

MINUTES OF USC-LANCASTER FACULTY MEETING
NOVEMBER 10, 1995

MINUTES OF THE OCTOBER 6, 1995 MEETING WERE APPROVED AS PRESENTED.

ANNOUNCEMENT: PROFESSOR TAYLOR STATED THAT THE COMMUNITY RELATIONS COMMITTEE WAS TO DETERMINE WHETHER HONORS DAY WAS TO BE SCHEDULED DURING THIS ACADEMIC YEAR. THE COMMITTEE DECIDED TO CONTINUE THE EVENT AND HAD CHOSEN SATURDAY MARCH 3, 1996 AS THE ACTUAL DATE. THE ENTIRE CAMPUS COMMUNITY WILL BE CALLED UPON TO ASSIST.

SPECIAL ORDER: PROFESSOR FAULKNER REMINDED THE FACULTY OF THE NEED TO ELECT AN ALTERNATE MEMBER OF THE REGIONAL CAMPUS FACULTY SENATE. NOMINATIONS WOULD BE ACCEPTED NOW AND AT THE END OF THE MEETING. NONE WERE FORTHCOMING AT THE MOMENT.

REPORT OF OFFICERS:

DEAN PAPPIN: DEAN PAPPIN STATED THAT THE PE CENTER ROOF PROJECT IS ALMOST COMPLETE; \$100,000 OF THE \$250,000 COST WAS BORNE BY LANCASTER COUNTY COUNCIL. COUNCIL CHAIRMAN RAY GARDNER INDICATED THAT HE HAD RECEIVED SEVERAL EXPRESSIONS OF APPRECIATION FROM MEMBERS OF THE USC-L COMMUNITY.

THE DEAN'S **CHE UPDATE** INCLUDED SEVERAL HANDOUTS [SEE APPENDICES I AND II], INCLUDING AN ARTICLE FROM THE *STATE* AND THE RESPONSE OF THE LANCASTER CAMPUS TO THE PROPOSED MERGER OF THE REGIONAL CAMPUSES AND THE TECH SYSTEM. IT IS THE HOPE OF MANY THAT AT THE COMMISSION MEETING ON FEBRUARY 8, 1996--WHEN THE MERGER IS SCHEDULED TO BE DISCUSSED--THAT NO VOTE WILL BE TAKEN AND THAT THE COMMISSION WILL AGREE TO CONTINUE TO MONITOR INTER-SYSTEM COOPERATION.

THE CHE WILL HAVE A SPECIAL SEVEN MEMBER COMMITTEE [CONSISTING OF FOUR CHE MEMBERS, COMMISSIONER SHEHEEN, MIKE McCALL (EXECUTIVE DIRECTOR OF THE TECHNICAL COLLEGE SYSTEM), AND PROVOST MOESER] REPORTING BACK TO IT ON

FEBRUARY 8.[SEE APPENDIX III].

DEAN PAPPIN REPORTED THAT AT YESTERDAY'S DEANS' MEETING IT WAS RECOMMENDED BY ASSOCIATE PROVOST CAROLYN GARRISON THAT IN TERMS OF ANALYZING AND DOCUMENTING INTER-SYSTEM COOPERATION THE FOLLOWING OUGHT TO OCCUR:

- (1) A COST ANALYSIS TO SHOW THAT LITTLE OR NO SAVINGS WOULD OCCUR AS A RESULT OF A MERGER.
- (2) EACH CAMPUS SHOULD INVITE CHE MEMBERS TO VISIT THEIR COMMUNITY AND THEIR CAMPUS AS A WAY OF ILLUSTRATING THE IMPACT OF A UNIVERSITY EDUCATION ON STUDENT SELF-CONFIDENCE AND ON STUDENT PERSEVERANCE THROUGH THE COMPLETION OF A BACCALAUREATE DEGREE. THIS WAS IN NO WAY TO BE AN EXERCISE IN TECH-BASHING. IT WOULD, HOWEVER, SUGGEST THE LOSS OF QUALITY FACULTY IF THE MERGER WAS TO OCCUR.
- (3) A REVIEW OF THE MOST IMMEDIATE PREVIOUS TWO YEAR CAMPUS STUDY TO ILLUSTRATE THAT THE STAFF REPORT RAISED ISSUES NOT INCLUDED IN THE MOST RECENT TWO YEAR CAMPUS STUDY AND THAT THE REGIONAL CAMPUSES HAVE BEEN CRITICIZED FOR FAILING TO RESPOND TO ISSUES NOT EVEN INCLUDED IN THE PREVIOUS REPORT (FOR EXAMPLE, TUITION DIFFERENTIALS).
- (4) DEVELOPMENT, WHERE APPROPRIATE, OF A LIST OF COOPERATIVE ACTIONS TO TAKE WITH OUR LOCAL TECHNICAL COLLEGE.

PROFESSOR VAN HALL ASKED IF ANY EFFORTS HAD BEEN MADE TO GO ON THE OFFENSIVE. HE WONDERED, FOR EXAMPLE, IF ANYONE HAD ADDED UP THE COST OF ALL OF THE CHE STUDIES OVER THE YEARS. THE DEAN RESPONDED THAT WE NEEDED TO RESEARCH THIS ISSUE AND TO CHALLENGE CERTAIN ASSUMPTIONS WITHOUT OFFERING "A DIRECT CRITIQUE OF COMMISSION MEMBERS". HE REITERATED THAT WE MUST NOT ENGAGE IN TECH BASHING EVEN WHEN OFFERING CONTRASTS THAT WERE LESS THAN FLATTERING. HE REPORTED THAT PROVOST MOESER HAS TAKEN A LEADERSHIP ROLE IN REPRESENTING THE UNIVERSITY'S INTERESTS AS A WHOLE. USC-COLUMBIA IS "TOTALLY AND SINCERELY COMMITTED" TO ENDORSING AND CONTINUING TO SUPPORT THE ENTIRE REGIONAL CAMPUS SYSTEM.

DEAN PAPPIN REPORTED THAT HE HAD MET BRIEFLY WITH THE USC-LANCASTER BUDGET AND PLANNING COMMITTEE AND THAT THERE IS "REASONABLE HOPE" OF HAVING A BALANCED BUDGET THIS YEAR. "OUR FOREMOST GOAL IS TO DO EVERYTHING WE CAN REASONABLY DO TO OBTAIN A BALANCED BUDGET THIS YEAR".

THE DEAN REPORTED THAT HE HAD ALSO MET WITH THE OFFICERS OF THE STUDENT GOVERNMENT ASSOCIATION AND THAT THE FOLLOWING ISSUES HAD BEEN RAISED:

- (1) THE DESIRE OF THE SGA OFFICERS TO ESTABLISH AN EXPANDED GRIEVANCE PROCEDURE--ONE WHICH WOULD, AMONG OTHER THINGS, DEAL WITH THE ISSUE OF FACULTY NOT FOLLOWING SYLLABUS {DEAN CURETON IS TO REVIEW GRIEVANCE PROCEDURES ON OTHER REGIONAL CAMPUSES}
- (2) GREATER FOOD DIVERSITY, INCLUDING THE POSSIBILITY OF A NEW FOOD SERVICE.
- (3) THE ESTABLISHMENT OF TIMES AND DAYS WHEN THE DEAN WOULD MEET INFORMALLY WITH STUDENTS IN STARR HALL.
- (4) STUDENT LEADER/DEAN EXCHANGE OF DUTIES DAYS AS IS DONE IN COLUMBIA.

DEAN PAPPIN THEN OFFERED A NEW BUILDING UPDATE: PROFESSOR PAULY COORDINATED THE PREPARATION OF A GRANT PROPOSAL TO THE SPRINGS AND CLOSE FOUNDATIONS. THE DEAN ANTICIPATES HEARING A RESPONSE BY THE END OF NOVEMBER. CHARLIE BUNDY HAS AGREED TO SERVE AS THE CHAIRMAN OF THE NEW BUILDING FUNDRAISING EFFORT ALTHOUGH THIS HAS NOT BEEN ANNOUNCED FORMALLY. OTHER MAJOR DONOR PROSPECTS HAVE BEEN IDENTIFIED AND WORK IN THIS AREA CONTINUES TO GO SMOOTHLY.

