



A Regional Palmetto College

FO Minutes

November 7, 2025 – 10:00 AM

Whitener Building, Community Room

In-person attendance:

Maggie Aziz
Carolyn Conley
Avery Fouts
Katie Klik
Steve Lownes
Randy Lowell
David Mitra
Emily Schafer

Online attendance:

Joe Anderson
Gale Ashmore
Neill Hance
Sara Heuss
Tekla Johnson
Steve Lowe
Sandy Philips-Long
Megan Rabanal
Christine Sixta-Rinehart
Jennifer Triplett
Caroline Wilson

Next FO: Jan 23rd, 2025 10am

Dr. Klik called the meeting to order at 10:11 am.

Minutes from September 26 meeting

A motion was made to approve the September 26 minutes and was passed with all in favor.

Training Presentation for Disability Services

Mr. Brandon Simpson gave his training presentation. He gave the following suggestions:

- If asked, encourage students to register for accommodations.
- ODS will communicate with faculty; faculty should communicate with students.
- Student transfers should be sent to Branden asap.
- A Universal Design for Learning is to be implemented.
- Areas should be physically accessible to students.
- Let Brandon know if any specific technology (software, screen readers, etc.) is needed or would

be useful.

- Alternative formats for courses should be offered.
- Offer a welcoming and inclusive environment to the students.
- Faculty training for effective communication with students will be provided.
- Let students know accommodations cannot be given retroactively.
- Maintaining confidentiality of student information is paramount.
- Making assumptions of student ability based on their disabilities is to be avoided.
- Include in your syllabi that accommodations can be provided if needed.
- Have private conversations with students regarding what help they need. Collaborate with ODS and maintain confidentiality.
- Provide class materials in multiple formats. Ensure digital materials are accessible to multiple platforms.
- Share lecture materials and allow recordings of lectures.
- Have a flexible and varied instruction and assessment approach.
- Provide support for alternate/preferred seating. Provide breaks, if needed.

Dean's Report: Dr. Randy Lowell

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

- There will be an AI workshop held the first week of December. At Carnegie Library.
- Ms. Cox will start as an athletic trainer starting Nov. 12th and can provide services to faculty and staff.
- The Research Club trip is Nov. 21.
- The Chancellor will have a drop-in on Dec. 3rd.

Academic Dean's Report: Dr. Maggie Aziz

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

- Faculty accomplishments should be entered in the online spreadsheet.
- Look for recommendation requests for nursing in your emails.
- Awards night is April 17.
- Enter events in the online spreadsheet.
- Faculty information forms are due at the end of January.
- Peer reviews should be completed.

Committee Reports and Other Business

- Dr. Fouts gave the Scholarship Committee report. \$200k and \$80 are to put into a student endowment fund. Interest from this will be available in Fall 2027. \$12k can be used in 2026 as a student emergency fund, to be given as a scholarship. The committee will decide exactly how to disperse funds. More information will come in the Spring.

- Drr. Klik gave a faculty update: The Teacher of the Year award is to be changed. Only students will vote for TOTY in the future. At most, a three-year win streak can occur. Winners will chair the next year's committee.
- Dr. Lownes gave the Academic Affairs report: discrepancies were found between the Faculty and Student handbooks. The Academic Affairs Committee has students in it in the Student handbook but not the Faculty. Advising information in the Student handbook should be put in the Faculty handbook. Dr. Lownes suggested we adopt a motion format for making changes.
- Dr. Lownes announced that Course Buyout and Freedom of Expression policies need to be reviewed.
- Dr. Lownes announced that, as related by Steering, student mental health days are being discussed. If they are given, this information should be put into the Student Handbook and recommended to be put in syllabi. More information will be given later.
- Dr. Johnson thanked the AOE committee for their work. Prof. Triplett will hold a Dr. King event in January. Prof. Rabanal will hold a Women's History Month event in the Spring. There will be other events. She asked for faculty to give leeway to students to attend events.
- Dr. Klik mentioned the AOE committee needs to elect a secretary.
- Dr. Schafer gave an update on the Fullbright Program. A visitor from Batswana will be available to talk on substance abuse. Visitors from Senegal, Brazil, and Uruguay can speak on public policy. They are scheduled to be here late February/early March. Please let her know if you would like a visitor to give a talk for any classes. The visits are tentative at the moment; but there is optimism that they will occur.
- Service Day for faculty was discussed. Dr. Klik will consult with Dr. Pisano and Dr. Triplett on specific plans and whether there will be double efforts.
- Dr. Lownes asked faculty to look at the Incivility Policy and Faculty Progressive Discipline Policy for Palmetto College.
- It was decided that the next FO meeting will be Jan. 23rd at 10 am.

