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SACSCOC

Fifth-Year Interim Review (Submitted to SACSCOC)

Options

Fifth-Year Interim Report

Document Directory

Item CR - 2.10

CR - 2.10

Student Support Services

The institution provides student support programs, services, and activities consistent with its mission that are intended to promote student learning and enhance the development of its students. (**Core Requirement 2.10**)

Judgment

Compliant Non-Compliant Not Applicable

Narrative

USC Columbia

The University maintains a broad array of programs and services that enhance the educational development of all students in the context of the University's threefold mission: the education of the state's diverse citizens through teaching, research and creative activity, and service. Educational support services permeate the university community. Most of these services are centered in the Division of Student Affairs and Academic Support (SA/AS), but other initiatives exist in academic units throughout the University community. The SA/AS mission focuses on the promotion of the intellectual, emotional, physical, spiritual, cultural and social development of students and educators, thus preparing them for a life of learning, service, and engagement. As stated in the Blueprint for Service Excellence, the division collaborates with campus and external constituents to provide access, facilitate students' progress and persistence, advance learning, and shape responsible citizens and future leaders.

Students are encouraged to take advantage of myriad opportunities to develop leadership, academic success skills, personal physical and emotional wellness, multicultural perspectives, life goals, and personal and civic responsibility, among many others. Such opportunities reflect the university's mission and philosophy of multifaceted learning and development that occurs in and beyond the classroom, in the community, and around the globe. These programs are promoted in a variety of ways including the Undergraduate Studies Bulletin, dynamic and regularly updated web sites, departmentally produced brochures and other educational materials, and via in-person presentations to groups, classes, and committees. Promotion of these opportunities begins with prospective students through the admissions recruitment marketing process and continues throughout the student experience. The outstanding programs and services for student learning and development are also promoted beyond the campus through information provided to alumni, the local community, the press, and the greater higher education community via professional activities of faculty and staff. Because it can be difficult to precisely differentiate academic support from student support services and programs, some elements of this standard may also be found in [Standard 3.4.9](#). Cross references will be indicated in these cases.

Each department collects assessment data as appropriate for each program, reviews the data regularly, and initiates corresponding improvements to programs and services as resources allow. Additionally, the SA/AS Planning, Assessment, and Innovation Council supports departmental Blueprint development, revision, and continuous improvement. Assessment goals and performance data are available in the Division-level Blueprint for Services Excellence, as well as the individual department-level Blueprint planning, Blueprint key update, and final performance Blueprint documents. Links to departmental Blueprints follow the narrative for most descriptions below. A username and password is required for access:

Username: sacs

Password: G@rnett33!

RECRUITMENT AND PRE-ENROLLMENT

Carolina Welcome

Activities and events presented as part of Carolina Welcome are designed to further support students with their transition to Carolina. The goals of Carolina Welcome include: create opportunities for interaction, socialization and community-building for new and returning students to aid in their connection to the University; provide programming that can aid in the reduction of high-risk behaviors; and expose students to departments, organizations, and services that will aid in their transition to USC. Student organizations, academic units and student service departments sponsor activities beginning the evening of "Move-in Day" through the weekend after the first day of class in the fall semester.

Student Life Blueprints

[Faculty and Staff Move-In Day](#)

Move-in Day turns what could be a tiring chore into an opportunity for faculty, staff, and students and their parents to get to know each other and celebrate the beginning of a new academic year. This long-standing Carolina tradition doesn't lower August temperatures, and it doesn't lessen the amount of stuff students bring to campus, but it does put a smile on everyone's faces.

[First-Year Reading Experience](#)

The First-Year Reading Experience at the University of South Carolina is a half-day event held each fall before the start of classes. The event is planned for the Monday before classes begin, during the university's Welcome Week. Sponsored by the Office of the Provost, the program

introduces students to academic life at the University of South Carolina. By bringing students together before the first day of classes to discuss a common reading, the university demonstrates that academics are the top priority at the University of South Carolina.
University 101 Programs Blueprint

Freshman Sendoffs

The Office of Parents Programs, Carolina Alumni Association, and the Office of Undergraduate Admissions coordinate freshmen send-offs around the country each summer to welcome incoming freshmen to the Carolina family during late July and early August. These events, hosted by the local alumni clubs, allow students and their families from a particular city to meet each other before they leave home for campus. In addition, staff members attend the events to answer last-minute questions prior to Move-in Day.

