



UNIVERSITY OF
South Carolina
UNION

A Regional Palmetto College

FO Minutes
December 02, 2022 – 10:00 AM

In attendance:

Dr. David Mitra	Dr. Allan Charles
Dr. Randy Lowell	Professor Greta Bailey
Professor Sandy Phillips-Long	Dr. H�elene Maire-Afeli
Professor Neill Hance	Dr. Steve Lowe
Dr. Andrew Pisano	Dr. Dave Hudson
Dr. Steve Lownes	Dr. Maggie Aziz
Dr. Katie Klik	Dr. Lee Morris
Dr. Emily Schafer	Dr. Deborah Hudson
Dr. Avery Fouts	Professor Kevin Torres
Dr. Joe Anderson	Professor Carolina Wilson
Dr. Tekla Johnson	Professor Susan Goebel
Professor Randy Ivey	Professor Gale Ashmore
Dr. Andrew Kettler	

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

Approval of minutes from October 28 meeting

Approved.

Dean's Report: Dr. Randy Lowell

Attached

Academic Dean's Report: Dr. Maggie Aziz

Attached

Dr. Fouts: Vote on Peer Review Proposals presented at October 28 meeting

A vote was taken on the peer review form for online classes. All were in favor. There was no opposition.

A vote was taken on the peer review guideline changes for USC Union face to face classes. All were in favor with no opposition.

Dr. Aziz: Community Education Resources

This will be launching for our students in spring 2023. All students will be strongly encouraged to complete the course. Dr. Aziz will send an email with more information. There will be incentives for those students who complete all four modules.

Dr. Lownes: Handbook changes: annual fund and Pacer Pathway (see attachment)
200-level internship course (see attachment)

A vote was taken on changes to the handbook as indicated in the attachment. All voted in favor of the discussed changes; there was no opposition.

A vote was taken on creating an internship course at the 200-level (294) that would lead in to the existing 494 course. All voted in favor. There was no opposition.

Dr. Schafer: DEI Committee membership

The committee needs a fourth faculty member since Dr. Pisano is no longer on it. Three faculty members indicated interest in serving: Professor Greta Bailey was approved and will become the fourth faculty member on the DEI committee.

Professor Phillips-Long: Informal PC search/hiring committee pool

Professor Phillips-Long reported that the PCCFS System Affairs Committee wishes to create a pool of approved and qualified faculty members who could serve on a search and hiring committee for any campus in case there is a need. There will be no changes to current hiring practices, but if a campus has need for an additional person on a search and hiring committee they may select someone from a different campus who is approved and in the pool. If anyone has any questions or comments about this, they should email Sandy before the next meeting which is on February 10. She will take these concerns to the committee.

Dr. Pisano: Volunteers for the PC awards review committee

Each Palmetto College campus needs two volunteers to serve on an ad hoc Awards Review committee. This task was previously handled by the Welfare Committee. The new committee will include previous award winners plus two additional members from each campus. Dr. Kettler and Professor Ashmore volunteered to represent the Union campus and were approved.

Announcements:

Dr. Schafer: T&P workshop will be in Columbia on January 20 (Friday)

Dr. Klik: Welfare is doing faculty survey. She will apply for a RISE grant to pay for that. It is planned for March.

Next meeting, January 13 at 12:00 PM. Lunch will be provided.

Committee Reports

There were no additional committee reports.

Motion to adjourn

At 11:50 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
December 2, 2022

President Amiridis had a good visit out in Laurens yesterday, speaking at the Laurens Rotary meeting to a good crowd there.

