

USC Lancaster Faculty Meeting Minutes March 6, 2026

Please note: Faculty Organization meetings are recorded. To access the recordings of previous Faculty Organization meetings, follow these steps:

1. Log into Blackboard and go to Organizations.
2. Select USCLFO.
3. Click FO Documents on the left-hand menu.
4. Click on the folder labeled "FO Meeting Documents and Recordings"
5. Select the date of the meeting.
6. View recording in browser or download mp4 file.

Please note that chat messages are preserved in the Teams meeting record but are not necessarily reported in the minutes. Minutes are not verbatim and as such, pronouns may be mixed in the comment sections.

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Minutes of March 6, 2026

USC Lancaster Faculty Meeting Minutes
March 6, 2026

CALL TO ORDER: 12:30 PM, E. Easley

CORRECTION/APPROVAL OF MINUTES: The minutes of the February 6, 2026 faculty organization meeting were approved.

REPORTS OF OFFICERS:

Dean of the Campus – Dr. Courtney Catledge, report submitted (Appendix 1).

- All employees are encouraged to participate in recruitment efforts like Open House
- Highlights updates on community & campus events in her written report
- Spring 2026 Commencement Ceremony will be held Saturday, May 2nd at 11am. All faculty are encouraged to attend.

Questions and/or Comments: None

Associate Dean for Academic and Student Affairs – Dr. David Roberts report submitted (Appendix 2).

- Spring Syllabi: Faculty who have not submitted spring syllabi were reminded to do so immediately.
- Faculty Review Intent Forms: Due March 15; required for all faculty regardless of review status.
- Placement Exam: A new placement exam platform is expected to be implemented by late May; additional details forthcoming in April.
- CCSSE Survey: Transitioning to an online format. Faculty are encouraged to support participation, including optional integration into Blackboard courses to improve response rates.
- Library Access: Faculty were reminded that students may not have the same access to certain electronic resources as faculty. Consultation with library staff is recommended when assigning materials.
- Travel Funding: Remaining funds are limited; faculty should submit anticipated travel requests through June 30 as soon as possible.
- Celebration of Excellence: April 9 (poster submissions due March 31)
- Spring Open House: March 21
- First Generation Symposium: March 27

- Faculty were encouraged to submit nominations for the Claire P. Hammond Award and division awards.
- Dr. Elizabeth Easley was recognized as the recipient of the 2026 Distinguished Undergraduate Research Mentor Award.

Questions and/or Comments: None

Academic Success Center – Written Report (Appendix 3).

Director of Human Resources – Tracey Mobley-Chavous, report submitted (Appendix 16)

- Programs Involving Minors: All programs must be registered annually, with a recommended lead time of 2–3 months to allow for approval and required training.
- Summer Course Verification: Faculty were asked to verify course details in Banner for accuracy.
- Summer Compensation: Faculty should estimate compensation at 32.85% of base salary, inclusive of teaching, research, and other state employment.
- Grant Processing: Personnel request forms must be submitted for all grant-related compensation and staffing.
- Student Employment updates/reminders:
 - Maximum of 20 hours/week during academic sessions; up to 40 hours/week otherwise.
 - Graduating students must be rehired as temporary employees unless continuing within the USC system.
 - Key dates: May 2 (associate degree students), May 9 (Palmetto College graduates).
- Volunteers: All volunteers must be vetted and approved in advance; generally must be 18 years or older.
- Employee Assistance Program (EAP): Available to employees and their families; confidential and largely free of charge.

Questions and/or Comments:

S. Criswell – How many staff are FTE vs Temporary?

T. Mobley Chavous – Will pull a report and follow up.

Indian Land Campus Coordinator – Written Report (Appendix 4).

Information Technology – Written Report (Appendix 5).

Medford Library – Rebecca Freeman, report submitted (Appendix 6).

- Poster Preparation Workshop: Scheduled for March 16 in the Academic Success Center.
- Celebration of Lancer Excellence: April 9; faculty encouraged to support student participation.
- Wellness and Programming:
 - Yoga session on March 23
 - Women's History Month programming ongoing
 - Indian Land Campus Services: Expanded library support including consultations and material delivery.
- Facilities:
 - Wellness Room available by reservation
 - Study rooms available for faculty, staff, and students
- Instruction and Resources:
 - Library instruction sessions available upon request
 - Faculty encouraged to consult regarding student access to research materials
 - Requests for new resources welcomed

Questions and/or Comments: None

TRiO Programs – Written Report (Appendix 7).

REPORTS OF COMMITTEES:

USC SYSTEM COMMITTEES:

Columbia Faculty Senate – Written Report (Appendix 8).

Palmetto College Tenure & Promotion Committee – Dr. Chris Bundrick, report submitted (Appendix 9).

T&P met and has passed materials on to the Chancellor's office. Faculty are invited to reach out with questions.

Questions and/or comments: None

Rights and Responsibilities – Written Report (Appendix 10).

System Affairs – Written Report (Appendix 11).

Welfare – Written Report (Appendix 12).

LOCAL COMMITTEES:

USCL FO Executive Committee – Dr. Elizabeth Easley, report submitted (Appendix 13).

- Blackboard Access: Faculty should assign colleagues as “non-evaluated instructor” or “non-evaluated TA” to prevent unintended course evaluations.
- Book Adoptions: Faculty were reminded to submit summer and fall textbook adoptions in a timely manner. The First Day Complete program will not be available during the summer term.
- Excellence Awards Timeline: Updated timeline remains in effect; faculty should monitor communications from division chairs.

Biology Search Committee – written report (Appendix 14).

Computer Science Search Committee – written report (Appendix 15).

OTHER SYSTEM COMMITTEES: None

UNFINISHED BUSINESS: None

NEW BUSINESS: None

SPECIAL ORDERS:

Approve the ballot for elections at April 2026 meeting. Nominations for the following additional positions were accepted:

- Faculty Chair – Debbie Rowell
- Instructor Peer Review Committee (2 positions)*
- Local Tenure and Promotion Committee – Kim Richardson
- Faculty Senator – Amy Gerald

*Due to insufficient eligible nominees present, a motion was made and seconded to suspend the rules to allow additional time to complete the ballot. The motion carried, passing by acclamation.

ANNOUNCEMENTS:

- E. Easley – Applications for Research Honors Cords are due by April 1 for May Graduation
- E. Moon-Kelley – Upcoming Performance:
 - Tribute: A 60th Anniversary Celebration
 - Saturday, March 14, 2026 | 4:00PM
 - UNC Charlotte - Anne R Belk Theatre (Robinson Hall)
 - 9027 Mary Alexander Road

- Charlotte, NC 28223
- OVERVIEW
 - Join the Charlotte Concert Band for Tribute: A 60th Anniversary Celebration, a landmark concert honoring six decades of musical excellence. This festive performance reflects the band’s rich history while looking ahead with excitement, featuring a dynamic program of beloved classics and bold new works. The highlight of the evening is the world premiere of a commissioned piece by acclaimed composer Julie Giroux—written especially for the Charlotte Concert Band in celebration of this milestone. Come be part of this unforgettable musical tribute.
- Program
 - GRAINGER: Handel in the Strand
 - HOLST: First Suite in E-flat for Military Band
 - CROSS: Tribute
 - CURNOW: Concertpiece
 - GIROUX: A Time to Dance
 - SOUSA: The Dauntless Battalion
 - GIROUX: One Life Beautiful
 - GIROUX: Culloden III
 - GIROUX: World premiere of “High Country” (commissioned by the CCB)
- Ticket Pricing
 - AT THE DOOR: \$15.00
 - IN ADVANCE ONLINE (CLICK HERE for Link)
 - General Admission: \$14.00
 - Seniors (ages 65+): \$12.00
 - Students (18 years of age and younger): \$5.00
 - Ages 5 and younger admitted free
- M. Lemhouse – Celebration of Lancer Excellence: Volunteers are needed; participation may count toward service requirements.
- N. Lawrence – Upcoming Sumter Fire Ants baseball games (with livestream availability)
- S. Penuel – Recent theater production noted for strong attendance and community engagement
- F. Marques-Burke – PEDU Courses: Faculty encouraged to promote participation among students.

ADJOURNMENT: 1:13 PM

ATTENDING:

Shemsi Alhaddad, Mark Ammons, Anita Bandari Sharma, Marybeth Berry, Christopher Bundrick, Zoe Byrd, Steven Campbell, Jill Castiglia, Courtney Catledge, Logan Cocklin,

Stephen Criswell, Susan Cruise, Jerry Currence, Annette Golonka, Elizabeth Easley, Lucius [Stan] Emanuel, Samantha Etim, Danell Faulkenberry, Rebecca Freeman, Amy Gerald, Darris Hassell, Claudia Heinemann-Priest, Amy Hood, Ernest Jenkins, Mary [Allison] Jobe, Dana Lawrence, Nicholas Lawrence, McKenzie Lemhouse, Tamika Lewis, Lynette Martek, Fernanda Marques Burke, Tracey Mobley Chavous, Angela Neal, Brandon Newton, Franklin [Evan] Nooe, Allan Pangburn, Leigh Pate, Suzanne Penuel, Bridgett Plexico, Kim Richardson, David Roberts, Deborah Rowell, Peter Seipel, Nahid Swails, Suzette Taylor, Brittany Taylor-Driggers, Lauren Thomas, Bernard Totten, Jerrod Yarosh, Matt Williamson

ABSENT:

Sahar Aghasafari, Connor Austell, Dwayne Brown, Li Cai, Mark Coe, Walter Collins, Kimberly Covington, Maxie Cox, Garane Garane, Lisa Hammond, Alissa [Kate] Holland, Jason Holt, Christopher Judge, Howard Kingkade, Patrick Lawrence, Vincent Lewis, Bettie Obi-Johnson, Phillip Parker, Sarah Sellhorst, Michael Sherrill, Richard Vanhall, Tania Wolochwianski, Andrew Yingst

Faculty Secretary: Document submitted by M. Lemhouse on March 27, 2026, for faculty and staff review.



UNIVERSITY OF
South Carolina
LANCASTER

Dr. Courtney Catledge
Regional Palmetto College Dean

Report to the USC Lancaster Faculty Organization
March 6, 2026

People

Enrollment

As of March 2, 2026, Spring enrollment stands at 2280. This is down slightly from last year because of some changes with 2 dual enrollment sites. Thank you for your help with advisement and registration for Spring semester and thank you in advance for advisement and registration work to come after Spring Break.

Faculty searches underway:

- Assistant Professor of Biology – Final Decision Phase
- Instructor of Psychology – Review of applicants – First Round Interviews will be scheduled following Spring Break
- Instructor of Sociology – First Round Interviews being scheduled
- Assistant Professor or Instructor of Computer Science – First Round Interviews being scheduled
- Accounts Receivable Manager – Final Decision Phase
- Admissions Counselor/Recruiter – Final Decision Phase

Upcoming Searches Planned

- Executive Director of Enrollment Management – Spring or Summer 2026
- Custodian for Bradley Arts and Sciences Building – Spring or Summer 2026
- Director of Student Success and Retention – Spring or Summer 2026
- Associate Dean of Academic and Student Affairs – Fall 2026

Many thanks to all who are serving on these search committees.

