

THE UNIVERSITY OF SOUTH CAROLINA
Regional Campuses Faculty Senate
USC Sumter

Friday, November 21, 2003

Coffee..... 9:30 - 10:00 AM
Room 116, Lecture Hall, Arts and Letters Building

Morning Session10:00 - 10:30 AM
Room 116, Lecture Hall, Arts and Letters Building

Welcome

Guest SpeakerThe Honorable G. Murrell Smith, Jr.
South Carolina House of Representatives, District #68

Standing Committees10:30 - 12:30 PM

I. Rights and Responsibilities
Room 119, Arts and Letters Building

II. Welfare
Room 120, Arts and Letters Building

III. System Affairs
Room 121, Arts and Letters Building

Executive Committee
Room 116, Lecture Hall, Arts and Letters Building

Deans Meeting
Room 115, Center for Oral Narration, Arts and Letters Building

Luncheon.....12:30 - 1:30 PM
Banquet Hall, Arts and Letters Building

Afternoon Session 1:30 - 4:00 PM
Room 116, Lecture Hall, Arts and Letters Building

AGENDA

- I. Call To Order
- II. Correction/Approval of Minutes: September 26, 2003
 USC Columbia
- III. Reports from University Officers
 - A. Dr. Chris P. Plyler, Vice Provost and Executive Dean
 - B. Dr. Carolyn A. West, Associate Vice Provost
 - C. Regional Campus Deans
 - D. Assistant Vice Provost for Continuing Education Academic Credit Programs
- IV. Reports from Standing Committees
 - A. Rights and Responsibilities - Professor Danny Faulkner
 - B. Welfare - Professor Fran Perry
 - C. System Affairs - Professor Pearl Fernandes
- V. Executive Committee - Professor Peter Murphy
- VI. Reports from Special Committees
 - A. Committee on Libraries - Professor Eric Reisenauer
 - B. Committee on Curricula and Courses - Professor Robert Castleberry
 - C. Committee on Faculty Welfare - Professor Linda Allman
 - D. Faculty-Board of Trustees Liaison Committee – Professor John Logue
 - E. Research and Productive Scholarship Committee - Professor Todd Scarlett
 - F. Other Committees
 - 1. Conflict of Interest Committee - Professor Dave Bowden
 - 2. Regional Campuses Academic Advisory Council – Professor John Logue
- VII. Unfinished Business
- VIII. New Business
- IX. Announcements
- X. Adjournment

Minutes of the Regional Campuses Faculty Senate
USC Sumter
November 21, 2003

Morning Session (No Tape)

Dean Carpenter introduced The Honorable G. Murrell Smith, Jr., South Carolina House of Representatives #68. Representative Smith addressed concerns with the current budget and that of the coming year. He noted that education and Medicaid were hard hit and that further cuts may be in store. Representative Smith also stated that Governor Sanford wants consolidation of some campuses which might entail the closing of some regional campuses.

The Senate members adjourned to Standing Committees.

Afternoon Session

I. Call To Order

II. Correction/Approval of Minutes: September 26, 2003

The first order of business is the correction and approval of the minutes for September 26, 2003. Do we have any corrections? I think we had some corrections that were submitted to the Secretary in writing. Those will be added into the minutes. If no one has any further additions, the minutes will be accepted as corrected and published on the website.

III. Reports from University Officers

A. Vice Provost and Executive Dean for Regional Campuses and Continuing Education, Dr. Chris Plyler. The Vice Provost and Executive Dean for Regional Campuses is not able to be with us today and Dr. West read Dr. Plyler's report. There is no talk of a mid-year budget reduction. If there were to be a reduction today, it would be in the range of 14.5%. USC Vice President for Business and Finance, Rick Kelly, indicates that efforts are underway to limit the June 30 reductions to single digits. Palmetto College: I recently wrote the following email to faculty chairs on regional campuses in response to information we were receiving that some faculty members are concerned about not being included in discussion in the formation of Palmetto College. (Dr. Plyler's message) As you may be aware there are two groups of regional campus administrators, Associate Deans for Academic Affairs and Business Officers, that are meeting regularly with staff from this office to author draft processes and procedures that will ultimately form the basis of Palmetto College. These meetings are being held at my request and in collaboration with the Deans of the University so as to develop a structure which will integrate successfully within the total university framework. The committees are small by design and comprised of those regional campus administrators who are the most familiar with academic and business administrative processes. Once the committees have addressed all potential questions relative to academic processes, the draft policy document will be

distributed to faculty across the campuses and Columbia for review and feedback. There will be ample opportunity for all faculty and staff, where applicable, to critique the developing policies and provide constructive revision. A Palmetto College implementation committee will be charged with finalizing the policies and procedures. Once in place, the college will be in a position for development. That being said, I want to make myself, Carolyn West, and Mary Cordray available to come to your campuses to discuss concerns and answer questions regarding the formation of Palmetto College. If this is of interest to your faculty, we would appreciate receiving advance notice of specific concerns and questions in order to make the best use of the time allotted us. Thank you. Dr. West: I would also add that we are improving the division's web presence so as to come into compliance with the university's uniform template. I look forward to working with Dr. Harris Pastides in his new capacity as Vice President for Health Sciences and Research. He is very accessible and eager to assist faculty on the regional campuses with scholarship and research initiatives. President Sorenson will announce a new Dean for the School of Law from two finalists from the University of Missouri system. I will represent our division on the Provost Search Committee and a Director of Institutional Research succeeding Harry Matthews should be announced in the coming days. Are there any questions? Prof. Refinetti: Should there be a request? Dr. West: Request a specific date when you would like to have Dr. Plyler come to your campus. He currently has plans to come to Sumter on December the 5th and I think unofficially he may have been invited to Lancaster on December the 3rd. You need to arrange a date when your faculty will be together and then ask if Dr. Plyler can attend. Any other questions? My report is next and it's very short, so rather than make the Chair come up here and announce my name, I will just go ahead.

B. Associate Vice Provost for Regional Campuses and Continuing Education, Dr. Carolyn West. Since we last convened, the regional campus math faculty has met with the math faculty in Columbia. The math faculty has also had a meeting to look at a software package that could be made available to them if they are interested in it. Other than that, I have been spending most of my time dealing with issues associated with Palmetto College. I think we will be discussing that shortly. Thank you. Questions?

C. Regional Campuses Deans.

1. Lancaster, Dean John Catalano
See Attachment I.

2. Salkehatchie, Dr. Mary Hjelm reporting for Dean Ann Carmichael.
See Attachment II.

Dr. Carmichael extends her apologies. She was unable to stay for this afternoon's part of the meeting. We would like to announce that Sharon Folk was named one of the eight finalists for the Governor's Professor of the Year Award. Of 39 nominees from both public and private colleges and universities in this state, eight were selected as finalists. The regional

campuses were well represented with two finalists. We were very proud to have one of our own. We are also announcing that as a result of Roberto Refinetti's research efforts, we have been included under the umbrella of Columbia's treatment of animals. This is the first time a regional campus has been included and it does set a precedent for future efforts on the part of professors on the regional campuses who are interested in continuing their research, and we're very proud of him for that. In terms of facilities, the institution continues to make progress in implementing the campus master plan by acquiring two additional buildings adjacent to the Walterboro campus. They were purchased by Colleton County for USC Salkehatchie-Walterboro and they will give the Walterboro campus an additional 14,000 sq. ft. in classroom and lab space. The rest of the report will be filed electronically and I will leave some hard copies of there. Are there any questions? Thank you.

3. Sumter, Dean Leslie Carpenter.

See Attachment III.

I would like to highlight the fact that the other finalist in the Governor's Professor of the Year competition was from Sumter, and that was Dr. Jean-Luc Grosso. We are proud of him as well.

