

Regional Campus Faculty Senate Meeting
Sumter Regional Campus
November 19, 1976

Introduction
of Speaker

Guest Speaker
Mr. George
Oliver

Grants
and Proposals

Prior to the General Session of the Regional Campus Faculty Senate Meeting, Chairperson Don Weser (Sumter) called on Dr. H. Willard Davis to introduce the guest speaker. Mr. George Oliver from the University Research Office. Mr. Oliver spoke to the Senate on Grants and Proposals.

Mr. Oliver stated that the purpose of his presentation was to give the senators information to take back to the Regional Campuses, to be used in getting funds and also, the responsibilities of the Main Campus Research Office. He commented on the research policy -- a faculty member who is normally paid on a nine month salary basis can receive up to 30% of his nine month salary over two summer sessions; this has been further expanded that he can receive 15% during the nine month academic period which he normally teaches. He also stated that there is no extra compensation considered dual employment, however, some cases are exceptional because of the difficulties people run into with normal work load versus the additional requirements of a federal grant, these are Provost decisions and must follow the procedures established by the USC Policy Manual. He reported that in a consultant field, normally across departmental lines there is compensation, but within your department or for a particular purpose there is none, however, there are some deviations in some cases. He suggested that anyone planning to do consultant work on the outside, get authorization from the department head.

Where the money comes from? He stated that there are 975 major programs, these come from 52 federal agencies, 15 state agencies and over 10,000 nationally known foundations. Last year there was 51.7 billion dollars awarded to universities, state governments, municipalities, etc.; that is the biggest budget in the federal government today, this is a real business and as a result of this, the individual who sits at the end of the chain is called the Principal Investigator in the research business. The Principal Investigator start the process and in order to do this, one must have the basic fundamentals.

Essentially, a proposal is nothing more than five or six pages of initial information. The proposal format includes a cover sheet, research plan -- introduction and specific aims, methods of procedure, evaluation and the budget, vita and supporting documentation.

Mr. Oliver stated that one of the biggest headaches is figuring the budget, and that there are certain rules and regulations at USC regarding this that must be understood. (See attachments I and II, Educational Program Restructuring) (Summary of Funds Requested from Agency) and Fringe Benefits-- University of South Carolina.

Mr. Oliver discussed Grant Processing at the Main Campus (1) Final Proposal to be approved by Director, Department Head or Dean, (2) Original forwarded to Office of Research five working days prior to required mailing date from

Columbia and (3) Office of Research Staffs proposals with Vice President Research, Vice President Finance, Provost, various committees, ie. computer and human rights.

Mr. Oliver recommended each campus should have an individual charged with obtaining publications for Grants etc. Several publications he recommended were: (1) The Catalog of Domestic Assistance from the Federal Government, (2) Government Printing House A89 Circuit which may be available in the campus libraries and (3) the Federal Telephone Directory, (4) National Science Foundation and (5) the University Research Memorandum which is published twice monthly.

General
Session

Minutes
Approved

The second meeting of the 1976-77 Regional Campus Senate was called to order by Chairperson Don Weser (Sumter). The Chair called for corrections to the minutes of the October 15, 1976 meeting. With no corrections, the minutes were approved.

I. Comments by University Officials

Dr. Keith
Davis

A. Dr. Keith Davis commented on two kinds of things that would be of interest to the group. (1) The implications of the current research for the budget and control board to deal with the existing deficit from last year and the projected deficit for the state budget next year. He stated that this means finding a sum of \$33 million to cover these two pots and what that has led to is something has been alluded to here, which is the deepest freeze that we have had on personnel action since he has been in South Carolina. That freeze is a part of the general strategy for dealing with the \$33 million deficit.

He stated that his conjecture was that what the Budget and Control Board hope to do is to encourage all state agencies to look deeper than their budgets and by not letting them spend it for a while, will find some they can turn loose. The University has been actively involved in that process and looked very hard at a number of aspects of the budget including the two year Regional Campuses and the conclusion was that there was no money to turn loose from the 2 year Regional Campuses.

All agencies had to come up with a plan for returning some of their funding. In the University's case the primary thing - is what we have proposed to give up and that is an accumulation on seat tax in the Coliseum which amounts to about \$1½ million and the other is about \$250,000 which was set aside for merit raises, which cannot be given because of the freeze

(2) Dr. Davis discussed the salary situation for next year stating the salary package has been fixed by the Appropriations Bill which was passed last summer and that required a pattern of 4% across the board for unclassified employees with some discretion for faculty of the University the discretion that the total always had to come to 4% in salary raises. He pointed out that for next year we have

read about 4% across the board and 4% merit increases for state employees stating the merit increases applies to the state classification plan and not for unclassified employees which faculty members are. He urged faculty to become members of the State Employees Association. He stated that faculty are under represented and the faculty has to communicate the importance of the merit plan for an analog of it applying to the unclassified employees.