THE ARCHITECTS HAVE GIVEN A COST ESTIMATE ON THE NEW BUILDING AND IT HAS MOVED UPWARD FROM \$4.3 MILLION AS A RESULT OF BUILDING COMMITTEE ACTIONS AND INCLUSIONS. THE ARCHITECT STATED THAT THE 63,000 SQUARE FEET BUILDING WILL COST \$104 PER SQUARE FOOT OR A TOTAL OF APPROXIMATELY \$6.5 MILLION. THIS DOES NOT INCLUDE THE SET-ASIDE REQUIRED BY THE UNIVERSITY WHICH INCREASES THE TOTAL TO \$8.3 MILLION. THE ARCHITECTS ESTIMATE EQUIPMENT AT \$8 PER SQUARE FOOT (OR ANOTHER \$0.5 MILLION). WHEN AN ENDOWMENT OF BETWEEN \$250,000 AND \$500,000 IS ADDED THE TOTAL COST IS BETWEEN NINE MILLION DOLLARS AND TEN MILLION DOLLARS. THE DEAN NOTED THAT THE ARCHITECTS CAUTIONED THAT THE PER SQUARE FOOT COST FOR THE ACTUAL BUILDING COULD BE AS

HIGH AS \$120 PER SQUARE FOOT[IT IS THE SECRETARY'S CALCULATION THAT IF THE UPPER END COST OF \$120 PER SQUARE FOOT IS ACCURATE, THE TOTAL COST WILL BE BETWEEN \$10.2 AND \$10.5 MILLION].

THE DEAN STATED THAT THE TOP-END FIGURE PROVIDED BY THE COMMITTEE THIS PAST SUMMER WAS \$7.5 MILLION, AND THAT FIGURE INCLUDED ALL ACTUAL OR POTENTIAL MAJOR SOURCES OF FUNDING. SERIOUS DISCUSSIONS ARE NEEDED SO THAT THE ARCHITECTS CAN BE GIVEN THE LEVEL AT WHICH THEY ARE TO DESIGN THE NEW BUILDING. THE DEAN RECOGNIZES THAT THERE ARE OTHER DEMANDS PLACED ON THE COMMUNITY BUT THE USC-L ADMINISTRATION AND THE COMMITTEES AND SUPPORTERS WITHIN THE COMMUNITY ARE "FULLY COMMITTED TO DOING EVERYTHING WE CAN TO MAXIMIZING THE POTENTIAL AND TO OBTAIN THE THINGS THAT ARE IN THOSE DRAWINGS".

WHEN THE DEAN IS ASKED IF THE CAMPUS REALLY NEEDS ALL OF THIS HIS ANSWER IS THAT THIS BUILDING IS THE RESULT OF ACTIONS AND EVALUATIONS ON THE PART OF THE BUILDING COMMITTEES. IT IS NOT THE RESULT OF THE DEAN'S DELIBERATIONS. FURTHERMORE, THE SUCCESSFUL COMPLETION OF THIS BUILDING WILL SHOW THAT THE COMMUNITY TRULY SUPPORTS THIS CAMPUS, THUS SENDING A MESSAGE TO THE CHE THAT WE DESERVE TO REMAIN PART OF THE USC SYSTEM.

REPORT OF DEAN CURETON:

- (1)EVERYONE IS TO BE THANKED FOR THEIR HELP WITH THE PREPARATION OF THE SPRING AND SUMMER SCHEDULES. PRINTINGS ERRORS HAVE HELD UP THE DISTRIBUTION OF THE SCHEDULES.
- (2)LIKEWISE EVEYONE IS TO BE THANKED FOR THEIR COMPREHENSIVE ADVISING ASSISTANCE WHICH LEADS TO STUDENT ACADEMIC SUCCESS.
- (3)EVALUATION FORMS WILL BE PLACED IN FACULTY BOXES BY NOVEMBER 21. BE CERTAIN TO INDICATE WHICH FORM YOU PREFER TO USE THIS SEMESTER.
- (4)DEAN CURETON NEEDS TO MEET WITH THE STUDENT PERSONNEL COMMITTEE TODAY TO DEAL WITH THE PROBLEMS OF ALCOHOL CONSUMPTION ON CAMPUS AND REPORTS OF CHEATING IN CLASS. BOTH ACTIVITIES ARE INTOLERABLE AND THE CAMPUS MUST EXPRESS THAT VIEW FORCEFULLY.
- (5)PROFESSOR STEVE DALTON DIED YESTERDAY[SEE APPENDIX IV].

REPORT OF PROFESSOR PARKER:

- (1) PRE REGISTRATION CONTINUES. SOME 443 STUDENTS HAVE PRE REGISTERED FOR SPRING 1996 AS OF TODAY.
- (2) WATCH FOR AND EXAMINE CAREFULLY MEMORANDA LISTING CLOSED CLASSES.
- (3) THE CURRENT FALL ENROLLMENT FIGURES (WHICH MAY BE THE FINAL FIGURES) ARE THESE: HEADCOUNT: 1153; FTE: 621; PART-TIME: 717; FULL-TIME: 436; ENTERING FRESHMEN: 202.
- (4) A NEW RECRUITMENT BROCHURE IS AVAILABLE AND A POSTER WITH TEAR-AWAY CARDS IS CLOSE TO COMPLETION.
- (5) THE NEW 1995-1997 CATALOG SHOULD ALSO BE AVAILABLE SOON.
- (6) MEMBERS OF HER STAFF WILL ATTEND AN ELECTRONIC APPLICATION MEETING ON DECEMBER 6.

REPORT OF PLANNING DIRECTOR PAULY: GRANT APPLICATIONS HAVE BEEN SUBMITTED TO THE SPRINGS AND CLOSE FOUNDATIONS ON TIME, WITH THE HELP OF A NUMBER OF PEOPLE, AND ESPECIALLY PROFESSOR PARKER.

REPORT OF DIRECTOR OF DEVELOPMENT GARRIS:

- (1) ALL MEMBERS OF THE UNIVERSITY COMMUNITY ARE URGED TO CONTRIBUTE TO THE FAMILY FUND.
- (2) AS ONE OF TEN MEMBERS OF THE STATEWIDE CAPITAL NEEDS COMMITTEE, PROFESSOR GARRIS IS WORKING ON THE EFFORT TO RAISE \$200 MILLION AND TO PARE DOWN \$500 MILLION WORTH OF NEEDS AND REQUESTS TO THE ANTICIPATED LEVEL OF FUND-RAISING.
- (3) EVERY COLLEGE ON THE COLUMBIA CAMPUS HAS OR WILL GET ITS OWN DEVELOPMENT OFFICER.
- (4) THE FOUNDATION OF THE CAROLINAS HAS REPORTED AN ASSET APPRECIATION OF \$257,555.10 FOR THIS CAMPUS WHICH, WHEN COUPLED WITH \$72,000 IN CASH CONTRIBUTIONS TO USC-L THIS YEAR, HAS RESULTED IN A TOTAL ASSET APPRECIATION OF \$329,134.10.
- (5) PROFESSOR GARRIS IS ONE OF THREE CO-AUTHORS OF A NEW BOOK ENTITLED *FACES OF VIOLENCE IN AMERICA*, WHICH WILL SOON BE PUBLISHED BY SIMON AND SHUSTER.

REPORT OF GRADUATE STUDIES DIRECTOR

WADE: MRS. SAVAGE REPORTED THAT 616 GRADUATE STUDENTS HAD REGISTERED, WITH OTHERS STILL AWAITING THE RESOLUTION OF PAPERWORK PROBLEMS. PROFESSOR WADE'S MOTHER RECENTLY SUFFERED A STROKE. \$3822 IS BEING PROVIDED TO MEDFORD LIBRARY BY GRS FOR COLLECTION SUPPORT.

TITLE III DIRECTOR HAZAM:

- (1) THE ENTIRE SUM ANTICIPATED THIS YEAR WILL BE RECEIVED FROM TITLE III FUNDS.
- (2) WORK CONTINUES ON THE MULTI-MEDIA LABORATORY.
- (3) NETWORKING ACTIVITIES HAVE ACCELERATED.
- (4) MEETINGS WITH COMPUTER SERVICES DIVISION IN COLUMBIA HAVE OCCURRED; PROFESSOR ROBERTSON WILL BE ORDERING EQUIPMENT.
- (5) THE MULTI-MEDIA CENTER IN MEDFORD LIBRARY IS UP AND RUNNING.
- (6) THE NURSING COMPONENT IS ALSO UP AND RUNNING.
- (7) ANY PERSONS WITH PROBLEMS IN THIS AREA ARE ASKED TO LEAVE MESSAGES WITH EITHER MRS. MUNGO OR PROFESSOR HAZAM.

COMMITTEE REPORTS:

REGIONAL CAMPUSES FACULTY SENATE: PROFESSOR FAULKNER REPORTED THAT THE EXECUTIVE COMMITTEE OF THE RCFS MET RECENTLY AND THAT THE FULL SENATE WILL MEET NEXT FRIDAY IN WALTERBORO.

LIBRARY COMMITTEE: PROFESSOR THURMAN REPORTED THAT THE LIBRARY COMMITTEE DISCUSSED MAJOR SPACE PROBLEMS IN MEDFORD LIBRARY AND EXAMINED THE FOLLOWING OPTIONS IN LIGHT OF A REPORT PREPARED BY C. J. CAMBRE [SEE APPENDIX V]:
OPTION I: THE PURCHASE OF FIVE DOUBLE-SIDE SHELVING UNITS AT A COST OF \$10,500 AND THE CONSEQUENT ELIMINATION OF BOTH COUCH SEATING AND THE CENTER CARRELS.
OPTION II: THE USE OF MEDFORD 224 AS STORAGE SPACE BUT WITH THE SAME NEED FOR SHELVING.
OPTION III: A MOVE TO MEDFORD 224 AND 225-226 AT A COST IN EXCESS OF \$25,000.

