



UNIVERSITY OF
South Carolina
UNION

A Regional Palmetto College

FO Minutes
October 28, 2022 – 10:00 AM

In attendance:

Dr. Lee Morris	Dr. Tekla Johnson
Dr. Andrew Kettler	Dr. Deborah Hudson
Professor Susan Goebel	Professor Sandy Phillips-Long
Dr. Joe Anderson	Dr. Randy Lowell
Dr. Steve Lowe	Dr. Andrew Pisano
Dr. Maggie Aziz	Dr. Steve Lownes
Dr. David Mitra	Dr. Dave Hudson
Dr. Allan Charles	Professor Neill Hance
Dr. Emily Schafer	Dr. Katie Klik
Dr. Avery Fouts	Professor Randy Ivey
Dr. Helene Maire-Afeli	Professor Jennifer Emswiler
Professor Gale Ashmore	Professor Stephen Spratt

FO Chair Dr. Andrew Pisano called the meeting to order at 10:05.

Approval of minutes from September meeting

Approved.

Dean's Report: Dr. Randy Lowell

Attached

Academic Dean's Report: Dr. Maggie Aziz

Last night Anita Whitney did Fright Night – lots of faculty, staff, students, etc. – lots of fun
Main Building women's restroom – will get a deep clean, new lighting, new paint
Laurens Academy is looking for a full-time math teacher immediately
Emily and Steve are going up for tenure
Madison has taken over the student success center
Next semester, Caden will move to the SSC
Cheating: please put statement in syllabus what the consequences are so that it is **clear** to students.
First generation celebration November 10 (all day)

Full Academic Dean report attached

Dr. Fouts: Peer Review Proposals

A proposed form for peer reviews of online classes as well as a document explaining the proposed Peer Review changes were distributed to all present for consideration and comments. Voting will take place at the next meeting.

Currently the Peer Review committee consists of five faculty members, voted on at the last spring meeting. Dr. Lownes asked about increasing the size of the committee. The committee size will remain at five.

Dr. Schafer: Nominations for PC awards

Nominee for each area: teaching, scholarship, and service

Dr. Schafer was nominated for the Scholarship award, Dr. Lownes for the Service award, and Dr. Morris for the Teaching award.

Dr. Pisano: Institutional concerns to share with President Amiridis

If anyone has institutional concerns to share, email them to Andrew in a concise paragraph.

Dr. Pisano: voting –

*Research and Productive Scholarship Committee – Dr. Johnson to replace Dr. Morris

*New faculty member on Faculty Welfare for term ending in Spring 2025 -
Dr. Klik

*New faculty member to faculty senate (alternate) annually appointed – Professor Ivey volunteered and was unanimously approved.

Dr. Schafer brought up the need for support of student athletes, some of whom (especially international students) lack necessary funding for basic necessities including food and toiletries. There ensued a brainstorming session on ways the university can support them not only financially but also by providing regular transportation to shopping areas as well as offering them enrichment trips out of town on weekends and holidays.

Committee Reports

There were no additional committee reports.

Motion to adjourn

At 12:20 there was a motion to adjourn; it was seconded and unanimously approved.

Submitted by:

Gale Ashmore, FO Secretary

Randy Lowell, USC Union
Dean's Report
October 28, 2022

President Amiridis had a great visit to campus on October 4 prior to speaking at Union Rotary. He was able to interact with a number of students as we walked through the Main Building, including an impromptu visit with Dr. Fouts and his students, as well as some nursing students in the Nursing Simulation Lab building. He has since made comments to multiple groups in Columbia about how important our campus is to the community in Union and was pleased with the progress that has been made since he had last visited Union a number of years ago prior to moving to Chicago.

