



A Regional Palmetto College

FO Minutes
August 23, 2024 – 11:00 AM
Whitener Building, Community Room

Online attendance:

Dr. Lee Morris
Dr. Joe Anderson
Professor Greta Bailey
Dr. Caroline Wilson
Dr. Tekla Johnson
Professor Neill Hance
Dr. Dave Hudson
Dr. Steve Lowe
Professor Randy Ivey
Dr. Deborah Hudson
Dr. Sarah Heuss
Professor Kathryn Brackett
Professor Ashley Rabanal
Dr. Jennifer Triplett
Dylan Wong

In-person attendance:

Dr. Maggie Aziz
Dr. Emily Schafer
Professor Monica Covan
Dr. Christine Sixta-Rinehart
Dr. Steve Lownes
Dr. Avery Fouts
Dr. Sarah Carter
Dr. David Mitra
Dr. Andrew Pisano
Dr. Andrew Kettler
Dr. Randy Lowell
Professor Gale Ashmore
Nursing Director Lynn Edwards
Professor Courtney Pinnell
Dr. Sandy Phillips-Long
Dr. Katie Klik

FO Chair Dr. Andrew Pisano called the meeting to order at 11:05 AM and the minutes of the April 26 meeting were approved.

Dean’s Report: Dr. Randy Lowell

Dr. Lowell’s report is attached to these minutes.

Academic Dean’s Report: Dr. Maggie Aziz

Dr. Aziz’s report is attached.

Dr. Christine Sixta-Rinehart spoke about course assessments that are being conducted this semester.

Dylan Wong of the Psychological Services Center introduced himself and talked about his role. He will be on campus in Union on Mondays. Dr. Lowell has Dylan’s contact information if anyone needs it.

Committee Reports are summarized in the attached AI summary of the meeting.

Dates for future meeting were established. They are as follows

September 13 at 12:30

October 11 at 12:30

November 15 at 11:00

No meeting in December

Adjournment

At 1:20 PM there was a motion to adjourn. It was seconded and approved unanimously.

Submitted by:

Gale Ashmore, FO Secretary

Attachments:

- Dean's Report
- Academic Dean's Report
- AI Generated meeting summary based on recorded audio

Randy Lowell, USC Union
Dean's Report
August 23, 2024

- Fall enrollment numbers are ahead of this time last year. As of yesterday (8/22), we were at an enrollment of 1,313 headcount (compared to 1,212 at this time last year, up 8.33%), and 755 FTE (compared to 692 at this time last year, up 9.10%). As we look ahead to the freeze date in October, we slightly trail the final numbers for last Fall, as we ended up at record high enrollment for Fall 2023 (1,354 headcount, 775 FTE). We anticipate getting very close to last year's final enrollment totals by October based on the students still in the pipeline to add to classes before that time.
- Next week, on Wednesday, August 28, everyone is invited to join the festivities at the new logo reveal party in Patron's Park from 11:00-1:00. There will be free Fuddrucker's and ice cream for faculty, staff, and students, and lots of newly branded items, music, etc. This event is open to the public as well.
- Fresh Check Day this year will be on Wednesday, September 25, from 11:00-2:00 in Patron's Park. If you are interested/willing in helping out with a booth for that event, contact Robert Overton for more details.
- USC Provost, Donna Arnett, will visit the Union campus on Tuesday, November 19. She will be on campus from 10:00-2:00 and will schedule time to meet with students, faculty, and administration during that time. More details to come.
- Next Spring, on Sunday, March 30, at 7:30pm, the School of Music in Columbia will be putting on a brief opera performance, Gianni Schicchi (by Giacomo Puccini) here in Union at the Main Street Junction, in celebration of 100 years of music at USC. This performance will be free to the campus and community. More details to come.
- Union Commencement this year will be on May 3, 2025, at 4:00pm in Patron's Park, weather permitting.
- We have a candidate for the Education Coordinator position, Carolyn Conley, visiting campus from Florida on Monday for a second round of interviews.
- Research Club will have a planning meeting next Friday morning, August 30, from 10:00-11:00 in the Community Room. I'll be sending out an email to the campus about this. Feel free to join us for that if you'd like, and to share it with students in case they would like to join. We'll have a Teams option for anyone who wants to join virtually, but they'll need to let me know that they would like to do that so that I can add them to the Teams invite.
- Constitution Day is on Tuesday, September 17. Last year we had a Research Club event in recognition of that day, which featured Dr. Johnson and students presenting information related to the Constitution. If anyone has an idea for something they would want to do that could be shared with the campus on that day in honor of Constitution Day, let me know.
- The Campus Master Planning process continues, as the group from Boudreaux conducted more stakeholder sessions over the summer and are working toward a draft of the plan to be able to share with the campus community for additional feedback in the coming weeks.

- USC Union was awarded a Preservation SC Stewardship Award, which was presented at the State House in Columbia on June 20, by Governor McMaster and Preservation SC officials. Annie Smith and Macy Petty put together the application materials for this award, and we were selected as a campus based on the efforts that the campus has put into preserving and maintaining historic buildings, including the Main Building, Whitener Central Building, and now the old Bell Street school in Clinton. Preservation SC continues to work with engineers on the stabilization plan for the Dawkins House. Current estimates put completed stabilization of the property 2-3 years away, still with the intent of Preservation SC being for the campus to end up with that property beyond that point.
- The Main building renovation continues to make progress, with most of the demo worked through at this point, including pulling out all of the various HVAC systems/components, and with the elevator work completed there. Latest estimates still put completion of that project sometime in the mid-late Spring semester. The Rippy courtyard project is almost complete, with most of that structural work done after having pulled down the wall, with primarily landscaping components remaining. The Jonesville gym continues to have its renovations, in the locker rooms, new roof, and ceiling grid. The softball field project also continues to make good progress, with the underground pipe work mostly complete and still on track to be completed in time for the Spring semester. Design plans also continue to progress for the Laurens Location in Clinton at the old Bell Street school, including kitchen design to accommodate future HRSM courses, improvements to the golf and cross-country spaces there, conversion of the gym to boat storage, and creation of a weight room in the building. Future phases will include bathroom and façade upgrades, and creation of more office spaces in the building. Over the summer, the Commission also purchased the large charter bus for the campus from Florida, and two mid-size buses from the church, providing more travel options for the athletic teams without having to spend so much money on van rentals.
- Reminder about requesting school vehicles. If you think you might want to drive a school vehicle for some reason in the future, go ahead and connect with Tony Gregory to get him the appropriate 10-year driving record from the DMV that he needs to send down to Columbia for your approval to drive those vehicles. Once they provide that approval, which may take some time, they will assign you a PIN number that you would use with the campus gas card to fill the vehicle back up with gas after you use it.
- The budget request that was submitted last year for the current fiscal year came in close to what was asked for in terms of increased recurring money to cover increased operating costs in light of another year of frozen tuition rates across the USC system (known as tuition mitigation funds from the legislature). However, the requested amount of one-time capital project money was much less than requested for the first time in a number of years, which was also the case across the state for higher education. There is still money from previous years to continue to work our way through on a number of projects though, and we have also recently submitted our next budget request for FY26, which incorporates some of those other projects.
- If anyone wants a new nametag, like the ones that were ordered last year, keep an eye out for an email regarding this.