Announcements:

Adjournment:

A motion to dismiss was made and seconded.

The meeting adjourned at 11:55 am.

Attachments: Dean's Report, Academic Dean's Report.

Submitted by: David Mitra, interim FO Secretary

Randy Lowell, USC Union
Dean's Report
November 7, 2025

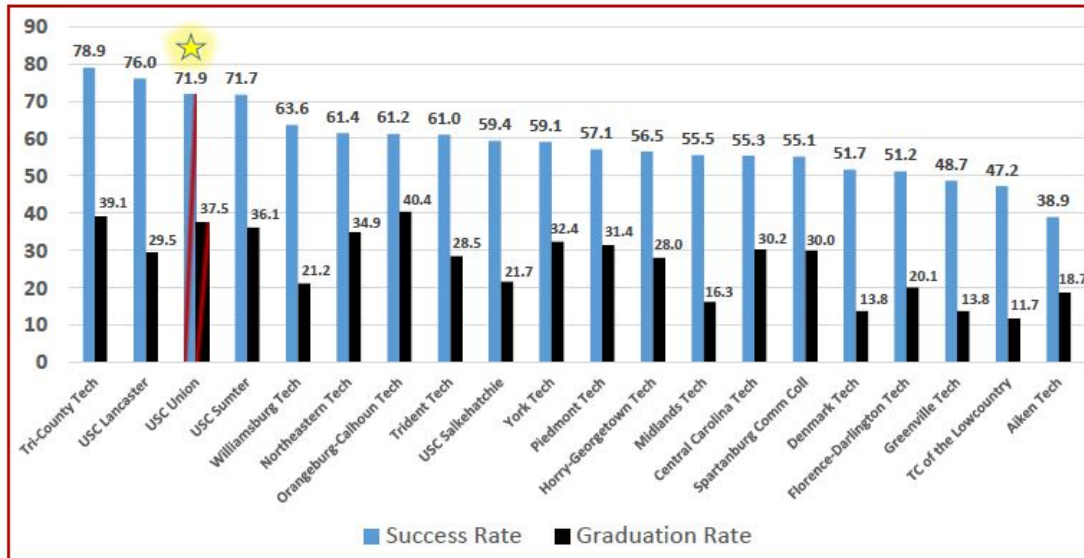
- We are still early in advising for Spring classes, but enrollment is trending ahead of last year at this time, with headcount of 132 as of yesterday (up 18.9% from 111), and FTE of 112 (up 16.7% from 96).
- The City of Union, in partnership with Catawba Council of Governments, is developing a Sidewalk Master Plan to assess existing sidewalks and intersections, evaluate their conditions, and create a strategic framework for future improvements. This plan will outline short-, mid-, and long-term projects aimed at enhancing pedestrian safety, connectivity, and economic vitality. They recently solicited feedback from the community and stakeholders, and will use that feedback to make recommendations on items that the city may want to try to identify additional funding to address.
- The Union Uplifted initiative completed their community listening sessions and has created a Union Uplifted Leadership Council, which I am currently serving on. The purpose of this Council is a cross-sector advisory body guiding Union Uplifted's cradle-to-career work, providing strategic guidance, operational insight, and advisory support to the Union Uplifted team. We had our first meeting last week and will continue to meet regularly to help shape strategy, drive alignment, lift community voices, and foster collaboration to ensure every child in Union County thrives and succeeds. Our next meeting coming up next week will specifically focus on post-secondary education within this space.
- Special thanks to Bobby Holcombe, Christen Mayes, Abby Collins, and everyone else who helped to plan and execute the annual Scholar/Donor Luncheon last month. This event is always a great opportunity to have donors meet with students who their funds help to support, and to recognize the significant efforts of the scholarship committee in ensuring that donor's intentions are honored in how those funds are distributed. The luncheon also inspired multiple donors to add to their funds, with Bobby receiving checks totaling over \$11,000 from donors during the event.
- All of the Palmetto College iCarolina Labs around the state will be rebranded as the AI Carolina Labs in the coming months, with the one at the Sumter campus already having had a formal event to recognize that there. This is part of the continued partnership with Columbia faculty who have been developing free AI workshops that they go out to the labs and teach. The next AI workshops for our lab here at the Union County Carnegie Library will be during that first week in December in case you or anyone you know would like to register for those through the Carnegie's website.
- Taylor Cromer-Cox will be starting on 11/17 as a new Strength and Conditioning Coordinator for our campus, and particularly for our student-athletes. She has a strong background and certifications in this area and will also be able to teach some courses for us.