USCL leadership and students (total of 21) attended **Carolina Day** at the statehouse on **February 17th**.

Athletics

Baseball is in action this semester. The team is currently 10-6. The upcoming game schedule can be accessed at [this link](#).

Below is the list of players who are moving on to continue their academic and athletic careers. As the semester continues, this list will most likely grow:

Baseball

Marko Lashkiv - Winthrop
John Dober - UNC Asheville
Wilkes Dent - USC Aiken
Isaiah Lutz - Wheeling University
Sebastian Cazorla - University of Pikeville
Sean O'Donnell - Thomas More University
Trey Wight - Freed Hardeman University

Men's Soccer

Felix Bader - Embry-Riddle
Juan Carlos Vazquez - Columbia College
Mikey Ryan - Columbia College
Fin Williams - Belmont Abbey University
Brennan Lauderback - Radford University

Women's Soccer

Varinia Delgado - Converse University
Maddie Pope - Wingate University
Claire De Groot - Wilmington (DE) University
Lily Loyet - Webber State (UT)
Katie Reyes - UNC Asheville
Trinity Carper - Columbia College
Pien Coppoolse - Lincoln Memorial University

Women's Volleyball

Isabelle Conradie - Pfeiffer University

Employee Support

Please remember that **the university offers work-life balance and wellbeing support** through our [Employee Assistance Program](#) (EAP). These services are helpful in times of stress and adjustment.

USC Lancaster in our Communities

- USCL Performance Series will be hosting two events in March. The United States Air Force Heritage of America Band on **March 15, 2026, at 3 pm** in Bundy Auditorium. The second event will be on **Monday March 23, 2026, at 7:30 pm** in Bundy Auditorium and will feature the Parker Quartet. These events are free.

- **USCL Career Fair on Tuesday March 24, 2026**, at 10am-1pm in the USC Lancaster Bradley Building, Special Events Room in collaboration with SC Works and SC DEW.
- **Career Lunch and Learn: Expanding Your Career Network and Other Benefits of Attending a Career Fair on March 18, 2026, from 12:15-1pm in Trio.** This event is in collaboration with SC DEW.

Legislative Update

- The House budget has been finalized and includes the following for USC Lancaster: \$320,000 in recurring funding for operations. \$1.15 million in non-recurring operating funds. This is a very preliminary look at what next year's allocation might be as the Senate is just beginning its work on the budget. There will be no tuition increase for students again next year. The USC system presentation and budget requests to the Senate Finance Committee will take place on March 26, 2026.

Other items...

- The next **Lunch and Learn at the Native American Studies Center** is scheduled for March 28, 2026, with a talk entitled "**Gateway to the Backcountry, the River Port of Camden, South Carolina.**" Lecture by Lon D. Outen, Author and Research Assistant, Camden Archives and Museum. To attend via Zoom, register via this link: <https://bit.ly/3YCLfHf>
- **Save the date – Give 4 Garnet 2026**
Give 4 Garnet is a one-day, eight-hour, and one-minute celebration of the University of South Carolina system that will begin at 5:59 a.m. on March 25 and end at 2 p.m. on March 26. It provides an opportunity for students, employees, alumni, family, and friends to come together virtually and demonstrate their support.
- **Commencement 2026:** Planning is underway for an outdoor commencement ceremony on Saturday, May 2 at 11:00 am. This year's speaker will be Mr. Chad Douglas, Founder and Chief Executive officer at Primary Talent Partners. The ceremony will take place just in front of the Crawford Rose Garden where we were last year. The pre-ceremony and post-ceremony receptions will both take place in the Arnold Special Events Room in Bradley.

I hope you enjoy a restful Spring Break.



UNIVERSITY OF
SOUTH CAROLINA
LANCASTER

David Roberts, Interim Associate Dean for Academic & Student Affairs

REPORT TO THE FACULTY ORGANIZATION
March 6, 2026

1. **Fall and Summer 2026 Schedules.** Thanks to the faculty for the good work that they have done with Division Chairs to prepare the schedules for summer and fall. As a reminder, please check Self-Service to make sure that your schedule is accurate. Note that registration for summer and fall begins on March 16.
2. **Pam needs your Spring Syllabus! It was due at the beginning of the semester.**
3. **2026-2027 Faculty Review Intent Form.**
 - a. March 15th is the deadline to use the Faculty Review Intent Form to declare intent to undergo reviews during the 2026-2027 year.
 - b. Please submit the Faculty Review Intent Form even if you are not undergoing reviews next year. The form is the Palmetto College mechanism for faculty to communicate their intent to continue employment with the university in the next academic year. Thank you!
 - c. If you have any questions about your review schedule, please do not hesitate to reach out to me.
4. **The Math Placement Exam** will be changing its platform to ALEKS at the end of the Spring Semester. Amy Hood, Shemsi Alhaddad, and others are working to make sure the transition goes as smoothly as possible for our new students.
5. **CCSSE.** Jeff Rammage, Pam Ellis, and I are working on rolling out the CCSSE online survey. We are currently working on the messaging we will send students about the survey, as well as developing several ways we can bring it to students. One of the ways is to link the survey into individual Blackboard classes. This would be an easy way for faculty to give extra credit to students who take the survey. As I mentioned in last

month's report, we want the online survey to be as successful as possible so that we do not return to administering the survey in-person. I appreciate any help you can offer in making this survey a success.

- 6. Please be aware that students do not always have the same access to material from Thomas Cooper Library as faculty.** There have been times when a faculty member assigns electronic material from Columbia's library that students are not able to access. If you have questions about this, please reach out to Rebecca Freeman or McKenzie Lemhouse.
- 7. Travel Budget/Faculty Travel Request Form.** If you have any further requests for travel before the end of this fiscal year (June 30), please send those to Division Chairs as soon as possible. We have almost reached the limit of funds budgeted for faculty and staff travel.
- 8. Travel Study Requests.** The Student Affairs Committee reviews and recommends applications for travel study courses. Proposals for Summer 2027 courses are now being accepted. The deadline for submission is March 13, 2026. For more information please see this link: [Travel Study - USC Lancaster | University of South Carolina](#)
- 9. Important Messages from the Registrar.**
 - a. **It is Important to Get Your Spring Grades In On Time.** These grades impact academic suspensions, financial aid, honors reports, etc. Please prioritize submitting grades on time at the end of the semester.
 - b. **Change of Grades.** Change of grades need to be in as soon as possible. These impact the same important items mentioned above.
 - c. **Incompletes.** Remember, if you give an incomplete, you will also need to fill out the Incomplete Grade Contract. Megan will have it attached to the email she sends out at the end of the semester.
 - d. **Please Read Megan's Email Carefully.** The email Megan sends out at the end of the semester has a lot of important and critical information. Please read it through carefully.
- 10. Celebration of Lancer Excellence.** On Thursday, April 9th between 11:30-1:00 in Medford Library we are planning an event to celebrate student achievements pertaining to experiential learning in areas such as undergraduate research, travel study, leadership, and internships. Please join us and encourage your students to do so too! Let your students know that they can sign up to present at: [Registration for Celebration of Lancer Excellence](#)
Brittany Taylor-Driggers has graciously offered to print the posters for the students. They need to submit their poster to the [printing form](#) by March 31st to have it printed. In

addition, the library is hosting a poster preparation workshop on March 16th from 12:15-1:00 PM in the ASC Studio.

11. The Student-Athlete Open Forum was held on Wednesday, March 4th with Tamika Lewis. The forum gave student athletes the opportunity to come together and share any questions, concerns, or issues related to the university or their sport. The goal was to ensure that student-athletes have a voice and remain actively involved in the continued growth and improvement of USCL. Additional forums and workshops will be offered throughout the semester.

Student-athletes have been reminded to meet with their advisors to schedule classes for the Fall 2026 semester. Please work with them to create a schedule that works for both their academic success and their athletic responsibilities.

If any faculty or staff members have questions or concerns regarding a student-athlete, please contact Natalie Calhoun at ncalhoun2@sc.edu.

12. Student Awards.

- a. Each year, the **Clara P. Hammond Award** is presented by the USCL Scholarship Committee, with recommendations from faculty/staff, to “an outstanding freshman or sophomore on the basis of exemplary scholarship, leadership, character, and contribution to the student body.” It is the highest student award given by the USC Lancaster campus, and the recipient receives a plaque as well as an original sculpture by Lancaster artist Bob Doster. This award is presented at the annual commencement exercises. The Scholarship Committee is currently seeking nominees. Please send your nominees, along with your rationale for the nomination, to me by the end of the workday on *March 20*. Nominations will be reviewed by the Scholarship Committee, who will then select this year’s recipient.
- b. **Division Awards.** Each year the faculty in each division vote to present an outstanding achievement award to a student who has excelled in courses in that division. Your division chairs will be sending out a request for nominees around the middle of March, after the deadline for applications for graduation.

13. Speaking of awards, our own **Elizabeth Easley** is a recipient of the **2026 Distinguished Undergraduate Research Mentor Award!** You can find more information about the award here: [Distinguished Undergraduate Research Mentor Award Recipients](#)

14. Spring Open House: Saturday, March 21, 9:00-Noon. Please see Ken’s email that was sent on 2/27, especially his call for representatives for various departments and groups for the Resource Fair from 10:45-12:15. There are also 3 slots available for 20-minute presentations from 9:15-11:15.

15. Spring Fling 2026 will be April 6-9. Two notable events from that week will be the USCL Talent Show on Tuesday the 7th (faculty are encouraged to participate) and the USCL Awards Banquet on Wednesday the 8th at 5:30 PM. All USCL employees are welcome to attend.

The USCL Mascot, Lance, will be away for repairs and maintenance after graduation until mid-summer (probably the end of June). Any events or requests for Lance between May 4th and June 30th will go unfulfilled.

16. First-Generation Symposium 2026: This symposium is available to all faculty, staff, and administrators across the USC System to engage with current research and promising practices that support our first-generation students. Keynote Speaker will be Dr. Sonja Ardoin, Associate Professor of Higher Education and Student Affairs Programing at Clemson University. Dr. Ardoin is a nationally recognized scholar on first-generation student success. The symposium will take place on **Friday, March 27th, from 9:00 AM – 1:15 PM at the University Conference Center (8th floor, Close-Hipp Building) on the Columbia Campus**. Registration and full event details are available at: [First-Generation Symposium 2026](#)

17. Ed2Go courses began in March 2024, and have generated approximately \$32,600. This program is beginning to grow quickly. I want to thank Bridgett Plexico and Bernard Totten for their work on this program. If you have any questions about Ed2Go you can reach out to Bridgett or Bernard.

18. Recent Faculty Accomplishments.

- a. **Sahar Aghasafari** is presenting “Designing Tomorrow: Engaging Students in Sustainable Futures Through Narrative, Media Arts, and Minecraft. *NAEA National Convention*, Chicago, IL

Aghasafari & Li Chi (March 2026). A Universal Professional Development Workshop: Universal Design for Learning community for practice: Cross-disciplinary collaboration. Center for Teaching Excellence, UofSC.