4. USC Union, Dean Jim Edwards. We have several things going on with which we are very pleased. First of all, we are the host and sponsors for the Visions Union Program that is looking at what Union County can do in these times of economic distress. As many of you also face closing of industry in your area, you know what that does to the economy. Visions Union is the local group working toward that end. Also, we are the host and sponsors for Leadership Union, which is one of the components of the Visions Union. Out of that group has grown another program that we host and sponsor called Youth Leadership Union, and that is taking high school students into a leadership program. We think that by putting all three of these together, USC Union can take a more active role in the community. We are working hard with two of the major school districts in our area in three different areas. One is the concurrent student program. They have asked to bring some programs to the table, they are very receptive, and they are going to pay the bill, which helps a lot. We are also working with them on two different grants that will assist them in making better use of their teachers. We are a resource for them. The Teacher Cadet Program, which is also part of the concurrent program, has been running for a number of years and has proven to be very successful.

We held a college fair on November 13th. The one for the entire upstate was held in Spartanburg on a Sunday afternoon for all of the students in four counties. Many parents and students did not choose to go to Spartanburg to the Municipal Auditorium on a Sunday afternoon, so we decided to do one of our own. Twenty-one colleges from around the state

and several from out of state came. We had well over 200 students from just our one little area come to the fair. It was highly successful. The colleges were pleased and of course, we were well represented by making sure that our booth was right in the center. We also hosted the State Health Survey for all the state employees in our area and had them on campus to do their screening.

Our students have read in the paper as well as all of you that there is a lot going on dealing with higher education in the governor's office as well as in our legislature, and they took upon themselves to write letters to our entire delegation. Most of them were not threatening letters as much as that they were letters saying how important an education process was to them in our area. Our Laurens Operation under Jean Denman's leadership has taken an active role with the Chamber of Commerce and will be hosting a luncheon shortly.

D. Assistant Vice Provost for Continuing Education Academic Credit Programs, Dr. Sally Boyd.

See Attachment IV.

As I did report at the last meeting, Academic Credit Programs' management of evening classes is going to be very different from how it operated in the past. Academic units around campus may choose to use our services for a fee or they may choose to operate their own evening classes, leaving us out of the picture. We have now completed numerous visits all around campus talking to people who are responsible for undergraduate academic programs. We are very encouraged that so many of them had really positive things to say about their experience of working with us in the past. That was really gratifying. More of importance is that so many of them have chosen to pay the administrative fee and continue to have us operate their evening classes. The School of Business is the only academic unit that has let us know that they intend to operate their own evening classes. Other than the Moore School of Business, we do plan to be administering undergraduate evening classes. As I said, we are very encouraged and hope that our service will continue to be pleasing to them so that they will continue paying the fee for it, because we are not going to get an appropriation for our unit: we have to earn our keep. At the request of the College of Hospitality, Retail and Sports Management, Academic Credit Programs is in the process of taking over the management of the BAIS degree for that college. We are having a good time learning this process, getting to know what is involved and working more closely with folks on your campuses who deal with BAIS students and the BAIS degree. We feel like our learning process is going well and within a few weeks, all of the files should be transferred to our office, at which time it would be appropriate for all questions and correspondence about BAIS to come to our office. I will let you know when that transfer has been completed. Thank you.

IV. Reports from Standing Committees

A. Rights and Responsibilities - Professor Danny Faulkner

See Attachment V

Professor Faulkner: Thank you. We have two motions coming from our committee today. One is substantive and one is not, so I'll go to the easy one first, the non-substantive one. It's come to our attention on page C18 of the Faculty Manual that there's an archaic bit of verbiage. It's talking here about voting in the system tenure and promotion committee, and it says: "Each member votes and writes a justification on the ballot which must focus on the six areas of evaluation as outlined in the criteria for tenure and promotion." Actually, last year we passed three, not six. In fact, it hasn't been six in a very long time, so we moved this morning that we change on page C18 of the faculty manual that it read "three" instead of "six." I do not think that is substantive. We can vote on that today in our New Business portion. The more substantive one comes from a motion that we passed in the Senate a couple of years ago. We passed a replacement for termination of tenured faculty and sent it up for review. The administration at the Vice Provost's office decided to separate this from other motions that we had, particularly changing the whole T&P situation down to three topic areas that I just mentioned, because they felt it was more important to get it through the review and approved by the Board of Trustees, as they did this past June. The Vice Provost's office and the Provost's office had people compare it to various manuals in the system, such as the Columbia, Aiken, and Spartanburg manuals. A couple of months later this document came back to us edited somewhat, reflecting some verbiage from the *Columbia Faculty Manual*, deleting and changing a few things. That didn't change much of the document. We went through the document today and agreed with most of the changes. We had just two changes to make. By the way, this will be attached at the website for you to look at rather than me try to explain it all to you. We made one change having to do with the make-up of a temporary committee put together dealing with reduction in staff in case of financial problems, and that's a very minor change. We had this debate on the Senate floor a couple of years ago. The tenure review board is not described or defined until the very last thing in the entire section, so we decided that we wanted to move it to right after the first mention of the tenure review board. Those are the only two changes; otherwise, the committee is recommending that the Faculty Senate accept the revised termination of tenured faculty as brought back from the Vice Provost's office. Again, this one will be attached to or placed on the website for you to investigate. Yes, our intention is to have this ruled substantive to be able to vote on it in February, but at that time, I want to make it very clear that we will allow for amendments to this motion if faculty members feel we need to. Yes, Robert?

Professor Castleberry: Will you have posted the original material that went forward and then the recommended changes from them?

Professor Faulkner: The copy I have has the recommended changes. I hope I can get an electronic copy. I have a paper copy now. Do you want to know what the administration has recommended we change?

Professor Castleberry: I want to know what we first proposed, what they say to change, and then what you say you agree to.

Professor Faulkner: That's my intention. There is an electronic copy. I definitely want it out there. The stuff that has been crossed out, added, or underlined is what that the administration has suggested that we change. Thank you very much, Mr. Chairman. Hopefully we will be voting on that one during New Business today.

B. Welfare Committee - Professor Fran Perry.

See Attachment VI.

The Welfare Committee is working on four projects this year. The first that I want to present to you is the salary study. The reports for the regional campus salaries were given to us today. We'll be compiling that data and comparing it to similar data from the Columbia faculty.

We talked at length today about the T&P workshop and we have set a tentative date for May 11th. We'll confirm that date later -- hopefully within the next few days. We are in the process of composing the panel for the T&P workshop and we have three confirmed participants so far. We expect two or three more on the panel. We are revising the handouts and adding some information that we used from last year's workshop as an appendix to the handouts that the faculty will receive that day. We're also looking at providing some breakout sessions for those faculty who are looking for more specific information to help them compose their files.

Our third project is the Faculty Workload Survey. We are comparing last year's survey information to national data from the National Center for Educational Studies. We're also looking at the questionnaire that body used on the national survey to see if we can improve our survey for the next time that we administer it.

Our final discussion was on the Palmetto College. The Welfare Committee was concerned that faculty interests be represented and it sounds like from Dr. Plyler report that this is being addressed. We will continue to have that conversation inside and outside our meetings. Thank you.

C. System Affairs, Professor Pearl Fernandes

The System Affairs Committee worked and discussed the following: 1) the committee approved the USC Lancaster Associate in Arts Degree in Early Childhood Education and will be bringing this as a motion to the Regional Campus Faculty Senate this afternoon under New Business. 2) The committee has also been working on issues concerning Palmetto College and will be bringing in

several motions concerning Palmetto College which have been distributed to you under New Business. The committee invites input on the following matters. The faculty of Palmetto College are those faculty of the regional campuses who have clearance from four-year institutions of USC, that is Aiken, Beaufort, Columbia, and Spartanburg, to teach 300 level or above courses. Some of the other items still under consideration include course loads, class sizes, and dual listings under Palmetto College. That's the end of the report. Thank you.