**Start of the Semester Information
Academic Affairs
Fall 2024**

IMPORTANT CONTACT INFORMATION

Majdouline Aziz, Associate Dean: azizma@mailbox.sc.edu
Amber Ivey, Administrative Specialist: ai1@mailbox.sc.edu
Nikki Cromer, Administrative Specialist: auton@email.sc.edu

UPDATES

Faculty Orientation: Held Monday, August 19. PPT slides were emailed to all faculty for reference. Advisor Training will be held in the Spring.

Welcoming New Faculty:

- Dr. Sarah Carter, Assistant Professor of English
- Dr. Jennifer Triplett, Assistant Professor of Sociology
- Dr. Sarah Heuss, Instructor of Mathematics
- Ashley Rabanal MFA, Instructor of Art
- Heidi Haug, Adjunct Instructor of Geology (Clover High School)
- Lee Chambers, Adjunct Instructor of Criminal Justice (USC Union)
- Michelle Norris, Adjunct Instructor of English (Gray Collegiate Academy)
- Taylor Atkinson, Adjunct Instructor of Library and Information Literacy (USC Union)
- Timothy Bertoni, Adjunct Instructor of Sociology (USC Union)
- Amanda Coates, Adjunct Instructor of Spanish (USC Union)
- Michael Burriss, Adjunct Instructor of Spanish (USC Union)
- Jason Philson, Adjunct Instructor of Sport and Entertainment Management (USC Union)
- Basil Qaqish, Adjunct Instructor of Statistics (Clover High School)
- Lauren Carrier, Adjunct Instructor of Biology (USC Union/Laurens High)

PURE Grant Recipients:

Amanda Moses

Mentor: Dr. Andrew Kettler

Project: The Cotton South and Public Health: Embodied Legacies of Slavery, Mill Towns, and the Working Class in South Carolina

Holly Patterson

Mentor: Dr. Tekla Johnson

Project: Reconciling the 'Original Human Family': A Study of Historical, Scientific, and Religious Records

Katie Ponder and Bryson Dameron

Mentor: Dr. Steve Lownes

Project: Live Translations of Languages in Multiplayer Video Games

Haley Jackson and Katie Painter

Mentor: Dr. Katie Klik

Project: Exploring Norms, Racial Attitudes, and Campus Identification

Faculty and Student Accomplishments: I have created an excel file located in the faculty drive. Please update with your accomplishments as they come in.

- Dr. Sandy Phillips-Long, Instructor of Biology – earned her Ph.D. in Genetics and Genomics from Clemson University.
- Dr. Michelle Church, Adjunct Instructor of Geography – earned her Ed.D. (Doctor of Educational Technology) from Central Michigan University.
- Courtney Pinnell will begin her Doctor of Nursing Practice in Executive Healthcare Leadership at USC Columbia this Fall.
- Dr. Katie Klik – Earned Tenure and Promoted to Associate Professor
- Dr. Majdouline Aziz – Promoted to Full Professor
- Dr. Schafer and Instructor Covan are now approved to teach UNIV 101 courses after completing the U101 Teaching Workshop Experience.
- Dr. Sarah E.S. Carter published “Operation Nightingale: Digging Band of Brothers” in the Journal of Veteran Studies (June, 2024) <https://journal-veterans-studies.org/articles/10.21061/jvs.v10i1.502>
- Instructor Ashley Rabanal had her artwork featured:
 - *After the Dust Settles* Exhibition with Tiger Strikes Asteroid Greenville Artists Network and Frontviews Berlin (Echo Contemporary Gallery, Atlanta, GA).
 - *All the Fixin's* juried exhibition, featuring work from artists across the South (The Reeves House Visual Arts Center, Woodstock, GA).
 - Dr. Sarah Heuss edited 38-chapter volume as part of team, additionally served as corresponding editor with publisher (Springer Proceedings in Mathematics & Statistics (PROMS, volume 448).
- Dr. Lowell and Dr. Majdouline Aziz presented at the Regional Branch Campus Administrator's conference in Longboat Key, FL (June 2024) on Place-Based Community Engagement in Higher Education with the 2+2 Fast Track to Teaching Program as a case study.
- Dr Andrew Kettler:
 - Participant in manuscript workshop for “At the Tropics’ Brink” at the Ann Johnson Institute as USC Columbia.
 - Presented “Disenchanted the senses: Sulfuric Discourse and the World System” at the Energy History Working Group.
 - Gave opening remarks as President-Elect of H-Net Teaching Conference – “Turning Rhinoceros.”

- Awarded PURE Grant – “The Cotton South and Public Health: Embodied Legacies of Slavery, Mill Towns, and the Working Class in South Carolina.”
- Awarded grant through the South Carolina Physicians Charity to provide free fresh food and travel through the Food Pantry to USC Union students.
- Book Review of “The Wild Woman of Cincinnati” for the Journal of South History.
- Book Review of “Southern Beauty: Race, Ritual, and Memory in the Modern South” for the Journal of American Culture.
- Book Review of “The Clean Energy Transition” for the Journal of American Culture.
- Book Review of “Baseball: The Turbulent Midcentury Years” for the Journal of American Culture.
- Reviewed a manuscript for publication (Routledge)
- Reviewed proposal for funding (Swiss national Science Foundation).
- Served as a Book Review Editor for Reviews of Sound Studies.
- Served as a Co-Editor for Edited Articles for the World History Bulletin.
- Encyclopedia entry in Energy in American History – Industrial Revolution.
- Encyclopedia entry in Energy in American History – Steam Power
- Encyclopedia entry in Energy in American History – Clean Coal.
- Dr. Tekla Johnson:
 - Funded Grant - PURE Grant for “Origins of the Human Family.”
 - Funded Grant - Digital Exhibit, Summer Faculty Fellowship Archives Johnson C. Smith University’s Duke Memorial Library.
 - Quarterly Presentation - Black Power Archive Collective
 - Chapter of a Book Project – African American (Urban) Removal (forthcoming, USC Press, 2025).
- Dr. Steve Lownes:
 - Funded Grant – PURE Grant for “Live Translations of Languages in Multiplayer Games.”
 - Funded Grant – Latin American Film Festival grant to show 5 LA films during Hispanic Heritage Month.
- Dr. Lee Morris:
 - Distributed scoring leader for Advanced Placement Biology Exam.
 - Developed and taught a one-day elective class, “Native Plants for Pollinators,” for the Certificate in Native Plant Studies at Clemson University.
 - Manned tables for Nature Education outreach – “Conservation Day” at Cypress Gardens for the SC Association Naturalists, Carolina Butterfly.
 - Manned Nature Education/Master Naturalist/SC Association Naturalist table at Ag & Art Tour at Canebreak Apiary and Aquaponics LLC.
- Dr. Emily Schafer
 - Published “A Review of the Impact of Childhood Trauma and Assessment of Potential Intervention” in OBM Integrative and Contemporary Medicine (May 2024).
 - Presentation on “Predictive Factors of Traditional and Cyberbullying” (July 2024)
- Dr. Emily Schafer and Dr. Katie Klik

- Presentation on “An exploration of Faculty Welfare and Student Success: The Impact of Campus Social and Work Environment.” (July 2024)
- Funded Grant– PC summer funding to work on aligning Faculty Welfare data with PC strategic plan and subsequently incorporating specific measurable goals and suggested initiatives.

