



*A Regional Palmetto College*

**FO Minutes**

**May 02, 2025 – 9:00 AM**

**Whitener Building, Community Room**

**In-person attendance:**

Maggie Aziz  
Allan Charles  
Avery Fouts  
Andrew Kettler  
Katie Klik  
Randy Lowell  
Steve Lowe  
Steve Lownes  
David Mitra  
Sandy Phillips-Long  
Andrew Pisano  
Ashley Rabanal  
Emily Schafer  
Jenny Triplett

**Online attendance:**

Joe Anderson  
Gale Ashmore  
Kathryn Brackett  
Sarah Carter  
Neil Hance  
Sarah Heuss  
Randall Ivey  
Tekla Johnson  
Caroline Wilson

Dr. Pisano called the meeting to order at 9:02 AM.

**Minutes from March 21 meeting**

A motion was made to approve the March 21 minutes and was passed with all in favor.

**Dean's Report: Dr. Randy Lowell**

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

Dr. Lowell announced that three students of Dr. Carter received awards at the USC Discovery event.

Dr. Klik asked when the main building would be ready for moving into: Dr. Lowell replied not before August 1.

Dr. Kettler announced that the Spanish position was filled, but other searches were unsuccessful. He asked if future job advertisements could be put out earlier.

## **Academic Dean's Report: Dr. Maggie Aziz**

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

A discussion was held regarding when to give a grade of "FN". Dr. Lowe asked if a FN should be given to students who did not show up for the final exam but otherwise participated in the course. Dr. Aziz said a FN should be given but would consult Blake on the matter.

Dr. Aziz announced that funding was available for students intending to major in STEM disciplines.

Dr. Klik mentioned that, per faculty welfare, the president's "return to campus" order does not apply to us. Dr. Lownes said that the order applies to the Columbia campus, but for the regional campuses, the chancellors determine the policy. Dr. Aziz said that current online courses that were in person previously should return to in person format.

## **Committee Reports and other Business**

- Prof. Rabanal proposed a study abroad class for the summer to be held in New York City. Dr. Aziz confirmed summer scheduling could be accommodated. A motion was made to approve the course and was passed with all in favor.
- Drs. Pisano and Lownes oversaw the process for rebuilding our campus and PC committees. A motion was made to approve all nominations as a whole, henceforth referred to as the "slate", and was passed. The slate of nominees was made for the positions. Dr. Pisano made a motion to approve the slate. The motion was passed with no dissenting votes. The slate is attached to these minutes.
- Dr. Lownes announced that a proposed policy on making policies was sent out and that any comments or concerns from faculty need to be sent soon. A meeting will be held to finalize the process and presented to Dr. Elkins by the 15<sup>th</sup>.
- Dr. Klik urged the faculty to complete the Faculty Survey, due on the 15th.
- Dr. Pisano announced the nominations for PC awards: Dr. Kettler for Shaw (scholarship), Dr. Klik for Plyler (teaching), and Dr. Lownes for Duffy (service). All nominees accepted. Dr. Klik mentioned that the nominees have until September 30 to submit their files. A motion was made to approve the nominees and was passed.

## **Adjournment:**

A motion to dismiss was made and seconded.

The meeting adjourned at 10:54 pm.

Attachments: Dean's Report, Academic Dean's Report, faculty committee slate.

