**Rationale for the proposed changes:**

The proposed changes come from a request by the executive committee to review the current grievance procedure and to provide any updates as seen necessary by the committee to make it more robust. To this end the committee has reviewed the current wording of the procedures and has made a number of changes to help clarify wording, flow, and a general update of the language to make the process clearer.

**Summary of Proposed changes:**

Current faculty manual grievance procedure along with the proposed changes in red text demarcating areas of revision.

Original	Proposed Changes
Starting on page 67  <b><u>Grievance Committee</u></b>  The Grievance Committee shall consider individual grievances brought before the committee by members of the faculty. The committee shall examine alleged grievances, and when, in the judgment of the committee, a grievance is determined to exist, it shall attempt to resolve the matter through mediation or other appropriate action. This committee shall be composed of five tenured faculty, one elected by each faculty organization of the Palmetto College Campuses. Individual USC faculty members have the right to grieve any administrative decisions affecting their employment.	Starting on page 67  <b><u>Grievance Committee</u></b>  The Grievance Committee shall consider individual grievances brought before the committee by members of the faculty. The committee shall examine alleged grievances, and when, in the judgment of the committee, a grievance is determined to exist, it shall attempt to resolve the matter through mediation or other appropriate action. This committee shall be composed of five tenured faculty, one elected by each faculty organization of the Palmetto College Campuses. Individual USC faculty members have the right to grieve any administrative decisions affecting their employment.



Original	Proposed Changes
<p>Grievance procedures are detailed on page 67. An elected Grievance Committee will hear all tenure and promotion related grievances for candidates whose files were reviewed by the Palmetto College Tenure and Promotion committee elected at the same time. As such, members of the Grievance Committee may have work that extends beyond the usual one-year term.</p> <p><b><u>Palmetto College Campuses Grievance Committee</u></b></p> <p><b><u>Membership</u></b> The Grievance Committee shall consist of one representative from each campus, elected by each campus faculty organization. Members must be tenured and may be senators. Members cannot be persons who are serving on the local or Palmetto College Campuses Tenure and Promotion Committee. Committee members shall be elected before the Spring Faculty Senate meeting and will respond to grievances concerning reviews conducted during the year for which that committee was elected.</p> <p><b><u>Purpose</u></b> The Grievance Committee is not a court of law; it is a committee elected by the faculty and approved by the Palmetto College Campuses Faculty Senate of the university of South Carolina. Therefore, rules of evidence and other rules of procedure which apply to court proceedings shall not apply to hearings conducted by the Grievance Committee. The purpose of the Grievance Committee is to recommend actions which are fair to all parties. Hearings will therefore be conducted in a manner that is fair to all parties.</p> <p><b><u>Definition of Faculty</u></b> Faculty members, for purposes of this grievance procedure, shall include full-time teaching and research faculty, professional</p>	<p>Grievance procedures are detailed on page 67. <b>The</b> Grievance Committee will hear all tenure and promotion related grievances for candidates whose files were reviewed by the Palmetto College Tenure and Promotion committee elected at the same time. As such, members of the Grievance Committee may have work that extends beyond the usual one-year term.</p> <p><b><u>Palmetto College Campuses Grievance Committee</u></b></p> <p><b><u>Membership</u></b> The Grievance Committee shall consist of one representative from each campus, elected by each campus faculty organization. Members must be tenured and may be senators. Members cannot be persons who are serving on the local or Palmetto College Campuses Tenure and Promotion Committee. Committee members shall be elected before the Spring Faculty Senate meeting and will respond to grievances concerning reviews conducted during the year for which that committee was elected.</p> <p><b><u>Purpose</u></b> The Grievance Committee is not a court of law; it is a committee elected by the faculty and approved by the Palmetto College Campuses Faculty Senate of the university of South Carolina. Therefore, rules of evidence and other rules of procedure which apply to court proceedings shall not apply to hearings conducted by the Grievance Committee. The purpose of the Grievance Committee is to recommend actions which are fair to all parties. Hearings will therefore be conducted in a manner that is fair to all parties.</p> <p><b><u>Definition of Faculty</u></b> Faculty members, for purposes of this grievance procedure, shall include full-time teaching and research faculty, professional</p>