Accountability Report:

2023-2023 Results

Performance Measure	Base (2022-2023)	Target (2023-2024)	Actual (2023-2024)
Increase applications indicating interest in BSN program.	46	50	49
Increase interest in Early College Programs (UCHS, CHS).	3	6	20
Maintain a minimum of 75% success rate for first-time, full-time, degree-seeking undergraduates.	73.3%	75%	70.8%
Increase retention for first-time, full-time, degree-seeking freshmen.	47.7%	48%	56.6%
Increase number of students pursuing baccalaureate degrees at USC Union via Palmetto College (BOL/BLS) and via BSN (Aiken)	58	55	52
Number of campus events dedicated to fostering a diverse and inclusive campus climate.	10	5	25
Increase number of full-time faculty on campus available to serve students.	19	24	16
Continue to offer and promote to students the opportunity to earn Graduation with Leadership Distinction and engage faculty in supporting students in their efforts to complete these requirements.	2	2	3
Provide opportunities for faculty and students to showcase their scholarly and creative works to the campus community.	3	3	5
Continue to make campus facilities available to the community and participate in and host community events, as conditions allow.	17	10	29
Carry a 3-month reserve based on a 3-year average of expenditures.	\$1,350,000	\$1,734,690	\$1,341,650

2024-2025 Development

Strategic Plan Priority	Performance Measure	Base (2023-2024)	Target (2024-2025)
Drive enrollment growth.	Attract a highly qualified, appropriately sized and diverse student body.	NA	1400
Drive enrollment growth.	Increase retention of first-time, full-time, degree-seeking freshman.	56.6%	48%
Promote teaching and research excellence.	Provide opportunities for faculty and students to showcase their scholarly and creative works to the campus community.	5	3
Foster staff development.	Increase number of full-time faculty on campus available to serve students.	16	17
Drive student success.	Increase number of full-time staff on campus available to serve students.	NA	32
Drive student success.	Maintain a minimum of 70% success rate for first-time, full-time, degree-seeking undergraduates.	70.8%	70%
Drive student success.	Continue to offer and promote to students the opportunity to earn Graduation with Leadership Distinction and engage faculty in supporting students in their efforts to complete these requirements.	3	3
Empower diverse students, staff, and faculty.	Number of campus events dedicated to fostering a diverse and inclusive campus climate.	25	7
Optimize services and processes.	Number of capital improvement projects to enhance campus infrastructure.	NA	8
Promote organizational and financial health.	Carry a 3-month reserve based on a 3-year average of expenditures.	\$1,341,650	\$1,500,000
Enhance giving and fundraising efforts across PC campuses.	Number of fundraising opportunities and events.	NA	3
Impact our communities.	Continue to make campus facilities available to the community and participate in and host community events, as conditions allow.	29	10

Increase transfer pipeline partnerships.	Maintain a healthy number of dual enrollment relationships with high schools.	NA	15
Increase transfer and pipeline partnerships.	Increase interest in Early College programs.	20	25
Increase transfer and pipeline partnerships.	Increase number of students pursuing baccalaureate degrees at USC Union via Palmetto College (BOL/BLS) and BSN (Aiken).	52	50
Expand workforce focused credentials.	Increase partnerships with the community and local employers and industry.	NA	2

TRIO Student Support Services Grant:

Thank you to Dr. Kettler and Dr. Lownes for their help in developing and preparing the proposal. Thank you to Brad Greer, Bobby Holcombe, Blake Wilson, Brandon Simpson, Kristie Roberson, and Susan Jett for their help in gathering and analyzing the data. Given the very short turnaround time to prepare and submit this proposal (May 1 – July 15), everyone's contributions were crucial to its completion.

For this proposal we had to prove that we have a high number or percentage of students who meet SSS program eligibility (low-income, first-generation, students with disabilities), that these students face academic and other problems (high academic need, high financial need, high mental health need, environmental/cultural need. This also required us to show the difference between SSS eligible students and other students.

SSS Eligible Students at USC Union; 2023-2024	
Total Enrolled Students	1,353
Total SSS Eligible	65%
Low-Income	52%
Both Low-Income and Students with Documented Disabilities	3%
Both Low-Income and First-Generation	34%
First-Generation	45%

Students with Documented Disabilities	5%
Source: USCU Admissions and Financial Aid Office and Office of Disability Services	

Key takeaways:

- In Fall of 2023, 52% qualified for the SSS program under the low-income status alone.
- First-generation college students make up at least 45% of our overall current student population.
- 34% of all USCU students would qualify under both low-income and first-generation criteria for 2023-2024. As well, USCU assures two-thirds of the 140 chosen participants in the SSS program will qualify as either disabled or potential first-generation college students from low-income families.

Students with Disabilities at USCU; Dual/Multiple Eligibility Status for Students with Disabilities		
Enrollment Year	Percent Low-income of All Students with Disabilities	Percent of Low-income AND First-Generation Status of All Students with Disabilities
2023	54%	23%
Source: USCU Disability Services Office		

Key takeaway:

- In Fall 2023 alone, 54% of students with disabilities qualified under the combined low-income and disability criteria, thus meeting program eligibility based on the one-third criteria.

SAT and ACT Scores								
	USC Union Entering Freshman		Union County		South Carolina		Nationally	
	SAT	ACT	SAT	ACT	SAT	ACT	SAT	ACT
2021	470- Verbal 455- Math	16.5	479- Verbal 454- Math	18	529- Verbal 507 - Math	18.9	533- Verbal 528 – Math	20.7

2020	440- Verbal 428- Math	15.5	474 - Verbal 446- Math	18	524 - Verbal 503- Math	18.1	528- Verbal 523 – Math	20.6
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Source: USC Union Admissions Office

2024 Needs Assessment (n=46); Academic Needs and Social Needs (reported moderate to high)

Writing	62%
Mathematics	54%
Science	57%
Foreign Language	39%
English as a Second Language	6.5%
Study Skills	53%
Research	58%
Tutoring	39%
Academic Advisement	52%
Career Counseling	43%
Mental Health/Counseling Services	48%
Physical Health Services	40%
Internship Experience	54%
Access to Food Panty	43%
Financial Aid Counseling	54%
Access to Childcare	20%
Cultural Programming	26%
Transportation	26%
Reliable Housing	4%

Source: USCU Office of Academic and Student Affairs

Key takeaways:

- In Fall 2023, only 6% of USCU’s incoming freshmen class were from the top 10th percentile of their high school graduating class, while 35% were from the bottom 50th percentile.
- In Summer 2024, the USCU Office of Academic and Student Affairs conducted a student needs assessment and found that students reported moderate to high need for services related to academic deficiencies in all subject areas.
- 54% percent claim a moderate to high need for financial aid counseling.
- 48% of students surveyed continue to believe that there is a moderate to high need for a mental health counselor on campus. As well, in a recent survey (Schaefer) of USCU students included in a report on Adverse Childhood Experiences (ACE), 30% of surveyed USCU students experienced three or more ACE in their lives before college (compared to 21.5% national average).