Student Life - Parents Programs Blueprints

New Student Convocation

Each fall, on the Sunday after Move-in Day, new students, their parents, faculty and staff are invited to attend the new student convocation. This event formally welcomes students to campus with the pomp and circumstance of academic tradition. At convocation, the student government president reads the Carolinian Creed to all attendees, and a representative of the incoming freshmen class accepts the Creed on behalf of his/her peers. This tradition is one way we formally welcome students to the Carolina community.

New Student Orientation

The Office of New Student Orientation offers programs to help new and current students and their families make the most of their Carolina experience. Each new undergraduate student is expected to attend one of many orientation sessions offered. All orientation programs are designed to assist with the transition to University life. At orientation, new students will meet with an academic advisor, register for classes, take placement tests, receive the Carolina Card student ID, and learn about campus resources, University services, and University expectations. The orientation program provides a helpful foundation for students to begin a productive and comprehensive college student experience.

Orientation Blueprints

Undergraduate Admissions

The Office of Undergraduate Admissions plans and implements initiatives to recruit and enroll academically talented students while maintaining diversity on the Columbia campus. The office is responsible for marketing the University to prospective students, processing and reviewing applications, awarding University-level scholarships, and counseling, admitting, and enrolling new and returning undergraduates. Recruiting activities include attending college fairs and high schools throughout the country, initiating robust recruit and yield marketing campaigns, hosting recruitment events, developing and implementing focused recruitment plans for special populations, and providing in-person and telephone counseling for prospective students and their parents. Additionally, the office supports the South Carolina Honors College in attracting top scholars to the University, assists the Athletics Department with NCAA eligibility certification, produces transfer credit summaries, and maintains admissions records. *For more information see SACS Standard 3.4.3.*

Undergraduate Admissions Blueprints

Visitor Center

The Visitor Center welcomes prospective students and their parents, alumni, and all visitors who want to know more about the University. Lively wall displays and interactive exhibits introduce the University's rich history, outstanding academics, and beautiful campus. Among the many services provided by the Center, campus tours are conducted by undergraduate student ambassadors. Thus, the Visitor Center provides a critical first step for individuals and groups exploring opportunities or information on campus, and thereby encourages and promotes prospective student learning and development.

Visitor Center Blueprints

SERVING ALL STUDENTS

Academic Advising

Academic advising is mandatory, largely decentralized, and provided to students by professional staff members or faculty in each academic unit. Students are encouraged to declare a major upon application to the university and are advised accordingly. In fall 2015, USC opened the University Advising Center to provide training, standard expectations, resources and assessment for academic advisors and students. Beginning fall 2016, all first-year students were assigned to a first-year professional staff advisor who hired, trained, supported and evaluated through a standard partnership between the University Advising Center and each undergraduate college/school. The University Advising Center also supports students moving between colleges students in need of academic coaching, and those seeking pre-advise ment information. Please see also *Standard 3.4.9.*

Academic Integrity

The Academic Integrity office promotes academic integrity, upholds the Honor Code, and supports the ideals set forth in the Carolinian Creed to foster a better living and learning environment in the University Community. Academic ethical behavior is essential for an institution dedicated to the promotion of knowledge and learning. The University of South Carolina is committed to fostering a university environment which exemplifies the values embodied in the *Carolinian Creed*. All members of the University Community have a responsibility to uphold and maintain the highest standards of integrity in study, research, instruction, and evaluation; as well as adhering to the *Honor Code*. An online tutorial is available to help students understand why academic integrity is important to our community and to navigate their obligations.

Student Conduct and Academic Integrity Blueprints

Academic Success Initiatives

Academic Success programs include course-specific support, assistance with study skills, and early intervention referrals.. Course specific support includes supplemental instruction and tutoring, which provide high quality, peer guided, assistance to enhance learning and academic success. Supplemental instruction focuses on introductory courses that are critical to students' academic progression and is delivered by trained peer leaders in a group setting. Tutoring provides support for a wide range of courses and is delivered by trained peer leaders in 1:1, group, and online settings. Assistance with study skills is provided by success consultants who engage with individual students in one-on-one appointments to set goals, explore study and time management strategies, develop action plans, and make referrals to appropriate university resources. The early intervention referral program, Success Connect, facilitates outreach to at-risk students based on faculty referrals or student self-identification. Success consultants meet individually with referred students and assist them in accessing appropriate resources and support.