PROFESSOR THURMAN REPORTED THAT THE LIBRARY COMMITTEE HAD ENDORSED OPTION I. IN RESPONSE TO A QUESTION CONCERNING THE FUNDING OF THIS PROJECT, PROFESSOR THURMAN STATED THAT THERE WAS AROUND \$2300 IN THE MEDFORD FUND AND THAT THIS HAD BEEN ALLOCATED TO THE PURCHASE OF A MICROFILM/MICROFICHE READER, ALTHOUGH THIS DECISION WAS BEING RECONSIDERED.

EVALUATION AND AWARDS COMMITTEE: PROFESSOR EVANS REPORTED FOR THE COMMITTEE THAT A REVISED VERSION OF THE "NEW" FORM HAD BEEN PLACED IN FACULTY BOXES RECENTLY.[SEE APPENDIX VI]. THE ORIGINAL REVISED FORM HAD FIFTEEN STATEMENTS WHICH HAD BEEN CONSOLIDATED INTO TEN STATEMENTS. A SLIGHT REVISION IN PART II HAD ALSO BEEN MADE. THIS DOCUMENT WAS BEING PRESENTED IN THE FORM OF A MOTION WITH THE INTENTION OF SECURING FACULTY APPROVAL.

PROFESSOR PAULY COMMENDED THE COMMITTEE FOR ITS WORK. SHE STATED THAT SHE HAD JUST ATTENDED A WORKSHOP AND HAD SEEN AN ADDITIONAL COLUMN ON ANOTHER FORM--A COLUMN WHICH ASKED THE RESPONDENT HOW IMPORTANT EACH ITEM WAS TO HIM OR HER. PROFESSOR PAULY THOUGHT SUCH INFORMATION WAS VERY USEFUL. SHE ALSO STATED THAT THE PARTICULAR SCANTRON FORMS USED BY USC-AIKEN WERE VERY EFFICIENT, ALLOWING RESULTS TO BE DELIVERED QUICKLY.

DEAN CURETON NOTED THAT THE USC-AIKEN FORMS REQUIRED A SUBSTANTIAL FINANCIAL INVESTMENT AND THAT IT SHOULD BE UNDERSTOOD THAT THE DECISIONS MADE BY OUR CAMPUS CONCERNING SCANTRON FORMS WOULD HAVE LONG TERM IMPLICATIONS AND APPLICATIONS, BOTH ACADEMIC AND FINANCIAL.

PROFESSOR VAN HALL ASKED IF A VOTE WAS TAKEN TODAY, WOULD THE FORMS BE USED IN THE SPRING? HE PREFERRED THAT A VOTE BE DEFERRED BECAUSE OF QUESTIONS AND CONCERNS ON HIS PART. HE ASKED IF THIS WAS THE ACTUAL FORMAT[NO. IT WAS JUST THE SUBSTANCE]. HE PREFERRED MORE BLANK SPACE TO ENCOURAGE WRITTEN COMMENTS. HE WISHED TO SEE "THE ACTUAL LOOK" OF THE DOCUMENT. HE ALSO ASKED IF THE SCANTRON FORM WOULD PROVIDE NUMERICAL DATA ONLY. THE ANSWERS TO SUCH QUESTIONS WOULD DETERMINE HOW USEFUL THE INFORMATION GATHERED WOULD BE. HIS MOTION TO TABLE THE MATTER UNTIL JANUARY 1996 DIED FOR LACK OF A SECOND.

AFTER SOME DISCUSSION CONCERNING THE APPROPRIATE PLACEMENT OF PROFESSOR PAULY'S SUGGESTED ADDITION, PROFESSOR THURMAN MOVED THAT A QUESTION CONCERNING THE IMPORTANCE OF EACH ITEM TO THE INDIVIDUAL STUDENT BE ADDED TO QUESTIONS ONE THROUGH TEN. PROFESSOR HARRIS STATED THAT ALL TEN ITEMS WERE AND SHOULD BE IMPORTANT TO BOTH THE PROFESSOR AND THE STUDENT, THUS RENDERING THE PROPOSED AMENDMENT LESS THAN USEFUL. IF STUDENTS BELIEVED THAT ANY OR ALL OF THE ITEMS WERE INSIGNIFICANT, THOSE STUDENTS SHOULD CHANGE THEIR VIEWS. PROFESSOR NIMS "STRONGLY AGREED" WITH PROFESSOR HARRIS'S COMMENTS AND STATED THAT THERE WAS NOT ANY DEBATE AS TO THE SIGNIFICANCE OF ITEMS ONE THROUGH TEN IN THE INSTRUCTIONAL PROCESS. PROFESSOR PAULY RESPONDED THAT SUCH PERSONAL FEEDBACK IDENTIFIED THE VIEWS OF THE STUDENTS AND THAT SUCH INFORMATION SHOULD BE CONSIDERED BY THE INSTRUCTOR OF THE INDIVIDUAL CLASS. PROFESSOR CATALANO STATED THAT THE FORMS DID MORE THAN GIVE FEEDBACK TO THE PERSON TEACHING THE CLASS. [THAT FOR FULL-TIME FACULTY], JUDGMENTS ABOUT US ARE MADE BY OFFICIALS IN COLUMBIA WHO MIGHT EASILY MISINTERPRET SEEMINGLY NEGATIVE RESPONSES IN THE COMPUTERIZED SUMMARIES. THE VOTE TO AMEND THE MOTION BY ADDING PROFESSOR PAULY'S RECOMMENDATION WAS REJECTED.

PROFESSOR FAULKNER RETURNED TO THE MAIN MOTION. DEAN CURETON REQUESTED CLARIFICATION CONCERNING THE IMPLEMENTATION DATE FOR THE NEW FORM, ASSUMING THAT THE MAIN MOTION PASSED. IT WAS MADE CLEAR THAT THE INTENT OF THE COMMITTEE WAS TO HAVE IMPLEMENTATION IN THE SPRING SEMESTER OF 1996 BUT IF THE DOCUMENT WAS NOT READY AT THAT TIME THE ACADEMIC DEAN WOULD BE HELD HARMLESS.

PROFESSOR PAULY THEN SUGGESTED A REVISION IN THE LANGUAGE OF QUESTION ONE IN PART II. INSTEAD OF "WHAT ARE THE SPECIFIC THINGS THAT YOU LIKE BEST ABOUT THIS COURSE AND THE PROFESSOR" SHE PROPOSED THAT IT READ AS FOLLOWS: "WHAT ARE THE SPECIFIC THINGS ABOUT THIS COURSE AND THIS PROFESSOR THAT HELPED YOU LEARN?" THIS AMENDMENT WAS APPROVED BY VOICE VOTE AND THEN THE AMENDED MAIN MOTION WAS ALSO APPROVED BY VOICE VOTE [SEE APPENDIX VI].

WELFARE AND GRIEVANCE COMMITTEE: PROFESSOR BOHONAK DISTRIBUTED A REPORT FROM THE COMMITTEE[SEE APPENDIX VI] WHICH CONCLUDED THAT PROPER PROCEDURES HAD NOT BEEN FOLLOWED IN THIS YEAR'S DETERMINATION OF FACULTY SALARY ADJUSTMENTS. THE COMMITTEE CONCLUDED WITH A REQUEST THAT THE ADMINISTRATION FOLLOW THE DIRECTIVES ISSUED BY COLUMBIA, WHATEVER FORMAT MIGHT BE GIVEN IN THE FUTURE.

LOCAL TENURE AND PROMOTION COMMITTEE: PETER BARRY REPORTED THAT THE COMMITTEE WAS FUNCTIONING AND WOULD BE CONDUCTING CLASSROOM VISITATION. IN ORDER TO MEET THE RULE THAT FULL PROFESSORS ALONE JUDGE APPLICANTS FOR THAT RANK, PROFESSORS GRIFFIN AND CHITTAM WOULD JOIN PROFESSORS VAN HALL, RINER AND BARRY AS MEMBERS OF THE SUPER COMMITTEE.