V. Executive Committee, Professor Peter Murphy

Professor Murphy: Much of what was discussed at the November 7th Executive Meeting and today has come up and been expressed in detail by University officers and chairpersons. I would only add a couple of matters. An Education 101 Parenting course has been discussed that would in part lead to an associate degree which would especially be important to those considering employment at day care centers. The option is being put to regional campuses whether they might want to offer the course. Additionally, Senate Chair John Logue will present a plaque to the Chilcote family, commemorating Dr. Wayne Chilcote's services to the USC community. The plaque is over on the table if anyone wants to see it. The next RCFS meeting will be in Columbia on February 6th and the last one in Lancaster on April 16th.

VI. Reports from Special Committees

A. Committee on Libraries - Professor Eric Reisenauer

No report.

B. Committee on Curricula and Courses Committee - Professor Robert Castleberry

See Attachment VII.

Courses and Curricula met on October the 17th and November 14th. We will meet again in January. Changes to Environmental Science 200 and lab, some courses in Southern Studies, and the creation Biology 101/102A were approved by committee. Afro-American Studies 330 and Physics 330 are now cross-listed. A ton of changes to AIME, soon to be called TSTM, and Geography, were tabled. Changes to the Finance, Sociology, and Southern Studies curricula were approved. Changes to AIME and Physics curricula were tabled. These two meetings were a real bloodbath. Very few of the proposed changes were accepted by the committee. An appropriate pharmaceutical calming agent for committee members may be called for. I do have some suggestions to offer. Thank you.

C. Committee on Faculty Welfare - Professor Linda Allman

See Attachment VIII.

The committee met three times. We passed a motion to support pending legislation that would allow state-employed higher education personnel to purchase years of service from eligible private higher education institutions. We also passed a motion allocating \$5000.00 from the Faculty Enrichment Fund to subsidize the cost of flu shots for faculty who make a contribution to the family

fund. We created two sub-committees. One was charged with creating a proposal for mid-year tuition increase to be dedicated toward faculty and potential staff salary increases. That sub-committee has recommended a three- percent plus \$1000.00 increase for faculty. Then we recommended staff members receive a salary increase of \$2000.00 added to their base pay. You may be wondering what we've been smoking in that committee, but we will see what happens. The other sub-committee was charged with investigating the feasibility and the advisability of moving away from the uniform tuition charge for undergraduate education toward the differential tuition base on the respective college's cost education. We're going to poll the Columbia campus Deans to ascertain their thoughts and concerns about undergraduate tuition differential and see what happens. Jim Augustine, Chair of the Columbia Faculty Senate, updated the committee about a proposal from the Faculty Advisement Committee to create an appeal mechanism for post-tenure reviews. That's it.

D. Faculty-Board of Trustees Liaison Committee – Professor John Logue

The Academic Affairs and Faculty Liaison Committee of the Board of Trustees has met twice since the last meeting of this body. The first meeting was held on October 17th and held at USC Spartanburg. It was a meeting that was held for the purposes of President Sorenson to present a report from the Merger Committee that was studying the potential merger between the College of Liberal Arts and the College of Science/Mathematics to form a combined College of Arts and Sciences. The crux of the report was that the committee or at least the majority of the committee thought that under the right conditions, the merger would stimulate interdisciplinary research and teaching. Overall research enriches the undergraduate experience and improves the administrative structure of the University. The report, however, also mentioned the fact that there was a small but strong minority that felt that all these goals could be achieved in other ways. The President reported this to the Board so that the Board would have some idea of what was going on with the merger. There were a number of questions about it. The second meeting of the Board was November 14th. During Executive Session there were a number of honorary degree nominations, honorary faculty titles and some mid-year tenure and promotion recommendations that were heard and recommended to the full board. During the open session, there were two items of interest. One was a program name change for a Masters of Education in Reading to a Masters of Education in Language and Literacy. The second one was a change to the USC Columbia Faculty Manual regarding promotion and tenure provisions for the Columbia Faculty. It was to provide an exception to some of the language that prevented retroactive actions in the cases of reorganization. Apparently there are things like this projected merger that need to be protected. Those were the two items for the open session. Any questions?

E. Research and Productive Scholarship Committee - Professor Todd Scarlett.

The committee will meet in February. Hopefully, you all have received the R&PS program. This year there are a number of changes. Whereas there were two categories before, Category I which was for projects that hold promise for

external and further funding, and Category II for scholarship, now there are three categories, and the one they've added is called or referred to as Creative and Performing Arts. It's not as simple as that, so if you have any questions about which category to submit to or if anybody on your campus has any questions, I suggest you call SPAR and get it straight from them. Apparently, it's not as simple as it sounds with the categories. Also, there are or were going to be three workshops that were mandatory for other faculty but are apparently optional for regional campus faculty. There is one more, which is to be held on December 5th. If you need any more information on that, let me know. The deadline for proposals is January 22nd.

F. Other Committees

1. Conflict of Interest Committee - Professor Dave Bowden
No Report.
2. Regional Campuses Academic Advisory Council – Professor John Logue
The Regional Campuses Academic Advisory Council met on November 7th. As you might guess, there were a number of questions that related to the Palmetto College activities of the Provost. One of those questions was whether or not we had arrived at some sort of an effective delivery system for distance education courses. The Provost expressed the fact that he had heard a little about that but didn't know much. He called for Bill Hogue to come in and make a presentation to the group that was gathered. Bill Hogue, in essence, reported on the results of the testing of the broad band lines and interactive video. He expressed that there were some problems with it, but it still had possibilities of becoming a fruitful means of delivering courses. Also, he reported on a meeting with some chief information officers of campuses of other universities around the country. While he was very measured in his words about not advocating a change from this idea, he suggested that we should be looking at other ways besides interactive video to deliver courses that might be cost-effective and that perhaps we should look at other things at the same time. We discussed a number of other things about the Palmetto College. One question that seemed to be a concern to a number of the representatives who were gathered there had to do with approval of courses or approval of degree programs by the Columbia counterpart. Provost Odom and Associate Provost Greiner seemed to indicate that they did not anticipate the Columbia departments being involved in this process with the authority of veto. The procedure as they envisioned it would involve recommendations going up through administrative channels to the Provost and the President, this information being conveyed to the departments as information and solicitation for input, which I found interesting. The Provost echoed the budget worries and projections that you heard expressed this morning by Representative Smith and also indicated that if we were faced with a worst-case scenario, he didn't know exactly how we were going to handle some of those problems. He didn't have immediate things that he knew of that would be of great concern but admitted that it

was an ongoing process and things could come up in that process that weren't necessarily foreseen. Any questions?

VII. Unfinished Business - None

VIII. New Business

Rights and Responsibilities - Professor Faulkner: The one motion that we had again was to change page C18, replacing three areas of T&P criteria for six.

Professor Logue: Coming from committee, this requires no second. This is probably something that falls within the guidelines of editorial changes. The change was approved unanimously.

Welfare Committee, Professor Perry: This motion regards grade computation. Presently our grades are computed as F's until such a time as a final grade is submitted by the professor. The Welfare Committee would like for the Regional Campuses Faculty Senate to endorse the intent to change the GPA computational value for our grades in student records. The motion is that "Incomplete" grades will no longer have a computational value until a final grade is entered.

Where would this endorsement go if passed, John?

Professor Logue: What committee were you working on?

Dr. Boyd: It's actually an informal group. It probably should go to the Columbia Faculty Senate because it would be necessary when the motion in Columbia reaches the Columbia Senate.

Professor Perry: If the motion passes, it will be a recommendation to the Columbia Faculty Senate.

After considerable discussion regarding the impact on financial aid and/or scholarships the motion was re-stated as: "Our grades will no longer have a computational value until a final grade is entered by the instructing professor." The motion passed with no opposition.

Systems Affairs Committee, Chair Professor Pearl Fernandes.