Student Success Center Blueprints

Campus Recreation

The mission of Campus Recreation is to provide the entire university with community, individual, economic and environmental benefits for

the purpose of developing and reinforcing healthy lifestyles. Campus Recreation maintains over 400,000 square feet of indoor space in two facilities (the Solomon Blatt Physical Education Center and the Strom Thurmond Wellness and Fitness Center), eight multipurpose playing fields, three tennis courts and four sand volleyball courts. Facility amenities include: weight rooms, cardio-vascular training areas, basketball / volleyball courts, racquet sport courts, swimming pools, climbing wall, multipurpose rooms, and locker rooms. Programs offered include: intramural sports, sport clubs, group exercise classes, aquatics, adventure trips and clinics, and informal recreation.

Student Life - Campus Recreation Blueprints

Career Center

The Career Center provides comprehensive career related services and programs that are available to all students. Services include individual and small group career counseling, resume critiques, mock interviews, online job and internship postings with on-campus interview scheduling, and resources to research employers and identify contacts for networking. The Career Center coordinates experiential education opportunities such as job shadowing, internships, and cooperative education. Potential employers are brought to the community via multiple job fairs each year, and workshops on topics ranging from career fair preparation to graduate school are provided. Career planning and related services are critical to student identity and purpose as well as life goal development.

Career Center Blueprints

Carolina Productions

Carolina Productions is a student-operated organization that provides entertaining, educational, traditional and diverse programs to students, faculty, staff and community members. These programs encompass the ideas, issues, and interests of the University of South Carolina community, as well as the Carolinian Creed and University mission. Carolina Productions also provides accessible opportunities for the social, cultural, intellectual, and leadership development of University of South Carolina students.

Student Life Blueprints

Community Service Programs

Community Service Programs promotes volunteer service as an integral part of the educational values of the University of South Carolina. Programs emphasize a deep commitment to learning through reflection. Community service and service-learning allow students to interact directly with challenging environments while using skills and knowledge gained in the classroom. Through the integration of community service across the curriculum and co-curriculum, students become prepared for a lifetime of community leadership and responsible citizenry. Over 80 non-profit agencies in the Columbia area partner with the office to provide these experiences.

Student Life Blueprints

Counseling and Psychiatric Services

Counseling and Psychiatric Services provides psychological counseling, psychiatry, education, and consultation, to the University community, as well as clinical supervision for selected mental health graduates. Our multi-disciplinary team offers services that promote social, emotional, physical, and cognitive well-being for people facing developmental or unplanned challenges.

Student Health Services Blueprints

Dinner Dialogues

Dinner Dialogues, sponsored by the Office of Parents Programs, offers faculty members a unique way to increase their interaction with students outside the classroom and build community among the members of a class. The program provides funding for faculty members and University 101 instructors who host their undergraduate classes for dinner in their homes. Funding for the Dinner Dialogues program is provided by a grant from the Parents Annual Fund, which is coordinated by the Office of Parents Programs to solicit annual contributions from parents of Carolina students.

Student Life - Parents Programs Blueprints

Diversity Education

The Office of Multicultural Student Affairs offers Diversity Education Initiatives for all students that include, but are not limited to, an annual Civil Rights Tour, Social Justice and Diversity Education presentations presented by trained student peer educators, the Diversity Dialogue Series, cultural and heritage month celebrations, and an annual Diversity Retreat and Diversity Week. The intention of these programs is to reach a large majority of students on campus by reaching out through multiple venues to emphasize the need for multicultural competence. Students are challenged to take a deeper look at their own cultural background, identify personal prejudices, and to adopt a larger and more inclusive worldview.

Student Life - Multicultural Student Affairs Blueprint

Dobson Volunteer Service Program

The Dobson Volunteer Service Program at the University of South Carolina provides funding support for students, faculty and staff members to engage in direct service activities, both locally and abroad. Applicants for Dobson funding (normally 50 percent of approved expenses) must agree to provide on their return a personal reflection document and ten presentations sharing information about their experiences as a Dobson participant. Emphasis is placed on depth of service commitment and spiritual development through the service experience. Activities of Dobson travelers have included English language instruction, school and medical facility construction, and installation of water purification systems for local residents.

Financial Aid and Scholarships

The Office of Financial Aid and Scholarships supports the instructional and service missions of the University by removing financial barriers so that qualified students, both undergraduate and graduate, may attend the University. Financial aid staff provides assistance, education, and support for students and families in securing the funding they need to attend the University. They administer scholarships and financial aid programs in accordance with the mission of the University, and state and federal law. They also provide online tools to assist students with reviewing their aggregate borrowing history and estimating loan repayment (housed within Self-Service Carolina) as well as information for managing educational debt.