SCHOLARSHIPS AND SPECIAL AWARDS COMMITTEE: PROFESSOR PARKER REPORTED THAT SHE HAD BEEN APPOINTED TO THE NEW POSITION OF STAFF COORDINATOR FOR THE COMMITTEE. PROFESSOR CHANASAR HAD BEEN ELECTED AS COMMITTEE CHAIR THIS YEAR. THE COMMITTEE WAS CONSIDERING THE DIVISION OF THE SCHOLARSHIPS INTO TRUE SCHOLARSHIPS WHICH REQUIRED APPLICANTS TO MEET TRADITIONAL CRITERIA AND INTO "AWARDS" WHICH DID NOT STRESS SCHOLASTIC CRITERIA. FURTHERMORE IT WAS PROPOSED THAT THE OFFICE OF ADMISSIONS IDENTIFY TOP PROSPECTS AND HAVE THE COMMITTEE AWARD SCHOLARSHIPS WITHOUT FORMAL INTERVIEWS. FINALLY PROFESSOR PARKER STATED SHE WAS REVIEWING THE WAYS IN WHICH VARIOUS CAMPUS OFFICES INTERACTED IN THE MATTER OF SCHOLARSHIP PROCEDURES. ANY FACULTY QUESTIONS OR CONCERNS SHOULD BE CONVEYED TO PROFESSOR CHANASAR OR TO PROFESSOR PARKER.

BUDGET AND PLANNING COMMITTEE: PROFESSOR THURMAN STATED THAT FREQUENT MEETINGS OF THIS COMMITTEE HAVE OCCURRED AND THAT THE MAIN GOAL OF THE COMMITTEE THIS YEAR IS "TO GAIN OVERALL CONTROL OF THE BUDGET DEFICIT WHICH IS AN ONGOING PROCESS".

UNFINISHED BUSINESS:

PROFESSOR FAULKNER STATED THAT HE WOULD CONTINUE TO PURSUE THE MATTER OF THE CONFLICT IN THE USC-L BY-LAWS WITH STATE LAW IN REGARD TO THE CONDUCTING OF BUSINESS IN EXECUTIVE SESSION[SEE APPENDIX VIII].

PROFESSOR CATALANO REPORTED ON THE *AD HOC* COMMITTEE ON COMMITTEES REPORT[SEE APPENDIX IX] CONCERNING COMMITTEE CONSOLIDATION. THE MOTION CONCERNING THE RECONFIGURATION OF THE COMMITTEES PASSED AS DID THE MOTION CONCERNING THE ANNUAL ELECTION OF A CHAIRPERSON BY EACH COMMITTEE. PROFESSOR CATALANO REMINDED THE DEAN OF THE COMMITTEE'S RECOMMENDATION THAT ONE **ELECTED** MEMBER FROM EACH OF THE THREE ACADEMIC DIVISIONS BE ADDED TO THE BUDGET AND PLANNING COMMITTEE. PROFESSOR CATALANO REQUESTED THAT THE DEAN REPORT BACK TO THE COMMITTEE ON COMMITTEES CONCERNING THIS MATTER.

PROFESSOR CATALANO THEN MOVED TO PROPOSED CHANGES IN THE BY-LAWS FOR USC-LANCASTER[SEE APPENDIX VIII]. THE MOTION TO RECOGNIZE, UNDER ARTICLE TWO, THE THREE ACADEMIC DIVISIONS AND TO LIST THE VARIOUS DISCIPLINES WITHIN EACH OF THE THREE DIVISIONS WAS APPROVED. THE MOTION CALLING FOR THE MEMBERS OF EACH DIVISION TO ELECT A DIVISION CHAIR, SUCH PERSON TO BE AFFIRMED OR APPOINTED BY THE CAMPUS DEAN[A NEW SECTION FIVE] WAS ALSO APPROVED BY THE FACULTY.

THE THIRD MOTION, A NEW SECTION SIX, WAS TO PLACE A TERM LIMIT OF TWO CONSECUTIVE THREE YEAR TERMS FOR THE DIVISION CHAIRS. PROFESSOR CATALANO PROPOSED AN AMENDMENT TO THIS MOTION WHICH(ALONG WITH MOTIONS ONE AND TWO) HAD FIRST BEEN PRESENTED TO THE FACULTY IN THE SPRING OF 1995 BY THE 1994-1995 USC-LANCASTER FACULTY EXECUTIVE COMMITTEE. PROFESSOR CATALANO ARGUED THAT A FIVE YEAR LIMIT ON SERVICE AS A DIVISION CHAIR--THUS PRECLUDING TWO FULL CONSECUTIVE TERMS AS CHAIR--WAS JUSTIFIED, GIVEN THE POWER THE CHAIR HAD OVER SCHEDULING AND OTHER MATTERS. PROFESSOR CATALANO STATED THAT ROTATION OF SERVICE AS CHAIR WAS A GOOD IDEA.

PROFESSOR NIMS RESPONDED THAT:

- (1) AS A PRACTICAL MATTER, THE CHAIRS STRIVE TO ARRANGE SCHEDULES ACCORDING TO THE DESIRES OF THE FACULTY.
- (2) ROTATION ASSUMES ALL MEMBERS WOULD WANT THE JOB AND THAT ALL MEMBERS WOULD HAVE THE TALENT FOR THE JOB.
- (3) THE POSITION OF DIVISION CHAIR IS VERY TIME CONSUMING.
- (4) THE POSITION IS BEST FILLED BY A TENURED PERSON.
- (5) A VOTE TO LIMIT SERVICE TO FIVE CONSECUTIVE YEARS WOULD LIMIT EACH DIVISION'S FLEXIBILITY.
- (6) EACH DIVISION SHOULD ESTABLISH ITS OWN INTERNAL POLICY CONCERNING SERVICE AS CHAIR, GIVEN THE EXISTING BY-LAW LIMITATIONS.
- (7) COMPENSATION FOR SUCH SERVICE EQUALS THE TEACHING OF ONE EXTRA COURSE PER SEMESTER.
- (8) THE RESPONSIBILITIES CAN BE ONEROUS ON OCASION.
- (9) FORCED ROTATION WILL CAUSE EACH DIVISION TO RUN OUT OF OPTIONS EVENTUALLY. UNWILLING PERSONS COULD BE FORCED TO SERVE IN THAT CAPACITY.

PROFESSOR CATALANO STATED THAT HIS AMENDMENT WAS NOT DESIGNED TO CAST ASPERSIONS UPON ANY RECENT CHAIR OF THE DIVISION OF WHICH HE IS A MEMBER BUT HE INSISTED THAT THIS WAS A POSITION OF CONSIDERABLE POWER, ESPECIALLY IN THE AREAS OF PROMOTION AND EVALUATION.

PETER BARRY SECURED A CLARIFICATION THAT PROFESSOR CATALANO'S AMENDMENT WAS NOT DESIGNED TO REQUIRE ALL MEMBERS TO TAKE A TURN AS CHAIR. IF AS FEW AS TWO MEMBERS OF THE DIVISION WERE INTERESTED AND WOULD BE SUPPORTED BY THE MEMBERSHIP OF THE DIVISION, NO UNWILLING OR UNQUALIFIED PERSON WOULD BE COMPELLED TO SERVE.

PROFESSOR PAULY STATED THAT, GIVEN THE SIZE OF THE FACULTY AND THE LARGE NUMBER OF TENURED FACULTY, PROFESSOR CATALANO'S AMENDMENT WOULD LIMIT THE POWERS OF THE FACULTY .

AFTER ADDITIONAL EXPRESSIONS OF OPINION ON THE MATTER, THE CATALANO AMENDMENT CONCERNING LENGTH OF SERVICE WAS DEFEATED.

PROFESSOR CATALANO THEN PRESENTED A NEW SECTION SEVEN STATEMENT THAT WOULD ALLOW FOR THE REMOVAL OF A DIVISION CHAIR BY A TWO-THIRDS VOTE OF THE MEMBERSHIP OF A DIVISION. THE DEAN WOULD THEN APPOINT A NEW CHAIR ONCE A DIVISION ELECTION HAD OCCURRED.

CONSIDERABLE DISCUSSION CONCERNING THE DEAN'S POWER TO REMOVE APPOINTEES AT WILL ENSUED. PROFESSOR NIMS SAW CONFUSION AND COMPLICATIONS; PROFESSOR CATALANO SAW EXPANSION OF THE FACULTY'S AUTHORITY; DEAN CURETON STATED THAT THIS ADDITION TO THE BY-LAWS WOULD LIMIT THE DEAN'S POWER TO REMOVE PERSONS FROM ADMINISTRATIVE POSTS.

PROFESSOR NIMS CALLED FOR THE QUESTION AND THE MOTION PASSED BY AN 11-9 VOTE. THE OVERALL MOTION THEN PASSED BY VOICE VOTE.

PROFESSOR NIMS THEN ASKED CHAIRMAN FAULKNER TO SECURE A RESPONSE FROM THE VICE PROVOST'S OFFICE CONCERNING THE MOTION PASSED BY A VOICE VOTE. PROFESSOR CATALANO RESPONDED THAT THIS ALWAYS OCCURRED AUTOMATICALLY. PROFESSOR NIMS ADDED THAT HE WISHED THIS TO BE DONE QUICKLY.

NEW BUSINESS:

IN RESPONSE TO A QUESTION FROM PROFESSOR FAULKNER, THE FACULTY INDICATED THAT IT WISHED THE SOCIAL INTEREST COMMITTEE TO PLAN A CHRISTMAS PARTY FOR DECEMBER OF 1995.