Table 7: USC Union Persistence, Graduation, Transfer, and GPA Rates for First-Year Students <i>SSS Eligible vs SSS Ineligible 2019-2022</i>								
Year	Persistence Rate Average		Graduation Rate Average*		Transfer Rate Average**		GPA (2.0 or above)	
Eligibility	Eligible	Ineligible	Eligible	Ineligible	Eligible	Ineligible	Eligible	Ineligible
2021-2022	65%	78%	53%	62%	48%	69%	70%	85%
Source: USC Union Admissions Office, Financial Aid Office, Disability Services Office *Graduation rate is based on completion of degree at USC Union and does not reflect students that may have transferred out or graduated from a different institution **Transfer rate for known transfers only (primarily in the University of South Carolina System), only includes students who graduated from USC Union and transferred to a 4-year institution.								

Key takeaway:

- Ineligible students generally outperform SSS eligible students related to significant areas of academic need.

SSS program Objectives:

Objective 1: Persistence Rates (two-year institution)

- USCU demonstrated 78% persistence rate among ineligible students in the 2021-22 academic year. SSS eligible students have demonstrated a 65% annual persistence rate. We aim to close this gap by 10% with funding and success of the SSS program on campus.

- **75% of all participants served in the reporting year by the SSS program will persist from one academic year to the beginning of the next academic year or earn an associate's degree or certificate at the grantee institution and/or transfer from a 2-year to 4-year institution by the fall term of the next academic year.**

Objective 2: Good Academic Standing Rate

- During the 2021-2022 academic year, 85% of SSS ineligible students had a GPA of 2.0 or above, while only 70% of SSS eligible students had a GPA of 2.0 or above. We will increase SSS eligible academic standing rates by 10%.
- **80% of all enrolled SSS participants served will meet the performance level required to stay in good academic standing at the grantee institution, a 2.0 or above GPA.**

Objective 3: Graduation and Transfer Rates

- USCU has demonstrated a 62% graduation rate and a 69% transfer rate among ineligible students as compared to a 53% graduation rate and a 48% transfer rate among SSS eligible students. SSS eligible students significantly underperform in these areas. We will close the gap in graduation rates and increase SSS students' transfer rates by 10% to 58%.
- **62% of new participants served each year will graduate from the grantee institution with an associate degree or certificate within four (4) years.**
- **58% of new participants served each year will receive an associate degree or certificate from the grantee institution and transfer within four (4) years.**

SSS Proposed Services:

- Summer Bridge Program
- Workshop Series
- Counseling Services (career, financial aid, mental health)
- Tutoring
- Academic Advisement
- Cultural Services
- Service-Learning Trips
- Peer Mentoring
- Graduation and Transfer Services
- Referral Services
- Financial and Economic Literacy
- Disabilities Accommodations

Early Alert System: Exploring new early alert system through Target X. This program allows us to identify at-risk students with early alerts and give kudos for proactive behavior. More information to come.

Transfer Pathways:

1. USC Union – USC Upstate: Fast Track to Teaching (Finalized) - Through a partnership with USC Upstate, USC Union offers undergraduates interested in majoring in early childhood, elementary, or middle-level education a clear pathway to earn their associate degree while fulfilling all the prerequisite coursework needed to transfer directly to USC Upstate and complete their last two years of coursework for their bachelor's degree in one of these three fields. Upon earning their associate degree, students can seamlessly transfer to USC Upstate and enroll directly in upper-level education courses. To enroll in upper-level education courses, students must maintain a minimum GPA of 2.75. Additionally, for transferring to Upstate, a minimum GPA of 2.0 is required. This program is open to both dually enrolled students, who can earn their associate degree upon high school graduation, and regularly enrolled USC Union students.

CHE Center for Excellence grant: pending approval

2. USC Union – USC Columbia: HRSM (Completed) - Through a partnership with USC Columbia, USC Union offers undergraduates interested in majoring in hospitality management, retailing with a concentration in retail management, retailing with a concentration in fashion merchandising and digital innovation, services management, tourism management, or sport and entertainment management a clear pathway to earn their associate degree while fulfilling prerequisite requirements needed to transfer for their bachelor's degree in one of these six fields. Upon earning their associate degree, students can seamlessly transfer to USC Columbia and enroll in the College of Hospitality, Retail, and Sport Management to complete their bachelor's degree. Certain GPA requirements are required to transfer to USC Columbia and enroll in each program. Please contact Maggie Aziz for more information.
3. USC Union – USC Columbia: Pharm.D. (In-Progress) - Through a partnership with USC Columbia, USC Union will be able to offer undergraduates interested in majoring in pharmaceutical sciences/pharmacy a clear pathway to earn their associate degree while fulfilling prerequisite requirements needed to transfer for their bachelor's degree in pharmaceutical sciences and then complete their Pharm.D. Upon earning their associate degree, students can seamlessly transfer to USC Columbia and enroll in the College of Pharmacy. More information to come.
4. Looking Ahead – Exercise Science (Upstate) and Engineering (Columbia)

Dual Enrollment:

- As a reminder, please be sure to review your final rosters after the add/drop date for each term. Admissions is working diligently on rosters so please be patient.
- Program Modification has been submitted to grant us the ability to offer dual enrollment courses at Fountain Inn High School.
- American Leadership Academy (Lexington, SC) reached out to us to offer dual enrollment courses to their students. Unfortunately, since Midlands Technical College already serves the school, Columbia has asked us to hold off on submitting a program modification until they develop a taskforce to deal with duplication concerns.

