

# USC Lancaster Faculty Committee Assignments, 2017-2018

---

*Descriptions taken from the Bylaws of the USCL Faculty Organization, Article V, Section 4 as approved on February 2, 2017.*

## Local Committees

### Academic Advisory Council

**Membership:** One representative per division, the Academic Dean, and a library representative

**Purpose:** The Academic Advisory Council examines, discusses, and attempts to resolve faculty concerns regarding academic responsibility and behavior.

<b>Babette Protz</b>	BBCE Division Representative
<b>Suzanne Penuel</b>	Humanities Division Representative
<b>Lynnette Martek</b>	MSNPH Division Representative—Chair
<b>Ron Cox</b>	Academic Dean
<b>Kaetrena Kendrick</b>	Library Representative

### Academic Honor Code Council

**Membership:** One representative elected from each academic division, as well as one staff member and one student representative, both administratively appointed. One alternate elected by each academic division, as well as one alternate staff and student representative, both administratively appointed.

**Purpose:** The Academic Honor Code Council is charged with hearing and reviewing cases involving USC Lancaster students charged with violations of the Code of Student/Faculty Academic Integrity & Responsibility and will recommend sanctions based on USC and USCL policies and procedures.

<b>Babette Protz</b>	BBCE Division Representative
<b>Kate Holland</b>	BBCE Division Alternate
<b>Pat Lawrence</b>	Humanities Division Representative

Kim Richardson	Humanities Division Alternate
Allan Pangburn	MSNPH Division Representative
Liz Easley	MSNPH Division Alternate
Dominique Waller	Staff Representative
Megan Catoe	Staff Alternate
Titus Jackson	Student Representative
De'aaricka Wilkes	Student Alternate

## Admissions, Petitions, and Grade Change Committee

**Membership:** One representative per division, the Academic Dean, and up to two administrative appointments.

**Purpose:** The Admissions, Petitions and Grade Change Committee reviews general admissions policy. It recommends appropriate faculty action on all requests for changing any grade recorded for more than one year. It decides all petitions for readmission. This committee reports and makes its recommendations to the faculty and to the Dean of the University.

Mark Coe	BBCE Division Representative
Dick Van Hall	Humanities Division Representative
Annette Golonka	MSNPH Division Representative
Ron Cox	Academic Dean
Peter Seipel	Administrative Appointment (1)— Incoming Chair
Kelsey Faulkner	Administrative Appointment (2)

## Assessment Committee

**Membership:** One representative elected from each academic division for staggered two-year terms, the Academic Dean, and administrative appointments for one-year terms.

**Purpose:** The Assessment Committee develops, recommends, reviews, and implements institutional policies and procedures regarding the assessment of

student learning for the degree programs available at the University of South Carolina Lancaster.

<b>Babette Protz</b>	(2016-2018)	BBCE Division Representative
<b>Adam Biggs</b>	(2017-2019)	Humanities Division Representative
<b>Shemsi Alhaddad</b>	(2016-2018)	MSNPH Division Representative
<b>Ron Cox</b>		Academic Dean
<b>Laura Carnes</b>		Administrative Appointment
<b>Lisa Hammond</b>		Administrative Appointment
<b>Phillip Parker</b>		Administrative Appointment
<b>Tania Wolochwianski</b>		Administrative Appointment

## Athletics Advisory Committee

**Membership:** One representative per division, the Dean of the Campus or designee, one student representative appointed by the Dean, and one representative each from the athletics program, the Gregory Health and Wellness Center, TRIO, Admissions, and the ASC, and administrative appointments for one-year terms

**Purpose:** The Athletics Advisory Committee serves as a liaison between the athletics department and faculty/staff at USCL, oversees the academic, public-image, and athletic development of the student-athlete at USCL, promotes proper advisement for the student-athlete at USCL, and ensures that proper policies and procedures are upheld. The chair is elected for a two-year term or until a successor is elected.

<b>John Rutledge</b>		BBCE Division Representative
<b>Nick Lawrence</b>		Humanities Division Representative—Chair (2016-2018)
<b>Allan Pangburn</b>		MSNPH Division Representative
<b>Walt Collins</b>		Dean of Campus or Designee
<b>Mary Bethea</b>		Student Representative
<b>Kevin Thompson</b>		Athletics Program Representative
<b>Kelly Steen</b>		GHWC Representative
<b>Matt Williamson</b>		TRIO Representative

<b>Meagan D. Keown</b>	Admissions Representative
<b>Dana Lawrence</b>	ASC Representative
<b>Liz Easley</b>	Administrative Appointment

## Curriculum Committee

**Membership:** One representative per division, the Academic Dean, a library representative, Director of Enrollment Management or designee, and up to two administrative appointments.