Juried Public Art Recognition: Selected Artist for *Textile Columns on the Greenway* (Juried public art competition). Lancaster County Council of the Arts.

- b. **Connor Austell** presented “Deciphering a Musical Suicide Note: A Critical Interpretation of Jan Ladislav Dussek’s Piano Sonata Op. 77 in F Minor, ‘L’invocation” at the American Musicological Society, February 28, in Chapel Hill, NC.

c. **Stan Emanuel** was featured in WalletHub’s recent article “Budget Categories.” You can find it here: [Budget Categories](#)

d. **Claudia Heinemann-Priest**

Master Gardener Certification: Claudia has officially completed the classroom portion of her Master Gardener certification with an A+. She is now transitioning into the final phase of the program in order to become fully certified, which involves 40-50 hours of community and volunteer service.

Program Leadership & RPS Grant: Claudia is serving as the lead organizer for the “Cultivating Connections” pilot program (scheduled Feb-April 2026). This project focuses on native plant conservation and community engagement. Her analysis of this pilot program and the subsequent institution of year-round gardening programs are directly supported by the RPS Grant awarded in November 2025

Research & Preservation: Claudia is continuing her collaboration with the University of South Carolina Press on the digitization of the *Catawba Dictionary and Grammar Sketch*. This project is essential for creating open-access digital and print resources for the Catawba language.

e. **Tamika Lewis** is presenting “Doing differently: Supervision That Guides & Leads” at National Cross-Cultural Counseling & Education Conference 2026, March 12th at UNC-Charlotte (Charlotte, NC).

f. **Evan Nooe** was interviewed by the *Florida Frontiers* radio program and podcast on his book *Aggression & Sufferings* for Jan. 30, 2026

Evan was featured in “[Episode 1: A Multiracial World](#)” of “The Memory of Negro Fort Podcast,” released on February 16, 2026.

g. **Brittany Taylor-Driggers:** One of Brittany’s pieces, “Fragmented Wings,” (2025) was selected by Lancaster County Council of the Arts’ *Textile Columns on the Greenway* public art competition as one of twelve winning pieces to be installed this spring.

Report to the USC Lancaster Faculty Organization

Academic Success Center

Pat Lawrence, Director

Announcements

- Please attend Medford Library and DEFINE's Women's History Month programming in the ASC on March 19th, 25th, and 31st (details below).
- The ASC will be closed March 9-13 for Spring Break.
- The ASC will host a Celebration of Lancer Excellence poster workshop on 3/16/26. If you have students uncertain about how create a poster to highlight their campus experience, send them!

Recent and Upcoming Events

Medford Library and DEFINE will present three faculty talks in March to honor Women's History Month. All three events will take place in the new ASC Gallery during the common hour.

- March 19th: Frida Kahlo & the Arts
- March 25th: SC Women & Social Justice
- March 31st: The Poetry of Joy Harjo

ASC Director Pat Lawrence attended the recent high school counselors appreciation luncheon to share ASC services with an emphasis on benefits for dual enrollment students and those transitioning from high school to college. We are seeing greater demand among dual enrollment students, so this may be a very productive synergy in the future.

Evening tutoring hours continue to be popular. Indeed, 6pm was the most popular appointment time last month, pushing previous favorites 11 AM and 1 PM into second and third place. We are happy to offer these hours, but we face challenges continuing them into the fall. We will explore all options, as consistently high demand indicates this is a valuable service for students.

Summary of Tutoring Data

Year-to-year trends: We are seeing increased traffic compared to fall, with numbers slightly below 2025 but much higher than 2024. These high numbers are significant given they were achieved while one of our math tutors is on temporary leave. The data do indicate that we are seeing a lot of repeat clients, meaning there are opportunities to reach new clients and increase use of the center that way.

Session distribution trends: February was an atypical month. We saw significantly higher use among dual enrollment students, which is a wonderful development we hope will continue. We also held more humanities sessions than usual, and interest in Biology and Chemistry tutoring is somewhat down. The reasons for this are not known at this time.

(See charts below for data breakdown.)

Contact Information

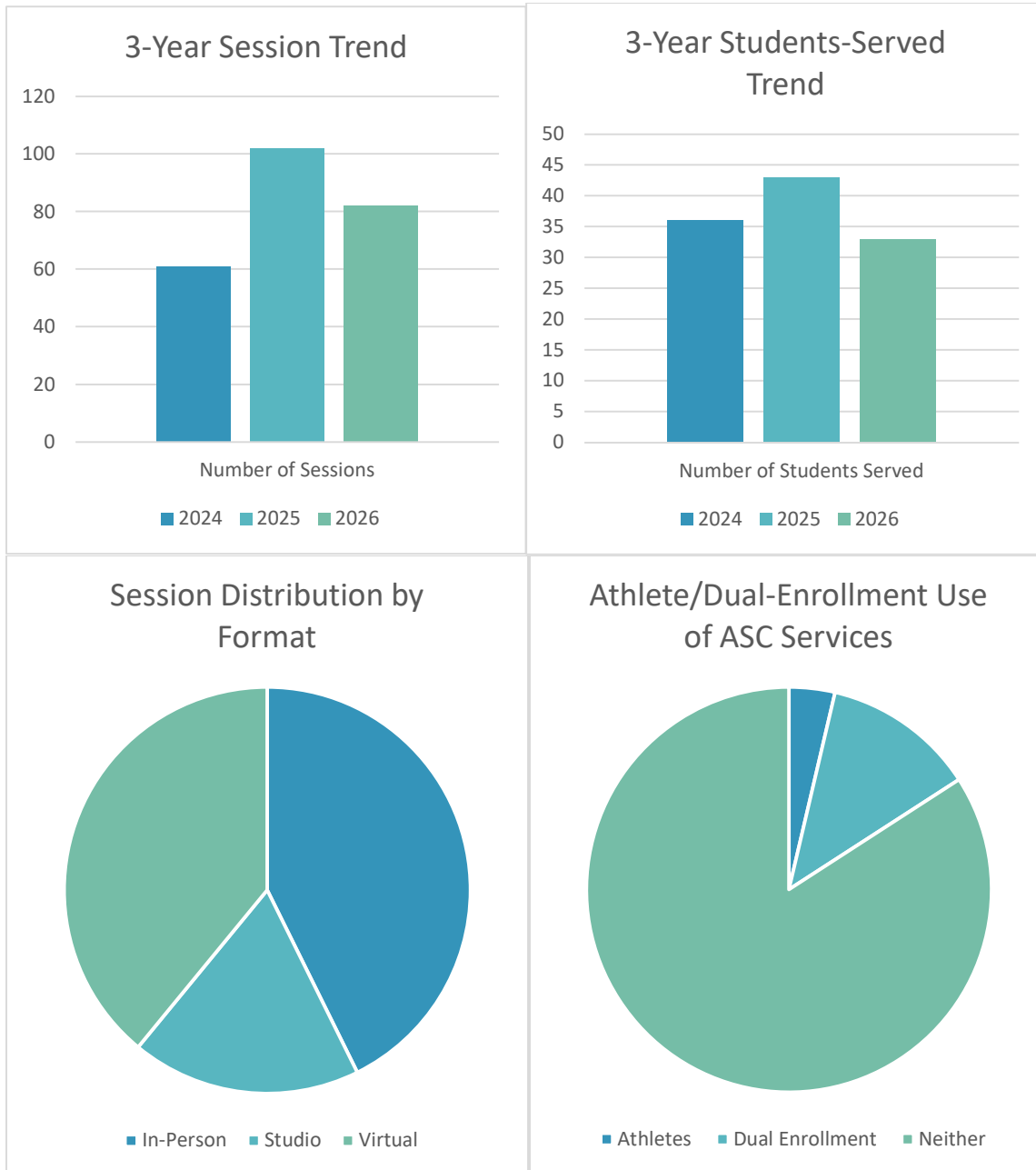
Phone: 803-313-7113

Web: sc.ed/lancaster/asc

Patrick Lawrence, Director: pslawren@mailbox.sc.edu

Elaine Connor, Academic Success Coordinator: etconnor@mailbox.sc.edu

Appendix: October Tutoring Data



¹ Note that the student-athlete and dual-enrollment data is only collected for conventional tutoring appointments. For this reason, the total number of sessions listed here excludes studio numbers.



Bernard Totten
Director of Corporate and Community Outreach /
Coordinator of USCL Indian Land Location

REPORT TO THE FACULTY ORGANIZATION

March 6, 2026

MEDFORD LIBRARY SERVICES AT INDIAN LAND

Medford Library services are now available at the Indian Land campus to support students, faculty, and staff. During scheduled service hours, library faculty provide walk up Ask a Librarian support, reference help, book pickup and delivery, and laptop access. These services are open to all currently enrolled USCL students as well as faculty and staff. The goal is to increase access to academic support and strengthen engagement at the Indian Land site. Special thanks to Rebecca and Mckenzie for their flexibility.

Library service dates and times:

Thursday, February 5, 5:00pm to 7:00pm
Friday, February 13, 9:00am to 1:00pm
Tuesday, February 17, 9:00am to 11:00am

(Continued)

Thursday, February 19, 5:00pm to 7:00pm
Friday, February 27, 9:00am to 1:00pm
Tuesday, March 3, 9:00am to 11:00am
Thursday, March 5, 5:00pm to 7:00pm
Tuesday, March 17, 9:00am to 1:00pm
Thursday, March 19, 5:00pm to 7:00pm
Friday, March 27, 9:00am to 1:00pm
Tuesday, March 31, 9:00am to 11:00am
Thursday, April 2, 5:00pm to 7:00pm
Friday, April 10, 9:00am to 1:00pm
Tuesday, April 14, 9:00am to 11:00am
Thursday, April 16, 5:00pm to 7:00pm
Friday, April 24, 9:00am to 1:00pm

INDIAN LAND ADVISORY BOARD

Our next advisory board meeting is scheduled for Wednesday, March 26, from 11:30am to 12:30pm at the USC Lancaster Indian Land location. The meeting will focus on practical discussion and shared problem solving related to student engagement and workforce connection, with emphasis on internships, mentorship, job shadowing, professional projects, workforce partnerships, and direct hiring pathways. Dan Richards from Palmetto College will join the meeting to share updates on Palmetto College programs, available offerings, and how these options support employee education and workforce development. Light refreshments will be provided. Also joining us will be Dr. Williams, Lancaster County School District Superintendent.

COMMUNITY ENGAGEMENT

Indian Land Fall Festival:

USCL Indian Land participated in the 2025 Indian Land Fall Festival, connecting with residents, students, and local business leaders. Our presence at the event increased community awareness of USCL's educational and workforce initiatives, while reinforcing our ongoing partnerships in the area. 2026 Indian Land Community Festival. We are excited to share that the 2026 Indian Land Community Festival, hosted by the Rotary Club of Indian Land, is officially approved and scheduled for Saturday, April 25, 2026, from 10:00 AM –8:00 PM at Indian Land Middle Schools. This year's festival will feature more vendors, sponsors, and activities. Festival information and sponsorship links are available at <https://indianlandcommunityfestival.com>.