Students

- Fall semester headcount closed out at 1,072, with FTE of 636. This represents the 4th highest Fall headcount for the campus. For the Spring semester, with advising having just opened up earlier this week, we are currently trending ahead of how we started with registrations relative to this point in time last year for Spring.
- Worked with Lynn Edwards and Courtney Pinnell to submit a concept paper for consideration to develop full proposal for Fullerton Foundation grant funding, to support creation of nursing focused middle school STEM summer camp here on campus. This would benefit our Upper Division nursing students as well, in providing them with an opportunity to fulfill some of their Aiken requirements and also give them a chance to mentor the campers and possibly inspire them to pursue careers in healthcare as well. The grant funding would be for three years and would help make it possible to subsidize camp fees for the campers and their families in order to increase accessibility and inclusion in this opportunity.
- Congrats to our Women's Volleyball team, who enter semifinal play in the conference tournament as the #2 seed this Saturday at noon against USC Sumter up at SMC. This season they more than doubled their win total from last season for their best finish yet, and feature the league leader in digs, sophomore Helena Alexander.
- Also congrats to our Men's Soccer team, who won their first-round playoff game as the #6 seed against #3 seeded USC Sumter earlier this week in a double-overtime PK shootout, earning a trip to the semifinal round later today against Richard Bland up at SMC at 3:30. This also represents the best postseason performance for the team since joining NJCAA, featuring the league's points leader and leading goal scorer, Nico Steinweg, one of our new freshmen this year here from Germany. In addition to the current international student-athletes on the team, we'll have three more joining us on campus in January.
- USC Union Anglers have been active out on the water this semester, including a 2nd place finish last weekend by freshman Vernon Reynolds in the Sunday Series on Lake Greenwood. Also, earlier this month at Lake Murray, the team of Cole Hunter and Chase Rogers had a top 5 finish; Jacob Butts finished 8th overall; Vernon Reynolds and Kyler Murray finished 14th; and the teams of Austin Tucker/Gabe Clark and Connor Barton/ Tanner Duncan finished in the 20s. And prior to that, over the first weekend in October, the team of Mark Kershaw and Jacob Butts finished 17th, and Cole Hunter finished 30th, in the PBC College Tournament Trail on Lake Norman.
- The Research Club is busy this semester, including the following:
 - o We tagged along with Dr. Kettler's class on a field trip to Rose Hill Plantation earlier this month and enjoyed a very informative tour of the property.
 - o We will have a Bake Sale fundraiser on Monday, October 31, outside the Academic Success Center in the Main Building from 9:00-3:00.
 - o We will have another field trip on Friday, November 11, to the Native American Studies Center at USC Lancaster, where we will have a tour of the facility and then check out a Lunch & Learn presentation that has been scheduled for that day. If you are interested in joining us for this, let me know if you haven't already so that I can update our numbers.

- On Wednesday, November 16, from 3:00-4:00 in classroom 104 in Whitener Central Building, we'll have another Snack & Learn featuring a presentation from Dr. Kettler. This will also be livestreamed through our Instagram account (@uscu.research), in case you want to view it live remotely or watch it sometime afterwards.

Faculty & Staff

- Bobby Holcombe did a great job as usual in putting on the annual Scholar/Donor Luncheon down at Main Street Junction last Thursday. It was a full house and the donors really appreciated the opportunity to sit down with the recipients of their scholarships and hear from our students who addressed the whole room about the impact of these funds.
- Reminder that the Thanksgiving Luncheon is coming up on Wednesday, November 16 in Truluck Gym, sponsored by SGA, and open to all students, faculty, and staff.
- USC Union will likely soon be joining the Western Piedmont Education Consortium as a collegiate partner. This is an association of school districts in upper western SC who work collaboratively to accomplish specific goals. The Consortium currently serves 14 school districts and affiliate members- Lander University, Piedmont Technical College and the SC Governor's School for Agriculture at John de la Howe. Many of those school districts are in our primary service area, including Union County Schools, Laurens District 55, and Laurens District 56, among others. I'll be attending their November board meeting in Greenwood to get a better idea of how the group operates as a first step.
- Susan Jett, in addition to continuing in her capacity as HR Director for the campus, has taken on the duties of Assistant to the Dean for me. This is a dual role that she had previously been in prior to Dr. Taylor-Colbert creating it as a separate position. Susan's experience with that will be particularly critical in preparing for Commencement and supporting the work of the Union/Laurens Commission on Higher Education here.
- We hired a new part-time nursing staff member, Madison Delong, who started this month and has been a huge help to Lynn and Courtney as they navigate now having junior and senior BSN students, in addition to all of the freshmen and sophomore pre-nursing students.
- We hired a new student worker in the Business Office, William Childers, to provide some additional coverage of the desk on Mondays.
- The search for the permanent Academic Dean position is underway, and we are wrapping up the search for the permanent Baseball Coach position. We also have a viable candidate to step into the open part-time Assistant Softball Coach position.