Original	Proposed Changes
<p>librarians, and academic administrators who hold faculty rank. Non-Reprisal Faculty members shall be free from restraint, interference, coercion, or reprisal in bringing a grievance, serving as a representative of a grievant, appearing as a witness, or in seeking information about the grievance policy. The grievant may be represented by an attorney, at the grievant’s expense, at any stage in the grievance process.</p> <p><b><u>Actions Subject to Appeal</u></b>  Individual USC faculty members have the right to grieve any administrative decisions affecting their employment, including but not limited to the following matters:</p> <ol style="list-style-type: none"> <li>1. Denial of tenure or promotion, on the grounds of unlawful discrimination; violation or denial of procedural due process; inadequate or improper documentation, use of impermissible criteria, or improper evaluation of criteria; or denial of academic freedom.</li> <li>2. Salary and compensation, on the grounds of unlawful discrimination; violation or denial of procedural due process; inadequate or improper documentation, use of impermissible criteria, or improper evaluation of criteria; or denial of academic freedom.</li> <li>3. Non-reappointment of tenure-track faculty, on the grounds of violation or denial of procedural due process or denial of academic freedom.</li> <li>4. And other matters (e.g., work assignments and disciplinary actions are grievable, although the faculty member should exhaust all other administrative procedures first) on the grounds of unlawful discrimination; violation or denial of procedural due process; or denial of academic freedom.</li> </ol>	<p>librarians, and academic administrators who hold faculty rank. Non-Reprisal Faculty members shall be free from restraint, interference, coercion, or reprisal in bringing a grievance, serving as a representative of a grievant, appearing as a witness, or in seeking information about the grievance policy. The grievant may be represented by an attorney, at the grievant’s expense, at any stage in the grievance process.</p> <p><b><u>Actions Subject to Appeal</u></b>  Individual USC faculty members have the right to grieve any administrative decisions affecting their employment, including but not limited to the following matters:</p> <ol style="list-style-type: none"> <li>1. Denial of tenure or promotion, on the grounds of unlawful discrimination; violation or denial of procedural due process; inadequate or improper documentation, use of impermissible criteria, or improper evaluation of criteria; or denial of academic freedom. <b><u>(See Procedure for Grievance Related to Denial of Tenure or Promotion page ##)</u></b></li> <li>2. Salary and compensation, on the grounds of unlawful discrimination; violation or denial of procedural due process; inadequate or improper documentation, use of impermissible criteria, or improper evaluation of criteria; or denial of academic freedom.</li> <li>3. Non-reappointment of tenure-track faculty, on the grounds of violation or denial of procedural due process or denial of academic freedom.</li> <li>4. <b>Along with</b> other matters (e.g., work assignments and disciplinary actions are grievable, although the faculty member should exhaust all other administrative procedures first <b>such as but not limited to the local campus grievance committee and any established Human Resource procedures</b>) on the grounds of</li> </ol>

Original	Proposed Changes
<p>A grievant may not ask the Grievance Committee to substitute its judgment for the qualitative professional judgments of any authorized university party or official who has already reached a decision on the matter in question. The Grievance Committee has authority only to review the process leading to the action or decision in question. Its function is to determine if there is substance to the allegations of the grievant. The Committee is limited to recommending appropriate action to the chancellor of Palmetto College.</p> <p><b>Procedure for General Grievance</b> Below, the procedures for grievance are outlined, divided into two categories. The second category, Grievance Related to Denial of Tenure and Promotion, is the formal procedure which may occur after the usual tenure and promotion process. The first category, General Grievance, applies to all other grievances.</p> <p>All requests and responses in both grievance procedures are to be in writing. All days referred to in this procedure are calendar days, however, when the last day of such a period falls on a weekend or university holiday, the effective date shall be the next regular business day. The day following the actual day of notification shall be the first day in the series. Since dates are critical to these procedures, requests and responses should be sent by registered/certified mail.</p> <p>The grievance procedure may be lengthy, and the grievant who initiates a grievance procedure is advised to maintain a file of dated correspondence sent and received as well as dates and notes of conferences held</p>	<p>unlawful discrimination; violation or denial of procedural due process; or denial of academic freedom.</p> <p>A grievant may not ask the Grievance Committee to substitute its judgment for the qualitative professional judgments of any authorized university party or official who has already reached a decision on the matter in question. The Grievance Committee has authority only to review the process leading to the action or decision in question. Its function is to determine if there is substance to the allegations of the grievant. The Committee is limited to recommending appropriate action to the chancellor of Palmetto College.</p> <p><b><u>Procedure for Grievance</u></b></p> <p>Below, the procedures for grievance are outlined, divided into two categories. <b>The first category, General Grievance, applies to all grievances not related to the Denial of Tenure and Promotion.</b> The second category, Grievance Related to Denial of Tenure and Promotion, is the formal procedure which may occur after the usual tenure and promotion process.</p> <p>All requests and responses in both grievance procedures are to be in writing (<b>i.e., written letter, email communication, or other form of written and dated communication</b>). All days referred to in this procedure are calendar days, however, when the last day of such a period falls on a weekend or university holiday, the effective date shall be the next regular business day. The day following the actual day of notification shall be the first day in the series. Since dates are critical to these procedures, requests and responses should be sent <b>in a format that can be verified when received, viewed, and dated (e.g., by registered/certified mail, email communication with read/received</b></p>

