

Faculty Organization Meeting minutes
March 25, 2022

- Approval of minutes
- Dean's Report
- Academic Dean's Report
- Jennifer Yowell: Center for Teaching Excellence presentation
- Committee Chair updates

Attendance:

Greta Bailey
Kevin Torres
Gale Ashmore
Neill Hance
Jennifer Emswiler
Dr. Maggie Aziz
Dr. Steve Lowe
Dr. Randy Lowell
Sandy Phillips-Long
Dr. Helene Maire-Afeli
Dr. Steve Lownes
Joe Anderson
Dr. Avery Fouts
Randall Ivey
Jeremy Black
Dr. David Hudson
Jennifer Yowell from CTE

Minutes from February meeting were approved.

Jennifer Yowell, Instructional Designer from CTE

Gave an overview of CTE and what they do. She announced that CTE will hold virtual office hours on April 22 from 11-1 for drop-in consultations and she mentioned that CTE instructional designers are always available by appointment.

Dean's Report:

COVID Updates

- Free COVID testing continues to be available on campus, coordinated by Anita Whitney, typically on Tuesdays. Please give her a heads up the day before if you know that you'll be getting a test from her so that she can prep the labels and tubes to make collection go faster (apeco@mailbox.sc.edu).
- DHEC continues to be on campus every Thursday from 2:00-6:00 in the Main Building with all of the COVID vaccines for anyone from the campus or the community who would like to get a shot.
- In line with the recent mask policy change in Columbia, we have shifted to mask optional on campus.
- Continue to contact Amber Ivey in Academic Affairs regarding contact tracing efforts for the campus if you test positive for COVID or believe that you may have had a direct exposure to someone else who is positive, or have someone indicate that they have encountered either of these scenarios (AII@mailbox.sc.edu, 864-424-8061).

Students

- According to preliminary freeze data, our headcount for Spring has settled out at 1,228 (up 7.9% from last Spring), and represents a new semester record enrollment for the campus, beating the previous record of 1,218 from last semester. This is also the second best headcount across the Palmetto College campuses, ahead of Sumter (1,212) and Salkehatchie (686), but trailing Lancaster (1,695).
- Two of our Associates students, Brittany Hightower and CJ Williams, had a chance to read their original poems at the President's House on the Horseshoe in Columbia, as part of the 10th Anniversary Palmetto College Celebration, which they had composed for the Apple lab ribbon cutting at the Carnegie last month. They did a great job with that and received many compliments on their work, and were invited by First Lady Patricia Pastides to return to Columbia next month to read their work at another event. Additionally, there were four current/recent Palmetto College students present, two of whom were ours, Annalee Wyatt and Caden Jackson, who also represented our campus extremely well. Caden also recently virtually presented on one of his research projects with Dr. Aziz and Dr. Lownes, and did a great job with his poster presentation with me yesterday here at the Southeastern Psychological Association conference. We look forward to Travis Wendel's poster presentation here with Dr. Morris tomorrow.

- Research Club had its Bake Sale fundraiser for St. Patrick's Day, raising almost \$192, so thanks to all who contributed to that effort. Jennifer Emswiler will be present for our Spring Colloquium on April 14 at noon in the Art House.

Faculty & Staff

- Congrats to Kevin Torres, as he has signed a contract to author a Spanish textbook for Great River Learning that is due to roll out next year.
- Dr. Tekla Johnson accepted our offer for the tenure-track Assistant Professor of African American Studies position starting this Fall. Also, Amber Ivey accepted our offer for the full-time Academic Affairs Admin position, which she has transitioned into from her previous temporary role there.
- Searches for Assistant Professor of Psychology, Instructor of Mathematics, and Instructor of Nursing are all progressing well with interviews on the horizon. We have also just posted a new ad for an Assistant Professor of History, and will soon post the ad for the full-time Financial Aid Counselor. Closer to the end of the semester, we'll repost the Dual Enrollment Coordinator ad as well.
- Looking forward to Commencement on April 30 at 6:00pm in Patron's Park, with a rain plan of the church next door. Our Commencement speaker this year will be Andrena Powell-Baker, who is currently Senior Manager, Community Relations and Development for Lockhart Power. She also serves on the Union County Development Board, and is the Immediate Past President of the South Carolina Economic Development Association.

