

Regional Campus Faculty Senate Meeting
University of South Carolina-Lancaster
Minutes: March 3, 1978

Guest Speaker

Prior to the General Session, University of South Carolina Trustee D. Glenn Yarborough addressed the Senate on the role of the Board of Trustees and its areas of responsibility. A brief question and answer period followed the presentation.

Call to Order and Correction of the Minutes

Chairperson John Samaras (Lancaster) called the meeting to order and called for corrections to the Minutes of the November 11, 1977 meeting. Hearing no corrections, he approved the Minutes as submitted.

Comments by University Officials

Provost Keith Davis. The Provost addressed the Senate on several issues. Concerning the Faculty Exchange Program, the Provost announced that the procedures and policies for faculty exchanges between the Columbia and other campuses of the University are now in the process of being formulated. The Program, however, is already in effect, and arrangements have been made for seven regional campus faculty members to teach on the Columbia campus this summer. The procedures for selecting faculty members for the Program have been as follows: A faculty member who is both interested in teaching on the Columbia campus and having a research or scholarly project that could be conducted there contacts his Director, who in turn notifies the Provost and Vice President Duffy. These officials then work with the department concerned to determine whether an opening is available. Faculty members for whom positions are arranged will be compensated at a rate of fifteen percent of their base salaries for their teaching duties, with the necessary funds being provided by the Columbia campus. The local campus must be in a financial position to be able to absorb the cost of providing an additional fifteen percent to support the faculty member's developmental research activities.

Expanding the Program to make faculty exchange opportunities available for a full semester is planned, but doing so is necessarily contingent upon the success of the University in its full-formula funding efforts. The procedures for selecting faculty members will be the same as those outlined above, each exchange involving partial research or faculty development activities funded by the local campus. This will automatically limit the number of faculty members that can be away from any campus during a particular semester, and each Director will have to exercise discretion in the nominations that he makes to Vice President Duffy and the Provost.

Arrangements are also currently being made for Columbia faculty members to teach on other campuses, but it has proved to be almost impossible to arrange for a straight reciprocal exchange of one Columbia faculty member for one regional campus faculty member. An additional problem is that while the Columbia campus can provide housing for visiting faculty members, the two-year regional campuses cannot. Consequently, visiting Columbia-based faculty will often find it necessary to commute when teaching on a local campus.

Provost Davis also pointed out several areas where the new emphasis on viewing the University as a unitary system has worked to the advantage of regional campus faculty. Previously, for instance, faculty research grants were available only for those teaching on the Columbia campus, but currently regional campus faculty members compete for the grants as well. This fall three of the seventeen grants awarded went to regional campus faculty members, and faculty members are encouraged to apply for the grants during either the spring or fall competition. In addition, it was once the policy to include only a few regional campus participants in the University 101 training program, but this year regional campus representatives composed half the membership of the program. Finally, a joint meeting between representatives from the University system and the TEC system to discuss the problem of the retention of students has been scheduled on the Coastal campus.

Concerning the changes in the grading system, Provost Davis informed the group that the Columbia Faculty Senate has recently approved the additions of the grades of B+, C+, and D+, carrying 3.5, 2.5, and 1.5 grade points per credit, respectively. This new grading system will go into effect in the fall, 1978 semester. The Columbia Senate has also approved guidelines for student grievance procedures (see Appendix I). These guidelines have not been tailored to the interests and needs of the regional campuses in that they refer specifically only to relevant sections of the Columbia Faculty Manual and Carolina Community, but each regional campus is bound by the guidelines (1) to formulate and publish a statement of the local student grievance procedures and (2) to form a permanent standing committee to handle student grievances. The committee is to be elected by the faculty and its membership is subject to the following restrictions: Student representation is strongly recommended, but not mandatory; no Director is permitted to serve on the committee; and faculty members will fill the majority of the committee positions. Finally, the published statement of local grievance procedures is to be submitted through channels to the President by April 15.

