



## **Faculty Organization Meeting Minutes**

**January 10, 2019**

### **Next FO Meetings, all at 11am: 2/1, 3/8, and 4/5**

- Academic Dean's Report: See document below
- Representative for USC Center for Teaching Excellence
  - Spoke of program and handed out promotional materials
- Dr. Pisano:
  - 2019 Film Series: Consider sending titles and possible dates to Pisano ASAP
- Prof. Emswiler:
  - Art Club (non artists welcome!) meeting 2/11 at 11am in Community Room
- Dr. Maire-Afeli:
  - Planning trip to France for Summer 2019 (last week of June). Please have interested students contact Dr. Maire-Afeli ASAP about participating
- Dr. Morris & Prof. Emswiler:
  - Starting a Garden Club. First meeting on 2/1 at noon in the Community Room

#### **In attendance:**

**Kevin Torres  
Dr. Lowell  
Dr. Fouts  
Dr. Sixta Rinehart  
Dr. Pisano**

**Dr. Charles  
Dr. Anderson  
Dr. Hudson  
Gale Ashmore  
Dr. Morris  
Prof. Ivey  
Prof. Emswiler  
Chakira Worthy  
Debbie Hudson  
Dr. Maire-Afeli**

Academic Dean's Report - 1/10/2019

#### Attendance Reports

- During the first few weeks of class, please keep track of your attendance. If you have any students who are not coming to class (or who are coming to class but are not on your roster), let my office know so that we can follow up with them to try and resolve the problem. For full semester classes, the last day for students to drop without getting a grade of W is 1/22.

#### Syllabi

- If you haven't already, remember to submit a copy of the syllabus for each class that you are teaching this Spring, preferably by the end of next week for classes starting next week. Also, you may have gotten an email regarding needing syllabi on file from last semester, so if you haven't gotten those in yet, definitely send those to us as soon as possible to have on file for accreditation purposes.

#### Outside Professional Activities Reports

- If you haven't already, be sure to complete your Outside Professional Activities Report online at the link that I had emailed out last week. This is required of all full-time, slotted faculty, and is due to be completed online by January 31.

#### Mandatory Online Harassment/Discrimination Training

- If you haven't already, make sure you have completed the mandatory online harassment/discrimination training that had been due last month. If you're not sure whether or not you have completed the right one, check with Susan Jett to confirm.

#### Carolina Core Learning Outcomes Assessment

- This Spring, the Carolina Core components that are up for assessment of learning outcomes include AIU, GFL, and INF. If you teach a course that counts toward any of those three Carolina Core components, then you should receive an email from the appropriate Carolina Core committee with additional information and further instructions on how to participate in this round of assessment.

#### Advising

- New student Orientation will take place this afternoon, so you may be needed to help with advising. Please refer to the updated schedule while advising and double check current enrollments in Self-Service to ensure that seats are available in the class that the student would like to register for, as there are a number of classes that are already full (see Enrollment handout for list of full, almost full, and low enrollment classes, as of this morning).

#### Faculty Accomplishments and Updated CVs

- As I begin working on this year's Blueprint document, I will be asking for faculty to send me a summary list of accomplishments achieved over the past year. Additionally, in preparation for the upcoming 10-year SACS accreditation review, I will be asking faculty to supply updated CVs to have on file as well.

#### Summer/Fall Schedules

- Over the next few weeks, I will begin drafting the Summer and Fall 2019 class schedules. Be thinking about any preferences you have for your courses and be on the lookout for messages from me to nail down what those will look like for you.

#### TAO Self-Help

- We are in the process of awaiting signatures from Columbia to move forward with a license for TAO Self-Help online mental health resources. This is a suite of online, self-guided, self-help resources that would allow for any student, faculty, or staff to utilize an unlimited number of those resources. Once the contract is signed and the agreement is made official there will be more details about the scope and nature of these resources, how to use them, etc., with access likely opening up in March after Spring Break. Administratively, the provider will give us access to statistics on which resources are being used and how much they are being used, but we will not be able to see any identifying information regarding who in particular is using these resources.

#### Searches:

- Lynn Edwards will start as our new Nursing Coordinator on February 4.
- Speech, Psychology, and Foreign Language searches all underway.

#### Important Dates:

- Tenure & Promotion Workshop in Columbia: Friday, January 18, 9:30-2:30
- PC Faculty Senate: 2/22 (Sumter) and 4/12 (Union)
- Advising for Summer/Fall: Starts after Spring Break, beginning Monday, March 18.
- Upcountry Literary Festival: March 22 and 23.
- Awards Night: Tuesday, April 2, at 6:30pm
- Graduation: Saturday, May 4, at 6:00pm

#### Research Club

- The Research Club met yesterday to make plans for the Spring semester, including the following (more details to come at a later date):
  - o Next Club Meeting will be 1/16 at 11:00.
  - o Lunch & Learn Event, February 11, at noon. We are seeking a volunteer faculty member to be featured at this event who would talk about their scholarly work in this casual, brown-bag type of atmosphere for the campus to attend. Lunch will be provided.
  - o Bake Sale Fundraiser, February 13, while supplies last.
  - o Faculty vs. Faculty Trivia Challenge Event, February 25, 4:30-5:30. This event will be a warm-up trivia event to get students interested in the student version of it to come later in the semester. During this event, teams of faculty members will compete against each other by answering trivia questions (with buzzers), with the trivia questions to be solicited from the student body. We are looking to have as many as three teams of faculty to compete in this event, as many as 4 members per team, so definitely let me know if you're interested as soon as possible.
  - o Executive Function in Mind & Brain Conference Field Trip, on March 1. This is a one-day conference at the Institute of Mind and Brain (part of the USC Columbia campus), which members of our Club will attend as a Club field trip. If you're interested in more information on this event, let me know.
  - o March Madness Trivia Bowl, March 28, from 4:30-6:00. This event will serve as a fundraiser for the Research Club by having teams of students (up to 4 members per team) pay a \$10 registration fee (up to 8 teams total), as they compete across 3 rounds of trivia questions (15-20 minutes per round) to determine a Trivia Champion Team. There will be

a number of prizes that they can win during the competition and as a grand prize; there will be a raffle that the audience can buy \$1 tickets for to win a raffle prize; and there will be a stuff-the-box donation competition leading up to the competition as well. Feel free to begin encouraging students to form teams for this and register by March 8.

- Research Club Colloquium, April 17, from 11:00-2:00. This end-of-semester event will feature two speakers, separated by an intermission that features a student poster session and refreshments. We are seeking faculty volunteers to present their research at this event, including potentially an invited speaker from one of the other campuses.