(Continued)

Mad City Money Financial Literacy Workshop Hosted by Founders Credit Union, with Indian Land High School:

We recently hosted the Mad City Money financial literacy workshop in partnership with Founders Credit Union. Stacy and her team led the session and created a hands-on experience where students worked through real life financial decisions such as budgeting, managing credit, and everyday spending. Ms. Martinez attended with around 40 students who were engaged and represented their school well. Ms. Challenger and Ms. Edwards not only chaperoned but also helped guide students throughout the workshop. Tyree and Ashley represented Financial Aid and were available to answer questions. Dr. Roberts also stopped by to show support. Dan shared information about Palmetto College offerings and Ken gave a presentation on admissions to USC Lancaster. The event came together through strong teamwork and partnerships across campus and our community.

Rotaract Ceremony at Indian Land High School:

The Rotaract ceremony took place at Indian Land High School on Thursday, February 26. More than 50 students were inducted into the new Rotaract chapter. This is the first time the school has had a Rotaract group and the turnout showed strong interest from students who want to lead and serve in their community. This partnership with Rotary and Indian Land High School continues to build a strong leadership pipeline that connects students to service opportunities and future engagement with USC Lancaster.

Women's Self Defense Course:

On March 17 from 12:00 pm to 1:00 pm we will host a Women's Self Defense course at the Lancaster campus in recognition of Women's History Month. The session will be led by Master Watts from Powerhouse Karate. We will promote this across campus and cap registration at the first 30 participants. The goal is to provide women on campus with practical self-defense awareness and training.

(Continued)

Dining Around Indian Land:

Approval has been secured for a Dining Around Indian Land event planned for **Saturday, August 22nd**. More details to be announced at a later date. The event will take place at the CrossRidge One building at 3000 WorldReach Dr., Indian Land SC 29707, also known as City of Lights. The space was secured at no cost through partnership support from CrossRidge and INSP. This event will focus on fun and community engagement in the Indian Land area. Flyer coming soon.

LEADERSHIP LANCASTER:

Leadership Lancaster took place this week and brought together leaders from across Lancaster County for a full day focused on community leadership and collaboration. It was a strong opportunity to connect with other leaders and learn more about the work happening across the county. One of the highlights of the day was the Andrew Jackson High School choir. Their performance truly wowed everyone in the room.

NON-CREDIT COURSE OFFERINGS:

Work is underway with the Sun City, Tree Tops, and Greenway Square communities to expand noncredit course offerings. Early conversations show strong demand and interest in college level courses and seminars. Coordination is taking place with community lifestyle directors to survey residents, gather course recommendations, and share current course offerings to align programming with community interest.

FACILITIES UPDATE

Nothing to report currently.

USC Lancaster Faculty Organization

Campus Technology Update

March 6, 2026

Highlights

- **Telephone Server Upgrade:** USC Lancaster is now scheduled to upgrade the campus telephone system server hardware and software starting at 4:30 PM Tuesday, March 24, 2026. Voicemail messages and voicemail box information will not migrate to the new version of the server software and voicemail boxes will need to be set up once the software upgrade is complete. Individual Voice Mailbox setup instructions will be sent out via email by Wednesday, March 25, 2026. Those e-mails will also include reference information for the updated voicemail system. If you have messages stored in the system that need to be saved indefinitely, please let me know and I will facilitate getting those saved to a location where they can be accessed. Additional information will be e-mailed to faculty and staff following Spring Break.
- **Windows 10 End of Support:** Campus IT Staff continue deployment of Windows 11 installed computers to all faculty and staff with Windows 10.
- **Medford Library and ASC A/V Upgrades:** Upgraded audio/video systems were installed in the Library Conference room and the ASC Meeting Spaces.
- **USC Lancaster IT Support Services:** Non-emergency IT requests should be submitted via e-mail USCLITTeam@sc.edu or by visiting <https://scprod.service-now.com/sp> to submit a requests online using the ServiceNow support platform. Login using your credentials, then click **Service Catalog** at the top, then click on **College/School/Dept IT Services**. Under *From whom are you seeking assistance, search and select **USC Lancaster**, fill in the request form below and click the **Submit** button. Both methods create a trackable support ticket this is visible to all members of the campus IT Staff.

Medford Library Faculty Meeting Report

March 6, 2026

SERVICE STATISTICS AND PROGRAMS FOR February 2026

- 1135 LibGuide views
- 110 Study and Lounge Area Reservations
- 5 Conference Room uses
- 10 Computer Lab uses
- 1 Quiet Wellness Room use
- 9 Community computer uses
- 3 Instruction Classes
- 1 Book a Librarian

CIRCULATION STATISTICS FOR February 2026

- 145 General collection items
- 5 Graphic Novel items
- 2 Juvenile collection items
- 11 New Book collection items
- 2 On Display items
- 63 Special Collection items
- 2 Reserve items

UPCOMING EVENTS

- Celebration of Lancer Excellence Poster Preparation Workshop – (March 16, 12:15-1:00 PM, ASC Gallery)
 - Open to all students who are interested in presenting at the Celebration of Lancer Excellence
- Celebration of Lancer Excellence (April 9)
 - Know a student who might be interested in presenting? We are currently looking for student presenters.
- Yoga at Medford Library ft. Sabina Fernandez (March 23, 12:15-1:00 PM, Medford Library)
- Women's History Month Events
 - The library is collaborating with the D.E.F.I.N.E. Club to celebrate Women's History Month.
 - DEFINE Hidden Figures screening (March 2, 3 PM - 6 PM, TRiO LRC)
 - DEFINE Frida screening (March 16, 3 PM - 6 PM, TRiO LRC)
 - Faculty talk: Frida Kahlo & the arts (March 19, 12:15 PM - 1 PM, ASC Gallery)

- Faculty talk: SC Women & Social Justice (March 25, 12:15 PM - 1 PM, ASC Gallery)
 - DEFINE The Power of Poetry screening (March 30, 12:15 PM - 12:50 PM, TRiO LRC)
 - Faculty Talk: The Poetry of Joy Harjo (March 31, 12:15 PM - 1 PM, ASC Gallery)
- Library Services at Indian Land Campus
 - The library is providing drop in Book-a-Librarian hours and book delivery services at the Indian Land Campus. Students, faculty, and staff are welcome to make use of these services while we are there.

GENERAL AND ADMINISTRATIVE ACTIVITIES

- Thank you to everyone who came to the Lancer Health and Wellness Fair on February 24.
- The new Quiet Wellness Room is open for use. It is available for students, faculty, and staff. Reserve the space for up to an hour at a time.
- Spring Break (March 9-13) Hours
 - Monday - Thursday 8 am to 6 pm
 - Friday 8 am to Noon
- Instruction classes are available in person and virtually. [Request a library instruction class](#) today.
- [Book a Librarian](#) is available for you and your students.

PUBLISHED? LET US KNOW SO WE CAN BUY YOUR BOOK!

- [Request we purchase materials.](#)

HELPFUL LINKS

- Place materials on [Reserve](#)
- Reserve the [library computer lab](#)
- Reserve the [library conference room](#)
- Document the impact of your scholarly activities with these [Tools for Tracking Tenure & Promotion.](#)
- Check out [resources for faculty and staff.](#)



D.E.F.I.N.E. & MEDFORD LIBRARY PRESENT:

WOMEN'S HISTORY MONTH 2026

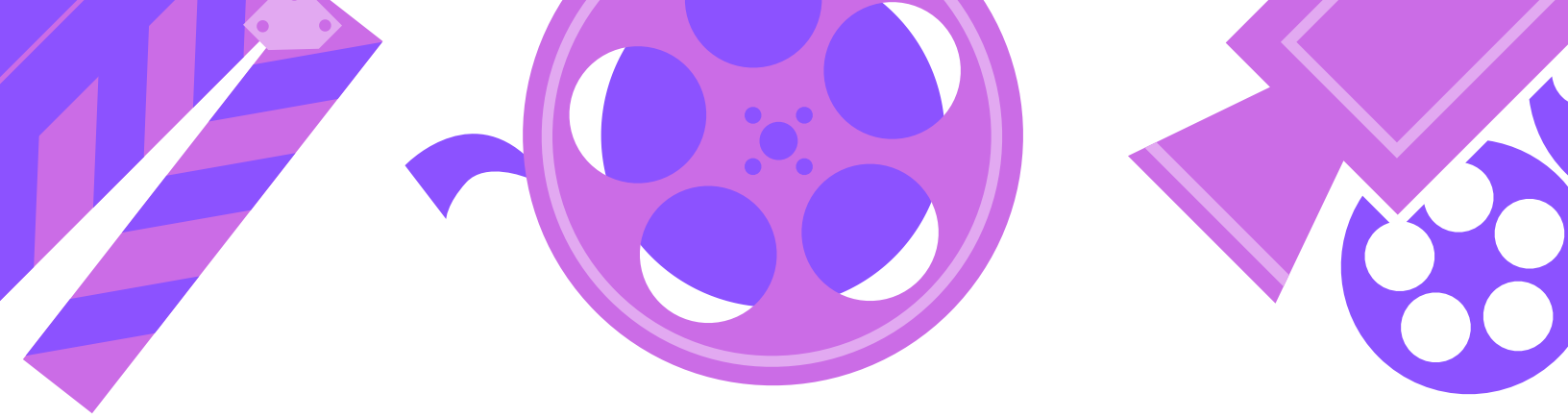
Watch & learn all month long!

Enjoy movies, interviews, and faculty talks that celebrate women's outstanding contributions in history, STEM, & the arts.

All events are free & open to USCL students, faculty, & staff.

**Check out DEFINE students' book display
in Medford Library during March**





WOMEN'S HISTORY MONTH SERIES

WATCH & LEARN ALL MONTH LONG:

Hidden Figures

March 2, 3 PM - 6 PM, TRiO LRC

Frida

March 16, 3 PM - 6 PM, TRiO LRC

Faculty talk: Frida Kahlo & the arts

March 19, 12:15 PM - 1 PM, ASC Gallery

Faculty talk: SC Women & Social Justice

March 25, 12:15 PM - 1 PM, ASC Gallery

The Power of Poetry

March 30, 12:15 PM - 12:50 PM, TRiO LRC

Faculty Talk: The Poetry of Joy Harjo

March 31, 12:15 PM - 1 PM, ASC Gallery

Presented by DEFINE & Medford Library



Matt Williamson
Director and Principal Investigator
Office of Federal TRiO Programs

REPORT TO THE FACULTY ORGANIZATION

Friday, March 6, 2026

OPPORTUNITY SCHOLARS PROGRAM

The Opportunity Scholars Program (OSP) continues to support student success through academic enrichment, experiential learning opportunities, and leadership development.