Students

- Enrollment for the Spring semester is trending close to where we were at the same time last year.
- We received positive feedback from the Fullerton Foundation on our concept paper that we submitted to be considered for submission of a full proposal for that grant funding, regarding the creation of a youth STEM summer camp focused on nursing and healthcare. That full grant proposal was submitted yesterday, requesting funds totaling \$95,000 over a three-year period to go toward this. We should learn the outcome of this funding request sometime in March. This camp would benefit our senior BSN students, as well as hopefully inspire more kids at a younger age to pursue nursing with us when they reach college-age.
- We will be starting a co-ed golf team next Fall, which will be club for its first year before elevating to NJCAA starting the following year. A coach for this team has been identified and is in the process of being hired on in order to begin recruiting efforts for next year. That team will primarily be based out in Laurens, since they are likely to utilize the public course in Laurens for practice. Additionally, we are actively exploring the possibility of getting cross-country off in the ground in a similar way. We also hired a new Assistant Softball Coach, Kevin Birchfield.

Faculty & Staff

- Randy Ivey, Senior Instructor of English
 - o Poem, "May Day Haiku," accepted for publication in the 2022 SC Bards Anthology.
- Dr. Tekla Johnson, Assistant Professor of African American Studies
 - o Proposed a new title to the University of South Carolina Press entitled *Urban Removal* (pending).
 - o Continues to serve as Acting Secretary of the Black Power Archive Collective (BPAC) a national organization that seeks to identify and preserve African American archival resources.
 - o Serving as Vice President of Charlotte's Romere Bearden Branch of the Association for the Study of African American History and Life.
 - o Successfully completed a year-long Faculty Fellowship at JCSU on the "A Virtual Sense of Place: African American Communities of Charlotte" Grant position.
 - o Continues to work on her forthcoming book *Forgotten Comrades: The Omaha Two* (TTUP) forthcoming 2023.
 - o Proposed a *Human Rights Institute* to USC Research Institute's Funding Program—at the Pre-Application phase.
- Dr. Andrew Kettler, Assistant Professor of History
 - o Presented at the Southern Conference on British Studies and Chaired/Commentated on a Panel at that Conference.
 - o Commented on a panel at the North American Conference on British Studies.
 - o Serving as Secretary of H-Net and running for President of H-Net this Fall.
 - o Published two book reviews:
 - For *Social Identities: Journal for the Study of Race, Nation and Culture*: Review of *Skin*, by Sergio del Molino.
 - For *African Studies Quarterly*: Review of *Inside Mining Capitalism: The Micropolitics of Work on the Congolese and Zambian Copperbelts*, by Benjamin Rubbers.
 - o An article out in a textbook:

- For *The Americas: An Encyclopedia of Culture and Society*, ABC-CLIO, Chapter Author: “Dominican Republic.”
 - *The Smell of Slavery: Olfactory Racism and the Atlantic World*; Cambridge University Press, Hardcover; July, 2020 (9781108490733); Paperback; December 2022 (In Process)
 - Dr. Katie Klik, Assistant Professor of Psychology
 - Peer-Reviewed Publications – Revise & Resubmit
 - Reynolds, K.J., Klik, K.A., & Cardenas, D. (2022). School climate, school identification and student outcomes: A longitudinal investigation of student well-being. *British Journal of Educational Psychology*. (BJEP.22.0139)
 - Submitted the revisions and are awaiting the final decision on this manuscript.
 - Funding Awarded:
 - Palmetto Undergraduate Research Experience – USC Sumter, Summer 2022 – Differences in internalized stigma, centrality, and shame: An exploration of the impact of mental illness diagnosis. From this funding developing a manuscript that will be submitted in January 2023:
 - Klik, K.A., Catalano, C., Brown, H., & Zachary, E. (anticipated submission January 2023). Differences in internalized stigma, centrality, and shame: An exploration of the impact of mental illness diagnosis.
 - Funding Sought:
 - Excel Funding Program – Track II
 - Co-PIs – Dr. Katie Klik and Dr. Emily Schafer
 - Purpose of project is to explore the impact of the campus social environment (i.e. campus climate, campus identification, and PC system identification) and the work environment (i.e. leadership, team morale, and professional development) on faculty outcomes (work health, stress, organizational commitment, retention, and meaning at work) throughout the Palmetto College system (i.e. USC Sumter, USC Lancaster, USC Union, USC Salkehatchie, and Palmetto College Columbia).
 - Graduate Students:
 - Loren Willis (PhD candidate, Australian National University) has submitted her doctoral dissertation and is awaiting the decision from external reviewers.
 - Undergraduate Student Mentee:
 - Hannah Brown (B.S. Psychology; University of South Carolina) – Fall 2022 is her last semester and she will graduate in December. She is currently applying for Clinical PhD programs.
 - Dr. Randy Lowell, Professor of Psychology
 - Successfully completed the 2022 Community and Economic Development Program in November, which is run by the South Carolina Economic Development Institute. This involved a series of four 2-day trainings at locations around the state throughout the year.
 - As part of a Union Rotary initiative, visited classrooms at Jonesville Elementary School in November to read to students from books that were donated to the school and students by Rotary, including a 1st grade classroom and a 4th grade classroom, with Blaze the Bantam in the building.
 - Dr. Steve Lownes, Assistant Professor of World Languages
 - Supported by a PRAGDA Spanish Film Club grant, ran the third annual Latin American Film Festival, September through October. This featured a series of films shown in person and streaming online, with accompanying follow-up discussions facilitated by USC Union faculty on each film.
 - Presented “Latin America Film for Future Nurses: Teaching Clinical Empathy and Narrative Medicine Awareness to Work with Immigrant Populations” at the 3rd Annual Barcelona International Academic Forum on Arts and Education.