SPECIAL ORDER:

THREE PERSONS WERE NOMINATED FOR THE ALTERNATE POSITION ON THE REGIONAL CAMPUS FACULTY SENATE. PROFESSOR PARKER(NOMINATED BY PROFESSOR PAULY) AND PETER BARRY (NOMINATED BY PROFESSOR EVANS) BOTH DECLINED SO PROFESSOR CLEMENTS(NOMINATED BY PROFESSOR NIMS) WAS ELECTED BY ACCLAMATION.

ANNOUNCEMENTS:

PROFESSOR PARKER(ON BEHALF OF PROFESSOR McMANUS)
ANNOUNCED THAT THE ANNUAL FALL CONVOCATION FOR GIFTED
AND TALENTED STUDENTS WOULD TAKE PLACE THIS SATURDAY,
BEGINNING AT 9AM.

PROFESSOR THURMAN ANNOUNCED THAT THE BUDGET AND
PLANNING COMMITTEE IS NOT A PUPPET COMMITTEE.

AT THIS POINT THE FACULTY APPROVED A MOTION TO ADJOURN.

FACULTY AND STAFF IN ATTENDANCE:

N. BOHONAK
N. HAZAM
K. CHANASAR
C. TAYLOR
K. COVINGTON
M. SWAIN
S. PAULY
D. EVANS
T. FOX
J. PAPPIN
R. GARRIS
D. FAULKNER
R. PARKER
W. CHITTAM
J. GLENN
T. BAILEY
J. WHITE
W. THURMAN
L. SAVAGE
B. NIMS
D. CURETON
S. ELIADES
J. CATALANO
L. HARRIS
R. VAN HALL
R. CLEMENTS
P. BARRY

Higher ed merger vote ducked

Plan would combine technical, 2-year schools

By BILL ROBINSON
Staff Writer

A plan to merge the University of South Carolina's two-year campuses with neighboring technical colleges was shelved Thursday by the Commission on Higher Education.

The issue will be rescheduled for a commission vote on Feb. 8, but the delay gives opponents time to build a case aimed at persuading the agency's 18-member governing board it should reject the proposal.

It could all be a moot point because a legislative committee working on recommendations to streamline public higher education has a Feb. 1 deadline to have its report ready for the General Assembly.

"We need that time," commission member Ray Lathan said.

"There are a lot of facts and figures that aren't available that I think we need to see before I'm willing to vote on it. This is probably one of the most important decisions this commission will ever make," said Lathan, a Greenville attorney.

USC operates campuses in Allendale, Lancaster, Union, Sumter and Beaufort that offer associate's — or two-year — degrees in arts and sciences. Graduates of the state's 16 technical colleges also can earn identical degrees.

Critics of wasteful government spending point to USC's campuses in Beaufort and Sumter and the technical colleges in those communities as examples of how duplication is costing taxpayers money. But no one has been able to say for certain how much the duplication is costing or how much would be

saved by merging campuses.

A commission staff evaluation of cooperative efforts found that in Sumter, for example, "minor progress" has been made in establishing an agreement for sharing library resources at campuses that sit side-by-side.

"It's extremely difficult to get institutions to change the status quo," said Commissioner Fred Sheheen, who endorsed his staff's recommendation that the campuses be merged.

In January 1994, a blue-ribbon committee produced a report in which it outlined strengths and weaknesses of the state's two-year colleges. That panel acknowledged USC and the technical colleges should find ways to do joint planning, equalize tuition, share governance, and share such resources as faculty and buildings.

Sheheen's staff followed up with a study this fall that concluded that little progress to

eliminate duplication had been made since last year.

"We made the recommendation (to merge) because the taxpayer is demanding efficiency in the education system and we felt like there was room for a lot of improvement," Sheheen said.

That proposal triggered an avalanche of mail to the agency's governing board and attracted a standing-room-only crowd of college administrators and trustees, civic leaders and lawmakers to the commission's office Thursday morning. They worry about loss of autonomy, jobs and the ability to meet the needs of students, both geographically and academically.

A potentially acrimonious debate was averted when Chairman Fred Day offered up a resolution to delay a vote until February. A

PLEASE SEE **USC** PAGE **B7**

USC

FROM PAGE B1

special task force will be created to expedite policy changes that address efficiency questions at two-year campuses.

Commission members said they put off a vote because they weren't satisfied the issue had been researched thoroughly enough by the agency's staff. They want statistics that could validate a plan to merge.

In defeat Sheheen acknowledged that "something will happen."

James Moeser, USC's chief academic officer, said the agency's governing board acted responsibly by delaying a vote on the merger

proposal.

"These institutions are an important asset to their respective communities and we think we can demonstrate that," Moeser said.

Mike McCall, the technical college system's executive director thanked the commission for giving administrators more time to provide the agency with additional evidence that the schools are well-run.

Commission member Mim Williams of Clinton said "geographic differences need to be taken into account before you make an important decision like this."

Bill Robinson reports on South Carolina's colleges and universities. He can be reached by calling 771-8482 or by fax at 771-8430.

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Response to the CHE
concerning the possibility of merger
between tech campuses and USC regional campuses



1. Lack of proximity: USCL has *no technical college* which operates in the vicinity of our campus. The closest campus, York Technical College, is twenty eight miles distant in the city of Rock Hill. Merger of these two institutions is neither practical nor is it desired by either institution, each of which has a distinctive educational mission.

2. Educational Goals of USCL's student body and other student bodies:

Fully 80% of the students at USCL have signified their intention of obtaining a baccalaureate degree from the university; because USC Columbia and the regional campuses are accredited as one institution, the regional campuses facilitate, at a lower cost than would otherwise be possible, the university degree completion sought by so many residents who do not live in close proximity to Columbia. Many of the students who attend area technical schools, however, have quite different (though worthy) educational goals which are facilitated by the technical college mission. It is thus the availability of *both* the technical college system and the regional campuses, and the clear sense of mission in each, that constitutes one of the major strengths of higher education in South Carolina.

Further, the extensive study which was completed by the Committee to Study Two Year Education found that *none of the constituent groups at the technical schools and the regional university campuses--that is, not the students, faculty, administrators, staff, local commissions, or legislators-- expressed any interest in or the need for merging these campuses.* The committee's report specifically did "not recommend a merger" nor did it recommend the creation of community colleges."

3. Students who lack mobility: Many of USCL's students and the students at other regional campuses are working adults for whom local access to a university campus is critical. These students desire university classes, but due to family and work obligations cannot move to Columbia or another city to complete coursework. For these students, the loss of access to the university's Bachelor of Arts in Interdisciplinary Studies degree and to upper level coursework in selected disciplines would be devastating; should there be a merger, there would be drastic repercussions for this adult student population.

It is a fact that economically, it is far more expensive for a state to have an under-served adult student population than it is to deliver both baccalaureate and technical degree programs to regional areas, particularly when those programs are already in place.

Then there is graduate education, which also affects adult students who reside in our regional areas: graduate courses available through USCL's Graduate Regional Studies Office, for example, would be lost in the event of a merger. This program has increased substantially during the past two years. In 1994/5, GRS enrollment was 1595, a 52% increase over the 1993/4 enrollment. Preliminary enrollment figures for 1995/6 are not final, but indicate an even stronger enrollment than last year.

It is worth noting that nationwide, nearly 40% of today's college students are adults. South Carolina has done an outstanding job of making college education accessible to this growing group of students and should not dismantle what amounts to a cutting edge example of responding to the needs of the most rapidly expanding student population in the state.

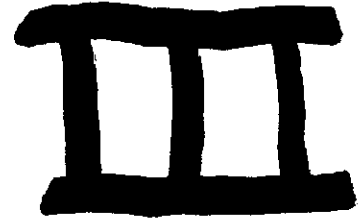
4. Existing cooperation: In those *selected* areas where cooperation is appropriate and can benefit students, USC Lancaster and York Technical College have provided and continue to provide a model of cooperation through the associate degree in nursing program. Highlights of this program include a 100% pass rate for students on nursing boards for the past three years and a 98% passage rate for this year's class. USCL and York Tech faculty plan and teach the nursing program jointly, share library resources, and coordinate all class schedules, school calendars, and textbooks for nursing students.

In addition, York Tech and USCL enjoy a cooperative library support system for all students including cooperation in reference assistance, inter-library loan, and database searching.

Informal cooperation includes regular lunch meetings between Dean Pappin and President Merrill at alternating locations (Rock Hill and Lancaster).

5. Costs associated with changing the system: Annual assessment procedures, mandatory reports to the CHE, and progress made by the Transfer Articulation Committee in articulation agreements continue to chart our state's progress in higher education. These records indicate our constant progress and require little in the way of cost to the taxpayers of our state.