The Systems Affairs Committee is bringing out a motion. It recommends approval of the curriculum for the Degree of Associate in Arts and Early Childhood Education, as proposed by USC Lancaster.

After discussion regarding a correction to the reference to the second language course requirement and other general discussion the motion passed without opposition.

Professor Fernandes: The other motion from the Systems Affairs Committee concerns Palmetto College. I think everyone has been given a copy of this handout. The first motion is that the faculty be aware of the web page about Palmetto College and the various minutes of the sub-committees dealing with Palmetto College be posted on this web site in a timely manner.

Do you want to go through each one or just go through everything? There are eight motions.

Professor Logue: We will just take them one at a time. Do I hear any questions on the first message?

Following a request to make the reference to change web site to web page for consistency the motion passed.

Professor Fernandes: The second motion is that a faculty member of a campus should be able to teach a course on a regional campus to meet a local need, even if that same course is being taught through Palmetto College.

In response to questions regarding the timing and the purpose of the motion being considered, Professor Fernandes asked Professor Castleberry to respond.

Professor Castleberry : This speaks to the larger issue the relationship between the local campus and the Palmetto College. If the idea is to ensure that all Palmetto College courses get the maximum enrollment, then you would mandate that everyone would only take Palmetto College courses. If the idea is to provide as much flexibility for students on any campus, I think you need to allow the possibility that a course could be offered, "tailor-made," for a department on local campuses. It would initially qualify as a Palmetto College course. Also, a course like that could be taught simultaneously as, in fact, a business course through Palmetto College. There should be nothing to prohibit a course being taught according to two different menus, one being a distance course like a web-based course, another course being taught to a population that should appear in need. I don't like to see a situation where I am prohibited from teaching that course just because Columbia teaches it, or I am prohibited from teaching the course because a 460 course may be a distance education course. As long as I can get the enrollment for my own class, that is fine. The problem we run into is the potential for conflict to exist.

Professor Rashley: The courses in conflict were mine and Professor Hampton's from Sumter. I would like to suggest that an amendment be made to this motion that would encourage faculty and campus Deans to negotiate. For instance, my 437 section of Women Writers only has, I think, seven or eight slots available on the Sumter campus. Should all those slots fill and there are remaining students needing 437, then they are put at a disadvantage by the fact that the Palmetto College course has been privileged. So while the idea is that you want to support

Palmetto College's development, you don't necessarily make absolute judgments that a course be overruled, for a physical face-to-face class on campus.

Professor Castleberry: Actually, what I previously said was that one should not eliminate the other. And while the course that you're mentioning is in fact a prototype of this, I think the issue is broader than that.

Dr. West: I would like to reiterate that it was not the stance of the administration for any elimination of courses on any level. The decision made was mainly based on a faculty decision. In fact, there are campuses that are offering Science 210 at the same time that there is one being offered at Palmetto College. It's almost as if this motion should be sent to the faculty to remind them rather than being sent to the administration.

Professor Castleberry: I think the nature of Palmetto College is in great flux. It's hard to know exactly what the rules are. I have heard on more than one occasion a request to the faculty committees, don't just suggest what the problem is, actually talk about a fix. There is nothing in this motion that is in fact in conflict, I think, with anything that has been said so far. I think not only do the faculty need to be reminded of that, but that this is a concrete proposal to go to the administration to consider as rules on Palmetto College evolve. So I still think that it is an excellent motion.

Professor Hauser: I have to second what Professor Castleberry has to say about that. I also know that I'm not a member of the Systems Affairs Committee. Seeing some of the rules that we are doing right now does help shape some of the perspectives that are going to allow the Palmetto College to go and work with each individual campus. I would hate for it to take the tone that someone would be chastised by the wording of the motion. People should be able to offer such courses as they see fit and we want the support of Palmetto College, but also the individual campuses should have the right to offer them. I certainly don't think it was meant as an attack against any administrative or faculty function but just as a way of shaping the process and that we should support them.

Professor Logue: Maybe I should state that this motion will be ruled as substantive, so we won't act on it today. It will be in the minutes to act on it next time. It apparently involves other things, other faculty input, and time to think about it unless you fell strongly enough about it to vote.

Floor: It is my understanding that substantive motions are as such because they cause a change in the by-laws. That has always been my working definition of "substantive." If something is important enough that it needs additional discussion, I have always felt that the appropriate motion from the floor is to table the motion or postpone the motion. Essentially what "substantive" does is stop the process.

Professor Sloan: Is there need for clarification as to what a local need might be versus a Palmetto College need might be?

Professor Castleberry: It's my understanding that there is no Palmetto College; there is a plan for Palmetto College. There is no Palmetto College curriculum; there is a plan for curriculum. There is, however, a curriculum that is long standing on the regional campuses themselves, a history of course offerings. I think the appropriate way that a series of course offerings occur on a campus is that the faculty generate a feedback from students of their own wishes and desires. This is the lesson of the campus administration. Eventually, there's going to be a new level on top of that which is going to be all regional campuses combined. I don't think we're there yet.

Floor: Is there also the possibility that Associate Degree students wanting to take upper level courses would not be able to take Palmetto College? From what I understand, the Palmetto College students have to be accepted into that program.

Associate Vice Provost West: No, that's not true. When somebody says that there is a plan for Palmetto College, there is not a plan. Palmetto College is what you all develop: it's what you all make it.

Professor Hauser: There are enough barriers to initiating new courses and to keeping course offerings broad enough. There are enough as it is, and I don't think we want Palmetto College to be acting as a block toward development.

Professor Logue: Any other questions? I have a question for the Vice Provost. Having sat on several of the advisory committees for Palmetto College, was it not one of the things that was supposed to be developed for Palmetto College that we come up with a mechanism whereby courses are selected using input from faculty on campuses that would involve information on whether it was logical to offer courses like this?

Dr. West: I am not the Vice Provost. For some reason I sense an adversarial environment about Palmetto College. Dr. Plyler originally proposed the idea and he still feels that it is an opportunity for the faculty, a way to offer the faculty to teach upper division courses and an opportunity for your students to stay on your campus and get a Bachelor's Degree. I think that the processes will change things very little from the way you do things right now in Lancaster and in Sumter. I think it might change more remarkably what's available at Union. If the faculty members don't want this to happen, it won't happen. It's not something that has to come about. It is an idea that people at one time were excited about. We are going through a process that I have seen many times, but I think we need to focus on the fact that you are Palmetto College and you know that the Vice-rovost's Office believes in faculty and supports faculty. I wouldn't have my position if that wasn't true. You will be heard. I do think that these motions are a little early in that nothing has been set down yet. The only thing that has happened in terms

of academic issues is that the Academic Deans have gathered and given their opinion. The next step is for the faculty to give their opinion and an infrastructure will be built from that. But, you're always free to pass motions. I would just suggest not to make the motions too restrictive.

Floor: My personal feeling is that these motions as listed are not meant to be adversarial, but they certainly can be. They can be to the extent that it goes against some plan that is desired not to the extent that there is no plan but that is in fact evolving. You are wanting faculty input. I would just suggest that it be faculty input. I think this is a useful statement. I have always said that Palmetto College is a great idea. It should have happened along time ago. I am glad we are working toward it. In the process of working toward it, I would prefer to work toward a specific idea that makes me happy as a faculty member. This is merely a recommendation for consideration.

Floor: Would it be appropriate at this point then to take these motions, turn them into suggestions, and submit them to the various folks who are on the committees for Palmetto College taskforce as some of the guiding principles from System Affairs on these methods. Can we look at them that way? Would that be a more appropriate way of dealing with this? Many of the other motions are similarly trying to shape the development of that and I think that was the attempt of System Affairs to shape the development of Palmetto College in a way that would please the faculty. Would it be better, rather than to make the motions, to turn them into recommendations for the Systems Affairs Committee in terms of the development of Palmetto College? Would that solve everybody's issues?

