



A Regional Palmetto College

FO Minutes

March 21, 2025 – 11:00 AM

Whitener Building, Community Room

In-person attendance:

Maggie Aziz
Sarah Carter
Lynn Edwards
Avery Fouts
Neill Hance
Andrew Kettler
Steve Lownes
Randy Lowell
David Mitra
Sandy Phillips-Long
Courtney Pinnell
Andrew Pisano

Online attendance:

Joe Anderson
Gale Ashmore
Sara Huess
David Hudson
Deborah Hudson
Tekla Johnson
Steve Lowe
Lee Morris
Megan Rabanal
Christine Sixta Rinehart
Caroline Wilson

Dr. Pisano called the meeting to order at 11:05 AM.

Minutes from February 28 meeting:

A motion was made to approve the February 28 minutes and was passed with all in favor.

Dean's Report: Dr. Randy Lowell:

Dr. Lowell gave his report. The report is attached to these minutes.

Academic Dean's Report: Dr. Maggie Aziz:

Dr. Aziz gave her remarks. The report is attached to these minutes.

Dr. Carter volunteered to help develop standards for the Study Abroad application.

Dr. Fouts reported that the instructor peer review committee was making progress and Dr. Lownes reported that the tenure track committee will meet Monday the 24th. Dr. Aziz stated the peer reviews will be sent out only after her administrative reviews are sent out.

Committee Reports and other Business:

Dr. Kettler had several announcements:

- He will be at the Medical School at Greenville on 3/28 and asked for recommendations for suitable students for the program there.
- There will be a job fair on 4/1 from 10 am-2:30 pm at the Junction.
- Sean Ywhward will visit the campus on 4/7 for the PolySci position.
- Reviewers for presenters at Discover USC, on 4/25, in Columbia are needed.
- Dr. Kettler and Dr. Johnson are building a study lounge in the history suite. Any donations of books or furniture are welcome.

Dr. Johnson had three questions:

- She asked for clarification from Dr. Aziz concerning final exams (as mentioned in Dr. Aziz's report). Dr. Aziz said each course needs to have some sort of assessment, not necessarily an exam, given on the scheduled exam day and time.
- Concerning the applications for Greenville Medical, Dr. Johnson suggested an instructional video should be made for the students.
- She had a concern regarding the accessibility of the van that is available for the trip to Discover USC. Dr. Lowell said he should be made aware if anyone needs a ride.

Dr. Sixta Rinehart: stressed the importance of completing assessments of courses as needed for our accreditation. Those who have assessments due, per Dr. Aziz's email, need to do them soon. Old data may not be (re)used.

Dr. Lownes has several announcements:

- Members for the Columbia senator committees are needed. Nominations are needed asap. Members for the committees will be voted upon at the PC Faculty Senate meeting on April 18th.
- There will be a PC Faculty Social on May 14th, as mentioned in an email from Jean Carrano.
- The process for determining recipients of Palmetto College Faculty awards will be changed. Nominations for next year's awards will be made at the next PC Faculty Senate meeting. Finalists will be determined in October and winners will be announced in November.

Dr. Aziz mentioned that the faculty field day will be held on campus.

Dr. Carter invited interested persons to come to the Carnegie Library event.

Adjournment:

A motion to dismiss was made and seconded.

The meeting adjourned at 12:14 pm.

Attachments: Dean's Report, Academic Dean's Report

Submitted by: David Mitra, interim FO Secretary

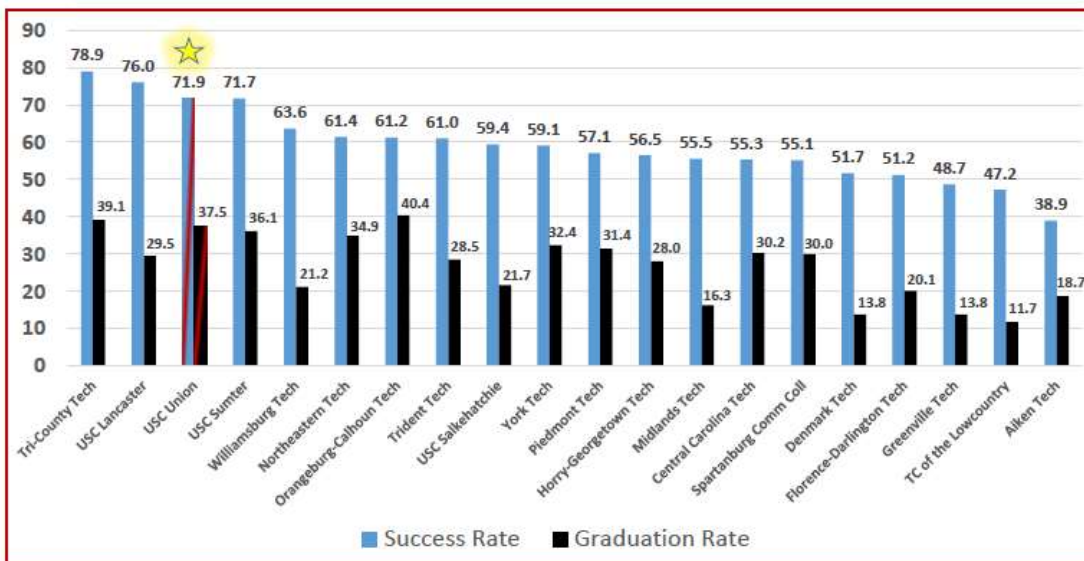
Randy Lowell, USC Union
Dean's Report
March 21, 2025