Dr. H. Willard Davis

B. Dr. H. Willard Davis informed the Senate on the number of checks for the year stating that faculty would receive three checks in December only one in May and that there are nine checks each semester.

He, also, reaffirmed Mr. Oliver's confidence as being very competent in assisting with proposals. He stated that a great deal of effort goes into a proposal and the sooner these proposal are received the better. Dr. Davis mentioned the Child Care Centers, - that Mr. Oliver had been particularly helpful in this area.

Dr. Duffy

C. Dr. Duffy reported on several items that affects everyone indirectly stating, that, in addition to all the tightening up as a result of the Budget and Control Board activities, we have been going through a series of internal audits at every campus. As a result of these audits, he said, "we are having to tighten up on all kinds of procedures having to do with the use of equipment, supplies, etc. Dr. Duffy stated that he has felt for a long time there are many things that needed this.

He reported that the Tenure and Promotion Committee had convened, there were four carry over members and the committee agreed to continue pretty much in the same pattern as last year and once again, they were told to consider tenure and promotion recommendations without reference to budgetary considerations.

Dr. Duffy stated two of the campuses are in the process of self-studies which will be completed in one and a half year. Depending on the schedule of the Southern Association is using, all of our campuses will be involved in self-studies within the next five years, and this will require a great deal of effort on your part without compensation.

He announced the History Meeting on January 28, in Columbia stating that this was the Regional Campus and Main Campus History Meeting. He, also, encouraged faculty to attend the departmental meetings in Columbia.

Dr. Duffy mentioned the films on "Tolerance" and "Birth of a Nation" are back in Columbia and the necessary information regarding these will be sent to the campuses.

Professor Ackerman

D. Professor Ackerman spoke briefly about three things.

(1) Presidential selection, stating the screening committee is functioning and after narrowing it down to Ten or less, the committee will stop. He urged the body to make nominations, the committee is operating against the December 1 deadline and did not want to shut out any good candidates. He asked that the nominations and applications be sent to

Dr. George Curry, Secretary to the Board of Trustees post marked before the end of this month.

(2) In the matter of Business Administration, Professor Ackerman stated that the faculty has taken the steps that it can take right now. He reported that the Senate and Faculty are not in an easy position and that this is coming before the Senate in December, is the move to encourage the schools and colleges to go into these matters and set up their standards of admission, retention, degree requirements and to have them subject to review by the faculty acting through the Senate. Therefore, the Senate would retain the power of review. The board will meet on December 10, and we can presume that at that time the B. A. Proposal, a query came into the senate office on whether the Regional Campus should be considered part of the University Faculty. He explained that his automatic reaction would have "yes", but it is not left to the senate chairman to rule on who are members and who are not, and that this is a matter that needs to be resolved, but at a time when there is not any particular issue before us. Speaking as an individual, he urged the Regional Campus Senate to push this issue to a conclusion.

Standing
Committee
Reports

II. Standing Committee Reports

A. Rights and Responsibilities--Professor Jimmie E. Nunnery (Lancaster) Chairperson.

Professor Nunnery asked Dr. Keith Davis and Professor Ackerman if they could tell the Senate whether the Regional Campus had been taken off the Library Committee?

Dr. Duffy responded -- stating we are in no position to discuss this yet, because no official notice had been received, but he would check further on this matter. Dr. Duffy, also, stated that this a Presidential appointment.

Professor Nunnery reported that the Rights and Responsibilities had no motions to make and that the Duties and Responsibilities of the Rights and Responsibilities listed on page eight, attachment I of the last minutes are sufficient and the committee did not wish to specify any further duties.

Financial
Concerns
Committee

B. Financial Concerns Committee--Professor Marnie Foster (Lancaster), Chairperson. Professor reported the first item discussed was the Salary Study which was started last year and Harold Sears volunteered to continue this study and the committee wishes to get the information updated and also change the variables will be used in the computer analysis of it making the variables only three items (1) rank (2) experience and (3) degree. The second item discussed was overload and what was considered an overload on each campus, what overload pay was and contact versus credit hour. The committee found that there were variables on all campuses but that these few variables did not concern most of us, except for the Military Campuses where all full-time faculty is required to teach 33 hours a year without overload pay and rather than bring this up or propose any action from this body, it was

decided that Professor James Ward, Military Campus, would discuss this with his Director. The next item was Faculty development, and she talked to Dr. James Campbell, Vice President of Student Affairs about scholarships for Faculty members children and he mentioned that there is a limited amount of money available for scholarships, but they only go to the Columbia Campus Faculty Members children and that none is available for Regional Campus Faculty children. He suggested that this body draft a letter to him and he will present it to the scholarship committee to see if this could not be rectified, so I would like to put that in the form of a motion that this committee, favor your signature on the letter, write a letter to him expressing our wish to be included in the scholarship fund.