- Elected Secretary and Executive Committee Member for Live Healthy Union, an organization dedicated to improving the health and wellbeing of the people of Union County.
- Courtney Pinnell, Clinical Nursing Instructor
 - Received a Palmetto Undergraduate Research Experience (PURE) program grant with students Melissa Catrone and Carson Nance, for a total grant amount of \$5,000, for a project entitled “First Semester Nursing Students Anxiety and Stress Levels associated with Clinical Practicums versus High Fidelity Simulation.”
- Dr. Andrew Pisano, Associate Professor of English
 - Selected as a peer-reviewer for the top tier journal *Early American Literature*
 - Essay “Quaker Spiritual Autobiography” was published in the edited collection *The Quaker World*. Routledge Press.
 - Continuing Guest Editor for the journal *Humanities*
- Dr. Emily Schafer, Assistant Professor of Psychology
 - Publication:
 - Schafer, E.S. (2022). Recognizing resilience in children: A review. *Trauma Care*, 2, 469-480. <https://doi.org/10.3390/traumacare2030039> [Featured article in the journal]
 - Received a Palmetto Undergraduate Research Experience (PURE) program grant with students Za’Kyah Jeter-Walton and Hannah Copeland, for a total grant amount of \$5,000, for a project entitled “Adverse Childhood Experiences (ACEs) and Mental Health in Students at Two-Year College Campuses.” Submitted poster presentation to Southeastern Psychological Association (SEPA) 2023 annual meeting in New Orleans based on this work.
 - Submitting an EXCEL grant with Dr. Katie Klik to look at faculty welfare.
- Kevin Torres, Instructor of World Languages
 - In collaboration with Holocaust Survivor Pieter Kohnstam, has worked on presentations in order to continue to educate others about the Holocaust. Gave a presentation at USC Union on November 4th and at St. Vincent de Paul Regional School on November 7th.
 - Lead group of 7 students for a study abroad to/in Spain in May 2022.
- Annie’s Timken grant and election (and Doc), and Annie’s Lutz grant for \$4,094.00 for Alaris System combo (central core, pump module, and syringe module), and Wound Simulation Kit