Food Pantry: Through the Office of Academic Affairs, USCU has earned significant funding for fresh food for students at the Food Pantry. USCU is part of a grant earned from the South Carolina Physicians Care Charity. Through RobinHood at the Union County farmers market, students can sign up to receive free fresh food every two weeks. We have calculated this to around \$7500 for the year, so students should be pushed to sign up early in the fall semester. We are also entitled to receive \$1500 for other goods at the pantry for the broader student body. The fresh food bags will include food from the farmers market and some local yogurt products sold at RobinHood. As part of this grant, as well, transportation vouchers can be claimed by students at the Book Store. These can be used for bus rides to the grocery store or other local transportation. We have estimated we can provide fresh food bags to 24 students every two weeks per the grant. Also, the normal food pantry goods will also remain for all students as the fresh food functions as a supplement to the goods we already provide.

iCarolina Lab Loaner Equipment: USC Union and the Carnegie Library have developed an Apple Lab Equipment Loan Agreement. The iCarolina lab is now able to loan Apple iPads and MacBooks to USC Union students, faculty, staff, and designated community partners at the discretion of the Library Director or Apple Lab Coordinator. Patrons must be at least 18 years old, hold a library card in good standing, and agree to a loan agreement. The lending period is one month, with renewals possible if there's no waiting list. The library is not liable for damages or expenses resulting from use, and patrons must return devices with all accessories. Technical support is limited, and overdue items incur fees and account holds. An overdue iPad or MacBook will have its Internet access deactivated within 24 hours beyond its due date. A \$250 replacement fee for an iPad and a \$500 replacement fee for a MacBook will be immediately charged to the patron's Library account. The replacement fee will be waived once the iPad or MacBook is returned in the condition in which it was borrowed. There is a \$15 charge for each missing charger, power cord, or case. Patrons must acknowledge these terms and conditions before borrowing. Please contact Taylor Atkinson or Sarah Nardi for more information.

First-Year Freshman Academic Recovery Program: This spring, we will roll out the First-Year Freshman Academic Recovery Program. This program was developed based on the USC First-Year Freshman Academic Recovery Program (included in Academic Bulletin). Through this program, if a student's Total Institutional GPA falls below 2.00 by the conclusion of any semester, they are placed under academic probation. Specifically for first-year freshmen at USC, a program known as the First-Year Freshman Academic Recovery Program is initiated

when their Total Institutional GPA is below 2.00 at the end of their inaugural semester. During the initial six weeks of their second semester, these students are required to engage in academic coaching before becoming eligible for course registration in the third semester.

Per the USC Union Bulletin:

Academic Probation: When a student’s Total Institutional GPA at the end of any semester is less than a 2.00, he or she is placed on academic probation.

Removal from Academic Probation: When a student’s Total Institutional GPA at the end of any semester is a 2.00 or above, he or she is not on academic probation.

Continuing on Academic Probation: Any student who is on probation at the beginning of a fall or spring semester must achieve a certain Total Institutional GPA at the end of that semester in order to avoid suspension. A student may also continue on probation and avoid suspension if the semester grade point average is 2.50 or greater. Standards for continuing on probation are based on the cumulative grade hours the student has attempted at USC . The chart below shows the grade point averages required in order to avoid suspension.

Total Institutional GPA Hours	Placed on Probation	Continue on Probation (avoid suspension)	Removed from Probation
12-35	below 2.00 Total Institutional GPA	1.500 or higher Total Institutional GPA	2.00 or higher Total Institutional GPA
36-71	below 2.00 Total Institutional GPA	1.800 or higher Total Institutional GPA	2.00 or higher Total Institutional GPA
72+	below 2.00 Total Institutional GPA	only with semester reprieve (see below) or by college petition	2.00 or higher Total Institutional GPA

Semester Reprieve: Regardless of the Total Institutional GPA, a student may continue on probation and avoid suspension if the Current Term grade point average is 2.50 or greater.

Students placed on probation will be encouraged to participate in this program which will provide students with assistance in academic planning, general advisement, major exploration, degree audit, self-assessments, and success strategies. At USC Union, academic coaching will extend beyond six weeks giving students more academic coaching throughout the course of the semesters. Students who do not complete the program will not be restricted from registering for classes.

Advisors will receive a list of advisees who are eligible to participate in this program.

The recovery program consists of four requirements:

1. Academic Success Plan: Upon notification of an advisee on probation, the advisor should schedule a meeting to discuss the student's Academic Success Plan. Advisors will receive the Academic Success Plan Form, which can be customized to suit the student's individual circumstances (highlighted areas only). This form must be initialed by the student and signed by both the student and advisor. The advisor should retain a copy of the form and submit another to the University Registrar, Blake Wilson, at bentleyt@mailbox.sc.edu.
2. Academic Wellness Check: Students on probation are required to meet with their advisor once per month for an Academic Wellness Check. After each meeting, advisors will complete the Monthly Academic Wellness Check Form to document progress towards successful completion of the Academic Wellness Plan. Advisors should retain a copy for their records and submit another to the University Registrar, Blake Wilson, at bentleyt@mailbox.sc.edu at the end of the semester.
3. Mid-Semester Progress Report (Faculty Evaluation): Students on probation must have each faculty member complete a mid-semester progress report form, which is then submitted to the student's advisor. Faculty members should keep a copy of this progress report for their records. Students are required to submit these forms, one for each class in which they are registered, to their advisor by the second Monday following Fall/Spring Break. Advisors will retain a copy for their records and submit another to the University Registrar, Blake Wilson, at bentleyt@mailbox.sc.edu.
4. Professor-Student Check-In: Students on probation must schedule at least two meetings with their professors during the semester, preferably during the professor's scheduled office hours. If the course is virtual, a virtual meeting is sufficient. During these meetings, the student will have the professor complete the Professor-Student Check-In Form. The completed form must be submitted to the advisor before the last day of final exams. Advisors will retain a copy for their records and submit another to the University Registrar, Blake Wilson, at bentleyt@mailbox.sc.edu at the end of the semester.

If the student successfully completes all requirements outlined in the Academic Success Plan, they will be eligible to receive a \$500 scholarship to be applied towards tuition at USC Union for the subsequent semester.

Nursing: The nursing pinning ceremony was held on Tuesday, July 30, and nine students received their pins. Pending successful completion of the NCLEX, all students have jobs in the Spartanburg Regional system. There are 7 senior nursing students returning this fall and an incoming junior cohort of 13 starting this fall. Also, if any student expresses interest in nursing, they should send them to Courtney or Lynn for advisement. Congratulations to Courtney who begins her doctorate program this fall at USC Columbia.

Athletics: The overall GPA for all sports for the 2023-2024 season was 3.233

For AY 23-24, the following individual, academic, and athletic awards were earned:

Academic All-American Student Athletes (2023-2024) – 1st Team (4.0)

- Emma Chapman – softball
- Sophie Caley – softball
- Jayda Davis – softball
- Peyton Morris – softball
- Madison Goossens – softball
- Gracie Starnes – softball
- Abby Benfield – softball
- Mason Stepp – baseball
- Kris Levensteins – baseball
- Blake Exizian – baseball
- Colin Ingle – baseball
- LJ Soloman – baseball
- Jameson Madden – baseball
- Steven Ward – baseball
- Nico Steinweg – soccer
- Michael Murphy – soccer

Academic All-American Student Athletes (2023-2024) – 2nd Team (3.80-3.99)

- Matigan Nettles – softball
- Bailey Stewart – softball
- Ashlee Hoile – softball
- Brianna Compton – softball
- Andrew Stephens – baseball
- Joshua Raines – baseball
- Kierra Martin – volleyball
- Ben Roder – Soccer

Academic All-American Student Athletes (2023-2024) – 3rd Team (3.60-3.79)

- Colby Helms – soccer
- Connor Boan – baseball
- Peyton Friend – baseball
- Brett Boone – baseball
- Graham Morlan – baseball
- Clay Burgess - baseball
- Brayden Corn – baseball

- Donovan Cobb - baseball

Bass Fishing:

The team of Tanner Hadden/Caleb Hudson won the Anglers of the Year for the "Lunkers Trail" Division of College Bassmaster. They received the Lunkers Trail Anglers of the Year Trophy this week

They also had the following finishes this year in competition for that Division:

- 1). 4th place out of 250 at Lake Murray
- 2). 5th Place out of 250 at Clarks Hill Lake
- 3.) 7th Place out of 250 at Douglas Lake
- 4.) 3rd Place out of 250 at Rayburn Reservoir.