Submitted by: David Mitra, interim FO Secretary

Randy Lowell, USC Union  
Dean's Report  
May 2, 2025

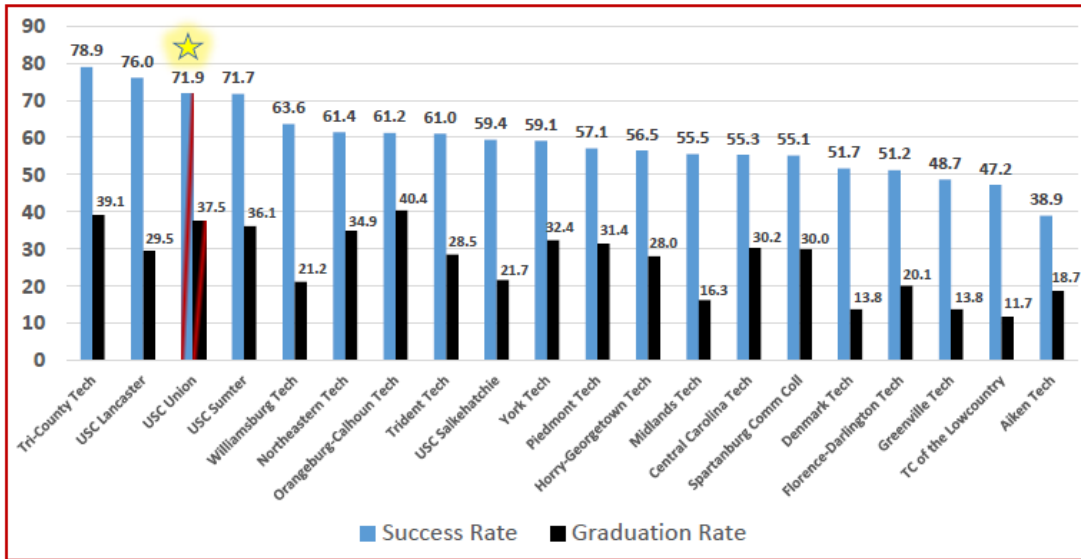
- The full Senate version of the FY26 Budget came out earlier this week. For us, this featured new recurring operating money for tuition mitigation that is in line with the amount we had requested by using the formula prescribed by the Controller's Office in Columbia, rather than the amount that was more than we had requested that the House had included previously in their version of the budget. And, while not as much as we had requested for one-time capital project money, it does include more than the House version of the budget had proposed to allocate in those funds to our campus. More broadly, across the system, the Senate version includes a 4.6% Health Insurance increase, adds back in the system-wide Technology funds that have not been included in a budget in a number of years, and a 2% pay plan salary increase for full-time slotted state employees. As the House/Senate Conference Committee works to negotiate the discrepancies that appeared between their two versions of the budget, we will see where they end up on these points for us before that final legislative version heads to the Governor for his approval this summer.
- Despite the inclement weather during our 60<sup>th</sup> Anniversary Celebration week, we saw a lot of great activity on campus and in town for the campus and community, which was preceded by a great free opera performance at the Main Street Junction by the USC School of Music students.
- We are in the final stages of the full-time searches for Admissions Counselor and Assistant Professor of Political Science after finalists had their campus visits and final interviews. Thanks to both of those search committees for their work on these.
- Currently working through logistics with one of our B.A. of Liberal Studies alumni, Tomi LaChance, to further expand counseling services for the campus, as she works to wrap up her masters in counseling from Winthrop.
- Za'Kyah Jeter-Walton did a great job representing the campus at the Board of Trustees meeting on April 23, where she, along with SGA Officers from all of the other system campuses, spoke as part of panel on their experiences at their respective campuses.
- We had many of our students represent the campus well at Discover USC on April 25 in Columbia at the Columbia Metropolitan Convention Center. Special thanks to all of our faculty and staff who supported those students and helped make that experience possible for them. They all did a great job!
- Our annual Carolina Giving Day (Give 4 Garnet), back in March, was a success. There were some Palmetto-wide results that will be distributed across the campuses at some point, but for USC Union in particular, our match challenge from Dr. Haynes for our USC Union food pantry had its \$2,500 fully matched, and then some, meaning that we will receive over \$5,000 to go towards our food pantry supplies from this campaign. On a separate note, we also recently received confirmation from Chester Healthcare Foundation, that they'll be fully funding our \$9,594 USC Union nursing grant application.
- Looking forward to graduation tomorrow, where we will have 72 of our fall/spring/summer graduates for this year walking for their degrees. Special thanks to everyone who has been working on the planning for this great event for our students.
- The budget remains in good standing. We recently completed our 3<sup>rd</sup> quarter/Spring Review with the USC Budget Office. Our expenses were 78.39% of budget for 75% of the budget year. The slight

percentage over budget is typical for this time of the fiscal year, as campus expenditures trend lower during the final quarter of the year. Our campus continues to carry a healthy fund balance and expects to maintain that going forward into FY26.