Vice President Duffy. Dr. Duffy made the following announcements:

1. The University has given its full support to the passage of the Lake Bill and the coordination of higher education in the state. The passage of the bill will have an effect on the local campuses since, when the commission is established, a moratorium will be declared on programs, plant expansion, and the hiring of personnel for a period of one year, the time needed to formulate the state master plan and have it approved.
2. CRT computer units have been in use on the four-year campuses for some time, and by April 1 such units will be installed on each of the two-year campuses as well.
3. This year, the Teacher of the Year Awards will include two awards to regional campus teachers--one for the best teacher on the four-year campuses, and one for the two-year campuses. Having the two awards instead of only one is a new practice and may not remain in effect after this year.
4. A shuttle service between the Columbia campus and the local campuses has been established and will reduce the delivery time for library materials and instructional materials from one week to forty-eight hours.
5. The President has approved reconstituting the Committee of Nine, based on the recommendations made by the Senate at its November 11, 1977 meeting. Dr. Duffy also announced that the Committee will be reconvened to discuss several problems, including making some provision for rank for faculty teaching on the Military campuses.
6. The University is reasonably sure of succeeding in having its full budget request approved for next year.

Dr. Milton Baker, Director of Continuing Education. Dr. Baker announced that the system-wide survey of continuing education opportunities made available on each of the campuses has been completed and will be mailed to each campus within a week. He further expressed his appreciation for the cooperation his office has received in their efforts and for the invitations he and his staff have received to visit local campuses.

Reports from Standing Committees

Rights and Responsibilities. Chairperson Jimmie Nunnery (Lancaster) moved to change the wording of his committee's report as it is published in Appendix I of the November 11, 1977 Minutes. In Item 2 under the heading "Changes in Promotion Criteria" the phrase "teaching experience" would read "faculty experience." Professor Nunnery announced that the reason for requesting this change is that several individuals on each campus hold faculty rank but are not full-time teachers. The original wording would have eliminated these individuals from consideration for promotion to the rank of associate professor. The motion carried with no discussion.

A second motion was that the Senate go on record as opposing any move to discontinue the policy enabling regional campus faculty members to take courses

on the Columbia campus for a ten-dollar fee per course. After some discussion, the motion carried.

Financial Concerns. Chairperson Harold Sears (Union) reported that the Committee had gathered data indicating that there is considerable variation in teaching loads on the five regional campuses (see Appendix II) and feels that each campus should strive toward establishing a greater uniformity. Secondly, the Committee feels that the average load for the five campuses is relatively high and a heavy teaching load must detract from teaching quality. Therefore, the Committee urges individual campuses to reduce teaching loads toward twelve contact hours to whatever degree possible.

In view of its findings, Professor Sears announced the intent of the Committee to move that the wording concerning expected teaching loads in the Regional Campus Faculty Manual be changed to state that the expected teaching load will be twelve contact hours. This motion is to be presented at the April 21, 1978 meeting of the Senate.

Vice President Duffy and Provost Davis responded to the committee report by announcing that the campus-to-campus variation in teaching load will be looked into and by cautioning against making such a motion in the same year that the Legislature is being asked to raise faculty salaries.

Another member of the Committee, Professor Robert Castleberry (Sumter) moved that the Senate publically endorse all existing faculty development programs and encourage the development of additional programs. The motion carried. A second motion was that the Senate publically encourage the University to develop an insurance program to protect the faculty from undue loss. The motion passed, and Chairperson Samaras requested clarification of the meaning of the word "publically." Dr. Duffy responded by suggesting that the motion be published in the Senate Minutes and that a letter on the subject be submitted to President Holderman.

Intra-University Services and Communications. Chairperson Mae Moore (Lancaster) reported that the Committee had discussed the problem of appointments to those Columbia committees which now have no representatives from the regional campus system, devising methods of appointing representatives, determining the number of years committee members would serve, and providing a means for committee members to report to the Senate on committee deliberations. In response, the Committee suggested that the following procedures be followed: Committee members should not be chosen from the Regional Campus Faculty Senators only, but from the regional campus faculty as well. This could be accomplished by filling elective positions with Senate representatives and appointed positions with members of the faculty as a whole. The Committee further recommended that any full-time faculty member with the rank of Instructor or above be eligible to serve and that faculty members be asked to volunteer for appointed positions. The names of volunteers would be submitted to the Intra-University Services Committee which would then select representatives. If none of the members of a committee is also a Senator, then a faculty member serving on a committee would be asked to submit either a written or a verbal report on committee deliberations to the Senate. Length of service on the various committees would be determined by the rules the Columbia committees establish or have established.

A second item discussed by the Committee was the new copyright law. Since the law affects the regional campuses, its ramifications should be understood by all faculty members and librarians.

Finally, the Committee commended Dr. Duffy's office and the Regional Campus Processing Center for the efficiency of the intra-library loan program which has been instituted in recent months.