Tanner Hadden, Caleb Hudson, Kaleb Butts, and Chase Rogers are currently representing USC Union at the College Bass National Championship at Lake Hartwell in Anderson, SC.

Tournament Standing (8/22)

Tanner Hadden/Caleb Hudson - #47/168

Kaleb Butts/Chase Rogers - #152/168

Other Accomplishments:

Lady Bantams Softball Team finished the 2023-2024 year with a #15 ranking out of 525 schools for overall GPA.

Region 10 Player of the year and Third team national all-American: Mila Mzamane

Golden Glove: Brayden Corn, Blake Baldwin

SC Junior Olympics- Keagan 2nd Place

Ole Mill Range Monthly Match- Keagan 2nd Place/ Bianca 3rd Place

For AY 23-24, a list of all community service/volunteer activities by teams and players:

Bass Fishing:

MJ Lutz represented USC-UNION at multiple events this year as Blaize the Mascot.

Cole Hunter went to a career day at an Elementary School in his hometown and spoke to multiple classes of young kids.

Drove Boat in local Christmas Parade

The following anglers have all volunteered each month as boat captains for middle school and high school teams:

Mark Kershaw
Bryson Holderness
Kyler Murray
Kaleb Butts
Jacob Butts
Isaac Greene
Chase Rogers
Cole Hunter

Softball Team:

Worked at Miracle league
Walked in Christmas Parade
Worked at the local YMCA to help with kids (1st-5th) after school program
Participated in USC Union Pageant

Men Soccer Team:

Walked in Christmas Parade
Volunteered time to go coach at the local YMCA
Worked slides in Jonesville for parade

Baseball Team:

Worked at Miracle league bi-weekly had players that would go out and participate with the kids and adults in slow pitch baseball/softball.
Walked in Christmas Parade

Volleyball Team:

Worked at Miracle league
Walked in Christmas Parade

Men's Golf Team:

Helped serve at C4 ministries dinner to help bring awareness to the mission Brad Goodale has for our community.

Rifle Team:

Participated in USC Union Pageant

Attendance Tracking in Blackboard: To remain eligible for Federal Title IV Financial Aid funds, the University of South Carolina is required to verify that students who are receiving Title IV aid have attended or participated at least once in the courses for which they are enrolled.

To make this process easier, students and instructors will both be able to verify attendance with

the “Attendance Tracking for Title IV Aid Recipients” system in Self-Service Carolina beginning in Summer 2024.

- For instructors, this will include a pre-designed attendance verification quiz in Blackboard. All courses will have this quiz, so please do not remove it.
- Using the quiz is a simple way to complete the attendance verification.
- If you offer students tests, quizzes, assignments and discussion threads in Blackboard, the verification of attendance/participation will automatically be updated in Banner if a student completes the task.

If Blackboard options are not suitable, attendance can be manually updated by instructors in the Banner Attendance Tracker module.

- The module can be found in the faculty menu of Self-Service Carolina and has a similar look and feel to Banner Grade Entry, but it includes a calendar of class meetings on which faculty can easily mark participation.
- The system also has a “Select All” feature to indicate that all students on the Class Roll are participating on a given day.
- If a class has a laboratory or recitation led by a Graduate Assistant, an instructor can delegate Attendance Tracking to that individual. Attendance Tracking can be completed by graduate assistants that are assigned as secondary instructors.

Verification should occur within the first two weeks of a course in part of term 30 or within the first 12% of course meeting times in a shorter part of term.

Books on Reserve: Please email Taylor Atkinson. There are several options for placing books on reserve depending on the professor's preference. Do you want the material cataloged and placed in our USC Union section? This would allow the book to be checked out for up to 3 weeks at a time, like any book in their collection. Do you want the book to be placed behind the circulation desk to be checked out for 2-3 hours at a time and kept in the library? Are you providing the book(s) or is it something they need to purchase? Please communicate with Taylor to ensure that you have what you need.

Placement Exams: Regarding foreign language placement exams: this information concerns students with a strong background in a foreign language, including native speakers or heritage speakers. Heritage speakers typically have a connection to a language through family or ancestry but may not have acquired it as their first language or may not use it as extensively as a native speaker. Their proficiency levels can vary widely. For example, they may be proficient in speaking but not reading/writing.

These students are required to take the foreign language placement exam before enrolling in a 100-level foreign language course that they are already fluent in. Common courses offered here

include SPAN 109, SPAN 110, SPAN 122, PORT 121, and PORT 122. If your advisee is a native or heritage speaker of Spanish and intends to take SPAN 109, 110, or 122, they must first take the placement exam. The same applies to Portuguese. This requirement extends to any foreign language, regardless of whether it is offered through USC Union, another campus, or Palmetto College.

If these students place out of these courses, they are exempt from the foreign language requirement. However, they still need to fulfill the credit hour requirements for their degree programs (60 hours for AA or AS degrees, or 72 hours for the dual AA/AS degree).

Alternatively, these students can choose to study a foreign language they are not familiar with. For example, a native or heritage speaker of Spanish can opt to study Portuguese without taking the placement exam (as long as they are not a native or heritage speaker of that language as well).

It's important to identify these students without singling them out based on their name or background. Please discuss with all your advisees their experiences/proficiency with foreign languages, before advising them to take a foreign language.

Community Required Resources: In Columbia, all students are required to complete Alcohol EDU, Sexual Assault Prevention, Mental Well-Being, and belonging modules before and during their first semester of classes. This was expanded to include the regional campuses. We piloted this program in 2022 and will be offering these modules to our students moving forward. We will “expect” all students to complete these modules (incorporating them into UNIV 101 courses, requiring all student-athletes to complete them, and using our texting platform to encourage all students to complete the modules). These online modules will launch on September 1, 2024, with a deadline of December 6, 2024 (UNIV 101/Student-Athlete due date Oct. 18). Please encourage all students to complete these modules and offer incentives if you can.

Students will have access to the training through a link sent to them via email and through self-service.

Course Scheduling and Advising for Spring 2025: Course scheduling will begin immediately. Advising for Spring 2025 will begin on Oct. 28, 2024. As a reminder:

- Scheduling requires balancing the needs of students both on- and off-campus (i.e. dual enrollment courses, student-athlete schedules, pre-nursing courses, online associate degree programs, fall II/spring II, adjunct availability, Laurens location, PC courses, education transfer pathway courses, HTMT transfer pathway courses, classroom availability, nature of the discipline, fairness).
- Accommodations for instructor preferences are made when possible.
- The number of course preps that a faculty member teaches depends on a variety of factors including those listed above, as well as instructor request.