Facilities

- Progress made on planning for projects in Truluck, new wet lab in SimLab building, and 2nd floor HVAC in Whitener, and bathrooms nearing completion.
- We will be opening up another iCarolina Lab in Laurens, which will be located inside of the public library in the town of Laurens. They will be providing that space to us at no cost, which is a room at the front of the library that can be closed off from the rest of the space. Their librarians will also be able to help us in keeping an eye on the lab during the times when we don't have our own Coordinator on site. We are in the process of getting the furniture ordered for the space, so the ribbon cutting date will be determined once the furniture delivery timeline is confirmed. The funds for this are still coming out of the grant funds awarded by the Governor's GEER funds, and we already have all of the Apple devices for that space in storage and ready to deploy once the space is ready.
- The gym in Jonesville now has all of the synthetic turf installed and is fully operational for our student-athletes to use for indoor training, including the two retractable batting cages for softball and baseball to use, with space beyond those that the turf covers that can be used at the same time.
- The exterior of the Nursing Simulation Lab building has been painted so that it is all the same shade of gray. Additional lettering will be going up onto that exterior next.

Budget

- We had our Fall Budget meeting with Columbia this month, which went very well, as we are still on track in terms of our anticipated revenues and expenditures for the year.

AD Notes FO 10/28/22

Bookstore:

When you are submitting book orders, please be sure to double-check ISBN numbers.

Sick Leave:

Please be reminded that Amber Ivey must be informed of any class cancellations. Please be sure to input your sick leave in the new time and absence system. Susan Jett has sent several emails that have included instructions on how to submit your leave requests.

Clinton Early College Program:

Nov. 7 and Nov. 9 – information sessions at Clinton Middle and Clinton High.

Plagiarism:

This has been a major problem this semester. Please include a statement in your syllabi regarding the penalties for plagiarism.

First Generation College Celebration Day (November 10, 2022):

9:00-10:00 – First-Generation Faculty & Staff Panel & Pancake with Panelists – Panelists include Dr. Emily Schafer, Dr. Avery Fouts, Dr. Allen Charles, Instructor Phillips-Long, Payton Moss, Christen Mayes. Moderator: Senior Instructor Ivey.

10:00-11:00 – Pancake Breakfast for Attendees

11:30-2:30 – Discipline/Resources Exhibition – 24 Tables Reserved, Students must visit 12 to earn food truck ticket (Mac Attack). Faculty include Dr. Schafer, Dr. Johnson, Instructor Torres, Instructor Ashmore, Dr. Lownes, Instructor Pinnell, Dr. Lowell, Senior Instructor Ivey, Dr. Bailey, Dr. Fouts, Dr. Charles, Dr. Pisano, Instructor Simpson, Dr. Maire-Afeli, Dr. Aziz, Dr. Deb Hudson, Instructor Phillips-Long, Dr. Dave Hudson, Afterschool Alliance.

Raffle for Gift Cards.

3:00 – 4:00 – The Tassel is Worth the Hassel. Identified 100 first-gen students.

Raffle for TN vs. USC game.

Attendees (students) will receive t shirts. Popcorn bar, family feud.

Student Athlete Workshops:

Faculty are invited to attend the workshops scheduled for November 14-18. List of workshops below: Each workshop will be held in the auditorium between 2:30-4:00 on the dates listed below.

Monday, November 14 – Molly Peirano, Assistant Vice President for Civil Rights and Title IX, USC Columbia. Topics – Title IX, sexual misconduct, consent, disclosures, resources

Tuesday, November 15 – Jessica Pomerantz, Psychological Services Center, USC Columbia. “Sexual Harassment: Understanding Why it Happens.” Topics – group cohesion, group formation, sense of belonging, types of intimacy, hierarchy of needs, power and influence.

Wednesday, November 16 – Judy Rauppius, NAMI. “Ending the Silence.” Topics – warning signs of mental health conditions, suicide awareness/prevention, how to help yourself/others.