Merger, however, would cost our state an enormous amount of money: replacement of faculty who would choose to leave, the loss of scholarship funds directly related to our institutions' identities, and problems related to the purchase of properties, buildings, and equipment not currently owned by the state are only a few of the many financial woes that would confront our taxpayers should such an event take place.

**SOUTH CAROLINA COMMISSION ON HIGHER EDUCATION**

1333 MAIN STREET

SUITE 200

COLUMBIA, S.C. 29201

FRED R. SHEHEEN
CommissionerTELEPHONE
803/737-2260FAX NUMBER
803/737-2297

WHEREAS, The Committee on Academic Affairs was unable to conduct its initial hearing on Implementation of the Recommendations of the Two-Year Study Committee with a full complement of members present and for that reason referred this matter to the full Commission without a recommendation, and

WHEREAS, The Commission, by virtue of time constraints on its plenary sessions has necessarily limited comment and debate from interested parties, and

WHEREAS, Certain institutions believe that the staff assessment of progress on implementation of the recommendations in the Two-Year Study Committee report should be reviewed, in light of additional information to be provided by the institutions,

BE IT RESOLVED by the Commission as follows:

(1) The Commission Chairman will appoint a Task Force composed of staff members from the University of South Carolina, the State Board for Technical and Comprehensive Education and the Commission on Higher Education, as well as members of the Commission, to expedite effective implementation of the recommendations of the Committee to Study Two-Year Education.

(2) The staff is then directed to review once again the status of implementation of the recommendations in the subject report, in consultation with the institutions, and to make such revisions in its report as might seem warranted.

(3) The Committee on Academic Affairs is requested to conduct further hearings with a quorum present and with sufficient time allocated to hear all interested parties and to bring a recommendation for action to the Commission after the above processes have been completed.

(4) The matter will appear again before the Commission at its meeting on the first Thursday in February.

SOUTH CAROLINA

Stephen Dalton, math professor

Services for Stephen L. Dalton, 50, of 139 Rockridge Court, Lexington, will be held at 2 p.m. Saturday at Caughman-Harman Funeral Home, Irmo-St. Andrews Chapel, with entombment in Bush River Memorial Gardens Mausoleum. Memorial services will be held at 2 p.m. Monday at Rutledge Chapel of the University of South Carolina. Visitation will be from 6 to 8 tonight at Caughman-Harman Funeral Home, Lexington Chapel.

Mr. Dalton died Wednesday, Nov. 8, 1995. Born in Hope Mills, N.C., he was a son of Mildred Brannon Dalton and the late Leroy Dalton. He was graduated from USC and received a master's degree in mathematics from Northeast Louisiana University. He was an associate professor of mathematics at the USC continuing education division and received the Distinguished Teaching Award.

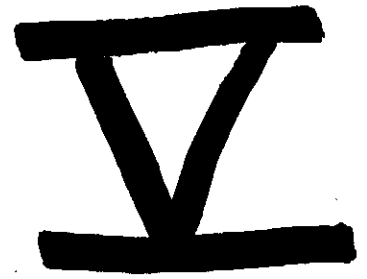
Mr. Dalton was a member of the two-year campus faculty senate of USC, the National Council of Mathematics Teachers, the School Science and Mathematics Association, S.C. Association for Higher Continuing Education, Midlands Archery Club Fall League and S.C. Bow Hunters Association.

Surviving are his wife, Rosemary Era Gramling Dalton; a daughter, Cindy Haase of Columbia; sons, Bret and Matthew Dalton, both of Lexington; his mother of Columbia; a brother, Philip Dalton of Charlotte; and a sister, Beverly Reaves of Prosperity.

Richard T. ...

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October 27, 1995

THOMAS COOPER LIBRARY

Ms. Shari Eliades
Head Librarian
Medford Library, USCL
P. O. Box 889
Lancaster, South Carolina 29721

Dear Shari:

Enclosed is the final copy of the space report for the Medford Library. The report underscores the need for corrective action if the Library is to continue to provide the type of service that students and faculty have come to expect from the Library.

I have proposed a number of different approaches for providing additional space to house Library materials and to expand the area devoted to user services. Whatever USCL decides to do, it is imperative that some action be taken now.

If you have any questions after reading the report, please feel free to call. If you feel that it would be beneficial, I would be happy to meet with any group, or individual, to discuss the recommendations.

Sincerely,

C. J. Cambre Jr.

USCL MEDFORD LIBRARY SPACE REPORT

The USCL, Medford Library was originally designed to house 50,000 volumes. Currently, the Library contains approximately 68,192 volumes or volume equivalents determined as follows: 65,303 volumes and 2,889 government document volume equivalents (11,556 documents at a ratio of 4:1). The Medford Library accumulates an additional 3,700 volumes or volume equivalents each year (average increase based on the last 5 years acquisitions). The current shelving fill rate exceeds 95% capacity; in many of the stack areas the capacity is closer to 100%. Since many areas of the collection grow much faster than others, in some locations books are shelved flat on top of books shelved vertically. Shelving at a 90% plus occupancy rate requires constant shifting of the collection and always results in a messy stack area with misshelved items. Library shelving capacity of 86% is considered "full" and a capacity of between 75% and 80% is considered to be the ideal. Using the Association of College and Research Libraries, Standards for College Libraries: Formula C: Net Assignable Space, a total of 14,658 square feet of assignable space is required for the Medford Library (See attachment I). The first floor of the building, which houses the Medford Library contains less than 12,000 square feet of assignable space. The difference between the actual square footage and the Formula is 22.58%

In addition to the overcrowding of the book stacks, there is insufficient space in the other areas of the Library. Information access through electronic resources has had a great impact on all libraries and the Medford Library is no exception. This new technology, encompassing online card catalogs, CD-ROM, multimedia, full-text, satellite transmission, and the Internet has required additional space allocations for user work stations. The Medford Library currently has eight public access stations, three CD-ROM stations, one Internet station, and two microform machines workstations. Planning has begun for a additional eight networked CD-ROM stations. Through the years, the Library has assumed responsibility for loaning and storage of audio-visual equipment, a multimedia classroom for video/data presentations, and audio-visual and telecommunications viewing rooms. The Medford Library has become the main location on the USCL campus for telecommunication/distance learning instruction and satellite-beamed programs. All of these added responsibilities, properly located in the Library, carry with them additional space requirements.

The working areas of the Library, circulation desk, staff office space, reference, and storage areas are also cluttered and lack necessary space. The children's collection and some bound periodicals are currently housed in the area that once was the kitchen/staff lounge area. The Library needs additional space to house the government documents collection which has historically been assigned to whatever place that could be found. The bulk of the documents collection is currently housed on six double faced counter height shelving units which are filled to capacity; there is no room for additional documents that arrive at a rate of approximately 2,000 per year. There is a desperate need of space for map storage, audio-visual materials, teaching rooms, more open and closed study areas, expansion of the reference collection, housing for bound periodicals, and additional space for the general collection.

The present book stack area consists of three rows of shelving in ranges of six double faced sections. The left row contains nine ranges, the middle row contains 10 ranges, and the right row contains eleven ranges. Each double face section can hold 392 volumes and each range can hold 2,352 volumes. This represents almost 100% capacity. The left row of shelving can accommodate 21,168 volumes, the middle row can accommodate 23,520 volumes, and the right row can accommodate 25,872 volumes. The grand total of volumes for nearly 100% capacity is 70,560. Since the present collection contains 68,192 (96.64% capacity), it is readily apparent that increased book storage capacity is a critical need. It would require four and one third ranges of six double face sections each to spread the collection out to 86% capacity. It would also require one and three quarter ranges of six double face sections each to accommodate additions each year.

The Present Floor Space of the Medford Library Cannot Accommodate this Much Shelving.

The time is absolutely right to proceed with plans that were formulated at USCL in the early 1970's. The building which houses the Medford Library was constructed as a two story building of approximately 25,000 square feet. The first floor was designed as the Medford Library containing approximately 12,000 square feet; the second floor housed office space and classrooms. The walls on the second floor were designed as non load-bearing so that, at a later date, the Library could expand to the second floor. Once the Library expanded upward, the volume capacity would increase to 150,000 plus volumes. The initial design and siting of the building also allowed for an additional first floor expansion, toward the bypass, which would result in a building capacity of over 250,000 volumes when both the renovation and expansion were accomplished.

CONCLUSION:

There is a critical need for additional library materials space at the USCL Library. The space situation requires immediate attention if the Library is to continue to provide for the information needs of its users. The need to create additional book, journal, and document storage, a given considering the current building capacity, will seriously encroach on reading, service, and staff areas unless additional space is provided. Since the Medford Library is already overcrowded and overextended in these areas, the situation becomes acutely critical.

There are a variety of options available to address the space problems in the Medford Library. The ideal solution would obviously be the most expensive and would displace a number of staff and offices. Partial, or incremental, solutions could "buy time", be less expensive, would allow USCL to continue to utilize a substantial portion of the existing building, and would be workable, although not the ideal. Off-site, or remote, storage will also be addressed in the recommendations.