Professor Castleberry: I have two responses. First, all of our motions are recommendations and secondly, we worked through lunch. I think this is an appropriate sentence. We said: "Don't give us problems, give us solutions, give us ideas, and be specific." By the way, we had more ideas but we ran out of lunch.

Professor Logue: Any more questions? We are on motion two. I guess I have a question for clarification. That motion says: "A faculty member/campus should be able to teach a course on a regional campus to meet local needs if that same course is being taught by Palmetto College." Does that slash mean that a faculty member through the local campus or the faculty member should be able to make that decision?

Professor Castleberry: My sense is that this is a campus decision. We work within the structure.

Professor Logue: So an individual would not make the determination?

Professor Castleberry: No.

Professor Logue: The only reason is that I was asking for clarification.

The motion passed.

Professor Fernandes: The next motion is that since faculty are tenured on a specific regional campuses, tenure decisions about qualified applicants should be determined by the needs of the local campus and not Palmetto College.

The motion passed.

Professor Fernandes: The faculty should have a choice to teach or not teach a course for Palmetto College.

The motion passed.

Professor Fernandes: Palmetto College should not be limited to evening courses only.

The motion passed.

Professor Fernandes: Every campus must have support persons or engineers available especially during broadcast of two-way video courses for the Distance Education Program which is vital to the success of Palmetto College.

The motion passed.

Professor Fernandes: Support should be provided for any faculty teaching a distance course for Palmetto College. Release time for the development or delivery of first time distance courses is the choice of the faculty member.

Professor Logue: Discussion?

Floor: The release time is the choice of the faculty member? The faculty member decides if they want release time? Is that what it means?

Professor Fernandes: There was a discussion about release time. You can have the release either the semester before you are actually teaching the course or the faculty might decide as she is teaching the course.

Floor: So it is the timing?

Professor Fernandes: Yes, it is the timing. So the faculty should make that decision himself or herself.

Floor: Knowing you say that because the way it is in here, you might not know what it means three years from now. I can't think exactly how to word it. I got the point, no problem with that.

Professor Castleberry: I would defend to the death the right of the faculty member to in fact refuse release time.

Professor Perry: Could you please define what you mean by support?

Professor Fernandes: Actually, the support here is meant in terms of time, faculty release time.

Professor Perry: Does not mean financial support?

Professor Fernandes: We actually did not discuss that in our committee. We only discussed it in terms of release time. Financial support was not discussed today.

Professor Castleberry: Just for clarification, the wording of the original idea was presented to us to discuss whether there should be some support if you're going to teach. For example, one idea was that this is just a suggestion. The committee felt that it was important that it be phrased like this. I don't think that it precludes the initial discussion. There are other things as well. This seems to be really critical for Palmetto College.

Professor Perry: I don't disagree with you at all. I just think that it needs to be clarified. "Support" can be that we will support you by providing technical assistance and release time. It can go from one extreme to the other.

Professor Fernandes: Maybe what we can do is delete that first sentence and just put in release time of the development of or delivery of first time distance courses as the choice of the faculty member? Ok.

Professor Perry: I think support needs to be clarified rather than deleting that sentence. I think the word "support" needs to be elaborated on.

Professor Fernandes: Defined.

Professor Castleberry: Would this be an appropriate gesture to add things on it. Currently it reads: "Support should be provided to any faculty member teaching a distance course for Palmetto College, release time for a first time delivery whether it be release or delivery."

Professor Nims: I would like to move that this motion be tabled and sent back to committee for clarification.

The Senate voted to table the motion and send it back to committee for clarification.

Professor Fernandes: Our last motion is that the BAIS is a reasonable first-degree program. Applications and POS forms must be approved by a committee of the

faculty of Palmetto College and a committee on each campus. The BAIS concentrations are dependent upon the desires of the students and the courses available through the local campus and Palmetto College and that these should not be predetermined at that time.

Professor Perry: I don't know what a POS Form is?

Professor Logue: Professor Castleberry.

Professor Castleberry: The intent of this particular motion is that the Associate Deans, as indicated in the minutes of their meetings seem to be moving in the direction of very specific BAIS programs. Currently the BAIS program as it works through Columbia is that the student comes up with a degree program of his or her own, applies to the program, is accepted, and then creates an actual program of study (POS), which determines what the degree requirements for him or her are. Basically I think the committee felt that it is inappropriate at this point in time to really change that.

Dean Carpenter: I would just like to point out that POS should be spelled out.

Professor Logue: The particular acoustics of this room make individual conversations public domain. If we could tone it down a little bit we could communicate better. Thank you.

Professor Washington: With all the English professors in here, I am surprised somebody has not noticed that we went from third person to first person in that last phrase and we really should not do that.

Professor Logue: Other discussion? Other questions? Would you recommend that we make this an editorial change?

Professor Washington: Yes.

Professor Logue: We accept that as an amendment? So let's have a second for the amendment?

Unknown: Second.

Professor Logue: We will change the wording. Is there any further discussion of the motion?

The motion passed.

IX. Announcements

Professor Logue: Remember that the next Senate meeting will be in Columbia this time. We have moved to having two meetings in Columbia and two meetings on campuses. The final meeting will be at USC Lancaster.

Professor Castleberry: Dr. West, you were saying that there really is no Palmetto College curriculum or anything like that as it stands. However, on the Spring 2004 schedule for Distance Education there is verbiage in there that addresses the fact that really is a Palmetto College and that there are students. I would just suggest that this be looked at for possible repair.

X. Adjournment

Respectfully Submitted,

Peter Murphy,
Secretary

ATTACHMENTS

ATTACHMENT I.

REGIONAL CAMPUSES FACULTY SENATE MEETING

USC Lancaster

DEAN'S REPORT: November 21,2003

STUDENTS

Pre-enrollment for Spring 2004 is strong (up 11% compared to the same day last year). Prospects for Fall 2004 look very good due to a substantial increase in the number of expected graduates in the area high schools (Lancaster High School alone should graduate more than 100 additional seniors this spring).

FACULTY

Professor Jane Carroll has received the 2003 SCLN Award of Excellence. **Professor Walt Collins** recently hosted a French Film series that was well attended by the students and community. Professor Collins also hosted the first coffee house event on campus that showcased student and community member expertise in the arts. Poets, musicians, etc. performed to a packed house in the Hubbard Hall Gallery. **Dr. Danny Faulkner** has attracted large crowds to several astronomical events this fall. **Dr. Lisa Rashley** presented "Portraits and Mothers: Shadowed Bodies in the Poetry of Frances Sargent Osgood," to the Society for the Study of American Women Writers Second International Conference, Fort Worth, TX, in September 2003. Later this month, Dr. Rashley will present "Using Computers in the Classroom," as a panelist on the English in the Two-Year College session, "A Debate on the Issues in Composition," at the South Atlantic Modern Language Association's meeting in Atlanta, GA. On October 3, **Dr. Bruce Nims** presented "The Russian Novel and the Hollywood Imagination in the 1950s" to The Popular Culture Association in the South annual conference in Jacksonville, FL. On October 24, he presented "The Silent Princess: Kurosawa's Exploitation of Genre in The Hidden Fortress" at The 18th Annual International Conference in Literature, Visual Arts, and/or Cinema in Atlanta, GA. The theme of the conference was Silence and Laughter. **Dr. Ron Cox**, Associate Dean for Academic & Student Affairs, has written an article entitled "'Integration With [Relative] Dignity' -- Clemson's Desegregation and George McMillan's Article at Forty," which will be published in Toward "The Meeting of the Waters": Passages in The History of the Civil Rights Movement in South Carolina, 1901-2003, eds. Vernon Burton & Bo Moore (Columbia, SC: University of South Carolina Press, 2004).