Discussion: Dr. H. Willard Davis made remarks stating that appropriated money cannot be used for scholarships. This comes from the educational foundation and it largely comes from the donors who specify should be used for such purposes. Anytime this body wants to start a fund, designate that it be used for this purpose. The main point to a great extent in donations are marked for that purpose by the donors.

Dr. Duffy suggested sending a letter asking to be included and that next year the Regional Campuses put money into this fund. He stated this would be better than setting up another restricted fund. He also, stated we are not giving as much unrestricted money as we should, however, the percentage of unrestricted money has gone up considerably this year. This is very important to the Regional Campuses because of the insurance.

Professor Jimmie Nunnery stated that there is a considerable amount of money being paid in this fund other than that paid by faculty and staff.

Motion I

After due discussion, Professor Marnie Foster restated the motion that a letter be written to Dr. James Campbell, Vice President for Student Affairs requesting that children of the Regional Faculty and staff be considered for scholarships.

Motion I

The motion was approved.

Approved

Professor Foster reported that Professor Dunlap contacted Mr. George Oliver and also Dr. George Reeves. She stated that Regional Campus Faculty can take graduate courses for \$10.00 per course and at the rate of one course per semester, also, the Regional Campus Faculty can work toward a Masters Degree as well as Ed. D. with no residency requirement, however, there is a residency requirement for a Ph. D. The Columbia Campus Faculty can take courses for \$10.00, but if they hold a rank of Assistant or above they cannot enroll in degree programs on the campus, whereas Regional Campus Faculty can.

Professor Foster also reminded the body of the USC Federal Credit Union which is available to all Employees.

Professor Foster reported that the duties of the

Financial Concerns Committee are to consider the fiscal concerns of the faculty including salaries, fringe benefits and additional support for teaching and research.

Intra University
Services
Committee

C. Intra University Services Committee--Professor Judy Sessions (Salkehatchie), Chairperson. Professor Sessions reported on several items discussed by the committee.

(1) The committee had a guest speaker, Mrs. Marian Camp, Librarian at the Regional Campus Processing Center. Ms. Camp extended an invitation to anyone interested in visiting the Processing Center. (2) The committee discussed the relationship Regional Campuses and the Main Campus Library--studying the situation and hope to have something soon for they body to act upon. (3) Discussed the statistical break down of grades among the Regional Campuses and felt that this should be handled by individual campuses unless the senate body wish to make a motion regarding this.

(4) Distributed Regional Campus handbooks, committee will read and discuss later. (5) The function of the Intra University Services Committee is to consider matters involving the relationship between the Regional Campuses and the Columbia Campus and the relationship between the Regional Campuses themselves.

Chairperson Don Weser (Sumter) asked the body whether we should vote on the duties of the Standing Committees? After a brief discussion, Professor John Samaras (Lancaster), made a motion that the statements of the duties and responsibilities of the three Standing Committees of the Regional Campus Senate, as presented by the chairperson of those committees, be approved by the Senate and included in the next revision of the Regional Campus Faculty Manual.

Motion II

The motion was approved.

Motion II
Approved

III. Special Committee Reports

Library
Committee

A. Library Committee--Professor John Wright (Union), Representative.
No report.

Curricula
and New
Courses
Committee

B. Curricula and New Courses Committee--Professor Margaret K. Foster (Lancaster), Representative. Professor Foster related the following report:

"We have had three meetings since I saw you last. The Columbia Senate met November 3 and approved everything we put before it. I don't think there is anything of special interest to us, but please check your senate minutes. Coming up before the next Columbia Senate, December 1 are proposals for a double major and a second bachelors degree. Chemistry 201 and 202 have number and description changes. Psychology is requesting a change in requirements for an undergraduate major. Also, the Foreign Language Department is making extensive changes in the form of deletions, new courses and new numbering. I have these proposals with me if you would like to see them."