Enrollment and Status Update

- We are currently serving 126 freshmen and sophomores from low-income and first-generation (LIFG) backgrounds, as well as students with disabilities.
- Recruitment is going well. We are required to serve a minimum of 165 qualifying students prior to August 31, 2026.
- Two-thirds of our enrollment need to be students who we consider to be double-qualifiers, i.e. students who are either (1) LIFG or (2) low-income and disabled (LID). One-third of the students with disabilities we serve must also be students from low-income families.
- If you know of a student who may benefit from the vital services our OSP project provides or who may qualify as LIFG or LID, please refer them to **Mark Ammons** at rmammons@email.sc.edu or **Andrea Campbell** at campbe99@mailbox.sc.edu.

From the Desk of Andrea Campbell

- Andrea reports that the mid-semester check-up is underway and extends her appreciation to faculty who reviewed the student list she provided and contacted students requiring additional follow-up support.

USCL's Annual Pre-Super Bowl Celebration

- Special thanks to **Mark Ammons** and **Antonio Mackey** for once again spearheading this annual campus tradition on February 4. We also extend our appreciation to all who contributed behind the scenes to ensure the event's continued success.
- **Andrea Campbell** and **Bridgett Plexico** – Registration desk
- **Antonio Seat** – Head official
- **Erika Vancampenhoudt** – Moderator, proud OSP student, and SGA President
- **Jason Hall** and **Jay Bird's Deli & Diner** – Catering and gift certificates
- **Jeff Rammage** and **Jose Guruceaga Burgos** – Partnership and support

- **Linda Deming** and the **USCL Bookstore** – Grand prize donation
- **Shana Dry** – Event photographer
- The event welcomed 67 students, reflecting strong campus engagement and continued enthusiasm for this signature event.
- Some photos from the event are included below.



Carolina Day 2026

- We are proud of our OSP students who participated in Carolina Day at the South Carolina State House in Columbia on February 17. The event provided an opportunity to advocate for institutional priorities, highlight student achievement, and showcase innovation as the University of South Carolina works toward building a stronger South Carolina.
- Appreciation is also extended to the administrators and campus leaders who represented USC Lancaster alongside our students. Pictured in the photo below are (back row, left to right): **Sergio Gonzalez-Eulogio; Olan Jones; Jose Guruceaga Burgos; and Pete Roth.** Middle row (left to right): **Giovanny Torres Jimenez; Erika Vancampenhoudt; Katie Morrison; Peyton Wunderley; Alicey Yang; Jeff Rammage; and Dr. David Roberts.** Front row (left to right): **Asheley Schryer; Sidney McManus; Lance the Lancer; McKenzie Sherrill; Hannah Davis; and Dr. Courtney Catledge.**



Careers in Science Lecture Series

- The first Careers in Science Lecture of the Spring 2026 semester was held on February 18. **Erick Crawford**, CFO of Crawford Funeral Home, spoke on the intersection of mortuary science and real-world impact. 60 students attended and many actively engaged with the presenter during the Q&A session, underscoring the relevance of the topic (see below).



- Future lectures are scheduled for April 15 with **Anita Sharma**, Assistant Professor of Physics at USC Lancaster, and April 21 with **Helen Betanzor**, R&D Manager at AkzoNobel.
- We greatly appreciate **Dr. Bettie Johnson** for planning the lectures and allowing our students to benefit from them.

Careers in Business Seminar Series

- **Savannah Crosby**, an OSP alumna and representative of the Arras Foundation, presented on February 19. She discussed professional opportunities in philanthropy and paid internships. 18 students attended the seminar. A photo from the event is included below.



- The next Careers in Business Seminar is scheduled for March 31 and will feature **Quinton Huntley**, Financial Services Representative at First Citizens Bank.
- We greatly appreciate Professor **Mike Sherrill** for coordinating these events.

SGA Discussions with Deans

- We hosted the Discussions with Deans event with **Dr. Courtney Catledge** on February 25.
- **Erika Vancampenhoudt** (SGA President) and **Alicey Yang** (SGA Vice President), both OSP students, helped lead and support the event.
- This program provided students with direct access to campus leadership and an opportunity for dialogue and questions about their academic experience.
- Special thanks to **Jeff Rammage** for allowing us to once again host this event.
- A total of 59 students attended. OSP students continue to demonstrate strong engagement and leadership.
- A photo is included below.



OSP Alumni and Students Involved with the USC Lancaster Players

- Congratulations to the following current and former OSP students whose dedication and talents contributed to the success of the USC Lancaster Players' production of ***Hairspray***, during the February 27-March 1 performance weekend: **Tyrie Rowell** (Director); **Christopher Cole**; **Ariale Figueroa**; **Charlie Guiver**; **Katie Morrison**; **Kaeyatah Nichol**; and **Kathy Torres**.

Disability Awareness Days

- We hosted an incredibly successful Disability Awareness Days event on March 2-4, which focused on adaptive sports, while emphasizing accessibility, community partnerships, and inclusion.
- March 2: **Terry Hagen**, Special Populations Coordinator for the City of Rock Hill, presented on adaptive sports and Rock Hill Miracle Park, highlighting the impact of inclusive community and recreation spaces intentionally designed for individuals of all abilities.
- March 3: **Chad Catledge** (Perception Builders) presented on Pedals Possible, an initiative launched through the Lancaster Breakfast Rotary Club that provides adaptive bicycles to expand mobility, independence, and recreation for individuals with disabilities (see photo below).



- March 4: Fort Mill School District CHEM 107 and 107L dual enrollment students visited for a hands-on DNA experiment and campus tour, then joined us for lunch. They participated in activities and presentations while learning lessons related to acceptance, awareness, and inclusion. Students also received information on the benefits of SC LEND training and related opportunities available at USCL.
- Kudos to **Amy Hood**, **Dr. Bettie Johnson**, and their planning committee for coordination and support of this initiative.

- A total of 163 students attended during the three days, plus an additional 40 high school students from Fort Mill.

OSP Spring Break Trip to Colonial Williamsburg

- The dates for this student travel opportunity are being rescheduled from March 9-13 to May 11-15, pending approval from the Department of Education (ED).
- Students will experience a variety of educational and historical attractions in and around Colonial Williamsburg, including: (1) the American Revolution Museum at Yorktown; (2) the College of William & Mary; (3) the Colonial Williamsburg Historic Area; and (4) the Jamestown Settlement.

Upcoming Events

- March 9-13: Spring Break – No Classes
- March 16: **Celebration of Lancer Excellence Poster Preparation**
- March 18: **Career Lunch and Learn** (see details below)
- March 24: **USC Lancaster Career Fair** with SC Works (see details below)

Career Lunch and Learn
Expanding Your Career Network and Other Benefits of Attending a Career Fair

Attend TRiO seminar March 18th on the benefits of attending a Career Fair featuring Nathan Mellichamp, SC Works

Prepare Resume for Career Fair

Make an appointment with Career Services to review resume

Visit USCL library to print business cards & resume

Attend Career Fair March 24

Follow up with new career connections

March 18, 2026
 12:15 - 1:00
 TRiO Center
 Lunch Provided

UNIVERSITY OF
South Carolina
 LANCASTER
 A Regional Palmetto College

TRiO
 UNIVERSITY CAREER ASSISTANCE

dew
 DEVELOPMENTAL EDUCATION WORKSHOP

LUNCH
 and
 LEARN

The image shows a promotional poster for the USC Lancaster Career Fair on the left and a yellow diamond-shaped sign on the right. The sign reads "CAREER PATH AHEAD".

USC LANCASTER CAREER FAIR
 Open to the Public
Tuesday, March 24, 2026
10:00 am - 1:00 pm
 USC Lancaster Campus - Bradley Building

During our career fair, employers will connect with USC Lancaster students and local community members for a wide range of candidates. This diversity allows for more strategic hiring across different levels and skill sets.

Employers are required to register via their USCL Handshake account.
 Contact Information: Bridgett Plexico - 803-313-7179 - bplexico@mailbox.sc.edu

In partnership with
SC WORKS
 CATAWBA

UNIVERSITY OF
South Carolina
 LANCASTER

- **March 25: USC Columbia Transfer Workshop**
- **April 6-9: Spring Fling 2026**
- **April 7: USCL Talent Show**
- **April 8: USCL Awards Banquet**
- **April 9: Celebration of Lancer Excellence**
- **April 14: Skills for Success Symposium**
- **April 24: Discover USC**
- **May 2: Spring 2026 Commencement Exercises**

UPWARD BOUND

Upward Bound continues to provide academic preparation, college exposure, and mentoring opportunities for eligible high school students.

Enrollment Update

- We are in the fourth year of our current grant cycle. The reporting period for the current year will close on May 31, 2026. At present, we are officially serving 55 participants from grades 9-12 at Andrew Jackson, Buford, and Lancaster High Schools. We are required to serve a minimum of 62 qualifying participants each year. To qualify, participants must have completed the 8th grade, be between the ages of 13 and 19, and have a need for academic support to pursue a program of postsecondary education. All participants must be either from low-income families or be potential first-generation college students – or be determined to have a high risk for academic failure.
- We are currently reviewing summer pre-admits alongside 45 outstanding applications. This position allows us to not only meet, but most likely exceed, our

required minimum enrollment of 62 participants. The maximum number we are authorized to report is 74.

23rd Annual MLK Community Scholarship Breakfast

- The 23rd Annual Dr. Martin Luther King, Jr. Community Scholarship Breakfast was held at Lancaster High School on January 19.
- Several of our Upward Bound participants attended alongside OSP students.
- Motivational speaker **DJ Batiste** – whose journey from former gang leader to college graduate and youth mentor has been featured on the *CBS Evening News* – spoke about the turning point in his life, which he credits to a teacher who supported him during his senior year of high school.
- A photo of our group is included below.



Academic and Recruitment Sessions

- We are currently working with the counseling staff at our three target schools to arrange in-person academic session visits later this month. We are planning two sessions per month at each school. In addition, plans are being made to have several Zoom meetings with parents who are unable to attend on-campus sessions. There is no doubt that this new approach to recruit and provide services to participants in this manner will be a “game changer” as we seek to increase the numbers of participants from rural Lancaster County schools.
- We are coordinating with South Middle School to potentially host a visit from their eighth-grade students on March 30 or 31.

Spring 2026 Open House

- All Upward Bound juniors and seniors are strongly encouraged to register for USCL's Open House event on March 21.

Upward Bound Spring Break Trip to Savannah

- Pending sponsor approval, we are exploring the possibility of an overnight spring break trip to Savannah, GA for our juniors and seniors during the week of April 6-10.

USCL Pathways to Possibilities

- Through the University's partnership with Lancaster Promise Neighborhood, we will be hosting approximately 170 eighth-grade students and 10 teachers from A. R. Rucker Middle School on April 24.
- This event will support Upward Bound recruitment by introducing local students to USCL, highlighting academic pathways and campus resources, and providing exposure to college access opportunities.
- Additional event details and expected outcomes will be included in next month's report.

Upward Bound College Signing Day & Awards

- Planning is underway for the annual Upward Bound College Signing Day & Awards banquet, which will recognize our 2026 graduating seniors and celebrate their postsecondary plans.
- The event is anticipated to be held in mid-to-late May. Additional details will be shared once scheduling is finalized.
- This event serves as a capstone celebration of participant achievement and college readiness.

DATA MANAGEMENT AND PERFORMANCE REPORTING

Staff continue working on required data collection and reporting associated with federal program accountability and performance assessment.