FACILITIES

Furniture and landscaping plans are coming to completion on the Medford Library expansion and renovation project. Furniture orders should be placed in the coming weeks and planting beds will be dug soon. We have finished sealing and striping all of the Hubbard and Gregory parking lots. Additional work has begun on the rear access road and lot of the Gregory Center in order to increase PT and Cardiac Rehab Program

parking. The main entrance to Starr Hall has been re-paneled, painted, and carpeted recently, and finished with a piece of sculpture by Bob Doster. This is the primary entrance to the student center and is often the first area of campus seen by prospective students and their parents.

FINANCES

The Lancaster campus continues to receive less than its share of state appropriations. Parity remains an important goal for the campus. The following table shows the continued disparity of appropriated funding among the regional campuses during the 2003/4 fiscal year:

USC Lancaster	\$3800 per FTE	
USC Salkehatchie	\$4498 per FTE	(USCL falls short of this rate by \$428,572)
USC Sumter	\$4977 per FTE	(USCL falls short of this rate by \$722,678)
USC Union	\$5108 per FTE	(USCL falls short of this rate by \$803,112)
Regional Campus Average	\$4519 per FTE	(USCL falls short of this rate by \$441,466)

TECHNOLOGY

We are still in the process of major renovations to the campus network switch that will enable bandwidth upgrades. We are expecting another infusion of Lottery technology money this year, although the amount promised is \$125,000 as compared to last year's figure of \$250,000.

ATTACHMENT II.

USC Regional Campuses Faculty Senate

Dean's Report – USC Salkehatchie

November 21, 2003

Congratulations to Sharon Folk for being named one of the eight finalists for Governor's Professor of the Year 2003 Award. Thirty-nine nominees from both public and private colleges and universities were honored as distinguished professors on November 13 at a ceremony in Columbia.

Congratulations to Roberto Refinetti for his research efforts that have resulted in our being included under the umbrella of Columbia's Assurance for the treatment of animals. This is the first time that a regional campus has been included and sets a precedent for future efforts on the part of all the professors at regional campuses.

The USC Board of Trustees approved the name change from USC Salkehatchie Leadership Center to the USC Salkehatchie Leadership Institute. The Tri-County Leadership Class 2004 has 26 participants. The County Programs for emerging leadership in Allendale, Barnwell, Bamberg, and Hampton have 57 participants for new classes, and Junior Leadership Programs for 10th and 11th graders has 75 participants. The Lowcountry Leadership - Regional program for Jasper, Colleton, Hampton, and Beaufort Counties have 18 participants.

The USC Salkehatchie Business Development Center graduated the third business management class.

The annual Salkehatchie Dove Shoot is scheduled for November 25. Mr. Robert Connelly from Ulmer has once again graciously agreed to provide the field. You are cordially invited to attend this event and reception, which will be held immediately following the shoot.

In terms of the facilities, the institution continues to make progress in implementing the campus master plan by acquiring two additional buildings adjacent to the Walterboro campus which were purchased by Colleton County for USC Salkehatchie Walterboro that will give the Walterboro campus an additional 14,000 square feet in classroom and lab space.

Submitted by:

Ann C. Carmichael

ATTACHMENT III.

REPORT OF THE DEAN OF THE UNIVERSITY OF SOUTH CAROLINA SUMTER TO THE REGIONAL CAMPUSES FACULTY SENATE

November 21, 2003

Welcome: USC Sumter is honored to be the host for today's meeting of the Regional Campuses Faculty Senate. We hope that your visit to our campus is pleasant and that your meeting is productive. We also welcome you to our newest structure, the newly renovated Arts and Letters Building, which houses the faculty and classrooms for the faculty in English, Art, Music, and Foreign Languages, plus offices for the Building and Grounds Superintendent and the campus' shipping, receiving, and mail services. Small "break out" rooms, in combination with the large lecture hall and a banquet hall, will accommodate meetings for both large and small groups. This building also provides a home for the South Carolina Center for Oral Narration. Again, on behalf of the faculty, staff, and students, welcome to USC Sumter.

Human Resources: On November 13, 2003, at the Governor's Professor of the Year awards luncheon, Dr. Jean-Luc Grosso, Assistant Professor of Economics and McDavid Professor of Business Administration, was recognized as one of the finalists in this competition. In spite of cuts to our state appropriations during the current and past two fiscal years, USC Sumter has continued to fill selected vacant faculty and staff positions. Since my last report to this Senate in September 2003, two custodial positions have been filled. A search is still underway to fill a tenure-track Assistant Professor of Sociology position effective with the 2004 Fall Semester.

Enrollments: The official enrollment figures at USC Sumter for the 2003 Fall Semester indicated mixed enrollment trends when compared to last year. As of October 24, 2003, headcount enrollment was up 3.05% to 1,184, and full-time equivalent enrollment was down 1.02% to 753.

Physical Plant: As previously announced, the \$1.5 million renovation to the Arts and Letters Building (formerly Alice Drive Baptist Church) is substantially complete. Faculty occupied offices in mid-August and Fall Semester classes are being held in this building. Due to significant rain delays, contractors continue to finish work on several parts of the building. Today's meeting of the Regional Campuses Faculty Senate is the first event scheduled into the Lecture Hall. Upon final completion and acceptance of the renovation work, a formal dedication ceremony will be scheduled. The professional planning firm that is updating and revising USC Sumter's 1992 Master Plan has completed two rounds of interviews with various campus constituencies, including a review of various first-draft options, and is in the process of producing a draft of the new plan.

Budget: As all of you know, each of our campuses began the current fiscal year (FY 2003-04) with a 10% reduction to our state appropriation. Since then, we've all experienced another 1% cut to our state appropriation, which I believe is only the first of several that will occur this year. USC Sumter has created a contingency funds line item in our operating budget in an amount that represents 9% of our state appropriation in order to meet those expected cuts. In September, Sumter County Council, from which USC Sumter receives an annual appropriation, voted to make a mid-year cut of 15% to that appropriation. In September, also, USC Sumter responded to a mandate from the Governor's Office to submit three preliminary budget scenarios for next fiscal year (FY 2004-05). I consider it very significant that none of those three scenarios are for increases or even for no change, but rather for further cuts to our state appropriation of 3%, 5%, and 7%. It is quite clear that the Governor intends to submit a FY 2004-05 budget to the General

Assembly that includes significant additional cuts to higher education, if not all state agencies. In October, the state's Board of Economic Advisors released a forecast of only 2% revenue growth for FY 05, which would leave a gap of up to \$600 million in expenses that are being covered with one-time funds during the current FY. It would appear that the General Assembly will have few alternatives to approving further appropriation cuts for all state agencies, including higher education, in FY 05.

Respectfully submitted,

C. Leslie Carpenter
Dean of the University

ATTACHMENT IV.

Report to Faculty Senate
January 25, 2002
Sally Boyd

I'm happy to report that Joe Pappin has joined the Continuing Education faculty. Dr. Pappin, who comes to us from the Lancaster campus, is a professor of philosophy.

Spring classes are underway and enrollment continues to be very strong.

As you know, the SDI Report includes a second-tier recommendation that the Evening Program administration be moved from the current centralized unit to the academic departments whose courses are offered. We have strong concerns that implementation would drastically reduce course offerings available to students—at a time when the ability to meet student needs is already strained—and would also seriously jeopardize the revenue generated under the current system. We are in the process of preparing a response to the recommendation and are hopeful that the information we provide will be persuasive.

ATTACHMENT V.