- Please feel free to contact me with any scheduling questions or concerns; I am happy to discuss them.

FACULTY ACTION ITEMS AND IMPORTANT DATES

Academic Calendar: The academic calendar can be accessed in two ways:

1. https://sc.edu/about/offices_and_divisions/registrar/academic_calendars/2024-25_calendar.php
2. Go to <https://my.sc.edu/>
Click “Faculty/Staff”
Click “View parts of term dates and deadlines”
Select campus: USC Union
Select term: Fall 2024
Select part of term:
70 – Union Full Term
7A – Union First Half Term
7B – Union Second Half Term

Office Hours: Faculty members will hold one hour of office hours for each course taught each semester, up to five hours per week. It is important for us to have this information in Academic Affairs to ensure that we can effectively support students who may require additional assistance from their professors, while also respecting your schedule. By **Friday, August 23**, faculty will complete the Office Hours Form sent to them by Academic Affairs and submit it to Amber Ivey. You may choose your own office hours. This applies to all courses, whether taught in-person or online.

Attendance Policy: Please be aware of the [attendance policy](#) and incorporate this policy into your syllabi.

Bookstore: If you haven’t submitted a book order, do so **immediately**. Double-check the ISBN for accuracy. Inform students that they need to make an appointment to buy new books or sell back old books (M-TH).

https://www.sc.edu/about/system_and_campuses/union/internal/faculty_and_staff/faculty_textbook_form/

Syllabi and Plagiarism Statement: Please consider using the templates provided to you by Academic Affairs. To adhere to SACSCOC accreditation, we are required to maintain a copy of all syllabi for each course taught by USC Union each semester. As such, by **Friday, August 23**, faculty must submit all syllabi for each course/section taught to Amber Ivey.

Please include a plagiarism statement in your course syllabi including the specific sanctions that will be applied for violations of the policy.

REACH Act: REACH Act courses must adhere to the REACH Act requirements. These requirements are set forth by the SC legislature and therefore deviation is not allowed. Deviation or failure to submit REACH Act compliant syllabi can result in a 3-year audit for the campus.

REACH Act Courses:

- AFAM 200
- HIST 201
- HIST 111
- HIST 470
- POLI 201
- POLI 304
- POLI 450
- POLI 451
- POLI 452

REACH Act Requirements:

Your syllabi for each of the following courses must meet the requirements of the Reach Act as described below.

We need a separate syllabus for each section of the following courses that you are scheduled to teach.

Top of Syllabus:

- Include and highlight the course number, title, and section number (example: POLI 201 – 701)
- Include and highlight meeting days and times (example: MW 9:30-10:45)
- Include and highlight number of credit hours for the course. (example: 3 credit hours)

Include and highlight the section below (identify each federalist paper by title and number and identify the document foundational to the African-American freedom struggle by title):

In accordance with the REACH (Reinforcing College Education on America's Constitutional Heritage) Act, students will read the following in their entirety. A copy of all readings will be provided to you.

Required Readings: The following will be read in their entirety:

- The U.S. Constitution
- The Declaration of Independence

- Five Federalist Papers (identify each by Title and Number)
 - Federalist Paper Title and No. #
 - Federalist Paper Title and No #
 - Federalist Paper Title and No #
 - Federalist Paper Title and No #
 - Federalist Paper Title and No #
- The Emancipation Proclamation
- Document that is foundational to the African American freedom struggle (identify by title)

Include and highlight required readings by name within the course schedule portion of your syllabus.

Please email Amber Ivey your compliant syllabi for Fall 2024 by **Friday, August 23, 2024**.

Attendance Reports: Attendance reports play a crucial role in supporting students' academic success by emphasizing the importance of regular class attendance. These reports also help in identifying at-risk students early, enabling timely interventions that can improve educational outcomes and enhance engagement and retention. Furthermore, they provide students the option to withdraw from courses without academic penalty when necessary. Please submit your attendance reports by:

- **Fall I Term: Tuesday, August 27, 2024**
- **Full Term: Tuesday, September 3, 2024**
- **Fall II Term: Monday, October 21, 2024**

Progress Reports: Midterm progress reports are vital in our commitment to student success as they enable us to intervene proactively. By assessing students' progress midway through the term, we can identify any challenges they may be encountering and offer timely support and guidance. This proactive approach ensures that students receive the assistance they need to overcome obstacles and stay on track academically. Academic Affairs will actively reach out to students flagged in these reports, working closely with their advisors to tailor support strategies. Your input in this process is invaluable, as it helps us identify students who may benefit from additional resources or interventions. Please submit your progress reports by:

- **Fall I Term: Tuesday, September 17, 2024**
- **Full Term: Friday, September 27, 2024**
- **Fall II Term: Thursday, November 7, 2024**

Supply Requests: Contact Amber Ivey to submit supply requests. Supplies are normally ordered twice a month (the 1st and 15th of the month). Submit orders in a timely manner to allow enough time to place those orders and have them delivered on time, **preferably two weeks in advance**. If special order, send Amber an email with direct link and quantity.

Course Evaluation: Please encourage students to complete their course evaluations. Tenure-Track faculty members may request hard-copy course evaluations. These requests need to be submitted by: **Friday, August 23, 2024**, for all parts of term. Course evaluations will run for classes with 3 or more students enrolled.

Course evaluation dates:

- **Fall I Term: Open – Monday, September 23, 2024; Close – Wednesday, October 9, 2024**
- **Full and Fall II Terms: Open – Monday, December 2, 2024; Close – Monday, December 16, 2025**

Community College Survey of Student Engagement (CCSSE): This spring, USC Union will be participating in the Community College Survey of Student Engagement (CCSSE), a national survey of institutional practices and student behaviors. CCSSE is an initiative of CCSSE at the University of Texas Austin. This assessment tool will provide information on student engagement and is comprised of items that assess institutional practices and student behaviors that are highly correlated with student learning and retention. Survey data will be used for feedback to the campus and faculty/staff related to how our students are engaging with the campus, which contribute to learning, retention, and successful completion of degree requirements. Results will assist our campus in strategic planning and SACSCOC accreditation and allow us compare engagement across the PC campuses.

The survey will be administered during the spring academic term (March through April). Note: depending on timely receipt of survey packets from UT-Austin, it may be possible to administer surveys prior to the start of spring break.

It will be administered in the classroom as a pencil-and-paper survey to students in randomly selected credit courses.

Faculty are not responsible for administering the surveys. The administration of the surveys will be handled by designated staff on campus. I will reach out to those selected as staff administrators in a separate email.