Financial Aid and Scholarships Blueprints

Health Services

The University of South Carolina embraces a holistic and collaborative perspective to healthcare by offering primary care, wellness education, and mental health and counseling services to all enrolled students. The Student Health Services (SHS) mission is to provide the highest quality of preventive care and treatment for students thus facilitating achievement of academic goals and becoming good health consumers for life. Student Health Services staff understand the profound impact that health problems can have on all aspects of campus life and offers a wide array of services, programs and activities to improve health and encourage an environment in which students can become engaged and learn. SHS provides a variety of online services, including MyHealthSpace, a portal that allows students to make appointments, complete health history forms, review their medical information, and communicate with their physician; MyRXSpace, a portal for refilling prescriptions; an online mental health screening tool, and Kognito At-Risk, a web-based program to assist students in recognizing distress in others and determining how to assist. SHS is accredited by the Accreditation Association of Ambulatory Health Care

which demonstrates the excellence of our programs and services to all our students. The 2014 accreditation included recognition as a Patient Centered Medical Home, making USC the first institution in South Carolina to receive this distinction.

Student Health Services Blueprints

Healthy Carolina

The mission and purpose of the Healthy Carolina program is to create a campus environment that encourages and promotes the development and maintenance of a healthy body, mind, and spirit through the collaborative development, promotion and assessment of a wide-ranging array of wellness programs and services for all students, faculty and staff at the University. Healthy Carolina will guide the planning and implementation of programs, interventions and policies that support a healthy campus environment to live, learn, work, and play. Healthy behaviors and habits directly support and promote optimal learning and development.

Healthy Carolina Blueprints

Leadership Programs

Leadership Programs provides programs and services that enhance student involvement, aid in personal and leadership skills development, and celebrate members of the Carolina Community for their contributions and service. Through participation in the various programs, students are challenged to learn about their strengths and abilities and apply them to the Carolina Community through involvement in campus life.

Student Life Blueprints

Office of Parents Programs

In recognition of the critical role that parents play in their students' college success, the Office of Parents Programs partners with parents and families to educate them about the resources available to support their students' growth and success. The office works to educate parents about the University and the changing parent-student relationship; to serve as a centralized resource at the University for information, advice, and support for parents; and to provide parents with resources to encourage their students' growth and success. These goals are accomplished through communication, events, partnership, and the Parents Annual Fund. All parents are encouraged to join the dues-free Parents Association and to attend Parents Weekend each fall.

Student Life - Parents Programs Blueprints

Out To Lunch

The OTL program promotes more informal faculty and student interactions outside the classroom setting by allowing students to invite their professor to lunch for free at a campus dining facility.

Student Success Center Blueprints

Registrar

The Office of the Registrar supports students by providing the following services: maintenance of the master schedule of classes and classroom assignments; maintenance of the online registration system; collection of and recording of official grades; coordination of the commencement exercises; and transcript issuance and stewardship of student records. These services are critical for facilitating an effective learning environment and providing official records of student progress and achievement. The Office of the Registrar also is also the functional owner of Self-Service Carolina, the portal for the University's student information system, Banner; DegreeWorks, a degree audit tool; and College Scheduler, a course planning and scheduling tool.

University Registrar Blueprints

Religious and Spiritual Development

A variety of opportunities for religious worship, study, and recreational and social activities are available to students. Ordained chaplains, other University-recognized religious workers, and student leaders from many denominations, faiths, and registered religious organizations serve students on campus and in religious centers located near campus. Registered religious workers are available as pastors, mentors, and counselors and for sacramental and ceremonial occasions.

Russell House University Union

The Russell House University Union is an indispensable campus resource where students, faculty, and staff meet, eat, and gather as part of their daily activities. The Russell House University Union promotes student learning and development by providing services and resources pertinent to the daily needs of the student body and through sponsorship of programs and activities designed to educate and entertain members of the university community. Open 7-days a week, the Russell House contains a variety of student-centered organizations and activities: the Leadership and Service Center; restaurants and eateries; the Barnes and Noble-managed University Bookstore; student postal services; meeting spaces and offices; and the Department of Student Life.