Annual Performance Report for the OSP Project

- The APR for the OSP project was successfully submitted on February 16.
- We're extremely proud to announce that our OSP project scored 15 out of a possible 15 points for a perfect score!
- This makes the fourth consecutive 15 points scored on this grant. Even though these points do not count towards our Prior Experience (PE) points, because this is the final year of this five-year grant (for years 2020-25), we are euphoric about achieving this score.
- Hats off to our project team, especially **CoSonja Allen** and **Andrea Campbell**, for the accurate data collection on students that were uploaded for review and approved by Compansol for submission to our sponsor (ED).

Upward Bound APR

- The APR for the Upward Bound project was successfully submitted on January 22.
- Though we did not receive a perfect score of 15 PE points this year, we are still thankful to have a score of 13.5 PE points for the project which will be applied to the next proposal. This will place us in a strong position for our next grant application package.

- A HUGE thank you to CoSonja for painstakingly entering tons of participant information, as well as corresponding with Blumen Support and the TRiO APR Help Desk to ensure accuracy and successful submission to the Office of Sponsored Awards Management (SAM) and to ED prior to the due date.

Copies of the Final Reports

- If anyone would like a copy of the final reports for either of these grant projects, please contact **Matt Williamson** at mwilliam@mailbox.sc.edu.

STUDENT CLUBS AND ORGANIZATIONS

Students remain actively engaged in campus organizations that promote campus involvement, collaboration, and leadership development.

Black Excellence Presents Rooted in Resilience for BHM

- **Tyrie Rowell** facilitated a discussion on the intersection of education, race, and social policies on February 23.
- Panelists included **Dr. Dana Lawrence, Dr. Tamika Lewis, Dr. Suzanne Penuel, Antonio Seat, and Matt Williamson.**

D.E.F.I.N.E. and Medford Library Partner for Women's History Month

- D.E.F.I.N.E. is partnering with Medford Library to host a series of Women's History Month events throughout March.
- These events are designed to celebrate the achievements and contributions of women while promoting dialogue, learning, and student engagement across campus.
- Events associated with the series include **WMH Popcorn & Movies: *Hidden Figures*** on March 2 and ***Frida*** on March 9.
- Additional events include the **Women's Self-Defense Forum** (in collaboration with USCL Indian Land) on March 17 and ***The Power of Poetry*** (documentary featuring the works of Joy Harjo) on March 30.

D.E.F.I.N.E. and G.E.N.T.S.

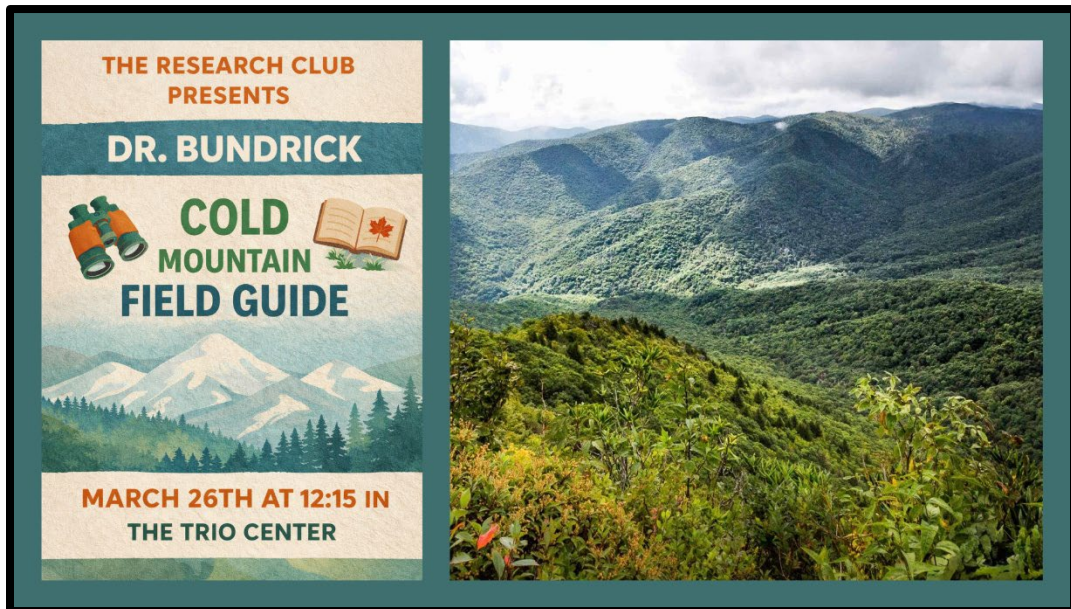
- Both the D.E.F.I.N.E. and G.E.N.T.S. organizations cosponsored a Valentine's fundraiser called "All You Need Is Love... and a Great Photo" on February 10-12. For \$5.00, students received a free cupcake along with a Valentine's Day photo.
- A fun photo from this event is included on the next page below.



USCL Research Club

- Professor **Debbie Rowell** presented “Behind the Badge: Phenomenological Insights into the Lived Realities of Policing” with 33 students attending.
- **Dr. Kim Richardson** presented “Pen and Ink: The Write Thing to Do” on February 17 with 20 students attending.
- **Dr. Chris Bundrick** will present “Cold Mountain Field Guide” on March 26.
- Photos from the February sessions and promotional material for the March 26 session are included below.





COMMUNITY OUTREACH AND SERVICE

Students participated in outreach initiatives that promote civic engagement and strengthen community partnerships.

National TRiO Day

- On February 28, we marked the 40th anniversary of National TRiO Day.

- For decades, TRiO has ensured that ambition, determination, and talent – not background or income – define a student’s future. More than six million TRiO alumni have gone on to earn degrees, pursue meaningful careers, serve their communities, strengthen the nation’s workforce, and uplift their families. National TRiO Day is an annual reminder that when we invest in students from LIFG backgrounds, the returns are profound – measured not only in diplomas and professional success, but also in expanded civic engagement, generational mobility, and lasting social impact.

USCL Cares Winter Clothing Drive

- Because of your giving spirit, **173** items have been collected for this year’s Winter Clothing Drive.
- These items will benefit the Lancaster Area Coalition for the Homeless (LACH) and the victims of Hurricane Helene in Western North Carolina.

LEGISLATIVE UPDATES

This section provides updates on external advocacy efforts, federal policy developments, and program administration that affect the long-term sustainability and operation of Federal TRiO Programs.

Congressional Appropriations

- ED continues implementation of the FY 2026 Consolidated Appropriations Act. This legislation sustains Federal TRiO Programs funding at \$1.191 billion through September 30, 2026.
- As outlined in the enacted law, ED is directed to maintain current funding levels for all TRiO grant projects, publish the Educational Opportunity Centers (EOC) and Talent Search competition notices, and issue all TRiO grant award notifications by June 30, 2026.

Supporting Federal TRiO Programs

- Members of Congress need to hear from you, their constituents, so they understand what is happening locally and its immediate, very real impact on the lives of the students we serve.
- Your advocacy for TRiO can make a difference. If anyone is interested in learning how you may support bipartisan funding efforts to assist our TRiO grant projects at the USC Lancaster campus, please contact **Mark Ammons** at rmammons@email.sc.edu or **Matt Williamson** at mwilliam@mailbox.sc.edu.

Direct Financial Support

- Anyone interested in supporting TRiO initiatives here at USCL may contribute to our designated fund through the **Educational Foundation of the University of South Carolina Lancaster**. Financial donations may be made via the QR code on the slide listed below.

SUPPORT USC LANCASTER'S OFFICE OF FEDERAL TRIO PROGRAMS



**D
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TRiO

U S C L A N C A S T E R

#LancerNation

#TRiOWorks

USC Columbia Faculty Senate — March 4, 2026

President's Update

The President focused on how USC is doing right now and what priorities are coming next year:

- **Affordability and access:** USC continues emphasizing keeping the university accessible for South Carolina students and making sure the “value” of a USC degree is clear to the public (especially as people increasingly look at higher education through an economic/ROI lens).
- **Student success & first-year experience:** The first-year experience was highlighted as a strong area and something USC plans to keep strengthening to support student transition and retention.
- **AI training and adoption:** USC is expanding its approach to AI. Last year included programming on AI in the classroom, and this year the goal is to ensure students have training in both the ethical use of AI and how to use it effectively as a tool. The President also noted USC is a leader in offering AI tools campus-wide, with strong adoption by students, staff, and researchers.
- **Internships:** The President highlighted new state funding that allows USC to offer \$3,000 internship supplements, aimed at supporting students who take internships in high-demand South Carolina industries and helping them translate academic learning into workforce skills.
- **Big-picture metrics:** USC's scale and momentum were emphasized—approximately 55,000 students across the USC system, \$323M in research awards, and a reported \$7.4B annual statewide economic impact tied to research funding, jobs, and industry partnerships.
- **Enrollment / admissions:** USC is seeing a major rise in interest. A key point was that even though South Carolina is facing a decline in the number of high school graduates, USC is still experiencing strong growth in applications. The President shared that on Feb. 27, 2026 USC released a second/final wave of acceptances, and that the university received 68,731 applications for Fall 2026 (reported as +16%). Freshman applications were described as up ~63% since 2022, meaning USC is managing a high-demand admissions process and carefully balancing admit numbers with expected yield and capacity.

Guest Speaker: Dean David Banush (Libraries)

Dean Banush gave a detailed, very practical overview of library services that can support teaching, research, and student success:

- **Open resources to reduce textbook costs:** He encouraged faculty to use Open Educational Resources (OER) and open access alternatives to commercial textbooks whenever possible—both to save students money and to make learning materials easier to access.
- **Support for faculty and students:** The Libraries provide workshops, one-on-one consultations (for faculty and for students), and a live chat service staffed by real people (not AI).

- **Scholar Commons & sharing research:** Faculty can deposit papers, preprints, and versions of published work into Scholar Commons to increase access for readers worldwide. Graduate students deposit theses/dissertations there as well.
- **Grant-related data support:** The Libraries help with research data management, including data management plans and navigating evolving rules around archiving and sharing data required by funders.
- **Data and research impact services:** They also offer statistics support, data visualization help, and research impact consulting (supporting citation/visibility/impact strategies).
- **Programs and partnerships:** He described collaborations with USC Press and programs like Open Carolina (peer-reviewed monographs made freely available online), plus partnerships with campus units such as the Office of Research, Student Success, and Teaching Excellence.
- **Student support extras:** They've worked on improving practical support like laptop availability for students who need it, and they have tools showing building occupancy/seat availability to help students find study spaces.

Senate Business & Committee Reports

Steering Committee (Liam Hein):

- Shared a slate of nominees for standing committees and took additional nominations from the floor.
- An electronic vote will be sent out with a short turnaround (around 10 days was mentioned).
- There was discussion about how slates are formed—some concerns about transparency and “self-perpetuating” structures. Steering explained they use the volunteer pool (reported 89 volunteers for 51 seats) and try to balance representation across colleges/units and committee needs.