Faculty
Welfare
Committee

C. Faculty Welfare Committee-- Professor John Woodward
(Military), Representative

Professor Woodward reported on several items discussed in the committee meeting. (1) Outlook for the retirement program. He stated that it has been revealed that under the present law it is possible for a state employee to work for 29 years of service and at 59 years of age should he pass, his dependent survivors would only receive what the employee had paid in plus 4% interest. After due discussion, a motion was made that the committee bring this fact to the Main Campus Senate because they felt that most state employees were not aware of this. After which, invite an expert on the benefits of survivors to speak on this subject and then push with other state employees to get some action and get this reduced to 25 years of service and 55 years instead of 29 and 59 and also receive state contributions. (2) The other subject was on being vested. Presently, you must be employed by the University for a period of 15 years before you are a vested employee and that means if you are with the University for fifteen years or more and decide to leave, you could wait until the age of 60 and be entitled to retirement of the retirement system, where as if you work there 14 years and 6 months you are not a vested employee, consequently, all you would receive is your contribution plus 4% interest. A proposal was made that this information be brought up in the Main Campus Senate that an employee be vested on at the five year period. (3) Scholarships for Faculty dependent children. After a brief discussion, a proposal will be presented to the committee at the next meeting on this issue. (4) Professor Woodward asked the body to submit comments to him on any subject dealing with faculty welfare that needs to be given consideration by the committee.

Academic
Advisory
Faculty
Liason
Committee

D. Academic Advisory--Faculty Liason Committee--
Professor Emilie Towler (Aiken), Representative.

Professor Towler reported that the committee had not met since the last Regional Campus Senate Meeting. She brought in a book that had been written in response to the investigation of the B A proposal and stated this book was available for everyone's use. She reported that the next meeting will be on December 1 and pledged to keep representing the senate to the best of her ability.

Unfinished
Business

IV. Unfinished Business

Chairperson Don Weser called for any unfinished business, at which time Professor Woodward (Military) responded to a question asked earlier by Professor Dunlap concerning tax sheltering of the retirement plan. He reported that there is a claim form that can be filed each year putting in a claim that tax, this can be done three years back and each year thereafter.

New Business

V. New Business

Professor Nunnery (Lancaster) asked whether this body should consider making a recommendation as to lowering the number of years to five in order to be vested in the state of South Carolina.

After due discussion, Professor Nunnery suggested we get more information on this matter.

Announcement

Announcement:

Chairperson Weser thanked those at his campus responsible for setting up for the meeting and for the reception.

Adjournment

The meeting was adjourned at 4:00 p.m.

Respectfully submitted:

Betty J. Martin, Secretary

Attachment I

Educational Program Restructuring Summary of Funds Requested from Agency

A. Salaries, wages, and benefits

- 1. Professional staff
- 2. Assistants
- 3. Secretarial and clerical
- 4.
- 5. Total: Salaries and wages (1 thru 4) \$ _____
- 6. Staff benefits (when charged as direct costs)
- 7. Total: Salaries, wages and benefits (5 & 6) _____

B. Other personnel expenses

- 8. Guest lectures
- 9. Consultants
- 10.
- 11.
- 12.
- 13. Total: Other personnel expenses (8 thru 12) _____

C. Other direct costs

- 14. Travel
 - 15. Laboratory and instructional materials
 - 16. Office supplies, communications, publicity
 - 17.
 - 18.
 - 19.
 - 20.
 - 21. Total: Other direct costs (14 thru 20) _____
 - 22. Total: Direct operating costs (sum: 7, 13, 21) _____
 - 23. Indirect costs _____
 - 24. Total requested from agency _____
 - 25. Total USC contribution _____
- \$ _____

Attachment II

FRINGE BENEFITS - UNIVERSITY OF SOUTH CAROLINA

Social Security -	5.85%	- 1st \$16,500 effective January 1, 1977.
State Retirement -	7.10%	
Workman's Comp.	.02%	
Unemployment Insurance	<u>.04%</u>	
TOTAL	13.55%	

Health Insurance -26.08 per man month.

NOTE - State Retirement and Health Insurance Calculated on Full Time personnel only.

Social Security, Workman's Compensation, Unemployment Insurance Calculated on Part-Time personnel.

Workman's Compensation and Unemployment Insurance on Students.

EXAMPLE - (FULL TIME INVESTIGATOR)

\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 26.08
<u>X.0585</u>	<u>X.0710</u>	<u>X .002</u>	<u>X .004</u>	<u>X 9 MONTH</u>
585	710	20	40	\$ 234.72

TOTAL - \$1,589.72 or - \$1,590 fringe benefits

for \$10,000 salary

Library Committee

USC Calendar

May 13 Check date

*Mailing list of
new courses/Committee*

*Wom. Comm
Will meet in Columbia*

Mar 2.