Original	Proposed Changes
<p>concerning the case. Failure of any administrative official or reviewing authority to comply with the deadlines for action specified herein shall not operate to reverse or modify a tenure and promotion decision, but shall permit the grievant to proceed directly to petition the Palmetto College Campuses Grievance Committee or the next higher level in the Grievance Procedure.</p> <p>1. Grievant formally requests oral and written explanation from immediate supervisor. The supervisor has 15 days in which to respond.</p> <p>2. Within 30 days of receiving response from supervisor, the faculty member may file a grievance with the next administrative official (Dean of Academic Affairs, Dean of Campus or Palmetto College Chancellor). The official has 15 days to respond. If this official is the Dean of Campus, step 3 below is skipped. If this official is the chancellor, steps 3 and 4 below are skipped.</p> <p>3. Within 15 days of receiving response from the Dean of Academic Affairs, the grievant may request a review by the Dean of Campus. A response is due in 15 days.</p> <p>4. Within 15 days of receiving response from the Dean of Campus, the grievant may request a review by the chancellor of Palmetto College. A response is due in 15 days.</p> <p>5. Within 10 days of receiving response from the Palmetto College Chancellor, the grievant may submit the case to the Palmetto College Campuses Grievance Committee.</p>	<p><i>options checked, or other appropriate written communication).</i></p> <p>The grievance procedure may be lengthy, and the grievant who initiates a grievance procedure is advised to maintain a file of dated correspondence sent and received as well as dates and notes of conferences held concerning the case. Failure of any administrative official or reviewing authority to comply with the deadlines for action specified herein shall not operate to reverse or modify a tenure and promotion decision, but shall permit the grievant to proceed directly to petition the Palmetto College Campuses Grievance Committee or the next higher level in the Grievance Procedure. <i>At any point the grievant may discontinue the process as it has been resolved, or no longer wants to pursue the grievance.</i></p> <p><b><u>General Procedure for Grievance Related to Salary and Compensation, Non-Reappointment, and All Other Matters not related to Tenure and Promotion</u></b></p> <p>1. Grievant formally requests oral and written explanation from immediate supervisor. The supervisor has 15 days in which to respond. <i>A formal request is any written communication using the indicators <i>formal request or grievance</i>.</i></p> <p>2. Within 30 days of receiving <i>a</i> response from <i>their</i> supervisor, the faculty member may file a grievance with the next <i>ranking</i> administrative official (Dean of Academic Affairs, Dean of Campus or Palmetto College Chancellor). The official has 15 days to respond. <i>If this official is the Dean of Academic Affairs, proceed to step 3. If this official is the Dean of Campus, proceed to step 4. If this official is the chancellor, proceed to step 5.</i></p>

Original	Proposed Changes
<p>6. The Palmetto College Campuses Grievance Committee will make its recommendation to the chancellor of Palmetto College within a 30-day period. A response from the chancellor to the grievant relative to the Palmetto College Campuses Grievance Committee’s recommendation is due within 15 days of receiving this recommendation.</p> <p>7. Within 15 days of receiving response from the chancellor of Palmetto College, the grievant may request a final review by the president. The president has 20 days to respond.</p>	<p>3. Within 15 days of receiving a response from the Dean of Academic Affairs, the grievant may request a review by the Dean of Campus. A response is due in 15 days.</p> <p>4. Within 15 days of receiving a response from the Dean of Campus, the grievant may request a review by the <b>Chancellor of</b> Palmetto College. A response is due in 15 days.</p> <p>5. Within 10 days of receiving a response from the <b>Chancellor of</b> Palmetto College, the grievant may submit their case to the Palmetto College Campuses Grievance Committee.</p> <p>6. The Palmetto College Campuses Grievance Committee will make its recommendation to the <b>Chancellor of</b> Palmetto College within a 30-day period. A response from the chancellor to the grievant relative to the Palmetto College Campuses Grievance Committee’s recommendation is due within 15 days of receiving this recommendation.</p> <p>7. Within 15 days of receiving response from the <b>Chancellor of</b> Palmetto College, the grievant may request a final review by the president. The president has 20 days to respond. <b>The decision by the president is final within the university.</b></p>

## Local Tenure and Promotion Committee Report to Faculty

Sept. 6, 2024

Committee Membership: Steven Campbell, Elizabeth Easley, Rebecca Freeman, Nicholas Lawrence, Peter Seipel, Sarah Sellhorst.

Committee met on Monday, August 26<sup>th</sup> and has three items to report:

1. The committee elected Nick Lawrence as chair.
2. This academic year, the committee will be looking at:
  - 2 First-Year Review files (due January 15);
  - 3 Third-Year Review files;
  - 2 Tenure and Promotion files;
  - 3 Promotion to Full Professor files;
  - 6 Post-Tenure Review files
3. Citing language from Page 110 of the *Faculty Manual*, the committee designated Nov. 1, 2024 as the deadline for Post-Tenure Review Files.