Historically, the survey has taken up to 45 minutes for students to complete within the classroom. Therefore, survey administration will take up an entire class period for selected course sections. Should your course section(s) be selected, faculty are not required to participate, although they are strongly encouraged so that the campus receives useful student data for reasons stated above. Faculty teaching full-term F2F courses may choose to build in “wobble-room” in their syllabi in case one or more of their sections are selected and/or record and upload lectures for selected sections as they are notified. If faculty choose to have their

selected sections participate, there is no need to inform students that it will be taking place to ensure maximum attendance during those class periods.

Faculty of selected course sections will be notified shortly after the first add/drop period of the spring semester (mid-January).

CALENDAR OF EVENTS

- Donuts with the Deans (Union) – Wednesday, September 11, 2024, 11:00-1:00
- Donuts with the Deans (Laurens) – Wednesday, September 18, 2024, 10:00-12:00
- First-Generation College Celebration Day – Wednesday, November 13, 2024, 9:00-5:00.
 - 9:00-10:30 – Brainiacs and Biscuits
 - 11:30-2:30 – Expo
 - 3:45-4:45 – First-Gen Celebration
- Student-Athlete Workshops – Each year, the Office of Academic Affairs organizes workshops for Student Athletes for a week in the Fall. This week, those workshops are between 11/18 and 11/21 at 2:30-4 in the afternoons.
 - On 11/18 our new Psychological Service graduate student, Dylan Wong, will present to the student-athletes on mental health related to high achievement and athletic performance.
 - On 11/19, Project Rest for Union County will present on preventing Domestic Violence and Abuse.
 - On 11/20, Mothers Against Drunk Driving will present on Alcohol and Drug Abuse, and USC-Columbia will possibly provide further information and Narcan to student-athletes.
 - On 11/21, Safe Passage for Union County will present on Sexual Assault and the related issues of the Red Zone on college campuses.

Please let us know if you would like any more information on these presentations. MADD, Safe Passage, and Project Rest will also be at Fresh Check Day for students on 9/25.

- Faculty Professional Development Series – The Office of Academic Affairs will be providing workshops for faculty professional development throughout the year. We envision these development opportunities as chances to improve CVs for tenure files and provide other opportunities to grow in the educational setting of USCU. We are meeting with the Faculty Development Committee in the upcoming weeks to discuss the move to create divisions at USCU and will also discuss the creation of professional development workshops and presentations. If there is anything specific that you would like on the docket for the year, please e-mail Andrew Kettler who will start organizing

the presentations, which will mostly occur on Fridays after FO meetings. As well, any professors in need of Research Presentations for their CVs and tenure files can provide presentations as part of these development workshops, which will also allow the faculty to know each other's research in more substantial aspects.

- Teacher of the Year Event – TBD by Faculty Welfare Committee

LOOKING AHEAD

- Divisions: I will be working closely with the Faculty Advisory Committee to develop divisions with the goal of having these in place by Spring/Fall 2025 at the latest.

STUDENT ACADEMIC SUCCESS CENTER AND STUDENT ACTIVITIES

Schedule of Events:

- Time Management – Sept 5
- Study Skills/Test Taking – September 12
- Making an A with AI Writing – September 19
- Fresh Check Day – September 25
- Mid-Point Check-In – October 14
- Second Half Check-In – October 23
- Preregistration – October 30
- Acing Your Finals – November 14
- Finals Finish Strong – December 9 – 12

Generated by AI. Be sure to check for accuracy.

Meeting notes:

- **Faculty Welfare:** Faculty Welfare Committee plans to host more events to enhance faculty engagement and well-being, starting with a bowling event. This aligns with the broader strategic plan to focus on organizational excellence, which includes the well-being of staff, faculty, and students.
 - **Faculty Welfare Events:** Discussed the organization of more faculty welfare events, including a bowling event, to foster faculty engagement and well-being. These events are part of a strategic initiative to promote organizational excellence and enhance the campus community's overall well-being.
 - **Strategic Plan Alignment:** Confirmed that the faculty welfare events align with the broader strategic plan's focus on organizational excellence, emphasizing the importance of staff, faculty, and student well-being in the university's mission.
- **Early Alert System:** The team discussed implementing an Early Alert System to streamline the process of identifying and supporting at-risk students. This system would allow faculty to easily report concerns, which would then be addressed by a designated staff member.
 - **Early Alert System:** Explored the potential implementation of an Early Alert System to improve the identification and support of at-risk students. The system would enable faculty to report concerns efficiently, triggering a response from a designated staff member to address the issues.
 - **System Functionality:** Outlined the functionality of the Early Alert System, including the ability for faculty to log in, report student concerns, and track follow-up actions taken by staff, thereby streamlining the support process for students in need.
- **Trio Grant Submission:** The team completed a submission for the Trio Grant, aiming to support low-income, first-generation students, and students with disabilities. This grant would significantly enhance the resources available to support these students at USC Union.
 - **Trio Grant Submission:** Completed the Trio Grant submission process, which aims to secure funding to support low-income, first-generation students, and students with disabilities, enhancing the resources available for their success at USC Union.
 - **Grant Impact:** Discussed the potential impact of the Trio Grant on USC Union, highlighting the importance of additional resources to support the targeted student groups and the comprehensive efforts made to ensure a compelling grant application.
- **Faculty Senate and Committees:** The Faculty Senate and committees, including the Welfare Committee, are actively working on initiatives to support faculty and student engagement. This includes adapting to changes such as the renaming of the DEI committee to AOE (Access, Opportunity, and Engagement) to align with funding and strategic priorities.
 - **Committee Initiatives:** Reviewed the initiatives undertaken by the Faculty Senate and committees, particularly the Welfare Committee, to support faculty

and student engagement, adapting to changes and aligning with strategic priorities.

- **Committee Renaming:** Addressed the renaming of the DEI committee to AOE, reflecting a strategic shift to align with funding opportunities and the broader strategic priorities of access, opportunity, and engagement.
- **Film Festival:** The Latin American Film Festival, organized by Dr. Lownes, is set to feature films from Argentina, Puerto Rico, Mexico, and Brazil, focusing on themes like mental health, immigration, and urban displacement. This cultural event is part of the campus's efforts to engage students and faculty in global issues.
 - **Film Festival Overview:** Discussed the upcoming Latin American Film Festival organized by Dr. Lownes, featuring a diverse selection of films from Argentina, Puerto Rico, Mexico, and Brazil, each addressing critical themes such as mental health, immigration, and urban displacement.
 - **Cultural Engagement:** Emphasized the Film Festival's role in engaging students and faculty with global issues, fostering cultural understanding and awareness through the medium of film.

Follow-up tasks:

- **Faculty Welfare:** Organize more faculty welfare events like bowling night (Faculty Welfare Committee)
- **AOE Committee:** Invite new members to join AOE Committee and inform them about meeting schedules (AOE Committee Chair)
- **Film Festival:** Distribute Film Festival flyers and advising forms to advisors (Film Festival Organizers)
- **Faculty Drive:** Create and organize folders in Faculty Drive for events, flyers, and program descriptions (Designated IT Staff)
- **Faculty Senate:** Schedule and announce Faculty Senate meetings for the academic year (Faculty Senate Chair)