- Spring enrollment, as of yesterday, is well ahead of last year's record high headcount for a Spring semester, at 1,308 (compared to 1,244 at freeze last Spring, up 5.14%), and ahead of last Spring's FTE, at 742 (compared to 733 at freeze last Spring, up 1.23%).
- We recently completed a search for a new full-time Instructor of Spanish, Tracy Stapleton, who will be joining the faculty here in August. Marc Curlee has also accepted the permanent Head Men's Soccer Coach position.
- House version of budget released last week. They retained the same numbers from what HWM had put out previous to that, which for us was positive on the new recurring operating money, but still really low on the new one-time capital project funding. It also retained a proposed 2% increase for employees and increases in the employer contribution to retirement. President Amiridis presented the USC system budget request to the Senate Finance Committee on Wednesday last week, so it is now in their hands to consider, followed by the full Senate and then the House/Senate Conference before it's finalized this summer. Had a good group of students with us at the State House last month for Carolina Day to thank legislators and advocate for their support of the campus.
- USC Union is now a member of the SC Humanities organization. Among the benefits of joining this organization is the opportunity to apply for the various grant funding programs that they have to offer. Check out their webpage for more details: <https://schumanities.org/grants/>.
- The RobinHood Group received some grant funding from Union to put on a Food Handler Training certification course for free here on campus tomorrow from 10:00am-2:30pm, with a light lunch included. This certification program educates food industry professionals on the best practices for food safety and helps food handlers comply with local health regulations and promotes a culture of safety within food establishments.
- Dr. Aziz and I, along with the other Campus Deans and Academic Deans from across Palmetto College, continue to engage in the Transformational Leadership Growth Lab that is facilitated by consultants from AASCU.
- Don't forget to mark your calendars for the USC School of Music's free performance of the opera, *Gianni Schicchi*, on Sunday, March 30, 7:30pm at the Main Street Junction. This is part of their celebration of 100 years of music at USC.
- Some campus project updates include the following:
 - o Main Building has the final PO in place with the general contractor. He will be putting the building back together with ceilings, walls, paint, and lighting. Project deadline is by August 1 before he would have to begin paying out penalties for any work beyond that date.
 - o Truluck Gym is 3 weeks behind due to hazmat discovering more mastic that tested positive for asbestos. That remediation was finished Monday, and all tests came back negative,

- allowing the contractor to begin that work to get that new floor and lighting in, along with creating a new team room inside the gym and updating the office space for the coach.
- City Park softball complex is moving slow because they are at the mercy of the rain, the hurricane, and that weeklong power outage. They are still moving forward, but need an 8-9 day window with no rain to be able to get the sod down on the field, which will need to sit for a few weeks before being played on after that.
- Baseball complex is moving forward with drawings and pricing, hoping to go out to bid next month. This will ultimately be a 2-phase project, with the first phase including restrooms.
- Our Laurens Location in Clinton has a contractor with a PO being issued by Columbia, who was able to walk the facility with Ann Derrick from Columbia and all of his subcontractors, to confirm his scope of work there. That phase of work will include updating the restrooms at the lobby entrance, sprinkling one of the hallways that we're expanding into, and some of the kitchen updates needed to accommodate the future HTMT coursework.
- The Jonesville Gym project is going out to bid on SCBO next week for the restroom remodel, building out of 2 locker rooms, and a large weight room.
- Preservation SC continues to make progress on their stabilization efforts of the Dawkins House, and also continues to try to raise additional funds to help that work go further before eventually conveying to the campus for an eventual Alumni House and meeting space.