Executive Committee. Chairperson John Samaras (Lancaster) announced that the members of the Nominating Committee will be Harold Sears - Chairman (Union), Robert Castleberry (Sumter), Marnie Foster (Lancaster), Vince Mesaric (Beaufort), Arthur Mitchell (Salkehatchie), and John Stine - ex officio (Military Campuses). The positions to be filled are Vice Chairman (Chairman Elect), Secretary, At Large Member of the Executive Committee, and representatives to the Curricula and New Courses Committee, the Library Committee, and the Faculty Welfare Committee.

Chairperson Samaras also announced that in response to the Senate's recommendation, he indicated in writing the Senate's support of the President's efforts to raise faculty salaries to the SREB averages. Copies of both Chairperson Samaras' letter and the President's reply are printed as Appendices III and IV below.

Two-Year Campus Promotion and Tenure Committee. Chairperson Robert Whitmire (Lancaster) presented a series of suggestions designed to inform the faculty of how the Committee reaches its decisions. There are five basic items the Committee uses when reviewing a candidate's application for promotion or tenure:

1. The Curriculum Vita [the Personal Data Form] prepared by the individual candidate. The Committee suggests that each candidate make every effort to see that the information presented on this form is accurate, complete, and relevant.

2. A Letter of Recommendation (or non-recommendation) from the candidate's Director. The Committee requests that these letters include the reasons for the Director's decision.

3. A recommendation from either the internal promotion and tenure committee or one from the candidate's Division Chairman. The Committee requests that the actual vote of the committee be submitted as well as a report of the decision made.

4. Other letters of recommendation or documents relevant to a person's candidacy.

5. The advocacy (or lack of it) of the members of the Two-Year Promotion and Tenure Committee from the candidate's local campus.

Chairperson Whitmire also announced that his Committee has asked Dr. Duffy's office to request information from each local Director concerning the date of hiring, the rank at which hired, any agreements made at the time of hiring regarding administrative promotions upon receipt of a terminal degree and about subsequent promotions for each candidate to insure that the Committee has accurate information.

In the discussion following the presentation, Dr. Duffy pointed out that research undertaken by a candidate to improve his teaching is relevant and should be included on the Personal Data Form. In response to a question, Professor Whitmire stated that the Committee views the Personal Data Form as a summary and encourages candidates to include such supporting documentation as publications, transcripts of courses taken, and letters verifying a candidate's participation in workshops, training institutes, et cetera.

Reports from Special Committees

Library Committee. Representative John Wright (Union) reported that the Committee met on February 9, 1978 and discussed three items of interest to the regional campuses. First, the intra-library loan system for the campuses seems to be working smoothly, but if any problems remain, Professor Wright will communicate them to the Committee. Secondly, Professor Wright distributed an explanation of the new copy-right law (see Appendix V) for the information of regional campus faculty members. Finally, it was announced that computer-assisted data searches are expanding resources in the Thomas Cooper Library and that training programs are planned for interested faculty and staff so that maximum utilization will be made of this new facility.

Curricula and New Courses Committee. Representative Marnie Foster (Lancaster) reported that Committee decisions of most concern to the regional campuses are the new wording in the catalogue for double majors, a change in major requirements for biology, the addition of intermediate Arabic to the foreign language curriculum, and a curriculum change for chemistry. In addition, the College of General Studies has requested the establishment of a Bachelor of Science degree in Hotel, Restaurant, and Tourism Administration. Finally, the Committee will soon be meeting with President Holderman and intends to ask him to clarify the role of the Committee and other general questions concerning the Committee's areas of responsibility. Any suggestion for questions from the faculty would be greatly appreciated.

Faculty Welfare Committee. Representative Pete Maness (Sumter) reported that Mr. Ray Moore had been the Committee's guest speaker at its December meeting and asked the Committee to take more responsibility with regard to any complaints against a department chairman or other administrator a faculty member might have. The Committee responded by saying that it viewed the alternatives currently available to an agrieved faculty member as adequate.

Academic Affairs-Faculty Liaison Committee. Representative Jimmie Nunnery (Lancaster) announced that the Committee has not met since the last Senate meeting. Professor Nunnery also announced that he has participated in the first meeting of a newly established committee to deal with alumni affairs and development and that he will be reporting to the Senate of the activities of that committee.

Academic Forward Planning Committee. Representative John Samaras reported that the Committee has been primarily concerned with reviewing the progress made in achieving the goals set forth in the Carolina Plan, but it has also reviewed the Honors Program, which will remain in effect on the regional campuses.