Faculty Advisory (Susan Kuo):

- Presented a preview of proposed updates to the faculty manual/bylaws (informational for now; expected to come back for a vote later).
- Main goals: reduce inconsistencies, clarify definitions, update older language, and more clearly recognize University Libraries as an academic unit in representation language.
- Also included proposed timing changes for senate seat recalculation (end of spring term), and clarifications around graduate faculty membership categories.

Curriculum & Courses (Michael Dickson):

- Reported 41 curriculum proposals, many from the College of Education as part of a larger overhaul.
- Reminded senators to watch for the UCTP ballot and participate when it arrives.

Faculty Senate Chair reminders:

- Strong reminder about the upcoming digital accessibility deadline and that quick training modules/resources are available.
- Mentioned the CPHE comment period was closing and encouraged any last-minute feedback.
- Chair election process started: Michael Dickson was nominated, nominations to close at end of meeting, election to follow.

New Business + Next Meeting

- A senator introduced a proposal (for notice) to make committee elections more transparent when volunteer numbers exceed seats—specifically sharing the full candidate list and allowing optional recommendations from committee chairs.
- Next meeting: Wednesday, April 15 at 2:30 p.m.
- Reminder: watch for ballots and deadlines so votes don't get missed.

Palmetto College Campuses Tenure and Promotion Committee Report to the Faculty Organization 3/6/2026

The PCC T&P committee met February 13, 2026.

The committee began by reviewing the criteria for tenure and promotion and verifying that local T&P procedures were consistent with the procedures required by the Manual. The whole committee considered one case for tenure and promotion as the full professors on the committee considered two cases for promotion to full.

The secretary (Bundrick) submitted a report (see below) to the chair of Rights and Responsibilities on 2/7.

Ballots were completed, candidates were notified of the committee's recommendations, and files were sent to the Chancellor's office before March 1.

To: Chair, Rights and Responsibilities Committee

Cc: PCC Tenure and Promotion Committee, Jean Carrano

From: 2026 PCC Tenure and Promotion Committee (Christopher Bundrick, secretary)

Date: February 17, 2026

Subject: Report Concerning PCC Tenure and Promotion Committee Deliberations and Local Campus T&P Policy Consistency

In accordance with the most recent Faculty Manual, which specifies that "inconsistencies noted by the Palmetto College Campuses Tenure and Promotion Committee during deliberations will be communicated to the chair of the Rights and Responsibilities Committee and that local campus procedures will then be reviewed for clarity and consistency" (30), the 2026 Palmetto College Campuses Tenure and Promotion Committee submits the following report.

Summary of Activities:

On January 13, 2026, Jean Carrano announced to the committee that the chancellor had named Pearl Fernandes interim chair and that she was willing to serve as the official chair if no one else was interested in that role. By the end of January 15, Fernandes was elected chair and Bundrick was elected secretary by acclamation (see membership table below).

After it became widely known, on February 2, 2026, that Fernandes had served on the local *ad hoc* committee of one of this year's candidates and was therefore ineligible to participate in discussion of that candidate's file, she arranged for another Sumter faculty member to participate in the discussion of that file. At least two committee members expressed concern about this approach.

The committee met for about ninety minutes on February 13, 2026 (see agenda below). Per the manual, the committee also "reviewed [local campus procedures] for clarity and consistency with the *Palmetto College Campuses Faculty Manual*" (30). There was significant disagreement about what the manual meant when it defined membership. The manual specifies: "No one who participates in administrative review of candidates or who serves on the local Tenure and Promotion Committee or Palmetto College Campuses Grievance Committee shall be elected to this committee" (30). While this language seems clear, some members referenced a longstanding practice or "spirit of the rule" interpretation that allows faculty to serve on both local and Palmetto College Tenure and Promotion Committees if their local campus does not have a candidate under review. Because of this interpretation, six of the eleven members of the 2026 Palmetto College Campuses Tenure and Promotion Committee also serve as members of a local committee. There was further concern about the addition of Dr. Picariello to the committee, which increased the roster to eleven members, exceeding the limit specified in the manual, which states, "The Palmetto College Campuses Tenure and Promotion Committee is composed of up to ten tenured associate or full professors. (All are elected; two from each)" (29).

The committee went on to review the individual files, looking first at the candidate for tenure and promotion, then, after excusing the associate professors (per the manual) considered the two files for promotion to professor.

Inconsistencies Noted:

Both USC Sumter and USC Salkehatchie, who follow a committee of the whole approach to local T&P, seem to be inconsistent with the Manual's requirement that faculty serving on the Palmetto College Campuses Tenure and Promotion Committee not also serve in their local T&P process. There was mention that faculty members on those campuses who were elected to Palmetto College Campuses Tenure and Promotion Committee recused themselves from the local committee of the whole, but there's no mention of this practice in either campus's local tenure and promotion policies in Appendix VIII of the Manual.

While not suggesting any malicious intent, Dr. Fernandes's decision to remain chair despite her ineligibility for membership on the Palmetto College Campuses Tenure and Promotion Committee, together with the addition of an eleventh member to the committee, represents a procedural inconsistency that may raise concerns about alignment with the Faculty Manual. Given the

importance of maintaining confidence in the tenure and promotion process, clarification of these procedures in the Manual and perhaps additional oversight from Rights and Responsibilities might be warranted.

2026 PCC Tenure and Promotion Committee Membership

PC Columbia	Lancaster	Salkehatchie	Sumter	Union
R. Mac Jones - AP	Dana Lawrence - FP	Eran Kilpatrick - FP	Hayes Hampton - FP	Avery Fouts - AP
Matt Rashotte - AP	Christopher Bundrick – FP (secretary)	Fidele Ngwane - FP	Pearl Fernandes – FP (chair)	Steve Lowe - FP
			Damien Picariello – FP (substitute for Fernandes)	

Palmetto College Campuses Promotion and Tenure Committee Meeting Agenda Friday,
February 13, 2026 from 9:30-11:30 am
Meeting via Teams

Call to order

Discussion:

- 1) PC Faculty Manual Criteria for T&P
- 2) Local Campus Procedures for T& P
- 3) Discussion of files:
 - a) Andrew Kettler, USC Union: Promotion to Associate Professor and Grant Tenure
 - b) Brittany Taylor- Driggers, USC Lancaster: Promotion to Full Professor
 - c) Emily Schafer, USC Union: Promotion to Full Professor
- 4) Deadline for vote submission, Feb 16 by 5:00 pm- Score and Justification
- 5) Adjournment

PCCFS Rights & Responsibilities Committee
Report to USCL Faculty Organization
March 6, 2026

- The committee met on Friday, February 20, 2026.
- USCL Representatives: Claudia Heinemann-Priest, Dana Lawrence, Brittany Taylor-Driggers

Senior/Principal Instructor Rankings: The committee reviewed three revised motions prepared by the PCCFS Executive Committee:

- 1) Procedures for Promotion to Senior Instructor and Principal Instructor
- 2) Addition of professional-track criteria for promotion
- 3) Senior and Principal Instructor Descriptions.

The committee presented these motions during new business, but voting cannot happen until the April meeting. As of the morning of March 4, 2026, these documents have not yet been updated on the PCCFS website:

https://sc.edu/about/system_and_campuses/palmetto_college/internal/faculty_and_staff/faculty_senate/motions/index.php

Explorance Blue: In August, the committee was charged with creating two additional PC-specific questions to add to the existing course evaluation questions. We ultimately decided that doing so was unnecessary, and we do not plan to propose any additional questions for PC faculty.

Tenure and Promotion: The committee discussed several potential revisions to the *PCC Faculty Manual*:

- 1) Descriptions for Associate Professor and Professor (p. 8) currently omit **service** as a criterion for promotion, despite it being listed as an explicit expectation elsewhere (pp. 9 & 11).
- 2) We discussed striking the following language from the Tenure and Promotion procedures on page 22: “[T&P Committee] members may cite or quote from any evidence not in the file in their vote justifications or in separate letters to their dean or unit chair.”
- 3) In response to the report to the committee by the secretary of the PCC T&P Committee, the representatives from USC Sumter and USC Salkehatchie were charged with asking their respective Faculty Organizations to update their local procedures document in the appendix of the *PCCFM*.
 - a. Currently, both campuses have a “committee of the whole” evaluate local files, which appears to conflict with the manual’s statement: “No one who participates in administrative review of candidates or who serves on the local Tenure and Promotion Committee or Palmetto College Campuses Grievance Committee shall be elected to this committee” (29).
 - b. We asked these campuses to add specific language to their appendix documents detailing their procedures for ensuring that local T&P committee members do not participate in the system committee (and vice versa).

System Affairs

Report from February 20, 2026 PCC Faculty Senate Meeting.

USCL reps attending: Peter Seipel (alternate), Suzanne Penuel

- System Affairs recommended the **addition of dance as a major option for the BLS**. The full Palmetto senate voted yes. (We voted, not unanimously, to suspend the rules to do this faster than usual.) The proposal now goes to the Courses and Curriculum Committee of the USC Columbia Faculty Senate.
- The same was the case for the **BLS and BOL curriculum proposals** from PCC Faculty Advisory Committee in the table below, with exceptions noted in the middle column.
- System Affairs also recommended that the PCC Faculty Advisory Committee consider the addition of **ACCT 225, Introduction to Financial Accounting**, to the BOL requirements.

Course or requirement	Substitute Course	Explanation/Justification from PCC Faculty Advisory Committee
GFL 122-level	Approved substitution <i>Proposal declined by System Affairs</i>	Students with courses other than SPAN 109/110 have no access to 122-level courses. Also, many students who have SPAN 109/110 (or the equivalent) have not taken a language class in years.
ENGL 463 (BOL)	ITEC 242 and MGMT 250 <i>Proposal declined by System Affairs</i>	Often, students entering the BOL have taken one of the substitute courses.
ITEC 264 (BOL)	MGSC 290	Very similar courses; many students have taken MGSC 290
Statistics requirement (BOL) Current: PSYC 220, SOCY 392, STAT 201	Add STAT 205 and 206	205 is Elementary Statistics for the Biological and Life Sciences; 206 is Elementary Statistics for Business
ACCT 324 (BOL major reqs.)	SPT 240 and JOUR 303 <i>Proposal declined by System Affairs</i>	Note: students would not be able to get credit for more than one of these three courses
JOUR 201 Principles of Public Relations (BOL major reqs.)	MKTG 350 Principles of Marketing	Similar courses

System Affairs

Report from February 20, 2026

2

Course or requirement	Substitute Course	Explanation/Justification from PCC Faculty Advisory Committee
BOL major reqs.	FINA 341 Management of Risk and Insurance, 363 Introduction to Finance, and 364 Financial Institutions; MGMT 402 Managing Teams in the Workplace and 403 Leadership in Organizations; RETL 351 Retail Entrepreneurship <i>Proposal declined by System Affairs</i>	
Cognate (BLS)	Align BLS cognate with requirements of the College of Arts & Sciences	Currently, we require courses at the 300-level or above; CAS has several disciplines in which 200-level courses are accepted for cognate credit; see https://academicbulletins.sc.edu/undergraduate/arts-sciences/#text and scroll down to Cognates
RELG cognate	Add RELG 270	Currently not included in the CAS cognate list
ENGL 431A Children's Literature (English cognate only)	ISCI 325 Children's Literature	Courses are similar, but sufficiently different to include in cognate only

Faculty Welfare Committee Report February 20, 2026

1. Mitchell Endowed Fund – Teaching Awards and Student Hardship

The committee reviewed teaching award funding across Palmetto College campuses and discussed strategies to promote equitable support. A proposal was developed to:

- Allocate **\$750 each** to USC Lancaster, USC Salkehatchie, and the Columbia campus to support teaching awards.
- Promote equity across campuses, aligning with existing awards at USC Sumter and USC Union.
- Reserve approximately **\$600** of the remaining annual fund yield to support student hardship initiatives, consistent with the fund's purpose.
- Implementation is projected to begin in **July 2026**, pending confirmation of the annual fund yield and administrative procedures.