**Purpose:** The Curriculum Committee reviews new academic programs or proposed curriculum changes and recommends approved changes to the USCL faculty. Additionally, the committee will annually review and update the lists of Carolina Core courses offered at USCL that appear in certain USCL degree plans. The committee may also investigate various other issues concerning the curriculum at USCL.

<b>Phillip Parker</b>	BBCE Division Representative
<b>Chris Bundrick</b>	Humanities Division Representative
<b>Andrew Yingst</b>	MSNPH Division Representative—Chair
<b>Ron Cox</b>	Academic Dean
<b>Rebecca Freeman</b>	Library Representative Director of Enrollment Management or Designee
<b>Nick Lawrence</b>	Administrative Appointment (1)
<b>Liz Easley</b>	Administrative Appointment (2)

## Disciplinary Committee

**Membership:** Academic Dean (ex-officio chair), Director of Campus Security, one faculty representative, one staff representative, one student representative (all administratively appointed to one year terms).

**Purpose:** The Disciplinary Committee hears and reviews cases involving USCL students charged with violations of the USCL Code of Student Conduct and will impose sanctions based on USC and USCL policies and procedures.

<b>Ron Cox</b>	Academic Dean—Chair
<b>John Rutledge</b>	Director of Campus Security
<b>Chris Judge</b>	Faculty Representative
<b>Annette Horton</b>	Staff Representative
<b>Will Jaillette</b>	Student Representative

## Evaluation Committee

**Membership:** One representative per division, the Academic Dean, and faculty chair appointment(s).

**Purpose:** The Evaluation Committee determines methods of evaluation of faculty. This committee proposes or revises formal procedures and instruments for review as needed, offering guidelines for all levels of review in accordance with local campus procedures and the Palmetto College Campuses Faculty Manual.

<b>Mark Coe</b>	BBCE Division Representative
<b>Godfrey Ndubuisi</b>	MSNPH Division Representative
<b>Brittany Taylor-Driggers</b>	Humanities Division Representative
<b>Lisa Hammond</b>	Faculty Chair Appointment
<b>Ron Cox</b>	Academic Dean

## Executive Committee

**Membership:** The faculty chairperson, vice-chairperson, and secretary, elected yearly by the faculty organization.

**Purpose:** The Executive Committee represents the interests of the faculty in all matters related to the campus community. The committee initiates action when appropriate and responds to questions and concerns directed its way. The chairperson presides over faculty meetings and consults with the other officers on an as-needed basis.

<b>Nick Lawrence</b>	Chair
<b>Andy Yingst</b>	Vice-Chair

Suzanne Penuel	Secretary
----------------	-----------

## Hiring Priorities Committee

**Membership:** One representative per division, a library representative, a representative from Human Resources, and up to two administrative appointments.

**Purpose:** The Hiring Priorities Committee studies campus hiring priorities for the short and long terms, and makes recommendations that address the staffing implications of retirements, and changes in academic programs and enrollments.

Chris Judge	BBCE Division Representative
Stephen Criswell	Humanities Division Representative
Todd Scarlett	MSNPH Division Representative—Chair
	Library Representative
Tracey Mobley-Chavous	Human Resources Representative
Jill Castiglia	Administrative Appointment (1)
Steven Campbell	Administrative Appointment (2)

## Instructor Peer Review Committee

**Membership:** Six members elected by the faculty. Each member must be at the rank of instructor with at least five consecutive years' full-time experience at USC Lancaster. No one who participates in administrative review of candidates may be elected to this committee.

**Purpose:** The committee conducts the annual peer review of instructors reviewed without scholarship, a process designed to document the professional development of the faculty member and to provide regular and constructive evaluations of the performance of the faculty member.

Tania Wolochwianski
Garane Garane

Courtney Catledge

Darris Hassell

Jill Castiglia

Lynnette Martek

## Library Committee

**Membership:** One representative per division, librarians, a representative from the Academic Success Center, and up to two administrative appointments.

**Purpose:** The Library Committee acts as an advisory body on matters such as library hours, security, computer policies and procedures, and materials budget allocations.

Kate Holland	BBCE Division Representative
Brooke Bauer	Humanities Division Representative
Annette Golonka	MSNPH Division Representative
Rebecca Freeman	Librarian (1)
Kaetrena Kendrick	Librarian (2)
Dana Lawrence	ASC Representative—Chair
Courtney Catledge	Administrative Appointment (1)
Garane Garane	Administrative Appointment (2)

## Local Tenure and Promotion Committee

**Membership:** Six tenured members elected by the faculty. No one who participates in administrative review of candidates or who serves on the Palmetto College Campuses Tenure and Promotion Committee or Palmetto College Campuses Grievance Committee may be elected to this committee.