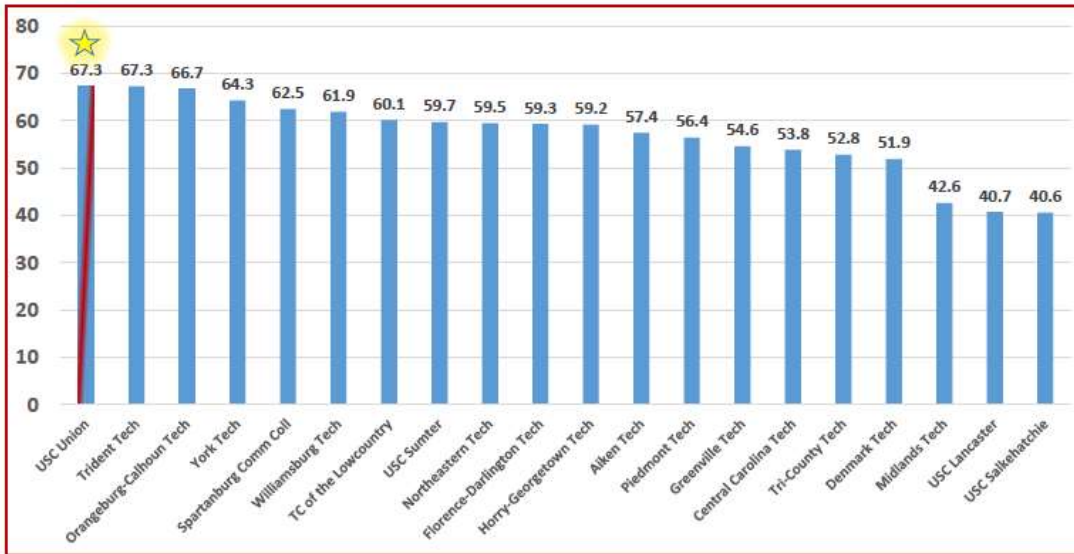
First-Time, Full-Time Undergraduates Entering in Fall 2020

Source: https://che.sc.gov/sites/che/files/Documents/CHE%20Data%20and%20Reports/Statistical%20Abstracts/2024_Statistical_Abstract-WEB.pdf



First-Time, Full-Time Undergraduates, Fall 2022 to Fall 2023

Source: https://che.sc.gov/sites/che/files/Documents/CHE%20Data%20and%20Reports/Statistical%20Abstracts/2024_Statistical_Abstract-WEB.pdf



**Academic Dean's Report
March 2025**

Office of Academic and Student Affairs –

New Faculty:

- Tracy Stapleton has accepted the Instructor of Spanish position and will begin in Fall 2025.
- Biology and psychology searches failed. Political Science is ongoing.

Awards Night:

- Awards Night – Tuesday, April 11 @ 6:00 pm.
- Faculty must arrive by 5:15 pm.
- If you haven't done so yet, RSVP to Amber Ivey ASAP.
- If you are attending and haven't done so already, please send a short write-up about your nominee to Amber ASAP.
- I'd like us to eventually sit down and discuss some of the awards, particularly the All-Around Palmetto and PC Distinguished Scholar Awards. This year, there was a low response rate for award voting for those, as well as for the All-Around Bantam. I noticed that since we no longer advise PC students, very few people knew any of those students and couldn't make nominations. Additionally, it has been difficult to obtain blurbs regarding some of those students. Should we consider changing those awards to something else that could directly benefit Union students?

Faculty and Staff Field Day and Cookout:

- Tentatively: May 8, 2025, 10:00-1:00

Advising:

- Summer and Fall 2025 advising began **March 24**. Please be sure to review your courses on these schedules and reach out to your advisees to schedule advising appointments.

Please be reminded of the new guidelines for Fall 2025 for student-athletes:

- NJCAA student-athletes are required to enroll in a minimum of 9 credit hours of face-to-face classes each semester to be eligible to play.
- We will conduct an audit to ensure that all NJCAA student athletes meet this requirement. If they do not, they will not be eligible to play.
- NJCAA Teams: Baseball, Golf, Men's Soccer, Softball, Volleyball.