Student Life Blueprints

Service Learning Initiatives

The Carolina Service-Learning Initiative at the University seeks to engage students, faculty, and community organizations in service-learning partnerships by offering support in creating intentional service experiences that are integrated into curriculum across disciplines. The Initiative includes resources developed for University faculty, staff, and students, ongoing faculty development, a data base of service-learning courses, networking opportunities for community agencies and faculty, and ongoing assessment. The Carolina Service-Learning Initiative is housed within the Office of Student Engagement with strong, collaborative support from the South Carolina Honors College, and the Office of Community Service Programs in Student Life.

Student Government

Student Government consists of both policymaking and programming constituents. From academic affairs to student services, the Student Government is committed to submitting policies that represent the voice of the students to the University administration, local government and state government. Members of the Student Government also work to improve campus life through a variety of programming initiatives that protect student interests, and support student groups.

Student Life - Student Government Blueprint

Student Media

Student Media consists of The Daily Gamecock newspaper, Garnet & Black magazine, SGTV and WUSC-FM. All students are invited to participate in one or more media groups regardless of major, year in school or previous experience. Volunteer and paid positions are available. In addition to obtaining specialized skills, many students have used their experience to earn internships and jobs following graduation.

Student Life - Student Media Blueprints

Student Organizations

Students on Carolina's campus have created over 300 groups with mutual interests in academic, social, or active pursuits. Full-time faculty or administrative staff members serve as advisors to each group. Participation in student organizations helps foster leadership skills, team building, networking, and overall development.

Student Life Blueprints

Study Abroad

The Study Abroad Office staff guides students through the process, providing information about overseas study options as well as intern, research and service learning abroad programs, scholarship opportunities and diverse academic, cultural, and linguistic experiences. By developing and implementing quality programming connected to each stage of the study abroad process, a sense of cultural awareness, open mindedness and appreciation of differences in every student is fostered.

Office of International Programs Blueprints

Substance Abuse Prevention and Education

The Substance Abuse Prevention and Education Office serves to educate students so that they can make informed decisions regarding substance-related behaviors and other student-wellness issues. Through collaboration with other service areas and departments on campus, SAPE provides programs, services, and resources that encourage Carolina students to recognize their decisions impact not only themselves, but also the greater University and City of Columbia communities. The SAPE Office advises a Peer Education Team and administers programs such as AlcoholEdu and Students Taking Initiative and Responsibility (STIR). SAPE also provides Carolina students with a Gamecock tailgate party before each home football game; and is called upon to provide presentations and information to various entities on campus to support responsible decision-making in the student development process.

Student Life - Substance Abuse Prevention and Education Blueprints

USC Connect

USC Connect is the University of South Carolina's comprehensive initiative to enhance undergraduate education and build a culture of integrative learning. USC Connect promotes student opportunities to engage beyond the classroom and synthesize and apply learning across experiences. Faculty, staff, and students throughout the USC Columbia, Lancaster, Salkehatchie, Sumter and Union campuses have been developing and implementing USC Connect since 2011. *Graduation with Leadership Distinction* is the signature program of USC Connect recognizing students for significant engagement and learning, including leadership through solution-oriented thinking.

SERVING SPECIAL POPULATIONS OF STUDENTS

Capstone Scholars

This living and learning community for 1st and 2nd year high achieving students is led by a faculty principal and staff who engage students in high impact learning activities such as service-learning, undergraduate research, and study abroad trips. The approximately 800 students per cohort take a Capstone Scholar (CS) specific section of University 101 to learn and create small communities within the larger CS population.

Capstone Scholars Blueprints

Major Change Advising

Major Change Advising (MCA), previously located in the Student Success Center, is now a component of the University Advising Center and primarily services students considering major changes between colleges or schools. MCA assists students in navigating between majors, comparing various majors and college/program requirements, and preparing for departmental advising appointments. *Please see also Standard 3.4.9*

Undergraduate Studies - University Advising Center Blueprints

Disability Services

The Office of Student Disability Services provides resources for students, faculty and staff to ensure students receive the appropriate accommodations to support their success. Our professionally trained staff provides students with exceptional services as they transition to college or continue their studies at the University. The office serves students with learning, physical, health, or psychiatric disabilities in managing the varying demands of the University experience. Direct student services include sign language interpreters, captioning, test proctoring, note takers, alternative format textbooks, and an assistive technology lab. In addition to serving students, the staff assists the University community in making programs, services, and activities accessible for everyone. *Please also see Standard 3.4.9*