~~8. a. The University, acting through the President after consultation with an *ad hoc* committee of the faculty appointed by the President, reserves the right to terminate for cause any tenured faculty appointment for a specific term prior to its expiration. Cause, as used in this paragraph, shall mean one or more of the following:~~

- ~~1. Failure to perform the duties required for the position.~~
- ~~2. Bona fide reduction in staff.~~
- ~~3. Curtailment or discontinuance of a department or school.~~
- ~~4. Gross misconduct detrimental to the image of the University.~~

~~b. Any faculty member whose appointment may be terminated for cause under the provision of this paragraph shall be notified in writing; this notification shall include a detailed statement of the grounds for termination and an explanation of the faculty member's right to a hearing with counsel before the Academic Affairs and Faculty Liaison Committee of the Board of Trustees. A request for hearing must be submitted in writing to the President within fifteen days of the receipt of notification of termination. If the faculty member elects to request a hearing, the effective date of termination shall not be in advance of the final decision of the Academic Affairs and Faculty Liaison Committee, although the President shall have the authority in the meantime to suspend the faculty member in question until proceedings have been completed.~~

~~c. Nothing in paragraphs **Items 8.a.** and **8.b.** shall be applicable to faculty serving in a probationary period or to part time faculty. A recommendation not to reappoint is made by the Dean of the University.~~

An individual being considered for tenure cannot be issued notice of non-reappointment by administrative action until the President has made its decision on tenure.

TERMINATION OF TENURED FACULTY

CAUSES

Termination or dismissal of a tenured member of the faculty shall be only for cause. Cause shall mean one or more of the following:

1. Failure to perform adequately the duties ~~required for~~ of the position so as to constitute incompetence and/or habitual neglect of duty including, but not limited

- to, failure to satisfy the conditions of the remediation process established as the result of a negative post tenure review;
2. Misconduct related directly and substantially to the fitness of the faculty member in his or her professional capacity as a teacher, researcher, or librarian;
 3. Conduct or action not protected by the Constitution or laws and which is a clear interference with the academic functions of the University;
 4. Prolonged inability for medical reasons to perform the duties required for the position; termination of a tenured member of the faculty for medical reasons will be based upon clear and convincing medical evidence that the faculty member cannot continue to fulfill the terms and conditions of appointment;
 5. Lapse or withdrawal of licensure to practice in the State of South Carolina; the loss of licensure in any professional area may also be considered as a cause for termination if the license is necessary for the performance of one's academic duties;
 6. Bona fide reduction in staff, which may be caused by financial exigency or by discontinuance or reduction in size of a program or instructional unit for reasons not related to financial exigency. Curtailment or discontinuance of a department or school.
 7. ~~Gross misconduct detrimental to the image of the University.~~

PROCEDURES

A. Termination For Failure To Perform Duties Due To Incompetence And/Or Habitual Neglect Of Duty; Termination For Conduct As Specified In 2 And 3 Above; Medical Reasons; Termination For Lapse Or Withdrawal of License.

1. Discussion with the president.

After it becomes evident to the president that termination may be desirable, there must be discussion between the faculty member and the president with the intent of arriving at a mutually agreed upon resolution.

2. Re-Assignment.

The president may assign the faculty member to new duties if the faculty member's continuance in normal duties threatens immediate harm to that faculty member or to others.

3. Regional Campuses Tenure & Promotion Committee Review.

If the president and the faculty member are unable to reach a resolution, the president shall inform the Regional Campuses Tenure & Promotion Committee of his or her desire to terminate a tenured member of the faculty. The president shall give this committee a statement of charges, framed with reasonable particularity, and the factual basis for these charges, also stated with reasonable particularity. The function of the committee shall be to determine whether the facts alleged, if true, would establish the charge and whether the charge is of such a nature as to warrant termination. The discussions, records, and recommendations of the committee shall remain confidential.

The committee shall inform in writing both the president and the faculty member of its recommendations and its reasons therefor. Should the president then wish to pursue termination proceedings he or she shall, by letter, inform the faculty member of the intention to terminate, including a precise statement of specific charges. The letter shall also inform the faculty member of the member's right to request a hearing on this decision by the Tenure Review Board. (See below)

If the faculty member takes no action within ten calendar days of receipt of notification by the president, the president, without recourse to further proceedings, may send a written letter of termination.

4. ~~Tenure~~ Grievance Committee Review Board Hearings.

If the faculty member desires a hearing by the Regional Campuses Grievance Committee ~~Tenure Review Board~~, the member must so inform the Regional Campuses Grievance Committee ~~board~~ through the office of the Vice Provost and Executive Dean for Regional Campuses and Continuing Education and the president in writing within ten calendar days of receipt of notification by the president of the proposed termination.

Upon receipt of a written request for a hearing, the chair of the ~~Tenure Review Board~~ Regional Campuses Grievance Committee shall schedule a hearing no sooner than 20 calendar days and no later than 60 calendar days from the date of receipt. All parties must be given written notice as to time, date, and place.

The Regional Campuses Grievance Committee ~~board~~ may hold joint prehearings with the parties in order to simplify the issues, effect stipulations of facts, or for other appropriate objectives as will make the hearing fair, effective, and expeditious. At this stage, members of the Regional Campuses Grievance Committee ~~board~~ may disqualify themselves for bias or interest, and the parties involved may raise the question of disqualification. The Regional Campuses Faculty Senate Executive Committee shall appoint new members to fill vacancies created on the Regional Campuses Grievance Committee ~~Tenure Review Board~~ for this particular hearing.

The following standards and procedures shall apply in the conduct of the hearing:

- a. The hearing shall be closed.
- b. A verbatim record of the hearing or hearings will be taken and a copy made available to the faculty member on request and without cost.
- c. The burden of proof that adequate cause exists rests with the president and shall be satisfied only by clear and convincing evidence in the record, as established at the hearing, considered as a whole.
- d. The faculty member may choose an academic advisor and/or counsel to be present during the proceedings.
- e. The faculty member will be afforded an opportunity to obtain necessary witnesses and documentary or other evidence. The president will cooperate with the Regional Campuses Grievance Committee ~~board~~ in securing witnesses and making available documentary and other evidence.

- f. The Regional Campuses Grievance Committee~~board~~ may grant adjournments to enable either party to investigate evidence to which a valid claim of surprise is made.
- g. The faculty member and advisor or counsel and the president or representative will have the right to confront and cross-examine all witnesses. Where the witnesses cannot or will not appear but the board determines that the interests of justice require admission of their statements, the Regional Campuses Grievance Committee ~~board~~ will identify the witnesses, disclose statements, and, if possible, provide for interrogatories.
- h. The Regional Campuses Grievance Committee~~board~~ will not be bound by strict rules of legal evidence and may admit any evidence which is of probative value in determining the issues involved. Every possible effort will be made to obtain the most reliable evidence available.
- i. The findings of fact and the decision of the Regional Campuses Grievance Committee ~~board~~ will be based solely on the hearing record.

If the Regional Campuses Grievance Committee ~~Tenure Review Board~~ concludes that adequate cause for termination has been established, it shall so inform the president and the faculty member.

If the ~~board~~ Regional Campuses Grievance Committee concludes that action short of termination would be more appropriate, it shall so inform the president and the faculty member, together with supporting reasons,~~and the termination proceedings shall stop at this point.~~

If the ~~board~~ Regional Campuses Grievance Committee concludes that adequate cause for termination has not been established, it shall so inform the president and the faculty member, together with supporting reasons,~~and the termination proceedings shall stop at this point.~~

5. Final Disposition and Appeals

Within ten calendar days of receipt of the Regional Campuses Grievance Committee~~board~~'s report, the president shall inform in writing the faculty member and the Regional Campuses Grievance Committee~~board~~ of his or her decision together with supporting reasons. The president shall inform the faculty member of the right to appeal an adverse decision to the Academic Affairs Committee of the Board of Trustees, sitting in consultation with the Faculty Liaison Committee. If the faculty member takes no action within ten calendar days of receipt of notification by the president, the president may send a letter of termination.

The decision by the Academic Affairs Committee is final within the university. If the committee's decision is to support the intention of the president, the president may then send formal notification of termination.