- In facilities and operations, here are some updates as of earlier this week:
  - Main Building is 90% completed after having removed the old furnace running throughout the building and installed state of the art VRV heating/cooling systems so that every office will have its own thermostat and this system is highly energy efficient. The building will also get all new modern desks for the students, new carpet and paint throughout, a new fire alarm system, and a new elevator. Looking to open building back up by early August.
  - Truluck Gym is 50% complete. We are putting a new gym floor down designed for volleyball, which has a cushion infused product to help prevent injuries and it looks like a hardwood floor until you walk on it. Also, new directional lighting will go around the gym, removing the old overhead lights to be recycled and used in the boat storage gym in Clinton. The volleyball team will get a new locker room in there as well, along with a new office for the coach, and a new supply room and new fire alarm installed. This project is on track to be completed by mid-June.
  - The softball team's new facility down Main Street in Union is almost complete, with its new restrooms, press box, canteen, irrigation, batting cages, dugouts, and bullpens. New Bermuda grass went down this week and a turf logo will surround home plate. This should all be done by the end of the month.
  - Laurens Location is just kicking off now with a state of the art culinary kitchen designed by our friends at Hospitality and Tourism Management in Columbia. Bathrooms are being completely gutted and rebuild per code. This facility will also get a new fire alarm system. The old gym has been gutted to accommodate a 12-foot door so our nationally ranked bass fishing team will have a facility to secure and store their boats. We are running sprinkler systems throughout this facility. The adjoining hallway will have an E-sports room, a student success room, a student lounge, an up-to-date weight room, boys/girls dressing rooms, and a new area for faculty to have offices.
  - Jonesville sports complex is just starting to get new locker rooms, have all restrooms updated, and add an ADA compliant restroom. We are also adding a large weight room there for all athletes to use.
  - We have two buildings that are about to go out to bid for new roofs, including the Student Services Building and the Jonesville gym.

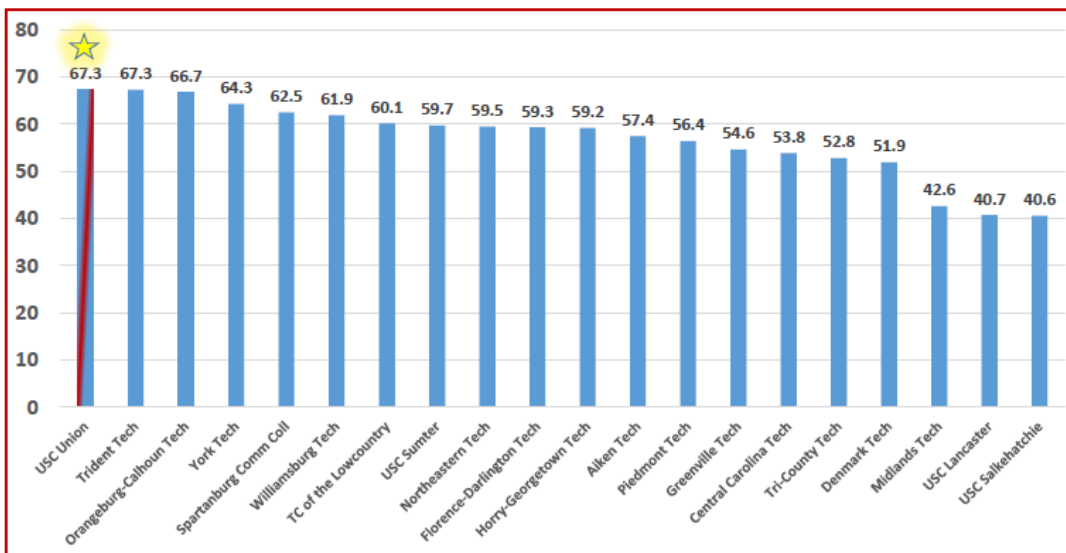
## First-Time, Full-Time Undergraduates Entering in Fall 2020