**Purpose:** The Local Tenure and Promotion Committee has several primary responsibilities. The first duty is the consideration of tenure and promotion applications from our campus, using the Palmetto College Campuses Faculty

Manual for the procedures to follow. Secondly, the committee conducts the annual peer review of tenure-track faculty and instructors with scholarship, a process designed to document the professional development of the faculty member and to provide regular and constructive evaluations of the performance of the faculty member. Finally, the other responsibilities are to conduct first-year review, third-year review, and post tenure review of the faculty

<b>Annette Golonka</b>
<b>Dick Van Hall</b>
<b>Kate Holland</b>
<b>Andy Yingst</b>
<b>Steven Campbell</b>
<b>Howard Kingkade</b>

### Native American Studies Advisory Committee

**Membership:** One representative per division, the Native American Studies Director and up to three of his or her appointments, and up to two administrative appointment(s).

**Purpose:** Native American Studies Advisory Committee advises the Native American Studies Director.

<b>Brooke Bauer</b>	Humanities Division Representative- Co-chair
<b>John Rutledge</b>	BBCE Division Representative
<b>Todd Scarlett</b>	MSNPH Division Representative
<b>Stephen Criswell</b>	<b>NAS Director</b>
<b>Fran Gardner</b>	Administrative Appointment (1)
<b>Allan Pangburn</b>	Administrative Appointment (2)
<b>Brent Burgin</b>	NAS Director Appointment (1)
<b>Brittany Taylor-Driggers</b>	NAS Director Appointment (2)
<b>Claudia Heineman Priest</b>	NAS Director Appointment (3)



## Palmetto College Faculty Advisory Committee:

**Membership:** This committee will be comprised of one member from each Palmetto College Campus, elected by the faculty organizations of the individual campuses, as well as three faculty representatives appointed by the Provost or their designee. Each will serve a two-year term. The chief academic officers of the Palmetto College campuses (or their designees) will chair (with no voting privileges) this committee on a rotating basis, each serving for two year terms.

**Purpose:** This committee considers academic policy and curriculum issues concerning the baccalaureate degree programs of the Palmetto College Campuses. The committee advises the Associate Provost for Palmetto College on matters pertaining to academic policy for these programs, such as student grievances, readmission petitions, and other policy items. The committee will also consider matters pertaining to the curricula for these baccalaureate programs, and will make recommendations for curriculum changes to the Faculty Senate, via the System Affairs committee. Since these degree programs are offered under the auspices of the Provost's Office, the Columbia Faculty Senate must approve any curriculum changes for the baccalaureate degree programs as well.

<b>Stephen Criswell</b>	Faculty Elected Representative
-------------------------	--------------------------------

## Scholarship and Special Awards Committee

**Membership:** Two representatives per division, Academic Dean, administrative appointments, and one student representative (usually the SGA president).

**Purpose:** The Scholarships and Special Awards Committee selects scholarship recipients on the basis of criteria established by members of the committee. All prospective scholarship recipients are interviewed by the committee membership or by a special interview panel. The committee supports activities of the Development Officer designed to increase the amount of monies available. The committee also selects the members of Who's Who and the recipients of certain other awards.

<b>Stan Emanuel*</b>	BBCE Division Representative (1)
<b>Mike Sherrill</b>	BBCE Division Representative (2)
<b>Tania Wolochwianski</b>	Humanities Division Representative (1)
<b>Brent Burgin</b>	Humanities Division Representative (2)
<b>Fernanda Burke</b>	MSNPH Division Representative (1)
<b>Godfrey Ndubuisi</b>	MSNPH Division Representative (2)
<b>Ron Cox*</b>	Academic Dean
<b>Ken Cole*</b>	Administrative Appointment
<b>Shana Dry*</b>	Administrative Appointment
<b>Mary Faile</b>	Administrative Appointment
<b>Annette Horton*</b>	Administrative Appointment
<b>Ernest Jenkins</b>	Administrative Appointment
<b>Lynnette Martek</b>	Administrative Appointment
<b>Godfrey Ndubuisi</b>	Student Representative

## Residency Appeals Committee

**Membership:** The Associate Dean (Chair), one representative per division, and administrative appointments.

**Purpose:** The committee hears appeals from administrative decisions determining eligibility or lack thereof for payment of tuition at resident rates.