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

**MEETING:** Faculty Organization Meeting- September 6, 2024

**TODAY'S DATE:** September 4, 2024

**ATTACHMENTS: 0**

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**INFORMATION ITEMS:**

**1) 2024 Open Enrollment**

Open Enrollment for benefits begins on Tuesday October 1, 2024, and ends on Thursday October 31, 2024. Any changes made during Open Enrollment will take effect on January 1, 2025.

All subscribers are encouraged to make open enrollment changes by using the MyBenefits website located at <https://mybenefits.sc.gov>.

If you are satisfied with your current coverage, you do not need to do anything during open enrollment. However, you must re-enroll in MoneyPlus flexible spending accounts each year.

Highlights for 2025

- [Active employee](#) and [funded retiree](#) health insurance premiums will not increase in 2025.
- Permanent, part-time teacher, partially funded retiree, non-funded retiree, COBRA subscriber, survivor and former spouse health insurance premiums will increase in 2025.
- Supplemental Long-Term Disability (SLTD) monthly premium factors will decrease in 2025.
- Apply for SLTD or change your SLTD benefit waiting period for existing coverage without medical evidence.
- Normal Plan provisions (copayments and coinsurance) will apply to members who receive care at a Patient-Centered Medical Home (PCMH).
- Members will pay the applicable brand copayment for higher-cost diabetic products and supplies, such as continuous glucose monitors and insulin pumps. No-Pay Copay participants will pay a reduced copayment for these higher-cost products and supplies.
- Supplies and drugs to treat diabetes will not be eligible for the No-Pay Copay program for Savings Plan members.
- A new tobacco cessation program will offer participants an option of live interactive online sessions or a self-paced structured program.

For additional information about open enrollment please view the PEBA Open Enrollment webpage <https://www.peba.sc.gov/oe>.

## **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: Counseling, Online Services, Legal and Financial Assistance, Savings Center, and Online Seminars.

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 <https://mygroup.com/> using the username “USC” and password “guest,” or download the MyGroup app from the Apple App Store or Google Play Store.

More information is available at this link.

[https://sc.edu/about/offices\\_and\\_divisions/human\\_resources/benefits/employee\\_wellness/eap/index.php](https://sc.edu/about/offices_and_divisions/human_resources/benefits/employee_wellness/eap/index.php)



# USC Lancaster Faculty Organization

## Campus Technology Update

September 6, 2024

### Highlights

- **Faculty/Staff Upgrades:** Campus IT Staff is working to complete installation of the Windows 11 operating system for all faculty and staff desktop computers. Faculty and staff with Dell Optiplex 7040, 7050, and 7060 series computers will require upgrades and those will start this Fall. There are 50 of those computers remaining in production, IT staff will coordinate with those receiving upgraded desktops.
- **DUO Multifactor Calling Option Shutdown:** Effective October 17, 2024, the USC Division of IT will be disabling the calling option for multifactor authentication. Faculty and staff that are currently using the calling option must install and activate the DUO App on their personal mobile device or use a hardware device like a “YubiKey” if they don’t have a personal mobile device that supports Apps. The Division of IT is still working out the specifics for the hardware devices, and information about the hardware devices will be shared soon. IT Staff will assist those impacted by this change as needed. Lancaster Campus currently has 47 faculty and staff utilizing the DUO calling option.
- **Lancaster iCarolina Lab Update:** The Lancaster iCarolina lab served 6,534 visitors during Fall 2023, Spring 2024, and Summer 2024. Over the Summer the space was utilized by multiple camps and community groups.
- **USC Lancaster IT Support Services:** Non-emergency IT request can be submitted online at <https://scprod.service-now.com/sp> . Login using your credentials, then click **Service Catalog** at the top, then click on **College/School/Dept IT Services**. Under \*From whom are you seeking assistance, search and select **USC Lancaster**, fill in the request form below and click the **Submit** button. This creates a trackable support ticket in the system. IT support requests can still be submitted via e-mail to [uscltech@mailbox.sc.edu](mailto:uscltech@mailbox.sc.edu) or by calling the campus IT Support line at 6-7122 on your campus phone or 803-313-7122 from mobile phones or off campus.
- **Cybersecurity Awareness:** To increase cybersecurity awareness, I have added information on social engineering and how hackers exploit urgency. This information will take less than 2 minutes to review, it can help protect us all. It was provided by Adam Olano, from Palmetto College Central IT Support. Mr. Olano is leading Palmetto College’s Information Security efforts.