Also, Karen Erskine, who was brought on part-time to provide some ESOL support to our international students who need extra help with their English proficiency, has begun to connect with some of those students. If you know any who could benefit from that service, be sure to send them her way.

- Macy Petty's last day with us is today, as she will be moving on to a great opportunity for her at Wofford, as an editor for their marketing department. We will miss her here, but wish her well in this next chapter.
- PC Columbia extended the Calendly licenses through the end of the calendar year, and are aiming to use the extended timeline to allow for training on the new ReFrame Engage platform that will launch in the new year.
- The USC Union Research Club has planned a trip to USC Lancaster's Native American Studies Center on 11/21. If you or anyone you know is interested in joining us for that, they can send me an email or somehow let me know that they would like to do that to help us with planning our logistics for that day.
- SACSCOC President, Dr. Pruitt, spoke at the SC CHE Council of Presidents meeting earlier this week and talked about efforts to improve processes/efficiencies/support for member universities.
- The private student housing project that has been in the works by local developer, Tradd Bruce, is making good progress. He anticipates 108 student beds in a new apartment building out on Times Boulevard by Walmart by next summer, along with possibly a few over-storefront units on Main Street ready by then. The Fairforest Hotel building would likely be the following Fall, 2027, and would be somewhere around 50 apartments.
- Save the date for 12/3, when Chancellor Wilson will be on campus and will have some time set aside to meet with faculty and staff. Once specifics of that are finalized, Susan Jett will send that information to the campus.
- In facilities and operations, here are some updates on those projects:
 - o Main Building still making progress and on track to be ready for the Spring semester.
 - o Laurens Location in Clinton making progress with its kitchen, bathroom, and boat storage projects.
 - o Art building project making progress to try and be ready to use by January.
 - o Jonesville gym interiors progressing well.
 - o Jonesville gym roof replacement on deck.
 - o Baseball facility bathrooms in first phase.

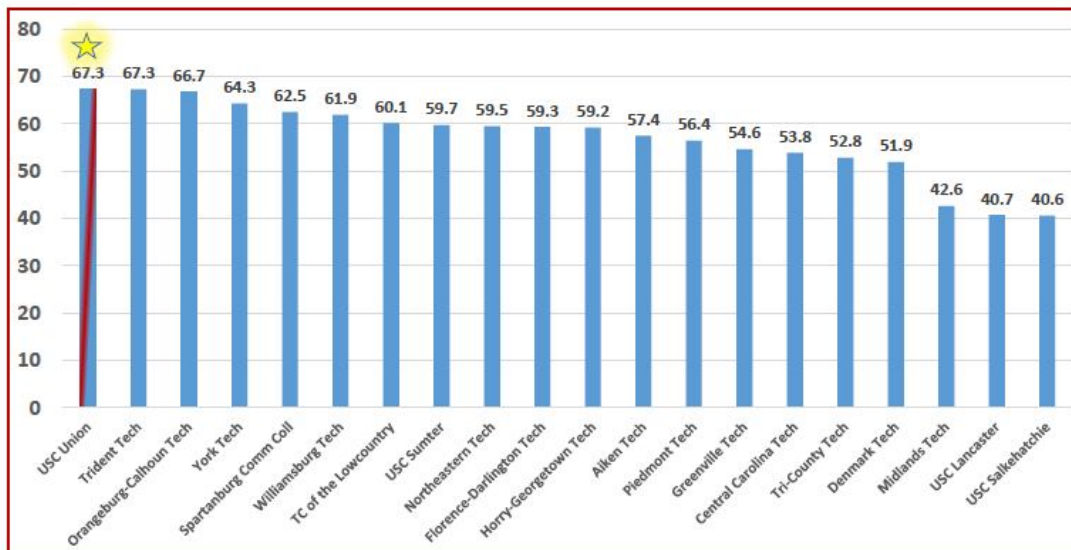
First-Time, Full-Time Undergraduates Entering in Fall 2020

Source: https://che.sc.gov/sites/che/files/Documents/CHE%20Data%20and%20Reports/Statistical%20Abstracts/2024_Statistical_Abstract-WEB.pdf