~~Nothing in the preceding paragraphs shall be applicable to faculty serving in a probationary period or to part-time faculty. A recommendation not to reappoint is made by the Dean of the University.~~

~~An individual being considered for tenure cannot be issued notice of non-reappointment by administrative action until the president has made a decision on tenure.~~

~~Faculty members who believe they have a grievable matter should consult Appendix III of this *Manual*.~~

B. Termination Because Of Bona Fide Reduction In Staff

1. Termination Because of Financial Exigency.

Financial exigency shall mean an imminent financial crisis which threatens the survival of the institution as a whole and which cannot be alleviated by less drastic measures than termination of tenured faculty members.

A committee of the local campus faculty must participate with the administration in the decision that a condition of financial exigency exists or is imminent and that all feasible alternatives to termination of tenured appointments have been pursued. This committee shall consist of five

members of the faculty appointed by the Chair of the local campus faculty organization, with the concurrence of the Regional Campuses Faculty Senate Executive Committee. The committee must participate in the formulation of criteria for determining termination. Length of service may be appropriately included among the criteria. The committee itself or through appointing persons and/or groups as agents must participate in the decision as to which individuals shall be terminated.

A faculty member receiving notification of an intention to terminate because of financial exigency is entitled to a hearing before the Regional Campuses Grievance Committee ~~Tenure Review Board~~ as specified in Section A. The issues in this hearing may include:

- a. the existence and extent of the condition of financial exigency. The burden will rest with the president to prove the existence and extent of the condition;
 - b. the validity of the educational judgments and criteria for determining termination;
 - c. whether the criteria are being properly applied in the individual case
2. Termination Because of Reduction in Program or Instructional Unit.

The decision to discontinue or reduce a program or instructional unit will be based upon long-range judgments that the educational mission of the institution as a whole will be enhanced by the discontinuance in contrast to considerations which reflect cyclical or temporary conditions.

The decision to discontinue or reduce a program or instructional unit must be arrived at jointly by the president and the faculty committee as described in Section B.1.

Every effort must be made to place faculty members affected by discontinuance in another suitable position within the institution. If placement in another position would be facilitated by a reasonable period of training, financial and other support for such training will be proffered. Only if no position is available may a tenured member of the faculty be terminated for reasons of discontinuance.

A faculty member receiving notification of an intention to terminate because of discontinuance is entitled to a hearing before the Regional Campuses Grievance Committee ~~Tenure Review Board~~ as specified in Section A. 4 and 5.

A faculty member receiving notification of an intention to terminate because of discontinuance or reduction in program or instructional unit shall be given a year's notice.

3. In all cases of termination of appointment, the place of the faculty member concerned will not be filled by a replacement within a period of three years, unless the released faculty member has been offered reinstatement and a reasonable time in which to accept or decline it.

~~TENURE REVIEW BOARD~~

~~This board conducts hearings and rules on cases involving the dismissal of tenured faculty members for cause. The Regional Campuses Grievance Committee shall serve in this capacity.~~

~~Faculty members who believe they have a grievable matter should consult Appendix III of this *Manual*.~~

ATTACHMENT VI.

University of South Carolina
Regional Campuses Faculty Senate
November 21, 2003

Welfare Committee

The Welfare committee met on November 21, 2003 and discussed the following projects:

Tenure and Promotion Workshop

The tentative date for the workshop is May 11, 2004 at 10:00am. (Since the last meeting this date has been confirmed.)

Panelists confirmed at this point are Dr. Don Greiner, USC; Dr. Ron Cox, USC Lancaster; Dr. John Wright, USC Union; Dr. John Logue, USC Sumter.

The committee is revising the handouts and adding information from last year's workshop.

For those looking for more specific help with their files, we are considering offering breakout sessions during the afternoon to address specific concerns.

Salary Study

Data was provided to the committee at this meeting and distributed to each campuses welfare committee member. The committee will compile the data and compare it to similar data from USC faculty.

Faculty Workload Survey

The committee will take last year's survey (02-03) and compare it to similar national data. The committee will also compare the survey questions used by the national organization to the questions prepared by the welfare committee and consider revisions.

Palmetto College Issues

The Welfare committee is concerned that faculty interests are represented during the planning and implementation of Palmetto College. Committee members will continue to explore these concerns.

Submitted by Fran Gardner Perry, chair

In attendance: Fran Gardner Perry (chair), USC Lancaster
Eric A. Hauser, USC Sumter
Terrie Smith, USC Sumter
Linda Allman, Continuing Education
Cynthia C. McMillan, USC Salkehatchie
Howard Kingkade (alternate for Nancy Hazam), USC Lancaster
Jean Denman, USC Union

ATTACHMENT VII.

Report to the Regional Campuses Faculty Senate

November 21, 2003

Robert B. Castleberry

Courses & Curriculum

Courses & Curriculum meet on October 17th and November 14th. We will next meet in January.

Changes to ENVR 200 (and Lab), some courses in SOST, and the creation of BIOL 101A and 102A were approved by committee. AFRO 330 and PSYC 330 are now cross-listed. A ton of changes to AIME (to be TSTM) and GEOG were tabled.

Changes to the FINA, SOCY, and SOST curricula were approved. Changes to the AIME (TSTM) and the PHYS curriculum were tabled.

(These two meetings were real blood-baths; few of the submitted proposals were actually approved for Senate consideration. An appropriate pharmacological calming agent for committee members may be called for – I would be happy to offer some suggestions).

The Courses & Curricula Committee (C & C) meetings once a month to consider changes to the curricula of the various departments, schools and colleges of USC Columbia. Our recommendations are then sent to the Columbia Faculty Senate for final approval. You can see the results of that body's actions on the Senate Website.

When I get the agenda for the next C & C meeting, I forward it with my own comments to various representatives to the Regional Campuses. I need and appreciate any feedback from these individuals (since this helps me determine my actions in committee). I do not report back to these representatives unless I think that there is something critical that may need their attention.

If you are foolish enough to want to be on my mailing list, please just send me an email (to rcastle@uscsumter.edu).

ATTACHMENT VIII.

Columbia Welfare Committee Report Regional Campus Faculty Senate November 21, 2003

September 29, 2003

The committee passed a motion to support pending legislation to allow state employed higher education personnel to purchase years of service from eligible private higher education institutions. Jim Augustine, Chair Columbia Faculty Senate, agreed to bring this matter to the attention of the President and Provost, as well as colleagues at other institutions.

A motion allocating \$5,000 from the Faculty Enrichment Fund to subsidize the cost of flu shots for faculty who made a contribution to the Family Fund was passed.

Peter Graham, Chair, agreed to write a letter to Dean Gordon Smith to determine how tuition received from students paying for independent research hours is allocated for faculty members who supervise thesis papers over the summer.

October 27, 2003

Two subcommittees were created:

1. One was charged with creating a proposal for a mid-year tuition increase to be dedicated toward faculty (and potentially staff) salary increases. Katherine Reynolds (chair), Craig Davis, and Brant Hellwig were assigned.
2. The other was charged with investigating the feasibility and advisability of moving away from the uniform tuition charge for undergraduate education and toward differential tuition based on the respective college's cost of education. Kenny Whitby (chair), Linda Allman, and Diane Follingstad were appointed.

Jim Augustine (Chair, Columbia Faculty Senate)

- reported regarding the legislation pending before the General Assembly concerning retirement buy-in costs.
- updated the committee about a proposal from the Faculty Advisement Committee to create an appeal mechanism for post-tenure reviews.

November 17, 2003

The Mid-year Tuition for Faculty/Staff Salary Subcommittee recommended a 3 percent plus \$1,000 increase for faculty and then recommended staff members receive a salary increase of \$2,000 added to their base pay.

The Differential Tuition Subcommittee will poll the Columbia Campus Deans to ascertain their thoughts and concerns about the feasibility of differential undergraduate tuition.

Submitted by,

Linda K. Allman