## Social Engineering: How Hackers Exploit Urgency

Social engineering is a common tactic used by hackers to manipulate individuals into divulging confidential information. One of the most common strategies they employ is creating a situation that causes you to feel a sense of urgency or pressure. By manufacturing scenarios that appear urgent, hackers can trick you into making hasty decisions without thoroughly considering who you are providing this information to.

### Common Tactics

1. **Phishing Emails:** Hackers send emails that appear to be from legitimate sources, such as banks or government agencies, warning of immediate account suspension or security breaches. The urgency prompts users to click on malicious links or provide sensitive information.
2. **Urgent Phone Calls:** Impersonating authority figures, hackers call victims claiming there is an urgent issue that needs immediate attention, such as unpaid taxes or compromised accounts. The pressure to resolve the issue quickly can lead to the disclosure of personal details.
3. **Fake Alerts:** Pop-up messages on websites or apps that warn of imminent threats, like viruses or data breaches, urging users to act immediately by clicking a link, calling a listed phone number, or downloading software. These actions often lead to malware installation or data theft.
- 4.

### How to Protect Yourself

- **Take Precautions:** If you believe your device has been compromised force it to shut down and contact your campus's IT Department.
- **Verify the Source:** Always double-check the legitimacy of any urgent communication by contacting the organization directly using official contact information.
- **Take Your Time:** Don't rush into action. Take a moment to think and verify the authenticity of the request.

# Student Success and Retention

USCL Faculty Organization Report

September 4, 2024

## STUDENT SUCCESS AND RETENTION AREAS

- Academic Success Center (*report provided by Pat Lawrence, Director of ASC*)
- Academic Advising
- Counseling Services
- Student Disability Resource Center
- Graduation with Leadership Distinction
- Student-Athlete Success Initiatives
- Study Travel

## IN THIS REPORT

- Early Alerts
- Counseling Services
- Student Disability Resource Center (SDRC)
- Student-Athlete Success Programming
- Leadership Distinction
- Study Travel

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## 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 alerts for any student that is not attending class, missing assignments, or who would benefit from a contact by a student success staff person. Form: [Early Alert - My USC Lancaster | University of South Carolina](#).

**\*\*PLEASE NOTE: We are having issues with the Early Alert form. While we work to resolve the issue, please send alerts via email to Zoe Byrd [zmbyrd@email.sc.edu](mailto:zmbyrd@email.sc.edu).\*\***

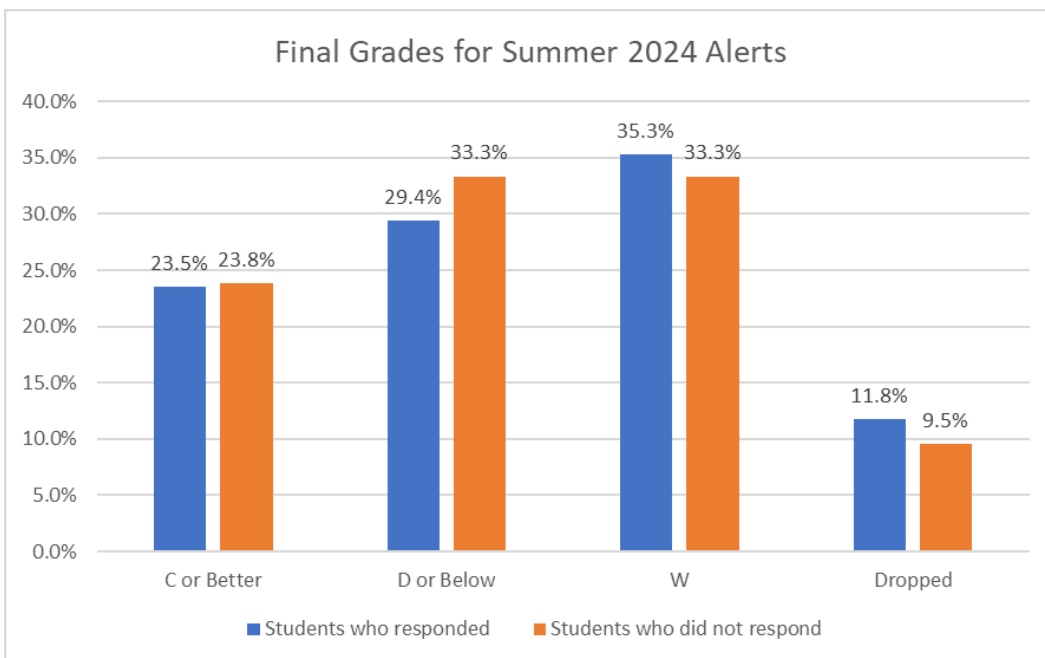
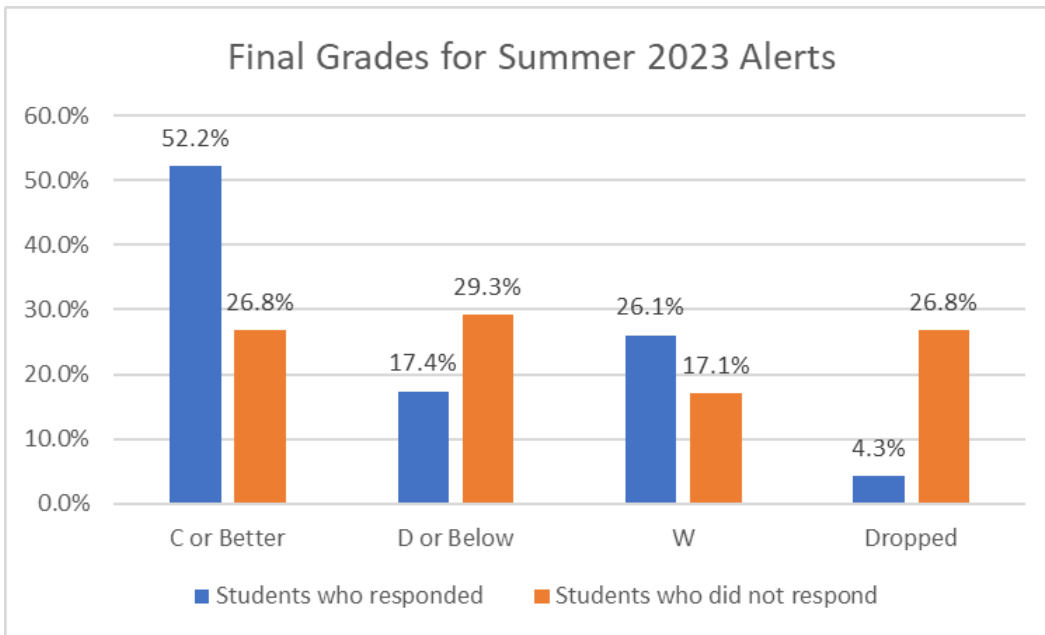
### Summer 2024 Early Alert Data