2. Palmetto College Faculty Awards – Timeline Confirmation

The Faculty Awards nomination and review timeline has been reviewed and confirmed. Key dates include:

- **March 1:** Nominations open
- **April 20:** Campus nominations due to the Faculty Senate/Academic Affairs Coordinator, with the PCCFS Chair copied
- **By September 15:** Awards Committee constituted
- **September 30:** Nominees upload materials to OneDrive
- **By October 1:** Awards Committee receives access to materials
- **By October 20:** Awards Committee completes review and forwards recommendations
- **Spring Semester:** Award recipients announced following Provost-level confirmation

Detailed timeline information and submission instructions will be shared with all campuses to ensure coordination and timely nominations.

3. Tenure & Promotion Workshop – Survey Summary and Future Planning

Survey feedback from the 2026 Tenure & Promotion Workshop was very positive, with participants highlighting its clarity, usefulness, and relevance. The committee emphasized maintaining the established planning timeline and will incorporate feedback to support continued effectiveness in future workshops.



1. Giving permission to view your Blackboard course

- a. Information from Jean Carrano
- b. When granting someone permission to view your Blackboard course, add them as a **non-evaluated TA or non-evaluated instructor**
 - i. The default in Blackboard is TA which will send students course evaluations for that person

2. Summer/Fall Book Adoptions

- a. Linda Deming (Store Manager, USCL Bookstore), sent out a request for Summer and Fall Adoptions on February 3
- b. Adoptions are due by March 20
- c. Reminder: The First Day Complete Program is not offered for summer courses, so students will have to pay out of pocket for materials

3. PCCFS Faculty Awards

- a. Last year, the PCCFS Welfare Committee updated the process and timeline for the Faculty Excellence Awards
- b. Nominations for the Duffy Teaching Award, Plyler Service Award, and the Shaw Research Award are due to Division Chairs by Friday, March 27

**Biology Search Committee Report
For March 6, 2026, Faculty Organization Meeting
Submitted by Annette Golonka**

The members of the biology search committee have completed their work.

The biology search committee met virtually October 6, November 3, and November 19, 2025, and in person for interviews in 2026 during the month of February with the final discussion on March 3. We reviewed fourteen files during this period.

We thank all the faculty, staff, and students who attended the teaching demonstration and any feedback given. We sent our recommendations to Dean Catledge and Associate Dean Roberts for review.

Biology Search Committee members:

Jill Castiglia

Annette Golonka (chair)

Allison Jobe

Tracey Mobley Chavous

Jerrold Yarosh

Computer Science Search Committee Update

March 6, 2026

- Our committee reviewed 46 applicants for the position and narrowed the pool to 8 candidates who will be contacted for phone interviews.
- Tracey Mobley Chavous is reaching out to the selected candidates to schedule phone interviews, which will take place on Friday, March 20. The committee has finalized the interview questions for the phone interviews.
- Based on the phone interviews, the committee will determine which candidate(s) will be invited for campus visits, which should happen in April.
- Search Committee Members:
 - Colby Jones (IT)
 - Nick Lawrence (Humanities)
 - Tracey Mobley-Chavous (HR)
 - Bettie Obi Johnson (MSNPH, Chair)
 - Phillip Parker (BBCEL)

FROM: Tracey Mobley Chavous, PHR - Director of Human Resources

MEETING: Faculty Organization Meeting- March 6, 2026

TODAY'S DATE: March 4, 2026

ATTACHMENTS: 0

INFORMATION ITEMS:

1) Programs Involving Minors

Minors are persons under the age of eighteen (18) who are not enrolled or accepted for enrollment at the university.

University members interacting with Minors must follow UNIV 4.00 to protect Minors, the university, and university personnel. <https://sc.edu/policies/ppm/univ400.pdf>

Please review the details about Programs Involving Minors on this website

https://www.sc.edu/about/offices_and_divisions/provost/policiesandprocedures/minors/index.php

Background Checks for all Program Personnel (18 years of age and up)

Before interacting with Minors, program staff, and volunteers including students, faculty, staff and non-USC personnel must successfully pass a background check in accordance with HR 1.90.

<http://www.sc.edu/policies/ppm/hr190.pdf>

2) Summer Courses

If you are scheduled to teach a course during one of the summer sessions, please be sure that your course appears on the summer schedule. If the course does not appear or a correction is needed, please share the information with your Division Chair so that it may be given to the Academic and Student Affairs Department and our Campus Registrar. Once it appears on the schedule the Division Chairs and Academic Affairs Department will include the course in the Compensation Report.

3) Summer Compensation

The Division of Human Resources has not released information about summer compensation for 2026. The Summer Compensation Webinar is traditionally scheduled in March or April. The webinar will provide the earnings percentage for 2026 and requirements for any additional documentation needed to process summer hires such as the Palmetto College Summer Compensation Offer Letter. I will share an update via email following the webinar.

For planning purposes please use 32.85% of the faculty member's preceding academic year salary as the total compensation that may be earned from state entities during the summer months (beginning May 16 and ending August 15). The percentage includes compensation for instruction and extra compensation (ECOM). ECOM includes compensation earned through grants and other duties not related to teaching during the summer months.

Any faculty member who expects to exceed the compensation cap should meet with Dr. David Roberts prior to the start of the summer session to ensure that either approval is obtained from Chancellor Wilson or arrangements are made for compensation to be equal to or less than the cap.

Base salaries may be found in the HR/Payroll system under the My Profiles tab.

To find your base salary follow the steps below.

Step 1: Log into the HR/Payroll system <https://hcm.ps.sc.edu>

Step 2: Ensure that Employee Self Service is selected at the top left of the screen.

Step 3: Select the My Profiles tab.

Step 4: Select the USC Profile tab.

Step 5: Find Base Salary

4) Internal and External Grants

Any faculty member who needs to receive compensation from an internal or external grant source should complete a Personnel Request Form and receive proper approval prior to it being sent to the Human Resources Department for processing. Please be sure to include the number of hours per week because that information is needed to successfully process the request.

Personnel Request Forms are also required to hire student assistants who will be paid through grant funds. The only exception to this is for student assistants who are funded by Palmetto Undergraduate Research Experience (PURE) grants. Compensation for student assistant funding through PURE grants will be processed through the Financial Aid Department.

Personnel Request Forms are located on the Lancaster Campus Human Resources webpage under the heading FORMS.

https://www.sc.edu/about/system_and_campuses/lancaster/internal/documents/human_resources/personnel_request.pdf

5) Hiring and Rehiring Student Assistants and Temporary Employees for Summer 2026

Approved Personnel Request Forms to hire student assistants and temporary employees for Summer 2026 should be submitted to the Lancaster campus Human Resources Department at least two weeks prior to the requested start date. All Personnel Request Forms must be approved by the Supervisor or Department Head, Interim Associate Dean, Business Manager, and Dean prior to processing.

Please remember not to allow a student assistant or temporary employee to begin working until they have completed the hiring process.

Personnel Request Forms are located on the Lancaster Campus Human Resources website under the heading Forms.

Student Assistants

The effective dates of summer appointments for student hires may begin on or after May 16, 2026, and must end on or before August 15, 2026.

During the summer student assistants may work up to 20 hours per week during the time that they are enrolled in a summer course. They may work up to 40 hours per week when they are not enrolled in a summer course. *Work-study students may only work up to 20 hours per week during the summer. *

To be eligible for hire current students must either register for a summer term or be pre-registered for at least 6-credit hours for Fall 2026.

New students are eligible for hire, but the effective dates of their appointment may begin on or after June 1, 2026, and must end on or before August 15, 2026. New students must also be preregistered for at least 6-credit hours for Fall 2026.

The hourly rate for a student assistant on the Lancaster campus is \$9.00 unless approval for a higher rate is obtained. Please view the Student Employment Policy for further information.

<http://www.sc.edu/policies/ppm/hr186.pdf>

Spring 2026 Graduates

Student assistants who graduate in Spring 2026 will need to be hired as temporary employees to continue working.

The last date of student employment for a Lancaster campus graduate is May 2, 2026, and for Palmetto College graduates the date is May 9, 2026.

A new Personnel Request Form should be initiated to request hiring a former student as a temporary employee.

The University minimum wage for temporary employees is \$15.00 per hour.

* Students who graduate but transfer to another USC campus or will matriculate through Palmetto College may continue as student assistants if they are pre-registered for at least 6-credit hours for Fall 2026. *

6) Volunteers

Volunteers who will participate in any event or activity that includes interaction with our students, faculty, staff, or minors must adhere to our volunteer risk management guidelines. The guidelines include completion and return of documents and a background check prior to the start of the event or activity.

Volunteers should be eighteen (18) years of age or older and possess appropriate skills, education, and experience. In exceptional circumstances involving low-risk activities, volunteers may be under the age of eighteen (18), but this must be arranged in advance with the Office of Risk Management, Human Resources, and the Office of General Counsel.

To request a volunteer, email the following information about the proposed volunteer(s) to the Lancaster Campus Human Resources Department at least two weeks prior to the event or activity.

- Legal name
- Email address
- Contact telephone number
- A brief description of the duties that the volunteer will complete.
- The proposed begin and end date that the volunteer will be needed.

Please remember not to allow a proposed volunteer to begin interacting with our students, faculty, staff, or minors until they have completed the onboarding process and receive approval.

7) Employee Assistance Program

Please remember that the Employee Assistance Program (EAP) is a confidential resource provided by the University to help employees and their family members through difficult times.

Our EAP vendor McLaughlin Young Group (Mygroup) provides the following types of services: Counseling, Online Services, Legal and Financial Assistance, Savings Center, and Online Seminars.

Except for fees associated with the purchase of legal documents, the EAP provides up to six counseling sessions per person, per issue, per year at no cost to university faculty, staff, and their immediate household members.

Employees and their dependents have access to counselors 24 hours a day 365 days a year by calling 800-633-3353 or 704-529-1428. To access resources on-line, log into www.mygroup.com and click on Current Participants and Employee Resources. Use the username "USC" and password "guest." You may also download the MyGroup app which is available at the Apple App Store and Google Play Store.

For more information about the Employee Assistance Program (EAP) please view this website https://sc.edu/about/offices_and_divisions/human_resources/benefits/wellbeing-and-support/eap/