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

Source: https://che.sc.gov/sites/che/files/Documents/CHE%20Data%20and%20Reports/Statistical%20Abstracts/2024_Statistical_Abstract-WEB.pdf



Academic Dean's Report
Dr. Majdouline Aziz
November 7, 2025

Department Updates:

Faculty Accomplishments:

Ashley Rabanal:

- Funded Grant: Project grant funded by the South Carolina Arts Commission which receives support from the National Endowment for the Arts. Grant to fund new work which will be exhibited in a solo exhibition in partnership with the Union County Arts Council in 2026.
- Creative Work: Painting won first place at the Union County Art's Council's 2025 Juried Show.
- Publication: Art and writing included in a published collection, *All Roads Lead to Art and Vice Versa*, chronicling a segment of the arts development in Greenville, SC.

Rabanal, Ashley and Brandon Fellows. *All Roads Lead to Art and Vice Versa*. Edited by Danielle Fontaine. Greenville: Greenville Center for Creative Arts, 2025.

Katie Klik:

- Publication: Reynolds, K. J., Zhou, H., Cardenas, D., Subasic, E., & Klik, K. A. (in press). Social identity and behavior change: Longitudinal research in community and school settings. In Nyla R. Branscombe & Katherine J. Reynolds (Eds.) (2025) *Handbook of Social Identity Research*. Elgar Publishing.

Athletics:

Men's Soccer	9/27/2025	The men's soccer team tied with USC Sumter 2-2.
Volleyball	9/30/2025	The USC Union women's volleyball team beat the CIU JV team 3-0.
Golf	9/28/2025-9/29/2025	The USC Union golf team placed 3rd out of 11th in their tournament this weekend.
Men's Soccer	9/30/2025	As of today, the men's soccer team is ranked 6th in the nation on defense and ranked 22nd overall nationally.
Men's Soccer	10/2/2025	The men's soccer team beat USC Lancaster 4-2.
Men's Soccer	10/6/2025	The men's soccer team beat USC Salk 5-0.
Golf	10/6/2025-10/7/2025	The men's golf team placed 7th overall in the Walters State Fall Classic Tournament.
Golf	10/6/2025-10/7/2025	Travis Gosnell on the men's golf team finished 3rd overall as an individual in the Walters State Fall Classic Tournament. He had a 2 day total of 149 (74-75)

Men's Soccer	10/10/2025	The men's soccer team beat Denmark Tech's club team 8-0.
Golf	10/13/2025-10/14/2025	The golf team finished 7th overall in the Pioneers Fall Invitational at Cherokee National.
Men's Soccer	10/19/2025	The men's soccer team beat USC Sumter 3-2. This was the last game of the regular season. Their final record for the season was 9-1-4. They will play in the conference tournament this weekend.
Softball	10/19/2025	The softball team played a double header scrimmage. They played Columbia College and beat them in both games.
Women's Soccer	10/20/2025	The women's soccer team beat Alice Lloyd College 4-1. This was their last game of the season and they finished the season 2-5.

Nursing: Nursing will hold 2 info meetings in November and/or December for upper-division applications.

Upper-division applications open on January 1, 2026. Faculty should expect students to submit reference forms for their recommendations. All applications will be submitted online beginning in 2026. Professors should receive an email with a link to the reference forms. Please remind faculty that failure to return these forms could prevent a student from being awarded a spot in the upper division program.

Academic Affairs:

Headshots: Happening today, beginning at 12:00. You have been scheduled to have these completed. We ask everyone to wait out in the lobby, and you will be called in one by one to have your picture taken.

Awards Night: Awards Night is scheduled for Friday, April 17, 2026, at 6:00 pm. Faculty will need to arrive no later than 5:30 pm.

Athletic Team-Building Event: We had a great turnout at our athletic event on October 14. 70 students and 22 faculty/staff attended the soccer game, while 86 students and 21 faculty/staff participated in the volleyball game. These events provided an excellent opportunity for students and faculty/staff to connect, build community, and strengthen relationships outside the classroom, reinforcing the importance of engagement and shared experiences in campus life.

First-Generation College Celebration Day: The event was held on November 5th. Thank you to everyone who participated! This celebration provided an opportunity to connect with first-generation students (and all students), share valuable resources, and support their academic and personal success.

Student-Athlete Workshops: Each November, the Office of Academic and Student Affairs hosts a workshop series for student-athletes. While mandatory for student-athletes, these will be

open to all students, so please encourage your students to attend and help us get the word out. Faculty are also invited. These are occurring between 11/17 and 11/20.