Semester	# of Alerts Submitted	# of Faculty Who Participated
Summer 2023	65	10
Summer 2024	43	15

The chart above shows how many alerts were submitted and how many faculty members participated in the early alert process for the summer 2023 and summer 2024. The number of alerts decreased between the two semesters, but more faculty participated in summer 2024. Across both semesters, faculty submitted alerts because of current total grades, low quiz or test grades, missing coursework, and poor attendance.

For the summer 2023 semester, students responded to early alert communication sent at a rate of 35.9%. Summer 2024 saw a response rate of 44.7%. Student responses included not realizing the class started, having issues accessing their school email and Blackboard, not fully understanding assignment requirements, struggling to balance their work and

school schedules, and having medical issues or sickness (either themselves or immediate family). Below are charts comparing the final grades of students who responded to outreach versus those who did not respond. During summer 2023, students who responded to outreach successfully completed courses and withdrew at a higher rate. During summer 2024, the rates were very similar.



*\*Information provided by Zoe Byrd, Academic Advisor for Arts and Business, Early Alert Coordinator*

## COUNSELING SERVICES

### Monthly Status Report (April-August)

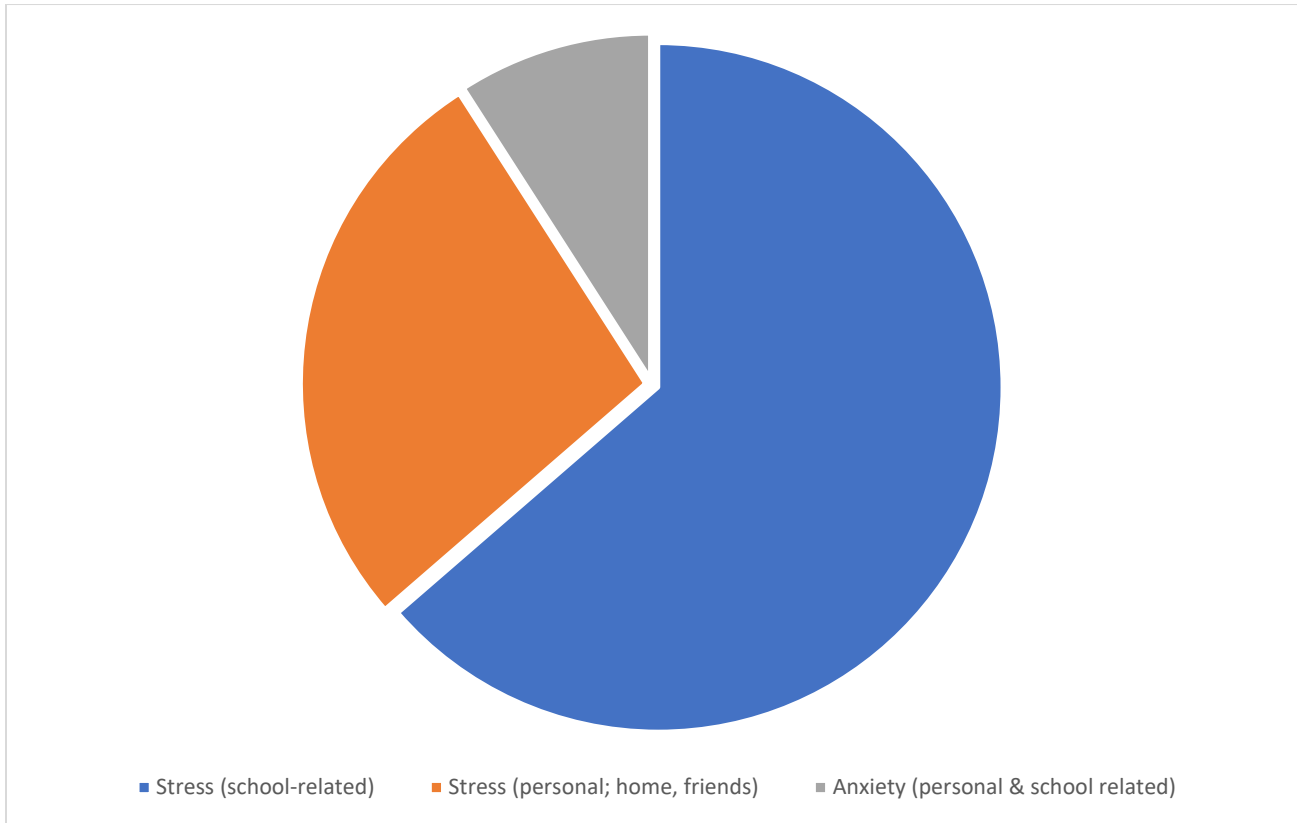
#### **Appointments:**

In-person: 11/ Tele-Health: 2

Drop-ins: 0

Scheduled: 13

**Total Sessions: 13**



- The Spring semester concluded with many of the students seeking counseling services for stress and anxiety management with Fall semester beginning with several students also seeking to manage stress. Counseling Services is planning an event series beginning in September called, “Let’s Address Stress”. This will be a 3-part series starting in September ending in November that will give students resources, tools and guidance to recognize and manage stress.
- Students can make counseling appointments through the secure online [\*\*Client Portal for University of South Carolina-Lancaster | University of South Carolina-Lancaster | TherapyPortal.\*\*](#)

*\*Information provided by Tamika Lewis, MA, LPCA, NCC (USCL Counselor)*

## STUDENT DISABILITY RESOURCE CENTER

### New Name:

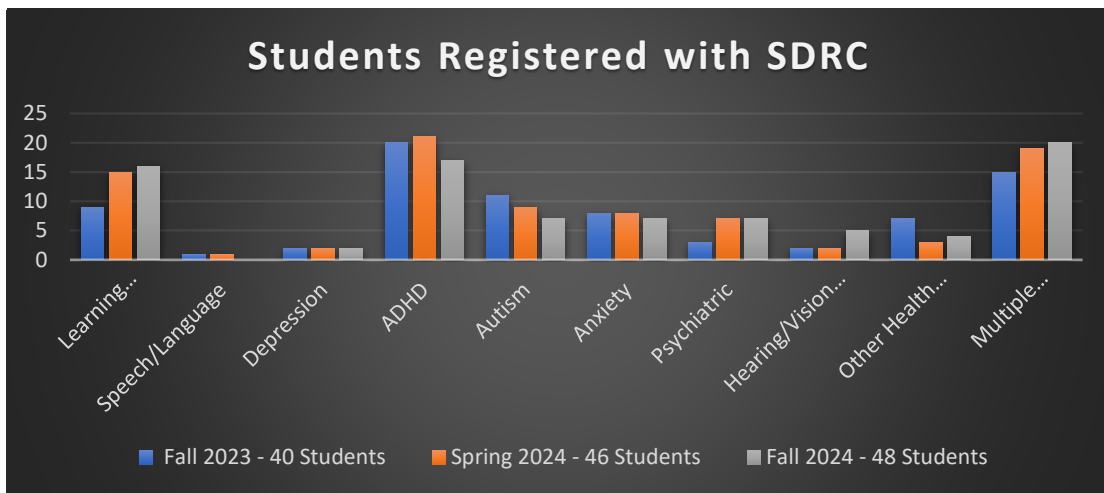
- To have uniformity between Columbia and USCL, USCL's Disability Services Office has been renamed to Student Disability Resource Center (SDCR).