Source: [https://che.sc.gov/sites/che/files/Documents/CHE%20Data%20and%20Reports/Statistical%20Abstracts/2024\\_Statistical\\_Abstract-WEB.pdf](https://che.sc.gov/sites/che/files/Documents/CHE%20Data%20and%20Reports/Statistical%20Abstracts/2024_Statistical_Abstract-WEB.pdf)



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

Source: [https://che.sc.gov/sites/che/files/Documents/CHE%20Data%20and%20Reports/Statistical%20Abstracts/2024\\_Statistical\\_Abstract-WEB.pdf](https://che.sc.gov/sites/che/files/Documents/CHE%20Data%20and%20Reports/Statistical%20Abstracts/2024_Statistical_Abstract-WEB.pdf)



**Academic Dean's Report  
APRIL 2025**

Majdouline Aziz: [azizma@mailbox.sc.edu](mailto:azizma@mailbox.sc.edu)

Amber Ivey: [ai1@mailbox.sc.edu](mailto:ai1@mailbox.sc.edu)

Nikki Cromer: [auton@email.sc.edu](mailto:auton@email.sc.edu)

**Final Exams:**

- Final exams for full semester classes are to be given ONLY at the regularly scheduled time listed on the final exam schedule.
- In any course or laboratory that meets weekly, no quiz, test, or examination shall be given during the last class session before the regular examination period. In any course or laboratory that meets two or three times a week, no quiz, test, or examination shall be given during the last two class sessions before the regular examination period. In any course or laboratory that meets more than three times a week, no quiz, test, or examination shall be given during the last three sessions before the regular examination period.
- Beginning Fall 2025, all in-person classes must hold an in-person exam.

**Final Grades:**

- When entering final grades in Self-Service, if a student had stopped attending that class at some point (or stopped logging in the case of an online class), you will need to enter a grade of "FN" (rather than just an "F"), as well as their last date of attendance/login for that student. Those unearned/walk-away FN's are tracked by Financial Aid to determine if the student owes additional money and that information needs to be as accurate as possible when those grades are entered.
- Final grades are submitted and posted to students' academic records using Self Service Carolina. Final grade rolls will be available 2-3 business days before the last day of class and are due no later than 72 hours after the date of the scheduled final exam. Grades submitted late may affect a student's academic standing, eligibility for financial aid, or ability to graduate.

**Advising:**

- Summer and Fall 2025 schedules are live.
- Please be sure to review your courses on these schedules and reach out to your advisees to schedule advising appointments.
- NJCAA student-athletes (Baseball, Golf, Men's Soccer, Softball, Volleyball) are required to enroll in a minimum of 9 credit hours of face-to-face classes each semester to be eligible to play. We will conduct an audit to ensure that all NJCAA student-athletes meet this requirement. If they do not, they will not be eligible to play.

**Nursing Updates:**

- Sixteen new juniors were accepted for the fall, and two returning students for a cohort of 18.
- Working with Aiken to open up spots for any Limestone nursing students who may be displaced. If needed, we can take any or all their 14 seniors and up to 6 juniors this fall.
- They have a Teams meeting for Wednesday between USC Union, USC Aiken, and any Limestone University nursing students who want information about our program.

Athletic Accomplishment:

Sherbert	Rifle	3/22/2025	Mekayla Baker finished 3rd out of 60 contestants in air rifle
Coone	Bass Fishing	3/22/2025	Bass Fishing finished 5th out of the top 12 teams in the nation
Royce	Softball	3/25/2025	The softball team beat Florence Darlington Technical College in two games. The score of the first game was 9-1 in 5 innings (run rule). The score of the second game was 7-6 in 8 innings (extra innings).
Stancil	Baseball	3/26/2025	The USC Union men's baseball team won both games against Montreat JV. The score of the first game was 18-4 (5 innings). The score of the second game was 19-9 (6 innings).
Royce	Softball	3/30/2025	The softball team beat Florence Darlington Technical College in two games. The score of the first game was 7-4. The score of the second game was 5-2.
Stancil	Baseball	4/1/2025	The baseball team won both games against Columbia International University. The score of the first game was 11-0. The score of the second game was 10-0.
Royce	Softball	4/4/2025-4/5/2025	The softball team won all 4 games this weekend on their trip to New York. They beat USC Sumter 12-0 and 8-0. They beat Monroe University 6-3 and 12-6. This puts them at 22 wins for the season and most wins in school history for our softball program.
Stancil	Baseball	4/5/2025-4/6/2025	The baseball team won the series against USC Salk, winning 2 out of the 3 games this weekend. They won the second game 11-1 and they won the third game 19-10. This puts them at 26 wins which is the most in school history for our baseball program.
Moss	Golf	4/5/2025	The golf team finished 9th out of 12 teams this past weekend in Tennessee.
Coone	Bass Fishing	4/7/2025	The bass fishing team is currently in Alabama fishing against 160 teams and has had 2 teams finish in the top 25.
Moss	Golf	4/8/2025	Carson Williams on the golf team won Region 10 Player of the Year.
Royce	Softball	4/9/2025	The softball team swept Flornece Darlington in two games winning the first game 10-2 in 5 innings (run rule). The score of the second game was 9-1 in 5 innings (run rule).
Royce	Softball	4/9/2025	When the softball team played Flornece Darlington, Raphaëlle Bouchard broke Gracie Starnes' stolen base record by having 43 stolen bases. In the same game Raphaëlle broke the Quebec athletes in American colleges and univeristies stolen base record by having 44 stolen bases and the number is still increasing.

Royce	Softball	4/10/2025	The softball team beat USC Salk in both games on Thursday winning the first game 12-2 in 5 innings (run rule). The score of the second game was 11-1 in 5 innings (run rule).
Royce	Softball	4/11/2025	The softball team won one game against USC Salk on Friday winning 10-0 in 5 innings (run rule). The second game was postponed due to rain and will resume April 17th.
Stancil	Baseball	4/12/2024	The baseball team raised 15,000 dollars this week through an Operation fundraiser that benefits each player by how much they raise. Per example if a player raises 2,000 dollars the player can be rewarded with a 200 dollar glove for free.
Moss	Golf	4/12/2025	The golf team raised around 1,000 dollars this past weekend with the low country boil fundraiser.
Stancil	Baseball	4/13/2025	The baseball team won 1 out of their 3 games against Gaston College winning the first game 7-1.
Royce	Softball	4/14/2025	The softball team won both games against Montreat College winning the first game 7-4 and winning the second game 25-14. Coach Royce also got his 100th win of his career after winning the first game of the day.
Royce	Softball	4/14/2025	Raphaelle Bouchard is now leading NJCAA Division 1 in stolen bases with 51 stolen bases this season and counting.
Sherbert	Rifle	4/15/2025	The Rifle team is currently heading down to Alabama to compete in Nationals.
Royce	Softball	4/17/2025	The softball team beat USC Salk in both games on Thursday winning the first game 8-0 in 5 innings (run rule) and winning the second game 12-1 in 5 innings (run-rule).
Stancil	Baseball	4/19/2025	The baseball team won 1 out of 3 games against USC Lancaster this weekend. They won the third game 14-6.
Royce	Softball	4/25/2025	The softball team beat USC Sumter in both games on Friday winning the first game 4-0 and winning the second game 11-0 in 5 innings (run rule).
Royce	Softball	4/25/2025	The softball team finished the regular season with the winningest record in school history. They finished the year 34-20 with 15 sweeps. They will play in the conference tournament May 1-3.
Stancil	Baseball	4/27/2025	The baseball team finished the regular season with the winningest record in school history. They finished the season 28-21. They will play in the conference tournament May 2-4.

**Faculty Accomplishments:**



Rabanal, Ashley	20-Mar	Presentation	Lunch and Learn, USC Union, Understanding Research in Art: The Progression of the Body-Environment Relationship
Pinnell, Courtney	7-Apr	Other	I have been inducted to the Alpha Xi Chapter of Sigma Theta Tau Honor Society for Nursing for my doctoral program

#### **Awards Night:**

Thank you to everyone who attended the Awards Night. We presented a total of 41 awards, and approximately 140 in attendance.

#### **First Generation College Celebration Day 2025:**

Tentative Date: November 5

#### **Field Day:**

Thursday, May 8.