- 11/17 – Safe Passage
- 11/18 – Quentin Wedderburn on “Understanding Neurodiversity”
- 11/19 – Jenna Anderson on “Problem Gambling”
- 11/20 – Nikki Prude on Alcohol and Drug Abuse (Possible Narcan Distribution)

Events Spreadsheet: I have developed an event tracking spreadsheet to monitor all upcoming and completed campus events and to prevent scheduling conflicts. This tool will also streamline data collection and reporting processes. I am currently working with Jeremy to create a shared drive where the spreadsheet will be accessible to all faculty and staff.

USC Union Student Retention Scholarship Fund: The fund has been established to assist USC Union students whose demonstrated financial need may jeopardize their ability to continue or complete their education. While the fund will be officially available beginning in Fall 2027, secured funding will allow for limited awards to be distributed starting in Fall 2026.

Dawkins House Internship Course: Mr. Bill Comer, a member of the Board of Preservation South Carolina, which is currently leading the restoration of the Dawkins House, reached out regarding the development of an internship-based course that would engage students in researching and identifying the 30 enslaved individuals who once lived on the property. I met with Mr. Comer, Dr. Johnson, and Dr. Kettler, and together we developed an innovative plan to offer a Public History Internship course in Fall 2026, with preliminary research beginning in Summer 2026.

Laurens Kitchen: The kitchen at the Laurens location is nearing completion. I have been collaborating with the HTMT department in Columbia to determine the appropriate timeline and process for beginning course offerings in the new space.

Travel Budget: I am currently developing a formal procedure for the allocation of the faculty travel budget, which will establish a tiered funding system based on faculty rank. The proposed structure will differentiate travel funding levels for tenure-track faculty, associate professors, full professors, and instructors to ensure equitable and mission-aligned resource distribution. This policy aims to prioritize professional development opportunities that support research, scholarship, and instructional excellence, particularly for tenure-track faculty pursuing tenure-related goals. The new procedure is scheduled to take effect in Fall 2026.

Updated Compensation Table: I am currently working on updating the USC Union compensation table, which will take effect in Fall 2026.

Students Leaving Early/Returning Late: This continues to be a recurring issue, particularly among some of our international students and members of the soccer team; students leaving early at the end of the semester or returning late at the start. I have communicated to them that this is not acceptable and that they are expected to remain through the end of the semester and return in time for classes to begin. However, I cannot enforce this alone. I ask that each of you adhere to the attendance policies outlined in your course syllabi regarding excused and unexcused absences. Please require appropriate documentation for any excused absences and apply your attendance policy consistently with all students. Additionally, some faculty and staff have been directing students to me to determine whether they may leave early or return late. This decision ultimately rests with the course instructor, not with me, as I

do not have the authority to override individual course attendance policies. Thank you for your cooperation and for helping maintain our academic standards.

Steve Lowe: Steve Lowe will be returning to campus and helping with the Office of Academic and Student Affairs. He will be responsible for preparing course schedules and final exam schedules, identifying/securing faculty for course schedules, preparing reports related to the review and modification of academic programs, assisting with the development of transfer pathways, preparing reports related to academic programs, writing grants to support faculty/students, coordinating peer reviews, monitoring enrollment numbers and determining faculty compensation based on the official compensation table, duties related to his position as the Director of BOL/BLS, among other duties and responsibilities.

Faculty Action Items:

Faculty Information Forms and Individual Research, Scholarly Activity, and Service Reports were emailed and are due back to me by the end of January. I will forward the reports to the appropriate committees for peer review.

To conduct a thorough review, please consider incorporating the following in each section:

- o Teaching – teaching load, # of preps/new courses, locations, formats, results of course evaluations, descriptions of each course taught each semester (including course design, link to USCU mission, Carolina core fulfillment, professional development, etc.
- o Scholarship – list and describe each activity (papers in preparation, presentations, papers under review, publications, grants, creative activities, consultations, workshops, etc.)
- o Service – list and describe each activity (advising, committees, attendance at university functions, club activities, peer reviews, etc.)

Faculty Headshots: Zane Morton will be available for faculty headshots after FO today.

Adjunct Peer Reviews have begun. I have already started reaching out to those who require a review and enlisting volunteers to conduct those reviews.