Unfinished Business

Professor Jerry Dockery (Military Campuses) reminded the Senate that a list of all full- and part-time Sociology teachers is to be submitted by March 17, 1978.

New Business

Professor Harold Sears (Union) moved that the titles "Chairman," "Vice Chairman," et cetera be retained in the Regional Campus Faculty Manual and in all other publications, and that these titles be applied to males and females alike. After considerable discussion, the motion was defeated by a 10-8 vote.

Professor Vince Mesaric (Beaufort) introduced two additional items of new business. First, he requested Senate approval of the general requirements for the associate degrees in effect on the Beaufort campus (see Appendix VI). The motion carried. Secondly, he requested approval for the institution of the pass-fail system of grading for English 100, Math 100, and Effective Reading 121. The motion carried.

Announcements

1. The Executive Committee will hold its next meeting on April 7, 1978.
2. The next Senate meeting will be held on April 21, 1978 on the Beaufort campus.

Respectfully submitted,

Beth Starnes
Recording Secretary

Elizabeth Dunlap
Secretary

Appendix I

Guidelines for Student Grievance Procedures

Approved by the Faculty Senate, March 1, 1978

1. The procedures herein shall not extend to matters of grading student work where the substance of a complaint is simply the student's disagreement with the mark or grade placed on his work. Such matters shall be discussed by a student and his teacher; final authority shall remain with the teacher.
2. Each college or school shall establish a grievance committee of appropriate size. The unit will determine student representation (if any) and the manner of selection, provided that students do not constitute a majority. The dean shall not serve as a member.
3. All aggrieved students must deal first with the faculty member concerned and then with the appropriate departmental, program, or area head; and, finally, with the designated person in the dean's office.
4. A grievance will be referred to the college committee if either the student or the faculty member concerned has not been satisfied with previous administrative action.
5. In each college, the faculty must approve the procedures to be followed in handling student grievances.
6. The implementation of a grievance committee's recommendations shall be in accordance with procedures established by a college.
7. A faculty member who feels that he has been aggrieved as a result of student grievance proceedings has the right to appear before the Faculty Grievance Committee and present his case to the Committee.
8. The basis of a student grievance shall be a violation of the Code of Teaching Responsibility, pages 37-38 of the Faculty Manual, and Sections A and C of the Statement of Student Rights on page 4 of Carolina Community, 1976-77.

Appendix II

Average Teaching Load on the Five Two-Year Campuses
1976-77 and 1977-78

Reported Teaching Loads	Credit Hrs.	Contact Hrs.
Beaufort	12.7	13.8
Lancaster	11.7	14.5
Salkehatchie	12.6	14.1
Sumter	12.9	14.6
Union	14.6	16.2
All Five	12.9	14.6

Adjusted Teaching Loads*:	Credit Hrs.	Contact Hrs.
Beaufort	12.3	13.3
Lancaster	12.1	15.1
Salkehatchie	13.4	14.9
Sumter	12.9	14.6
Union	15.1	16.6
All Five	13.1	14.9

*Reported hours adjusted to reflect additional administrative work performed and additional compensation received. The Committee considered six-eight hours of additional work to be equivalent to one course, and the reported teaching load was increased accordingly; 7.5% additional pay was considered equivalent to one course's worth, and the reported load was decreased accordingly.

Adjusted Teaching Loads**:	Credit Hrs.	Contact Hrs.
Beaufort	12.5	13.5
Lancaster	12.0	14.7
Salkehatchie	12.9	14.9
Sumter	12.9	14.6
Union	14.1	16.0
All Five	12.8	14.6

**The figures have been adjusted by eliminating data from semesters when extra work was done or when extra pay was received.



UNIVERSITY OF SOUTH CAROLINA
LANCASTER, SOUTH CAROLINA 29720

Post Office Box 370
Telephone 285-7471

January 31, 1978

James B. Holderman
President
Osborne 203
University of South Carolina
Columbia, SC 29208

Dear Dr. Holderman:

At the November 11, 1977 meeting of the Two Year Campus Faculty Senate, that body unanimously approved a resolution supporting your endeavors with regard to raising faculty salaries to the SREB regional average.

Please know that your efforts to raise both the academic stature and the financial support (private and state) of the University system are more than welcomed by the two year campus faculty.

On behalf of the Two Year Campus Faculty Senate, I assure you of our continued support.