<b>Ron Cox</b>	Associate Dean (Chair)
<b>Laura Carnes</b>	Director of Student Engagement & Success
<b>Kristen Hammond</b>	Director of Student Life
<b>John Rutledge</b>	BBCE Division Representative
<b>Darris Hassel</b>	Humanities Division Representative
<b>Pernell Lewis</b>	MSNPH Division Representative
<b>Titus Jackson</b>	Student Representative
<b>Courtney Catledge</b>	Administrative Appointment

## Student Affairs

**Membership:** One representative per division, the Academic Dean, the Director of Student Engagement and Success, Director of Student Life, administrative appointments, and one student representative.

**Purpose:** The Student Affairs Committee monitors and reviews policies and practices in student development and extracurricular activities on the USCL campus, approves applications for travel study courses, judges submissions to the annual Elliott White Springs Writing Contest, and recommends changes to the administration in an attempt to meet the needs of the USCL community.

<b>John Rutledge</b>	BBCE Division Representative
<b>David Roberts</b>	Humanities Division Representative
<b>Courtney Catledge</b>	MSNPH Division Representative
<b>Ron Cox</b>	Academic Dean
<b>Laura Carnes</b>	Director of Student Engagement & Success
<b>Brandon Newton</b>	Director of Student Life
<b>Bettie Johnson</b>	Administrative Appointment
<b>Rebecca Freeman</b>	Administrative Appointment
<b>Kristen Hammond</b>	Student Representative

## Welfare and Grievance Committee

**Membership:** Four members elected for a term of one year or until a successor is elected; Vice Chair of the USCL Faculty Organization is the chairperson.

**Purpose:** The Welfare and Grievance Committee considers grievances brought before the committee by members of the USCL faculty. If a grievance is determined to exist, the committee attempts to resolve the matter through mediation or other appropriate action. This committee also considers university policies and the enforcement of policies regarding the welfare of the faculty, such as faculty salaries, other compensation and benefits, and any matters affecting the workplace environment. The committee may recommend appropriate changes or the enforcement of existing policy, propose new policies, or comment upon proposed university

action affecting faculty welfare. This committee serves to enhance faculty welfare. Specific duties include updating the campus description for external review, facilitating the application process for the John J. Duffy Excellence in Teaching award, and coordinating classroom observations. This committee also considers other matters that may be assigned by the Executive Committee of the Faculty Organization.

---

Stan Emmanuel

Ernest Jenkins

---

Darris Hassell

Andy Yingst—Chair

---

Betti Obi-Johnson

---

## Administrative Committees:

### USCL Research and Productive Scholarship Executive Committee

**Membership:** Appointed by Dean of Campus.

**Purpose:** The committee manages the USCL RPS proposals, sets deadlines, and makes recommendations to the Dean for funding.

---

Shana Dry

Lisa Hammond

---

Sarah Hunt-Sellhorst, Co-chair

Fran Gardner, Co-chair

---

### USCL RPS Review Panel

**Membership:** Previous year's recipients along with the Executive Committee.

**Purpose:** Reviews grant proposals and make recommendations to the Dean for funding.

---

Brooke Bauer

Adam Biggs

---

Stephen Criswell
Liz Easley
Chris Judge
Howard Kingkade
Bettie Johnson
Annette Golonka
Todd Scarlett

**Dean’s Advisory Council**

*Membership:* Three members elected from the Faculty Organization, Faculty Organization Executive Committee, and the Academic Dean.

*Purpose:* Facilitate communication of faculty needs and concerns to the Dean of Campus and Academic Dean.

Fran Gardner	Elected Member
Ernest Jenkins	Elected Member
Liz Easley	Elected Member
Nick Lawrence	Faculty Organization Chair
Andy Yingst	Faculty Organization Vice-Chair
Suzanne Penuel	Faculty Organization Secretary
Ron Cox	Academic Dean

**System Committees**

**Columbia Faculty Senate**

*USCL Membership:* Elected from faculty for a term of three years or until a successor is elected. The number of senators is determined by the Columbia Faculty Manual.

*Purpose:* The University Faculty has legislative powers in all matters pertaining to standards of admission, registration, requirements for and the granting of earned degrees, curriculum, instruction, research, extracurricular activities, discipline of students, educational policies, and standards of the university, and all other matters pertaining to the conduct of faculty affairs, including

the discipline of their own members. The Faculty Senate of the University of South Carolina, having been created by direction of the University Faculty to act by and for that body, 12 is endowed with all the powers and authority of the University Faculty except for those powers specifically reserved by that body to itself, provided that the University Faculty may amend or repeal any general policy decisions adopted by the Faculty Senate.