#### **Bantam Burn:**

- Cari Conley is organizing a Bantam Burn club for any faculty or staff who want to get active during the day. If you are interested in joining, please send her an email.

#### **Annual Reviews:**

- If you haven't returned your Administrative Annual Review, please do so as quickly as possible.
- I am working on revising the Faculty Information Form. Faculty will have input on the changes.

#### **Summer and Fall 2025:**

- Summer final exam schedules will be emailed to all faculty teaching summer classes.
- Fall final exam schedules will be emailed to all faculty soon.
- Syllabus templates will be updated and emailed to all faculty. Adjunct faculty will be required to use these templates. FTE faculty are strongly encouraged to use the templates.
- The Faculty Orientation Guide will be updated and emailed before the start of the fall semester.
- Faculty orientation will be held before the start of classes.

#### **Course Materials and Syllabi:**

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

#### **PURE Grant:**

- \$12,500 available in funds.
- I am pleased to announce that the Palmetto Undergraduate Research Experience (PURE) grant program has been renewed for this year. As you may recall, this grant program provides students at the four Palmetto College campuses with the opportunity to conduct research during the summer under the mentorship of a faculty member. The goal of this program is to encourage and enhance student-faculty mentoring and joint research efforts.

- I emailed for your review a FAQ page. Please review this page carefully. I also emailed you the application for funding. The application dates for 2022 are April 28, 2025, through June 6, 2025.
- Applications are evaluated and awarded on a rolling basis (pending available funds). Please note that these applications are to be completed by the student but will require a signature and letter of recommendation from the faculty mentor. Incomplete applications will not be considered. Applications/letters of recommendation should be emailed directly to me.

## System Positions for USC Union

Position	Term	Person Rolling Off	New Candidate
PCC Faculty Senate-Senator for Welfare	3 years	Katie Klik	Ashley Rabanal
PCC Faculty Senate-Senator for System Affairs	3 years	Tekla Johnson	Tekla Johnson
PCC Faculty Senate-Alternate	1 year	Andrew Pisano	Andrew Pisano
Columbia Faculty Senate Rep	2 years	Gale Ashmore	Sarah Carter
PC Faculty Senate Research and Productive Scholarship Committee	2 years	Katie Klik	Jenny Triplett
PC Faculty Senate Research and Productive Scholarship Committee	2 years	Tekla Johnson	Andrew Kettler
Provost's PCC Advisory Committee	2 years	Andrew Kettler	Andrew Kettler
Provost's PCC Advisory Committee	2 years	Lee Morris	Sandy Phillips-Long
PCC Faculty Senate Academic Advisory Committee	2 years	Emily Schafer	Emily Schafer
PCC Grievance Committee	1 year	Chris Rinehart	Chris Rinehart
PC Policy Advisory Committee	1 year	Gale Ashmore	Gale Ashmore

Position	Term	Person Rolling Off	New Candidate
FO Chair	1 Year Elected Annually; Cannot serve more than 3 Consecutive Years	Andrew Pisano	Katie Klik
Vice Chair	1 Year Elected Annually; Cannot	Avery Fouts	Emily Schafer

	serve more than 3 Consecutive Years		
Secretary			David Mitra

For the other committees

Committee	Number of People Needed	Term-limits
Academic Affairs	4	No  Steve Lownes, Chair David Mitra Sarah Heuss Andrew Pisano
Student Affairs	3 faculty members- appointed by the deans	Appointed Annually
Scholarship Committee	3 faculty members	No  Avery Fouts, Chair Sandy Phillips-Long Gale Ashmore
Faculty Welfare Committee	3 faculty members	No  Andrew Pisano Tekla Johnson Courtney Pinnell
AOE	4 faculty members	Yes; 2 years for chair, 1 year for vice chair, 1 year secretary, all staggered off.  Tekla Johnson, Chair Emily Schafer Jenny Triplett Ashley Rabanal
SAP	2 Faculty members, one of which is nursing	No  Sarah Carter Monica Covan
Peer Review Committee	5 faculty members	Elected annually  Avery Fouts, Chair Randy Ivey Sandy Phillips-Long Gale Ashmore

		Joe Anderson
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