Thursday, November 17 – Nikki Prude, Assistant Director of Outreach and Communication, Substance Abuse and Prevention Office, USC Columbia. Topics – general alcohol education, BAC, rate of intoxication factors, alcohol and performance, risk reduction, cannabis, opioids, Narcan, bystander effect, ScreenU.

Friday, November 18 – Amanda Phillips, NAMI. “Reclaim and Refresh.” Topics - boundaries and self-care, relationship between healthy boundaries and self-care, barriers to self-care, healthy personal and professional boundaries to promote mental wellness.

Faculty Professional Development:
Interest?

Required Community Education Resources:

In Columbia, all students are required to complete Alcohol EDU, Sexual Assault Prevention, Mental Well-Being, and DEI modules before and during their first semester of classes. This is being expanded to include the regional campuses. After speaking with the Faculty Advisory Committee, we will “expect” all students to complete these modules in SP23 (Jan 9 – March 12). Please encourage your students to take complete these modules. I’m checking to see if we can offer extra credit and offer incentives for completion. Beginning in FA23, all students will need to complete, but we will see if UNIV faculty can incorporate these modules as required assignments in their courses.

Faculty Hiring Prioritizations:

Met with Faculty Hiring Committee to discuss prioritizations for AY23-24.

Student Handbook:

Updated with new drug test policy as voted by FO.

Final Exams:

Final exams for full semester classes are to be given ONLY at the regularly scheduled time listed on the final exam schedule. In any course or laboratory that meets weekly, no quiz, test, or examination shall be given during the last class session before the regular examination period. In any course or laboratory that meets two or three times a week, no quiz, test, or examination shall be given during the last two class sessions before the regular examination period. In any course or laboratory that meets more than three times a week, no quiz, test, or examination shall be given during the last three sessions before the regular examination period.

Final Grades:

When entering final grades in Self-Service, if a student had stopped attending that class at some point (or stopped logging in the case of an online class), you will need to enter a grade of “FN” (rather than just an “F”), as well as their last date of attendance/login for that student. Those unearned/walk-away FN’s are tracked by Financial Aid to determine if the student owes additional money and that information needs to be as accurate as possible when those grades are entered. Final grades are submitted and posted to students’ academic records using Self Service Carolina. Final grade rolls will be available 2-3 business days before the last day of class and are due no later than 72 hours after the date of the scheduled final exam. Grades submitted late may affect a student’s academic standing,

eligibility for financial aid, or ability to graduate.

Faculty Information Forms:

Faculty Information Forms will be emailed Nov.1 and are due back to me by the end of January. Administrative evaluations will be completed by end of March. In order to conduct a thorough review, please consider incorporating the following in each section:

Teaching – teaching load, # of preps/new courses, locations, formats, results of course evaluations, descriptions of each course taught each semester (including course design, link to USCU mission, Carolina core fulfillment, professional development, etc.)

Scholarship – list and describe each activity (papers in preparation, presentations, papers under review, publications, grants, creative activities, consultations, workshops, etc.)

Service – list and describe each activity (advising, committees, attendance at university functions, club activities, peer reviews, etc.)

Advising for Spring 2023:

Advising for Spring 2023 began Monday, October 24. The schedule has been emailed out to all faculty advisors. If you need a copy of the AA, AS, and Dual Degree advising forms, please let me know.

- I will email advisors any changes to the schedule.
- Volunteers for new advisor mentors?
- Reach out to your advisees directly to schedule appointments.
- New students will be assigned via Calendly. Keep a lookout for those appointments and make sure to put in your availability.
- Thank you to those advisors who volunteered to take on new advisees from Christen Mayes and Matt Dean.
- Please market the Elementary Education program to your students, if they have expressed an interest in this field.
- J courses no longer offered to Union students.
- Spring 2023 dates:
 - Full term: January 9 – April 24 – Final exams: April 26-May 3
 - Spring first half term: January 9 – March 1
 - Spring second half term: March 13-May 3

Summer and Fall 2023 Schedule Planning:

I will begin reaching out to all faculty before the end of this semester to plan Summer/Fall 2023. Please begin thinking about what you would like to offer.

Peer Reviews:

Peer Reviews will begin in the Spring. I will be reaching out to those who require a review soon and enlisting volunteers to conduct those reviews.