Whatever course of action is chosen, it should be initiated quickly. The overcrowded conditions of the Medford Library calls for, in fact, cries out for, corrective action.

RECOMMENDATIONS:

- * Begin immediate planning to expand the Medford Library either to the second floor or outward toward the bypass. Expansion upward would be the least costly since renovation

cost are generally less than new construction. Expansion upward would require the relocation of staff and facilities presently located on the second floor. This would be the most ideal solution to the Medford Library space problem. The additional 10,000 square feet of space would accommodate the Medford Library easily for the next twenty years.

- * Install additional shelving units in the Medford Library. This is not a favored remedy since it will have a domino effect of reducing space in other areas which are already in critical need of additional space. User services, an area already lacking sufficient space to function properly, will suffer. Actually, the installation of additional shelving is only a stop gap measure to provide the time necessary to accomplish other corrective actions.

There are a number of options concerning where to locate additional shelving in the Library. Three options are described below.

- Immediately replace the counter height shelving that houses the government documents collection with standard library shelving (90" shelving). This will double the capacity of the range and allow the collection to be spread out and will also provide for minimal growth. This should be accomplished now, no matter what other action is undertaken.

Remove the lounge furniture at the front of the Library and replace with two ranges of six double faced sections of shelves.

Remove the carrel seating in the middle shelving row and replace with two ranges of six double faced sections of shelves. This will result in the reduction of eight user seats.

At 90% capacity, the additional shelving units will allow for the housing of 10,584 volumes. If the entire collection is then shifted, utilizing the new empty shelving, the collection would be shelved at a building capacity of 86% to 90% - not ideal, but workable. Another year's growth could be absorbed before the book stacks would be back to their current state. This new shelving would not address the space problem in the other user/staff oriented areas. It would further not address space needs brought on by technology, i.e. additional space for computer workstations. The Medford Library would also lose eight study seats and all student lounge seating. Cost for the additional shelving would be approximately \$10,500.

- * Assuming that a major addition to the Medford Library, the entire second floor or new construction of the first floor toward the by-pass, is not feasible, or at the least that it will take time to raise funds and to complete renovation/construction, the Library will need to secure space for the storage of certain portions of the collection. Off-site storage would be one solution. The goal would be to remove enough material from the Medford Library to provide room for the growth of the collection as well as solve a number of critical needs in public service and reading areas.

Off-site storage will result in loss of immediate book availability, closed or limited access, and scheduled retrieval. An off-site storage facility of any size will also require additional

staffing for retrieval and reshelving. Off-site storage assumes that a building or area is either available or can be rented/leased. An additional expense would be the shelving units necessary to house the stored materials. However, the shelving units could be used in a new or renovated library facility when completed. Once library materials were removed to an off-site facility, some modifications to the Library would be necessary to accommodate user/staff services.

- * Modification/Expansion of the existing Medford Library. A less costly solution to the Library space problem would be a partial expansion to the second floor coupled with some modifications to the first floor. The Library would expand upward into the area currently occupied by classrooms 224, 225, and 226. This would provide 2,352 additional square feet of space to the Library and still leave 7,548 square feet on the second floor for other USCL purposes. All faculty offices, the Art Studio, the Reading and Computer Lab, and two classrooms would remain untouched. The renovations necessary to this area would include recarpeting, painting, removing blackboards, removing the partition between classrooms 225 and 226, and relighting - the current lighting levels would not provide enough candlepower for the new book stack area.

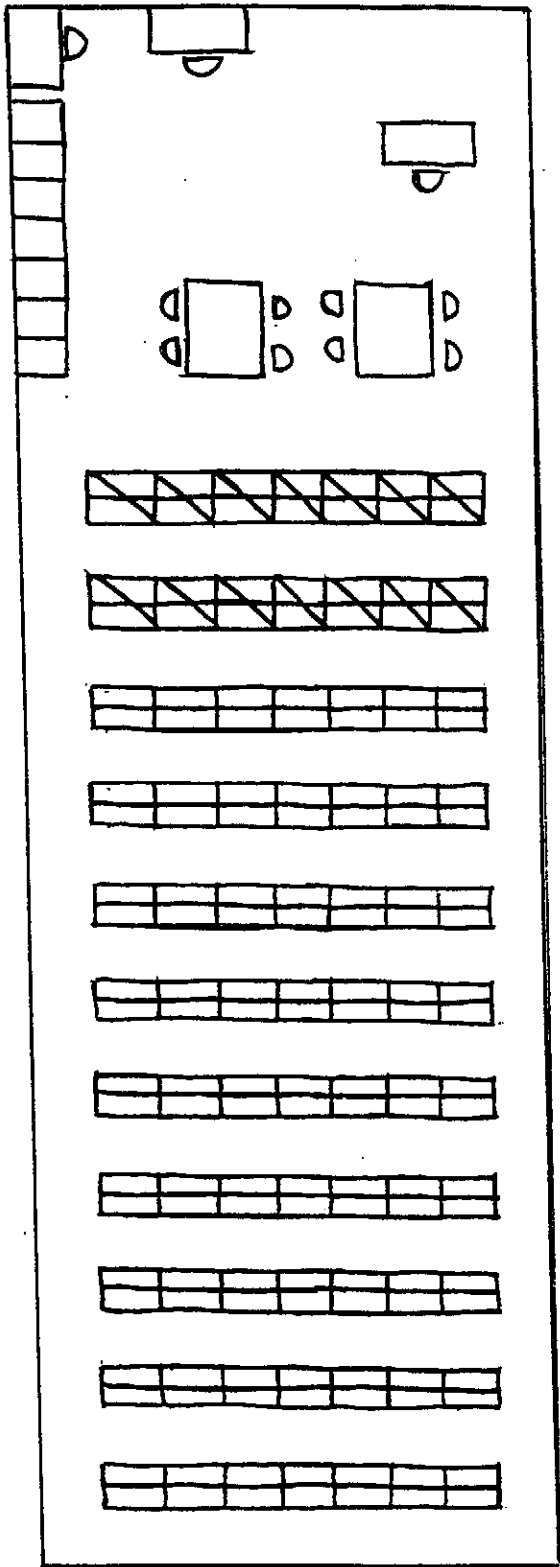
The renovated area would contain nine ranges of seven double faced sections in addition to the two ranges of periodical shelving currently housed on the first floor. The new nine ranges of shelving could accommodate 24,000 volumes. Shelving cost would be approximately \$25,200.

The following Library materials would be moved from the first floor to the second floor: bound periodicals, current periodicals, paper indexes, microfilm collection along with two microform reader printers, and the newspapers. Some user desks with seating and a staff desk would also occupy the area. See Attachment 2 for a sample floor plan layout.

With the removal of the above listed material to the second floor, it would be possible to open up the first floor to provide additional space for user/staff services. Some first floor building modification would be required. The primary modification would be to the front of the building. I would recommend that an additional glass front be placed on the building creating a new airlock. The present second set of doors leading directly into the Library should be removed and the detection system and the Circulation Desk should be moved toward the front of the building. This modification would place the stairwell and the elevator within the Library proper and it would also open up or expand the reference/technology area. Other minor modifications/renovations would rearrange the current staff areas and the audio video storage area. These minor modifications would primarily be cosmetic.

C. J. Cambre Jr.
October 27, 1995

| STANDARDS FOR COLLEGE LIBRARIES FORMULA C: NET ASSIGNABLE SPACE | Factor | Number | Total |
|--|-----------------------|--------|--------|
| a. Space for Readers @ 25 sq ft/Seat | Seat per FTE Stud. | | |
| Less than 50% of Students Reside on Campus | 0.20 | 1,242 | 248 |
| Or | | | |
| More than 50% of Students Reside on Campus and | | | |
| Typical Residential College | 0.25 | | 0 |
| Or | | | |
| Strong Liberal Arts, Honors Oriented College | 0.33 | | 0 |
| TOT. ASSIGNABLE READER SPACE(sq ft) | | | 6,210 |
| b. Space for Books | sq ft/vol | | |
| For the First 150,000 Volumes | 0.10 | 68,192 | 6,819 |
| Plus | | | |
| For the Next 150,000 Volumes | 0.09 | | 0 |
| Plus | | | |
| For the Next 300,000 Volumes | 0.08 | | 0 |
| Plus | | | |
| For Holdings above 600,000 Vol | 0.07 | | 0 |
| TOT. ASSIGNABLE STACK SPACE(sq ft) | | | 6,819 |
| c. Space for Administration (sq ft) | | | 1,629 |
| TOTAL NET ASSIGNABLE SQUARE FEET | | | 14,658 |



PREVIOUS CONSULTING WORK

C. J. Cambre Jr.

- Tulane University - New Orleans, Louisiana *
- University of Alabama at Birmingham - Birmingham, Alabama *
- Library of Congress - Washington, D. C. *
- National Library of Medicine - Bethesda, Maryland *
- University of Kentucky - Lexington, Kentucky *
- South Carolina State Library - Columbia, South Carolina *
- Spartanburg Methodist College - Spartanburg, South Carolina *
- Spartanburg Public Library - Spartanburg, South Carolina *
- Jefferson Parish Public Library - Metairie, Louisiana *

* Compensated



November 10, 1995

Report to USCL Faculty from Welfare and Grievance Committee Members Noni M. Bohonak (chair), Wade Chittam, Darlene McManus, Carolyn Taylor

The Welfare Committee has met formally four times to examine the charge given to the committee by John Catalano at the September faculty meeting. We requested the letter to the Dean from Dr. Duffy's office, containing guidelines from the Provost for submission of the 1995-96 salary increase recommendations for unclassified personnel. We requested a list of USCL Faculty Percentage Pay Raises and salaries from the Division of Human Resources. *

Findings

The average pay raise was approximately 3.5%. This did not include the two low-end adjustments.