### Registering for Accommodations:

- If a student requires accommodations, they submit their documentation using this online form: <https://sawebdev.wufoo.com/forms/uofsc-lancaster-palmetto-college/>.

### Distribution of Accommodations:

- Accommodations for all students registered with Student Disability Resource Center (SDRC) have been distributed at this time. You may receive more notifications of accommodations as new students register with the Student Disability Resource Center (SDRC).



### Testing Center:

- Students may reserve a room for testing using the following link: <https://usclancaster.libcal.com/space/163652>
- Please email tests to be proctored for students to [USCLTEST@mailbox.sc.edu](mailto:USCLTEST@mailbox.sc.edu).

### Math Placement:

- The math placement test scoring sheet has been updated. Please refer to the updated [Math Placement Test Brochure \(sc.edu\)](#).
- The math placement test is undergoing upgrades and will be offline until October 1, 2024.
- If a student has taken the math placement test, but you do not see a score in self-service, please contact Amy Hood at [ah259@mailbox.sc.edu](mailto:ah259@mailbox.sc.edu). She can check Blackboard.

*\*Information provided by Amy Hood, Student Disability Resource Center (SDRC) Coordinator*

## STUDENT-ATHLETE SUCCESS PROGRAMMING

- On August 12, the first student-athlete orientation was held in the Arnold Special Events Room (Bradley building). All student-athletes attended the event along with their coaches. A special thanks to Dr. Catledge, Dr. Lekan, Dr. Pat Lawrence, and Andrea Campbell for speaking at the event. We plan to host the orientation next year in August prior to the start of classes.
- Emails regarding upcoming games have been sent to faculty. Please note, it is still the responsibility of the student to notify faculty if they miss class and discuss makeup work. If you have any questions or concerns about a student-athlete attending class, please contact Natalie.
- Students should never miss class due to practice.
- The Student-Athlete Success Coordinator position will assist with athletics retention and success through communication with coaches, student-athletes, the athletic trainer, faculty, and staff. Duties include:
  - Communicating practice and game schedules with students and faculty.
  - Guiding students through the process of communicating their game schedules and potential absences with faculty early on in the semester.
  - Reviewing student-athlete schedules for potential conflicts. Working with the student-athlete and advisor should any issues arise.
  - Planning and implementing a student-athlete orientation.
  - Serving as a point person for student-athlete issues.
  - Directing student-athletes to necessary resources and alerting appropriate staff as needed.
- Please feel free to reach out to Natalie with any questions.
  - Email: [ncalhoun2@sc.edu](mailto:ncalhoun2@sc.edu)
  - Phone: 412-303-5356
  - Office: Hubbard 205
  - Office Hours (drop-in): TWTW 8:30am-11:15am

## LEADERSHIP DISTINCTION

### Need a Leadership Distinction presentation?

Want to schedule a presentation for your student organization or class? Contact Liz Easley ([EASLEYEA@mailbox.sc.edu](mailto:EASLEYEA@mailbox.sc.edu)) or Asheley Schryer ([schryer@mailbox.sc.edu](mailto:schryer@mailbox.sc.edu)).

*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

### Germany, Italy and Switzerland in May 2025!

Travel dates: May 13-22

Course Credits/Faculty Leaders:

- SOCY 398: Sociology of Culture (Dr. Susan Cruise, Sociology)
- PSYC 440: Survey of Personality (Dr. Angela Neal, Psychology)

Below is a link to sign up (\$95 enrollment fee). We are accepting 12 students for this program.

- [www.efstudyabroad.com/2766975ht](http://www.efstudyabroad.com/2766975ht)

### Travel Study Scholarship

Degree-Seeking students of USC Lancaster who have at least a 3.00 GPA who intends to participate in USCL's summer Travel Study program and will be enrolled in at least 3 credit hours of courses associated with that Travel Study trip, may

apply for a \$500 scholarship to assist with the cost of travel study expenses. A limited number of awards are available annually. This scholarship will be awarded by the end of April and must be applied towards travel study expenses.

- **Travel Study Scholarship Application**

For links to more scholarships, go to [Travel Study - USC Lancaster | University of South Carolina](#).

For questions related to the trip, please contact Dr. Susan Cruise ([scruise@mailbox.sc.edu](mailto:scruise@mailbox.sc.edu)) or Dr. Angela Neal ([amneal@mailbox.sc.edu](mailto:amneal@mailbox.sc.edu)).



September 6, 2024

## **Evaluation Committee Report to the Faculty Organization**

The Evaluation Committee met over Zoom on September 6. The committee selected Chris Bundrick to chair and made plans to pick up the tabled motion from last spring which considers ways to clarify the posts-tenure process and potential improvements to the annual peer review process. Please reach out to Bundrick or your division representative if you have questions or suggestions.