Sincerely,

A handwritten signature in cursive script that reads "John H. Samaras".

John H. Samaras
Chairman

cc:John J. Duffy
Vice-President for Two Year Campuses



UNIVERSITY OF SOUTH CAROLINA

COLUMBIA, S. C. 29208

PRESIDENT

February 15, 1978

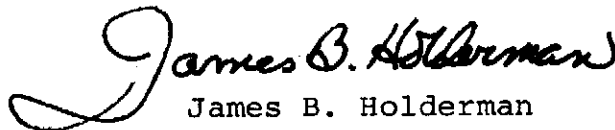
Professor John M. Samaras
Post Office Box 370
USC--Lancaster
Lancaster, South Carolina 29720

Dear John:

Thank you for your kind letter of January 31 regarding the unanimous approval of a resolution in support of raising faculty salaries to the SREB regional average by the Two Year Campus Faculty Senate.

I appreciate the Faculty Senate's continued support in this regard. With best wishes,

Sincerely,


James B. Holderman

JBH/ah

9



INFORMATION ON NEW COPYRIGHT LAW

I. The Law

Public Law 94-553 completely revises the federal copyright statute, Title 17, United States Code. The new law becomes effective January 1, 1978. Copies of the law are obtainable from the Copyright Office, Library of Congress, Washington, D.C. 20559.

II. Agreement On Guidelines For Classroom Copying In Not-For-Profit Educational Institutions With Respect To Books And Periodicals

The purpose of the following guidelines is to state the minimum and not the maximum standards of educational fair use under Section 107 of H.R. 2223. The parties agree that the conditions determining the extent of permissible copying for educational purposes may change in the future; that certain types of copying permitted under these guidelines may not be permissible in the future; and conversely that in the future other types of copying not permitted under these guidelines may be permissible under revised guidelines.

Moreover, the following statement of guidelines is not intended to limit the types of copying permitted under the standards of fair use under judicial decision and which are stated in Section 107 of the Copyright Revision Bill. There may be instances in which copying, which does not fall within the guidelines stated below, may nonetheless be permitted under the criteria of fair use.

I. Single Copying for Teachers

A single copy may be made of any of the following by or for a teacher at his or her individual request for his or her scholarly research or use in teaching or preparation to teach a class:

- A. A chapter from a book;
- B. An article from a periodical or newspaper;
- C. A short story, short essay or short poem, whether or not from a collective work;
- D. A chart, graph, diagram, drawing, cartoon, or picture from a book, periodical, or newspaper;

II. Multiple copies for Classroom Use

Multiple copies (not to exceed in any event more than one copy per pupil in a course) may be made by or for the teacher giving the course for classroom use or discussion; provided that:

- A. The copying meets the tests of brevity and spontaneity as defined below; and,
- B. Meets the cumulative effect test as defined below; and,
- C. Each copy includes a notice of copyright.

Definitions

Brevity

- (i) Poetry: (a) A complete poem if

less than 250 words and if printed on not more than two pages or, (b) from a longer poem, an excerpt of not more than 250 words.

(ii) Prose: (a) Either a complete article, story or essay of less than 2,500 words, or (b) an excerpt from any prose work of not more than 1,000 words or 10 per cent of the work, whichever is less, but in any event a minimum of 500 words.

[Each of the numerical limits stated in "i" and "ii" above may be expanded to permit the completion of an unfinished line of a poem or of an unfinished prose paragraph.]

(iii) Illustration: One chart, graph, diagram, drawing, cartoon or picture per book or per periodical issue.

(iv) "Special" works: Certain works in poetry, prose or in "poetic prose" which often combine language with illustrations and which are intended sometimes for children and at other times for a more general audience fall short of 2,500 words in their entirety.

Paragraph "ii" above notwithstanding such "special works" may not be reproduced in their entirety; however, an excerpt comprising not more than two of the published pages of such special work and containing not more than 10 per cent of the words found in the text thereof, may be reproduced.

10

Spontaneity

(i) The copying is at the instance and inspiration of the individual teacher, and

(ii) The inspiration and decision to use the work and the moment of its use for maximum teaching effectiveness are so close in time that it would be unreasonable to expect a timely reply to a request for permission.

Cumulative Effect

(i) The copying of the material is for only one course in the school in which the copies are made.

(ii) Not more than one short poem, article, story, essay or two excerpts may be copied from the same author, nor more than three from the same collective work or periodical volume during one class term.