Advising for Spring 2026 has begun. The schedule has been emailed out to all faculty advisors. Reach out to your advisees directly to schedule appointments. New students will be assigned via Calendly. Keep a lookout for those appointments and make sure to put in your availability. Also, be sure to keep the pathways (ENTR, PharmD, HTMT, EDU) in mind when advising students.

Reminder: Internships for International Students:

https://sc.edu/about/offices_and_divisions/international_student_and_scholar_support/iss/immigration/student-employment/off-campus-employment/f-1-employment-curricular-practical-training/

International students are not allowed to engage in any internships (Curricular Practical Training) without prior CPT authorization violates F-1 status.

CPT training must meet all of the following stipulations:

- Training relates directly to the student's major area of study.
- Training is an integral part of the school's established curriculum.
- Occurs *before* the student's program end date on the Form I-20.
- Authorization is for one specific employer and for a specific period of time.
- Student must secure the training opportunity *before* CPT can be authorized.
- CPT must be authorized *before* the student can begin work. Designated school official (DSO) authorizes CPT in SEVIS, and the authorization prints on the student's Form I-20.
- Student can have more than one CPT authorization at the same time.
- One year of full-time CPT eliminates a student's eligibility for OPT.

CPT Prerequisites

1. You must have been fully enrolled as a student for at least one academic year (nine months or thirty weeks).
 - o Exchange students do not qualify for Curricular Practical Training because they do not have this necessary prerequisite.
2. Your graduation cannot be delayed due to your Curricular Practical Training.
3. The proposed employment must be an integral part of your program of study. CPT must be very closely related to your academic work. Please see the options below to learn more about how CPT can work for you.
4. You need to have an offer of employment (paid or unpaid). Remember, even unpaid internships require CPT authorization.
5. You need to determine which type of CPT you want to utilize (Course Required, Dissertation Research, Carolina Internship Program, or Degree Required).

If you have a sophomore who meets these prerequisites and who is interested in participating in CPT, please contact the International Student and Scholar Support office at USC Columbia.

Final Exam Reminder: Final Exams: Final exams for full-semester classes are to be given ONLY at the regularly scheduled time listed on the final exam schedule. In any course or laboratory that meets weekly, no quiz, test, or examination shall be given during the last class session before the regular examination period. In any course or laboratory that meets two or three times a week, no quiz, test, or examination shall be given during the last two class sessions before the regular examination period. In any course or laboratory that meets more than three times a week, no quiz, test, or examination shall be given during the last three sessions before the regular examination period. Final Grades: When entering final grades in Self-Service, if a student had stopped attending that class at some point (or stopped logging in the case of an online class), you will need to enter a grade of "FN" (rather than just an "F"), as well as their last date of attendance/login for that student. Those unearned/walk-away FN's are tracked by Financial Aid to determine if the student owes additional money and that information needs to be as accurate as possible when those grades are entered. Final grades are submitted and posted to students' academic records using Self Service Carolina. Final grade rolls will be available 2-3 business days before the last day of class and are due no later than 72 hours after

the date of the scheduled final exam. Grades submitted late may affect a student's academic standing, eligibility for financial aid, or ability to graduate.

Search Committees:

- Instructor of Computer Science, Chair, Dr. Fouts
- Instructor of Biology, Chair, Dr. Phillips-Long

New/Prospective Programs & Partnerships:

Lake Wylie High School: I have submitted both a program modification and a prospectus for Lake Wylie High School. USC Union currently serves approximately 400 dual enrollment students at Clover High School through a combination of traditional in-person and online courses, all taught by USC-approved faculty. As Clover High School undergoes a division, the newly constructed Lake Wylie High School will serve the same community of students. Following the division, the dual enrollment population will be split between the two schools, with about 200 students at each location. To ensure continuity of course offerings for students transitioning to Lake Wylie High School, I submitted a program modification to offer less than 50% of the degree at that site, along with a prospectus to offer more than 50% of the degree once the transition is complete.

Clinton High School: The prospectus has been approved. USC Union is now authorized to offer 50% or more of the degree at Clinton High School and proceed with the implementation of the Early College Program.

Clover High School: Developing Early College Program.

Gray Collegiate Academy: Developing Early College Program.