Other Important advising reminders:

- You should now have access to the advisor drive. Here, you can find all the advising forms for AA, AS, AAAS, HTMT, Education, and ENTR.
- Review student transcripts before advising and again after final grades for Spring 2025 have been recorded to ensure your advisees are on track for degree completion and to ensure prerequisite requirements are met for summer and fall courses.
- Ensure advisement holds are removed following a student's advising session.
- Self-service is the official record of courses (not the advisor schedules my office sends out). Please use self-service when advising your students and ensure seat availability (using Self-Service Carolina).
- Remind students to log in to Self-Service Carolina to complete their course registration.
- Fill out the advisement form (provide the white copy to the student, retain the pink copy, and submit the yellow copy to Blake Wilson). If you need copies of the advisement form, please visit Student Services.

- Courses highlighted in purple (P01 sections) are Palmetto College sections. If a student wants to enroll in a P section, please send Blake their name to be placed on a waitlist. If seats are available, she will directly enroll them after the wait period. If a seat is not available, she will let you know that the student will need to be advised for another course. Please consult with Financial Aid if a student wants to take more than one P01 section.
- Courses highlighted in peach are Laurens location sections.
- Enrollment in courses marked as "nursing restricted" is exclusively open to pre-nursing students, all of whom are advised by Lynn, Courtney, and Monica. If a student wants to enroll in a pre-nursing restricted section, please send Blake their name to be placed on a waitlist. If seats are available, she will directly enroll them after the wait period. If a seat is not available, she will let you know that the student will need to be advised for another course.
- Keep your advising availability current on Calendly.
 - Click on "Availability" in Calendly.
 - You'll see a calendar view. For example, if you need to adjust availability for Tuesday, July 16th, click on that date, and you will be given two options:
 - If you're unavailable every Tuesday, select "Edit all Tuesdays" and adjust your availability accordingly.
 - If it's only for this specific Tuesday, click "Edit date(s)." Here, you can edit your availability on the 16th and/or you can select multiple dates and adjust your availability accordingly.
 - Click "Apply" to save your changes before closing.

Faculty Guidelines for Fall 2025:

- Faculty are not permitted to excuse unexcused absences (see [Attendance Policy](#)) or make exceptions for assignments or due dates related to unexcused absences that occur after Thanksgiving break. Please note that students who plan not to return to campus after these holidays will not be considered to have excused absences. Adjusting assignments and due dates or working with these students to make up the work missed due to unexcused absences is not permissible. Faculty are expected to hold classes during these times.
- International students not returning by the first day of classes during the spring semester are also not excused.
- Grade change forms may not be used for late submission of student work, particularly work submitted after the final exam deadline.
- Students who are on academic probation or at risk of being placed on academic probation/suspension are not permitted to enroll in Winter Term courses.
- Students may enroll in a maximum of two Winter Term courses per academic year.
- Dual enrollment students are not allowed to take winter term courses.
- Adjunct faculty are required to use the syllabus template provided by the Associate Dean for Academic and Student Affairs. Full-time faculty are not required to use the syllabus template.
- Final exams must be given at the scheduled day/time per the final exam schedule distributed by the Office of Academic and Student Affairs.

Faculty Resources:

- Faculty orientation guide and syllabus templates will be updated and distributed this summer for Fall 2025.

Academic Bulletin:

- It has been updated.

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.

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 date requested.
- FIFs have been sent to the peer review committee and T&P committees for review.
- Annual administrative reviews are currently in progress and will be returned upon completion.

Travel Requests:

- Travel requests must be reviewed and approved before any travel arrangements are made. Please submit your travel request well in advance of your intended travel date and ensure that it has been approved by me before making any arrangements. Do not assume that funds are available; simply informing me about a conference is not sufficient. I need to review the actual travel amount requested and assess the budget for the year.
- Additionally, reimbursements can only be processed after the trip has taken place. Please remember that Teresa can pay the conference registration fee on her credit card, as well as some other travel expenses. However, she will not do so without a signed and approved Travel Request Form in hand.

PURE Grants:

- The applications will open on April 28th and close on June 6th this year. Applications will be reviewed on a first-come, first-served basis, so students should apply early to maximize their chances of securing funds. Further details and the application will be sent in the coming weeks.

Looking Ahead:

- Study Abroad Application
- Updates to Faculty Information Form
- Pharm.D.
- Dual Enrollment Ceremony
- Spring and Summer Schedules Combined versus Summer and Fall Schedules
- Early College at Gray Collegiate Academy

Athletics:

Stancil	Baseball	3/1/2025	The baseball team has had the best start to their season in school history. So far they have a 15-1 record. They are 5-1 in region play. They also beat USC Salk in all three games this weekend. The scores were 8-0, 11-3, and 11-1.
Coone	Bass Fishing	3/1/2025	The bass fishing team held a fundraiser this weekend that brought in \$2,000.
Moss	Golf	3/1/2025	The gold team finished 7th overall in their golf tournament this weekend. Golfer, Carson Williams, finished 6th overall out of all the golfers.
Curlee	Men's Soccer	3/1/2025	The soccer team travelled to Erskine to play a spring season game. The game ended in a tie.