(iii) There shall not be more than nine instances of such multiple copying for one course during one class term.

[The limitations stated in "ii" and "iii" above shall not apply to current news periodicals and newspapers and current news sections of other periodicals.]

III. Prohibitions as to I and II Above

Notwithstanding any of the above, the following shall be prohibited:

(A) Copying shall not be used to create or to replace or substitute for anthologies, compilations or collective works. Such replacement or substitution may occur whether copies of various works or excerpts therefrom are accumulated or reproduced and used separately.

(B) There shall be no copying of or from works intended to be "consumable" in the course of study or of teaching. These include workbooks, exercises, standardized tests and test booklets and answer sheets and like consumable material.

(C) Copying shall not:

(a) substitute for the purchase of books, publishers' reprints or periodicals;

(b) be directed by higher authority;

(c) be repeated with respect to the same item by the same teacher from term to term.

(D) No charge shall be made to the student beyond the actual cost of photocopying.

III. Library Copying By Individuals

A. Individuals may copy any materials for their personal research and scholarship if the copying falls within the guidelines of fair use as described in Section 107 of the Copyright Law.

B. A notice warning that the material being copied may be subject to copyright law will be placed at each copier in the Library as a reminder and to clear the Library staff of any liability for copies made on "unsupervised copiers".

IV. Copies For Reserve

A. The Library will continue to accept and place on reserve books and other materials belonging to the Library or to the faculty member.

B. Only one copy of a journal article or small portion of a book will be placed on reserve at the request of a faculty member. Additional copies cannot be accepted for placement on reserve without the written permission of the copyright owner. A copy of the permission must be submitted to the reserve room.

C. Materials not protected by the copyright law will not be affected by the single copy limit.

V. Interlibrary Loan Arrangements

The guidelines on interlibrary copying were developed for the Congress by the National Commission on New Technological Uses of Copyrighted Works comprised of representatives of, among others, the American Library Association, the Authors League Of America, and the Association of American Publishers. (Conference Report 94-1733)

A. Periodicals

For any given periodical title, the Library may request, during a calendar year, no more than 5 copies of an article or articles published in that periodical within the previous 5 years.

B. Other Materials

For any work whose copyright is in effect, the Library may request, during a calendar year, no more than 5 copies or phonorecords of or from any given work (including a collective work).

C. Requests for copies exceeding these guidelines must be preceded by a request-for-permission-to-copy to the copyright owner. The faculty member must present the permission to the Interlibrary loan office.

D. Requests must meet the requirements of "brevity" and "cumulative effect" as stated in The Guidelines For Classroom Copying In Not-For-Profit Educational Institutions.

VI. Copyright Clearance

The term "copyright clearance" refers to the process of requesting and receiving permission from the copyright owner in order to make a copy of a copyrighted work. It may or may not involve the payment of a fee.

No clearance is needed to make copies if the photo-copies fall within the guidelines of the Copyright Law. However, there may be times when it is necessary or desirable to copy materials in excess of the guidelines.

Method To Use When Requesting Permission

1. Request direct from the copyright holder either by phone or letter.
2. Request blanket permission in advance from certain publishers.
3. Use a centralized service for copyright payments (Copyright Clearance Center) Two such services have recently been proposed. One is the Copyright Clearance Center incorporated by the Association of American Publishers (AAP), and the other is a program for supplying photo-copies of journal articles developed by the National Technical Information Service (NTIS).

As further information becomes available on the operation of the centers, it will be made known to the U. S. C. faculty.

Appendix VI

GENERAL REQUIREMENTS FOR ASSOCIATE DEGREES AT USC-BEAUFORT
ADOPTED FALL 1977

1. Student must be a regularly enrolled student.
2. Student must have earned 60 semester credit hours.
3. Student must have 2.0 Grade Point Ratio minimum (not including course grades earned by challenge examinations).
4. 30 semester credit hours must be earned in the USC-system.
5. 15 semester credit hours must be earned at USC-Beaufort.
6. Student must successfully complete English 101 and 102.
7. For the Associate of Science degree, student must earn 12 hours of major credit from mathematics and/or sciences with the exception of Business Administration students, who may take non-major sciences.
8. All credit earned toward the Associate Degree should also meet baccalaureate degree requirements. Any student desiring to receive an Associate Degree should work closely with his Advisor to make certain his major requirements have been met. The student must also make application for the degree before the deadline.