<b>Shemsi Alhaddad</b>	2015-2018
<b>Noni Bohonak</b>	2015-2018
<b>Liz Easley</b>	2016-2019

## Palmetto College Campuses Faculty Senate

**USCL Membership:** Elected by faculty for a term of three years, or until a successor is elected. The most current version of the Palmetto College Campuses Faculty Manual describes specific requirements for membership.

**Purpose:** The Palmetto College Campuses Faculty Senate has authority to establish minimum educational standards for the Palmetto College Campuses, to include review and approval of any changes to the curriculum requirements for the common degrees awarded by the USC Palmetto College Campuses; it also has authority in matters pertaining to the conduct of faculty affairs, except where that authority has been specifically reserved for the Palmetto College Campus Faculties. These policies will be generally consistent with the educational policies and standards of the University and will differ only in meeting specific requirements of the Palmetto College Campuses.

<b>Susan Cruise</b>	System Affairs Committee	2015-2018
<b>Howard Kingkade</b>		2017-2020
<b>Patrick Lawrence</b>		2017-2020
<b>Rebecca Freeman</b>	Rights and Responsibilities Committee	2016-2019
<b>Jason Holt</b>	Rights and Responsibilities Committee	2015-2018
<b>Tania Wolochwianski</b>	Welfare Committee	2016-2019
<b>Dana Lawrence</b>	System Affairs Committee	2015-2018
<b>Andrew Yingst</b>	System Affairs Committee	2016-2019

## Alternates

Stephen Criswell

Betty Obi-Johnson

Annette Golonka

## Palmetto College Campuses Grievance Committee

**USCL Membership:** One tenured member elected by faculty for a one-year term or until a successor is elected. Members cannot be persons who are serving on the local or Palmetto College Campuses Tenure and Promotion Committee.

**Purpose:** The Grievance Committee considers individual grievances brought before the committee by members of the faculty. The committee examines alleged grievances, and when, in the judgment of the committee, a grievance is determined to exist, it attempts to resolve the matter through mediation or other appropriate action. Individual USC faculty members have the right to grieve any administrative decisions affecting their employment. Grievance procedures are detailed the Palmetto College Campuses Faculty Manual.

Nick Lawrence

## Palmetto College Campuses Research and Productive Scholarship Committee

**USCL Membership:** Two members elected by faculty on alternate years for a term of two years or until a successor is elected.

**Purpose:** This committee advises the Vice President for Research on strategies to encourage and support research and productive scholarship performed by faculty members of the Palmetto College Campuses. The committee submits reports to the Palmetto College Campuses Faculty Senate. The Committee Memberships Updated Fall 2017 by Andy Yingst, Faculty Organization Vice Chair

Palmetto College Campuses representative to the Columbia Research and Productive Scholarship Committee is also a member of the PCC RPS Committee.



<b>Stephen Criswell</b>	2016-2018
<b>Fran Gardner</b>	2017-2019

## Palmetto College Campuses Tenure and Promotion Committee

**USCL Membership:** Two tenured members elected by the faculty for a term of one year or until a successor is elected. No one who participates in administrative review of candidates or who serves on the local Tenure and Promotion Committee or Regional Campuses Grievance Committee may be elected to this committee. No member shall serve for more than three consecutive years. At least one representative shall be at the full professor level. No faculty member may serve on the committee during the year in which the member's case receives active consideration. If a campus is unable to meet the membership rules exceptions may be made subject to approval by the local faculty organization, the Palmetto College Campuses Faculty Senate Executive Committee and the Office of the Palmetto College Chancellor.

**Purpose:** The Palmetto College Campuses Tenure and Promotion Committee receives from the Vice Provost all files of faculty and professional librarians being considered for promotion or tenure. The PCCTP committee reviews each file and determines whether it supports the 16 conclusions and recommendations of the campus tenure and promotion committees and campus deans. This review includes an examination of decisions to determine consistency with the criteria published in the Manual.

**Shemsi Alhaddad**

**Lisa Hammond**

## Provost's Palmetto College Campuses Advisory Committee

**Membership:** Two representatives elected from the faculty on alternate years for a term of two years or until a successor is elected.

**Purpose:** The Provost's Palmetto College Campuses Advisory Committee is constituted and its business conducted at the will of the Provost. The purpose of this committee is to provide recommendations regarding the academic mission of the University and academic and academic support issues affecting the Palmetto College Campuses to the President, Provost, or other committees and governing bodies

---

<b>Stephen Criswell</b>	2016-2018
<b>Angela Neal</b>	2017-2019

---