Royce	Softball	3/3/2025-3/4/2025	The softball team won 2 out of their 4 games at the Fastpitch Dreams Classic in Myrtle Beach, SC. They beat Frederick Community college 8-0 and Delta College 15-2.
Stancil	Baseball	3/3/2025	The baseball team won both games against Southern Wesleyan JV. The first games score was 9-7 and the second games score was 8-3.
Royce	Softball	3/8/2025-3/9/2025	The softball team won 2 out of their 4 games this weekend at home, beating Georgia Highlands College 8-7 and East Georgia State College 14-9.
Simmons	Baseball	3/8/2025-3/9/2025	The baseball team won 1 out of their 3 games series against Gaston College, beating the 7-2 in the first game.
Kendall	Volleyball	3/10/2025	The volleyball team has gotten their first LOI signee, Darielys Garcia Hernandez.
Royce	Softball	3/14/2025	The softball team travelled to USC Sumter and won their first two division games of the season. The score of the first game was 10-0 in 6 innings (run-rule). The score of the second game was 12-1 in 6 innings (run-rule).
Stancil	Baseball	3/14/2025-3/15/2025	The baseball game won the series against USC Lancaster. USC Lancaster won the first game 8-0. USC Union won the second game 10-2. USC Union won the third game 10-3.
Royce	Softball	3/17/2025	The softball team won both games against Genesee Community College. The score of the first game was 7-0. The score of the second game was 11-1 in 5 innings (run-rule).
Coone	Bass Fishing	3/19/2025	Cameron Coone is on the way to Texas with Tanner and Kaleb to compete in the College Bassmaster Classic. Special invite only. 9 teams in the whole nation were invited. Sunday competition will be on ESPN or FOX
Kendall	Volleyball	3/19/2025	Coach Kristie Kendall has signed 2 more athletes to compete on the team next year.
Moss	Golf	3/19/2025	Coach Gil Moss has signed 3 more freshman to be apart of the team next year and is looking to sign 2 or 3 more soon.
Sherbert	Rifle	3/19/2025	Rifle team is on the way to Fort Wayne, Indiana to compete in the American Smallbore Shooting Association 2025 Intercollegiate Rifle Club National Championship

Faculty Accomplishments:

- Please add accomplishments to the Faculty Accomplishments Spreadsheet in the Faculty Drive.

Rabanal, Ashley	Curated <i>The Structure Nexus</i> exhibition at Columbia College. Exhibition features work by myself and other Zero Space Collective members. Exhibition dates: March 10-April 13. Reception and curator's comments: March 20, 6-7:30 pm.
Kettler, Andrew	"Ten Theses on the Present Impossibility of AI Ethics," Presented at the Michigan State AI Ethics Conference

Kettler, Andrew	Review of Making Machines of Animals - https://onlinelibrary.wiley.com/doi/10.1111/jacc.13607?af=R
Kettler, Andrew	Review of Code: From Information Theory to French Theory - https://onlinelibrary.wiley.com/doi/full/10.1111/jacc.13604
Kettler, Andrew	Review of The Politics of Kinship - https://onlinelibrary.wiley.com/doi/10.1111/jacc.13606?af=R
Kettler, Andrew	Review of Gun Country - https://onlinelibrary.wiley.com/doi/10.1111/jacc.13605
Kettler, Andrew	Review of New Directions in the Study of African American Recolonization - https://www.academia.edu/127209107/Book_Review_New_Directions_in_the_Study_of_African_American_Recolonization_Edited_by_Beverly_Tomek_and_Matthew_Hetrick
Kettler, Andrew	Blind Reviewer for Article at Security Dialogue
Kettler, Andrew	Edited Articles for World History Bulletin as Co-Editor
Klik, Katie	Klik, K. A., Cárdenas, D., & Reynolds, K. J. (2023). School climate, school identification and student outcomes: A longitudinal investigation of student well-being. <i>British Journal of Educational Psychology</i> , 93(3), 806-824. This work published in <i>British Journal of Educational Psychology</i> is among our top 10 most-cited papers published by the journal in 2023.
Johnson, Tekla	Essay published "Un-random Acts: Part I, A History Of State Violence" In The Discipline and the African World 2025 Report: An Annual Report on the State of Affairs for Africana Communities (spring 2025)