



October 18, 2019

Agenda

- Dr. Catalano is presenting at the NCLA meeting in Winston Salem on Friday along with Rieta Drinkwine. They are discussing the merger with the Carnegie
- Academic Dean's Report (see below). Also, consider nominating faculty for service, scholarship, or teaching awards. We will discuss these awards further at the November FO meeting
- Dr. Lownes: Internships
 - Looking to create internships. So far, many opportunities appear to be tech-focused and associated with BA/BS programs. However, there is some potential for two-year students.
 - Requests faculty consider adding a service-learning component to classes to help acclimate students into potential intern scenarios.
 - TIMKEN Company may have two paid internship opportunities available. Be on the lookout for more details from Dr. Lownes.
- Prof. Emswiler: Upcoming art club events
 - Consider having students submit works (up to three pieces) for an April 2020, juried art show at the Carnegie Library.
 - Art Club is doing a Pumpkin Painting Fundraiser. Join in the fun on Monday 10/28 at the Haunted Garden!
- Dr. Aziz: OSP Grant Update
 - OSP/TRIO Grant making progress. Currently researching the "organization processes" (employees, salaries, etc).

- Student Success Center: Dr. Lownes is offer a resume writing workshop on 10/22 (12:15-1) in the Community Room
- Dr. Lowe: General Business
- Overview of local T & P committee activity; consider enrolling students in online summer courses; Palm 405 (Capstone) seeking approval; currently clarifying language for dual degrees; encourage students to pursue BLS degrees on campus
- Prof. Torres: Union County High School - USC Union (Courses) *World Languages will begin to showcase the courses offered at Union County High School this semester. After attending a meeting with the school district, they would like for us to make it known to the high school what we are accomplishing here at USC Union as well as what courses we are offering. Identifying education majors. *If students wish to pursue the BA in Elementary Education or the BA in Special Education, please have them contact Prof. Torres.

In attendance:

Dr. Lowell
 Dr. Shafer
 Dr. Pisano
 Gale Ashmore
 Prof. Ivey
 Greta Bailey
 Dr. Dave Hudson
 Neill Hance
 Dr. Aziz
 Dr. Maire-Afeli
 Kevin Torres
 Dr. Lowe
 Dr. Lownes
 Dr. Fouts
 Dr. Charles
 Lynn Edwards
 Dr. Morris
 Prof. Emswiler

Academic Dean's Report - 10/18/2019

Spring Advising

- Advising for the Spring semester officially launches on Monday next week (10/21), so try to start reaching out to your advisees to begin getting them registered for their Spring classes. Copies of the Regular Schedule (does not include concurrent sections on it) will be disseminated around campus this afternoon, and will be emailed out to

advisors as well. There will inevitably be some schedule changes that take place, so keep an eye out for those emails to advisors as they happen. If anyone is interested in brushing up on any aspect of the advising process in particular, let me know and we'll determine the best way to make that happen. We will have a more structured advisor training coming up early on in the Spring semester as well, ahead of the start of advising for Summer/Fall 2020.

Syllabi

- If you haven't already, remember to submit a copy of the syllabus for each class that you are teaching this Fall as soon as possible to Academic Affairs (send to Randy lowell@mailbox.sc.edu; and Christen englance@mailbox.sc.edu).

Progress Reports

- We will be looking for Progress Reports for students in second-8-weeks classes to be submitted to Academic Affairs by Wednesday, November 15. For these reports, we just need you to submit the names of any students who at that point are at risk of failing the class. We will get word to those students about this, and to their advisors, in case they need to consider withdrawing ahead of the 11/22 W/F deadline.

Course Evaluations

- Keep an eye out for information regarding the timeline for course evaluations for this semester, which will kick off in mid-November and be due by the last week of classes in December. We will let you know when we have the evaluation packets ready for pick-up for any class that is an in-person class here on the Union campus or at the Laurens location; however, note that those paper forms will have QR codes and web links that students can use to fill out the evaluation online rather than on the paper, while there in the classroom. All written evaluations will ultimately be transcribed digitally, so if students can be encouraged to go ahead and utilize the online form to start with, then those will be processed much more quickly on our end.

- For all classes that are online, or that are dual enrollment off campus, the evaluations will be distributed to students as online evaluation links.

Blackboard Training

- Mitchell West (IT in Columbia) has offered to provide an on campus training here in Union to show faculty the new Ultra Base Navigation coming to Blackboard with the December upgrade. Each session would last 45 minutes and show attendees the new courses page, the Activity Stream, and Messages, among other new or enhanced features. He has proposed doing a morning session and an afternoon session on a particular day to accommodate as many faculty schedules as possible. He could put this on his calendar for sometime after 10/28 if we are interested.

Palmetto College Faculty Awards

- The nominees from each campus for this year's Palmetto College faculty awards are due to the Welfare Committee by early December. These awards include one for teaching (Duffy), one for research (Shaw), and one for Service (Plyler). Each campus can submit one nominee for each of the three awards. We will vote on our nominees for those awards at our November FO meeting. Please submit your nominations to me before our November meeting, and I will bring ballots to that meeting with those nominees on them to use for that vote. More details on those awards is attached to this report.

Carnegie Library

- At last night's board meeting, it was mentioned that Gary Money Penny is seeking donations for the food and clothes pantries. If you have anything to donate, or know anyone who does, you can contact Gary at 427-1224.
- Currently the Carnegie has work-study positions that are not filled, so if you know any students who had qualified for work-study but hadn't taken a position somewhere else, consider referring them to the Carnegie for one of those spots, coordinating with Linda.

TAO Self-Help/Self-Enroll Update

- Our USC Union TAO is active for campus wide use. It is available for free unlimited use by any USC Union faculty/staff/student, just by using the USC Union email address to register. Details on registration had been emailed out and are in regular rotation on the screens around campus, but let me know if you want me to resend them to you directly. If you want to use some of the modules in your class in some way as a kind of assignment or extra credit activity, I can help you get that set up as well. Could be an especially good de-stresser as we approach mid-term and final exams for students.

Important Dates:

- Last Day to Drop a class without getting a 'W/F' (full semester class): 11/6
- PC Faculty Senate: 11/8 (Lancaster)
- Last Day to Drop a class without getting a 'W/F' (second-8-weeks class): 11/21
- Thanksgiving Break (no classes): 11/27-11/29
- Last Day of Classes: 12/6
- Final Exams Week: 12/9-12/16

Research Club

- We will have our next Club meeting on Thursday, the 24th, from 12:00-1:00 in the Community Room, to continue planning Club events for the semester and attend to some other Club business.
- The Club's Car Wash Fundraiser was a success, raising a net profit of \$259 for the Club.
- The Lunch & Learn featuring Dr. Schafer had a very nice turn out, with 26 students, faculty, and staff in attendance
- The Club will hold its Fall Research Colloquium on 11/22 from 12:00-3:00 in the Carnegie Library (directly following the November FO meeting, with lunch provided).
- There are 2 different experiments running currently in the PALM Psyc Lab, and both are still looking for more volunteer participants. This includes Tomi LaChance's experiment on social media/personality/meditation, which she is getting some help with by a Union County concurrent student, Nicole Lee. The other experiment is Kelsey Granger's experiment on perceptions of sexual assault using the eyetracker, with her getting some help from Dani Bradley on that data collection. If you are open to offering extra credit for students who participate in either/both of these experiments, all the better.