The information stated that raises were to be calculated by the following:

"Based on the faculty member's written annual evaluation, and noting additional raises for compression, market forces, or exceptional merit, calculate each faculty member's salary raise and new annual base salary. Please remember administrative supplements are not a part of this calculation. After the raise amount and new base salary have been determined add any appropriate administrative supplement to that base to indicate the proposed 1995-96 salary. A separate written justification for any employee who is indicated as receiving a zero (0) percent increase or a raise above six (6) percent is required."

"All unclassified employee salary raises must be based on the most recent performance of the employee as demonstrated by each employee's current written annual evaluation. In other words, if I asked you to produce a list of faculty members by their performance during the last year (from best to worst) and produce a second list of faculty members by the percentage of merit salary increase they receive (from most to least) the two lists should generally match each other."

Based on the information given by Dean Pappin and Associate Dean Cureton at the September faculty meeting, these guidelines were not followed because they did not have the annual faculty evaluations.

Suggestions

The annual faculty evaluations are going to be completed by January 1st which will allow sufficient time for the annual faculty evaluation to be completed. Therefore, data will be available for salary computations as per Dr. Duffy's guidelines. This is assuming that the same guidelines will be sent for the 1995-1996 year.



June 7, 1995

REGIONAL CAMPUSES AND
CONTINUING EDUCATIONMEMORANDUM

TO: Regional Campuses Deans

FROM: John J. Duffy

SUBJECT: 1995-96 SALARY PLAN FOR UNCLASSIFIED PERSONNEL

I have received guidelines from the Provost for submission of the 1995-96 salary increase recommendation for unclassified personnel. Please study these policy guidelines and instructions carefully before completing the submission forms.

The Legislature will probably authorize a 1995-96 salary increase for unclassified personnel of three (3) percent which is to be distributed on the basis of merit. You should consider your raise pool to be a dollar amount equal to three (3) percent of all continuing slotted faculty salaries although as you know you will not be funded the full three (3) percent. You may use up to one (1) percent of the salary raise pool to address salary compression problems. It is anticipated that these raises would be effective July 1, 1995 for 12-month unclassified employees and August 16, 1995 for 9-month unclassified employees.

Please note that this raise depends on passage of the plan by the Legislature later this month. The percentage of raise or the existence of a raise is still in question. **For this reason, do not inform your faculty of your plans for their individual raises until you receive written notification from this office to do so.**

I am enclosing a blank worksheet based on samples provided to me by the Provost's office. **You must use this format for submitting your recommended salary increases.**

All continuing unclassified personnel must be listed on the Faculty Salary Worksheets including: permanent faculty, faculty members in leave status (sabbatical leave or leave without pay), and those employed on annual appointments. The process employs the following steps.

1. Unclassified personnel should be listed in alphabetical order regardless of the source of funding for their salary. Name, SSN, class/slot, administrative supplement and current salary must be listed. Only individuals who were employed on May 15, 1995 are eligible to be listed. Remember that current employees who are retiring or leaving the University should not be included.
2. Add all the basic salaries of current, slotted, unclassified employees who will be employed next year. Do not include administrative supplements, classified staff, employees who are retiring or leaving the University, or the Dean's salary in this total.
3. Multiply the total of these qualified salaries by three (3) percent to determine the pool of salary raise money available for distribution.
4. Based on the faculty member's written annual evaluation, and noting additional raises for compression, market forces, or exceptional merit, calculate each faculty member's salary raise and new annual base salary. Please remember administrative supplements are not a part of this calculation. After the raise amount and new basic salary have been determined add any appropriate administrative supplement to that base to indicate the proposed 1995-96 salary. A separate written justification for any employee who is indicated as receiving a zero (0) percent increase or a raise above six (6) percent is required.

The S.C. Budget and Control Board has not yet set the regulation concerning the range of salary increases that are possible without further justification. We project that raises can range between zero (0) and six (6) percent without further justification. However, without an approved range, any salary may have to be accompanied by a written justification that would require approval by the Budget and Control Board.

5. If an employee's salary is grant funded and a salary increase is anticipated to be included during the year but not on July 1, 1995 for 12-month employees or August 16, 1995 for 9-month employees, list the increase on the worksheet and note with an asterisk (*) in the comment section EFFECTIVE DATE --/--/-- DUE TO GRANT FUNDING.
6. Additional reminders:
 - A. All unclassified employee salary raises must be based on the most recent performance of the employee as demonstrated by each employee's current written annual evaluation. In other words, if I asked you to produce a list of faculty members by their performance during the last year (from best to worst) and produce a second list of faculty members by the percentage of merit salary increase they receive (from most to least) the two lists should generally match each other.
 - B. DO NOT TELL UNCLASSIFIED EMPLOYEES OF THEIR ANTICIPATED RAISE LEVEL UNTIL YOU RECEIVE WRITTEN AUTHORIZATION FROM THIS OFFICE TO DO SO. THIS WRITTEN AUTHORIZATION WILL BE SENT OUT FOLLOWING PASSAGE OF THE BUDGET BY THE LEGISLATURE AND THE BOARD OF TRUSTEES.

VIII

Executive Committee (Professor Nims) Dr. Duffy has informed us that article 4, section 6 of our by laws are in violation of state law in that discussion of personnel matters is the only reason for entering executive session. We don't know what the exact language should be, but we are announcing this now so that we may vote on this in the fall. We also recommend that we add three new sections affecting organization. The first, under article two, recognizes our three divisions and lists the various disciplines in each. The second, a new section five, calls for the members of each division to elect a division chair, to be affirmed or appointed by the campus dean. Failing appointment by the dean, the division members must elect a nominee until one is approved by the dean. The third, a new section six, places a term limit of two consecutive three year terms for the division chairs. The motion to amend was made and then seconded. The chair ruled the motion substantive, and thus must be voted on during the September meeting.

Professor Catalano offered two substitute sections. One was to alter section six to place a term limit of five years. The second, a new section seven, would allow for removal of a division chair by a 2/3 vote of the division members. We will consider these in September as well.

Professor McManus suggested that we also rethink our divisions.

To: Faculty of USC-L
From: Members of the *ad hoc* Committee on Committees
Subject: Proposed motions to faculty
Date: Oct.6,1995



Motion #1

The *ad hoc* Committee on Committees moves that the Bylaws of the Faculty be amended at Article V, Section 4. The current list of standing committees should be replaced by the following list:

Admissions, Petitions, and Grade Change

Bookstore

Commencement

Computer

Continuing Education

Curriculum

Ethics/Human and Animal Subjects

Evaluation

Executive

Honors

Library

Special Events and Lectures

Student Affairs

Student Scholarship/Special Awards

Tenure and Promotion

Welfare and Grievance

Discussion: The committee worked to update the list in light of the charges by the chair which included 1.) to make the titles of committees more accurately reflect the duties performed, 2.) to eliminate unnecessary committees, 3.) to consolidate committees with light or no work loads when possible, and 4.) to more equitably distribute the load in the hope that all faculty are better able to share in the governance process. Some committees, such as the Ethics /Human... are mandated by policy. Peer Review would be subsumed by T & P. The Athletic, Student Publications, and Student Personnel committees would be subsumed by Student Affairs. Community Relations would be subsumed by Special Events. Developmental Studies would be subsumed by Curriculum. Two committees (Physically Handicapped Accessibility and Social Interest) would be turned over to the administration.

Motion #2

The *ad hoc* committee on committees moves that the By-Laws of the Faculty be amended at Article V to include the following:

Each year the first duty of each faculty committee will be to elect a chairperson for the year. The election will be presided over by the previous year's chairperson. The chairperson of the faculty will preside over these elections in case the previous year's chairperson is unavailable.

Recommendation to the Dean

The *ad hoc* committee on committees unanimously recommends to Dean Pappin that he consider adding one representative, **elected from each division**, to the Budget & Planning Committee.