SPRING 2025 Updates

Community College Survey of Student Engagement (CCSSE): This spring, USC Union will be participating in the Community College Survey of Student Engagement (CCSSE), a national survey of institutional practices and student behaviors. CCSSE is an initiative of CCSSE at the University of Texas Austin. This assessment tool will provide information on student engagement and is comprised of items that assess institutional practices and student behaviors that are highly correlated with student learning and retention. Survey data will be used for feedback to the campus and faculty/staff related to how our students are engaging with the campus, which contribute to learning, retention, and successful completion of degree requirements. Results will assist our campus in strategic planning and SACSCOC accreditation and allow us compare engagement across the PC campuses.

The survey will be administered during the spring academic term (March through April). Note: depending on timely receipt of survey packets from UT-Austin, it may be possible to administer surveys prior to the start of spring break.

It will be administered in the classroom as a pencil-and-paper survey to students in randomly selected credit courses.

Faculty are not responsible for administering the surveys. The administration of the surveys will be handled by designated staff on campus. I will reach out to those selected as staff administrators in a separate email.

Historically, the survey has taken up to 45 minutes for students to complete within the classroom. Therefore, survey administration will take up an entire class period for selected course sections. Should your course section(s) be selected, faculty are not required to participate, although they are strongly encouraged so that the campus receives useful student data for reasons stated above. Faculty teaching full-term F2F courses may choose to build in “wiggle-room” in their syllabi in case one or more of their sections are selected and/or record and upload lectures for selected sections as they are notified. If faculty choose to have their selected sections participate, there is no need to inform students that it will be taking place to ensure maximum attendance during those class periods.

Faculty of selected course sections will be notified shortly after the first add/drop period of the spring semester (mid-January).

First-Year Freshman Academic Recovery Program: This spring, we will roll out the First-Year Freshman Academic Recovery Program. This program was developed based on the USC First-Year Freshman Academic Recovery Program (included in the Academic Bulletin). Through this program, if a student's Total Institutional GPA falls below 2.00 by the conclusion of any semester, they are placed under academic probation. Specifically for first-year freshmen at USC, a program known as the First-Year Freshman Academic Recovery Program is initiated when their Total Institutional GPA is below 2.00 at the end of their inaugural semester. During the initial six weeks of their second semester, these students are required to engage in academic coaching before becoming eligible for course registration in the third semester.

Per the USC Union Bulletin:

Academic Probation: When a student's Total Institutional GPA at the end of any semester is less than a 2.00, he or she is placed on academic probation.

Removal from Academic Probation: When a student's Total Institutional GPA at the end of any semester is a 2.00 or above, he or she is not on academic probation.

Continuing on Academic Probation: Any student who is on probation at the beginning of a fall or spring semester must achieve a certain Total Institutional GPA at the end of that semester in order to avoid suspension. A student may also continue on probation and avoid suspension if the semester grade point average is 2.50 or greater. Standards for continuing on probation are based on the cumulative grade hours the student has attempted at USC . The chart below shows the grade point averages required in order to avoid suspension.

Total Institutional GPA Hours	Placed on Probation	Continue on Probation (avoid suspension)	Removed from Probation
12-35	below 2.00 Total Institutional GPA	1.500 or higher Total Institutional GPA	2.00 or higher Total Institutional GPA
36-71	below 2.00 Total Institutional GPA	1.800 or higher Total Institutional GPA	2.00 or higher Total Institutional GPA

Total Institutional GPA Hours	Placed on Probation	Continue on Probation (avoid suspension)	Removed from Probation
72+	below 2.00 Total Institutional GPA	only with semester reprieve (see below) or by college petition	2.00 or higher Total Institutional GPA

Semester Reprieve: Regardless of the Total Institutional GPA, a student may continue on probation and avoid suspension if the Current Term grade point average is 2.50 or greater. Students placed on probation will be encouraged to participate in this program which will provide students with assistance in academic planning, general advisement, major exploration, degree audit, self-assessments, and success strategies. At USC Union, academic coaching will extend beyond six weeks giving students more academic coaching throughout the course of the semesters. Students who do not complete the program will not be restricted from registering for classes.

Advisors will receive a list of advisees who are eligible to participate in this program.