Facilities

- ADA restroom upgrade/renovation project making some progress, with new first floor restrooms in operation and mostly complete in Whitener Central Building. Focus of work has shifted to second floor restrooms in the building, with goal of completion by end of semester and summer renovation of Main Building restrooms.
- ADA/security hardware project updated many knobs/locks on doors around campus, including going from knob to lever and/or to allow for locking of door from inside via bolt or button on handle. Awaiting rekeying of new cylinders for old keys to work again in those doors.
- Elevators continue to get any temporary fixes that can be done as we await Columbia project for replacement of analog to digital components be set up.
- New flag pole in front of Whitener Central Building, and lots of painting work around campus, especially the previously purple trim on the walls in the Main Building.
- The Palmetto College iCarolina Lab at USC Union (the Apple lab) had a very successful Ribbon Cutting event last month at the Carnegie Library to officially launch its use and is available to the campus and community to use whenever the library is open.

Academic Dean's Report:

Awards Night:

- Awards Night – April 5 @ 6:30pm.
- If you haven't done so yet, please RSVP to Amber Ivey ASAP.
- If you do not plan on attending, please send short write-up about your nominee to Amber ASAP.
- If you plan on attending, be prepared to say a few words about your nominee.

Course Cancellation:

- If you cancel class for ANY reason, please be sure to contact Academic Affairs.

Advising:

- Summer and Fall 2022 schedules are live.
- Summer and Fall 2022 advising began **March 21**. Please be sure to review your courses on these schedules and reach out to your advisees to schedule advising appointments.
- Fall 2022 ARTH 106 will be changed to ARTH 105.

Founding Documents:

- South Carolina REACH Act requires undergraduate students to complete a three-credit hour course that requires the reading of the following documents in their entirety:
 - The U.S. Constitution
 - The Declaration of Independence
 - 5 of the Federalist Papers
 - The Emancipation Proclamation
 - One additional document foundational to the African-American freedom struggle

The REACH Act applies to degree-seeking students entering with freshman status who have never enrolled in postsecondary institution prior to Fall 2021 term. Students who have earned dual enrollment credits are not considered to have been enrolled previously in a secondary institution.

While a two-year institution may graduate a student with an associate degree without having complied with the REACH Act provisions, that two-year institution must include the required readings in courses that are transferable to four-year institutions.

Courses that count towards Founding Documents Requirement:

- AFAM 200: FREEDOM PAPERS: PRINCIPLES OF RACE AND NATION
- HIST 111: UNITED STATES HISTORY TO 1865
- HIST 201: AMERICAN FOUNDING DOCUMENTS
- POLI 201: AMERICAN NATIONAL GOVERNMENT
- POLI 304: CONTEMPORARY POLITICAL THEORY

- POLI 450: CONSTITUTIONAL LAW
- POLI 451: CONSTITUTIONAL LAW II: CIVIL LIBERTIES
- POLI 452: THE JUDICIAL PROCESS.

Annual Reviews:

- Completed and being reviewed by Randy. I will return ASAP and will schedule meetings to discuss.

Academic Bulletin:

- Revised and sent down to Columbia to be updated on the website.

Course Materials and Syllabi:

- Be sure to get information about any required course materials for your summer and fall courses to Tanja Black as soon as possible, ideally using the online submission portal to submit textbook information. If you are not requiring students to purchase any materials for your class, also let her know so they can convey that to the students as well.
- Always be sure to submit summer syllabi to Christen Mayes and Amber Ivey as soon as you have them prepared (by the first day of each semester).

Peer Reviews:

- Peer reviews are currently being conducted on several courses. I have reached out to several of you to help conduct those reviews. Thank you to all who have agreed to assist. Please have the reviews completed by the end of this semester.
- I've asked the peer review committee to review and possibly update the online peer evaluation forms based on the Quality Matters Rubric.

Nursing:

- Second cohort of upper-division nursing students – 18 accepted, 2 waitlisted.

Faculty Accomplishments:

We want to recognize your accomplishments! Please be sure to inform Dr. Aziz of any accomplishments such as publications, conference presentations, awards, etc.

Committee Chair reports:

Steve Lownes (Academic Affairs) – change to the name of the manual / handbook + there are additional updates. Steve will send out to everyone.

Steve Lownes (DEI) – meeting coming up next Monday about upcoming activities
Tuesday, April 19 – members of Kuma tribe will be coming to speak – the chief, who is a woman, will be the speaker

Avery Fouts (Peer Review) – Maggie wants to rethink forms for online classes. Avery has received a copy but has not had time to review it.

Randy Ivey (Student Affairs) – no report

Other announcements:

Jean Carrano has announced that video conferencing classrooms are up and ready to go. Jen said that she has some information about this that she will forward to everyone after the meeting today.

April 29 10:00 Next meeting

Jen would like to have an additional meeting for the explicit purpose of elections for replacement officers. She asked everyone to be thinking about whether they want to continue in their current offices, and to decide if they want to be considered for a different office.

Maggie mentioned that she will be out of the office from March 29 through April 01.