Facilities

- For the new iCarolina Community Labs in Laurens, the one that will be housed inside the Laurens Public Library has all of the equipment set up and operational. Working on adding more of the aesthetic finishing touches to the space ahead of a January ribbon-cutting event there. Additionally, at the Clinton Public Library, which is part of the same library system and run by the same Director, we will install a kiosk from which people can check out MacBooks and iPads for use in and around the library space. A ribbon-cutting event will also be planned for that space in January. That library will eventually move into a brand new library space that is being built, and at that point will include a computer lab room with iMacs as well. Shout out to John Michael Greer and Payton Moss for doing all of the equipment set up at the Laurens Library.
- Things are on track for the renovation work on the second floor of Whitener Central Building in the Spring semester, to include replacement/updating of the HVAC system, new lighting, and likely new carpeting. To accommodate this work and have it completed as quickly as possible, all faculty and staff currently working on the second floor will relocate to a new temporary workspace next door in some of the church offices that Keith Ballington is currently getting prepped for use. This move will take place in mid-January and Keith will coordinate with any effected faculty/staff to facilitate that.
- The bathrooms on the second floor of Whitener Central Building are scheduled to have their final inspection next week, so should be coming fully online soon.
- Preservation SC is working with some local community members to raise funds for restoration of the Dawkins House, which is across the parking lot from the Main Building. After they restore the

building, they have expressed a desire for it to be used in some way by USC Union. If they are able to raise those funds, it would likely be a 3 or 4-year project to get the building restored.

- Quick reminder from our facilities and maintenance staff, to be sure to not leave open food/drinks in your office for prolonged periods of time, particularly as we approach the holiday break where some offices might be closed up for multiple days/weeks at a time.
- SUV that was donated by the Sheriff to USC Union has been wrapped with decals to mark it as a USC Union campus safety vehicle.

Budget

- Still on track for the year in terms of budget projections.

AD Notes FO 12/2/22

Bookstore:

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

Contact Tracing:

Contact Amber Ivey: ail@mailbox.sc.edu

Sick Leave:

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.

Academic Affairs:

- New advising forms emailed to all advisors.
- Syllabi due by the first day of classes – send to Amber Ivey. HIST/POLI – Please ensure your syllabi are Reach Act compliant.
- Advising for Spring 2022 began on Monday, October 25.
 - Winter Term – PCAM 205 –Online Asynchronous. If you are interested in teaching a winter term class, please let me know.
 - EDEL, EDRM, SOWK – available for Union students at Union tuition.
 - 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.
 - Spring 2022 dates:
 - Full term: January 9 – April 24 – Final exams: April 26 – May 3
 - Spring first half term: January 9 – February 27 – Final Exams end March 1
 - Spring second half term: March 13 – April 24 – Final Exams end May 3
- Peer Reviews will resume this year in the spring semester.
 - 4 instructors
 - 6-7 tenure-track
 - 17 adjunct instructors
- Professional Activities Reports: due by the end of January, with review returned by end of March. Please submit the Faculty Information Form sent to you via email. In addition, faculty will need to complete the Research, Scholarly Activity, and service report – also due by end of January.
- Community Education Resources – will launch to all students Jan. 9 and close on March 12. Please encourage your students and advisees to complete these modules and offer extra credit as an incentive.
- Any faculty interested to teach UNIV 150: The International Student in the University I and UNIV 151: The International Student in the University II?
- Looking for an adjunct to teach SPTE 101: The Student-Athlete Experience.
- 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.
- Community Education Resources: Consists of four modules – AlcoholEdu, Sexual Assault Prevention, Diversity, Inclusion & Belonging, Mental Well-Being. Launching Spring 2023 (first day of classes through spring break). Strongly encouraged for all students to complete. Faculty may provide incentives such as extra credit for completion.
- Community College Survey of Student Engagement: Assessment tool that provides information on student engagement, comprised of items that assess institutional practices and student behaviors that are highly correlated with student learning and retention. Will assist in strategic planning, PC comparisons, and SACSCOC. Will be administered during the spring academic term (spring break through last day of classes). Courses and sections will be randomly picked. The survey will be administered as a pencil-and-paper survey and is designed to be completed in one class period. You will be contacted if any of your sections are selected. I will identify 4 staff members to administer surveys.