The recovery program consists of four requirements:

1. Academic Success Plan: Upon notification of an advisee on probation, the advisor should schedule a meeting to discuss the student's Academic Success Plan. Advisors will receive the Academic Success Plan Form, which can be customized to suit the student's individual circumstances (highlighted areas only). This form must be initialed by the student and signed by both the student and advisor. The advisor should retain a copy of the form and submit another to the University Registrar, Blake Wilson, at bentleyt@mailbox.sc.edu.
2. Academic Wellness Check: Students on probation are required to meet with their advisor once per month for an Academic Wellness Check. After each meeting, advisors will complete the Monthly Academic Wellness Check Form to document progress towards successful completion of the Academic Wellness Plan. Advisors should retain a copy for their records and submit another to the University Registrar, Blake Wilson, at bentleyt@mailbox.sc.edu at the end of the semester.
3. Mid-Semester Progress Report (Faculty Evaluation): Students on probation must have each faculty member complete a mid-semester progress report form, which is then submitted to the student's advisor. Faculty members should keep a copy of this progress report for their records. Students are required to submit these forms, one for each class in which they are registered, to their advisor by the second Monday following Fall/Spring Break. Advisors will retain a copy for their records and submit another to the University Registrar, Blake Wilson, at bentleyt@mailbox.sc.edu.
4. Professor-Student Check-In: Students on probation must schedule at least two meetings with their professors during the semester, preferably during the professor's scheduled office hours. If the course is virtual, a virtual meeting is sufficient. During these meetings, the student will have the professor complete the Professor-Student Check-In Form. The completed form must be submitted to the advisor before the last day of final exams. Advisors will retain a copy for their records and submit another to the University Registrar, Blake Wilson, at bentleyt@mailbox.sc.edu at the end of the semester.

If the student completes all requirements outlined in the Academic Success Plan, they will be eligible to receive a \$500 scholarship to be applied towards tuition at USC Union for the subsequent semester.

Updates from Dr. Kettler:

- 1) Vector - We have gone from 11 completions to 69 completions since the last FO. However, even with that jump, we need more students to complete their trainings. Please announce to your classes that they should complete these trainings quickly and not wait until later in the semester when they become more burdensome.
- 2) AI Bot - The AI bot (Champion) is running well, with alerts that Andrew continues to monitor. Please send any questions on the bot to Andrew Kettler. We are hoping a class in the spring that may take on the project of designing a webpage for the AI bot, possibly a U101 or a course that incorporates media or language development. If you are interested in such an exercise, or supporting the bot in another way, please e-mail Andrew.
- 3) New Library Books have arrived from Thomas Cooper to the lending library in the History Suite – if you are interested in borrowing any, feel free, although the books with barcodes are supposed to stay on site, even if only in an office.
- 4) History Suite – For students in need of a computer to work or print on in the Central Building, the History Suite is set up with a computer specifically for students to print their work. Also, therein is a work area for students to meet with coffee and snacks. There is also a new television therein for students to watch movies and programming for any club meeting or homework during off hours of the school-day, as well.
- 5) Fresh Food Bags – This program is continuing until we run out of the funding. We generally provide between 8-12 fresh food bags every two weeks. If you know of any students who are interested have them e-mail Andrew Kettler. Thank you to Robert, Amber, and Cari for helping with pick-ups for the Bags this Fall.
- 6) Student Athlete Workshops - These occur between 3 and 5 between 11/17 and 11/20 of this Fall of 2025. Program includes - 11/17 – Safe Passage; 11/18 – Quentin Wedderburn on “Understanding Neurodiversity”; 11/19 – Jenna Anderson on “Problem Gambling”; 11/20 – Nikki Prude on Alcohol and Drug Abuse (Possible Narcan Distribution). All athletes are required to attend, and any other interested student or faculty is also welcome.
- 7) P3 - If you have any students interested in medical school, please reach out to Andrew, as he continues with connections up to the P3 program at Greenville. The yearly programming for an Open House for any interested students is on 1/23 at 10 AM. Andrew has one student interested, but it would also be great to take a group to tour the medical school if you know of any interested students.
- 8) United Way - As with last year we are organizing a food, and goods drive with United Way. The one for last year shifted from Thanksgiving to Hurricane Helene relief. This year, we are collecting goods for 11/12 pickup for the Thanksgiving Drive. If anyone is able to help on 11/12 at 1-4, please let Andrew Kettler know, as it would be good to have a team to help organize the donations into the space of the Student Success Center.

- 9) The Student Success Center is also organizing a Spring Job Fair. We have yet to set a date, but if you know of any businesses that would be interested please let us know and we can reach out to offer them a table.
- 10) Dawkins House renovations are continuing. Tekla, Andrew, and Maggie are specifically working with Bill Comer at Preservation South Carolina on the next steps for the use of the building upon its renovation. If you have any interest in assisting in the archival work, or are interested in learning more on the project, feel free to contact Tekla or Andrew, who are also organizing a course for next fall semester on public history related to the site.