Student Disability Services Blueprints

Distance Learning

Distance learning students may avail themselves of any of the general student support services, programs, and activities delineated in this standard that are appropriate given their individual circumstances. Given that a large portion of distance learning students located away from the campus are graduate students, and focus their attention on a particular academic or professional discipline, services for distance learning students tend to be based in the academic program with admission, advising, orientation, student government, etc. being provided at the individual degree program level. Similarly, distance course related support is largely provided by the academic unit housing the course. While academic units typically have staff who are available to directly support their distance learning students with respect to the range of student services, University Technology Services provides a single point of contact for help with technology problems—the Help Desk. In addition, at the undergraduate level, Palmetto College provides central support for admissions and financial aid, with direct student support services provided by the degree granting institution.

Early Intervention Initiatives

Success Connect Referral is an early intervention program through the Student Success Center that allows faculty and staff to refer undergraduate students who are missing class, struggling with coursework, and/or experiencing general academic challenges. Follow up interventions with the referred students identify the sources of difficulty, make appropriate referrals, and help the students get back on track academically. Success Connect also serves to educate new faculty about the importance of attendance, feedback, and early intervention. In addition, the Student Success Call Center employs trained peer educators to communicate with identified at-risk populations to encourage questions, remind them of upcoming deadlines, and connect them to key resources.

Student Success Center Blueprints

Fellowships and Scholar Programs

The Office of Fellowships and Scholar Programs provides innovative educational initiatives for exceptional students. The staff facilitates the pursuit of nationally prestigious scholarships by University students and coordinates an enhanced University experience for the Carolina Scholars, Hamilton Scholars, McNair Scholars and Horseshoe Scholars. *Please see also Standard 3.4.9.*

Undergraduate Studies - Fellowships and Scholar Programs Blueprints

Green Quad Learning Community

This learning community, led by a faculty principal, is focused on issues of sustainability. The 500 upper class students live and learn in LEED certified residence halls engaging a variety of activities along a continuum of environmental issues. Interested faculty and community members join students in educational and service oriented meetings and activities, both formal and informal.

Green Quad Learning Community Blueprints

Fraternity and Sorority Life

The Office of Fraternity and Sorority Life, and the many volunteer chapter/grad advisors, support, challenge and nurture the 39 diverse fraternities and sororities at Carolina, with student participation representing 24% of the undergraduate population, as they strive to become the premier Greek community in North America. These values-based organizations uphold their founding values of scholarship, service, leadership and friendship on a daily basis as they enhance the undergraduate experience for their members.

Fraternity Sorority Life Blueprints

International Student Services

Students from more than 100 countries around the world come to USC to pursue their educational goals. International Student Services provides comprehensive support services to international students, from pre-arrival assistance to advising and support programs throughout and immediately following studies. Once admitted, an Immigration Specialist contacts students to provide information on securing immigration documents, as well as to answer any pre-arrival questions. This Specialist also partners interested international students with a current USC student, a relationship that continues post-arrival through this program. Students are provided an orientation upon arrival, which is designed to instruct them on next steps at the University and to assist them with resettlement. Throughout their studies, international students have access to immigration advising services with trained advisors, opportunities to get off campus and experience the community, culture-sharing experiences, and community service opportunities, all of which are provided to further international students' engagement with the campus and to further internationalize the campus. A series of online workshops are provided to assist students with remaining in status and applying for off-campus work: Staying in Status Online Workshop; OPT Online Workshop; and CPT Online Workshop. Assessment is conducted annually on office services and programs to ensure we continue to meet student needs and concerns. Feedback is also collected from an international student advisory group and focus groups as needed. Our goal is to provide professional, caring services to our students while exposing them to a world of educational and developmental opportunities.

Undergraduate Studies - International Programs Blueprints

Student Conduct

The Office of Student Conduct is committed to providing and ensuring an educational campus climate conducive to the personal and professional development of each student. Student conduct codes and policies are developed by this office in collaboration with faculty, staff and students. In serving these purposes, the Office distributes publications concerning student conduct codes and hearing procedures; selects, trains, and advises Carolina Student Judicial Council members; and offers educational programs and other options to students who have violated conduct codes or been affected as a result of violations of student conduct codes. The Office also encourages responsible community citizenship through promotion of [The Carolinian Creed](#).

Student Conduct Blueprints

Multicultural Affairs

In order to produce positive effects upon multicultural student retention and success, the Office of Multicultural Student Affairs offers a myriad of cultural support services, diversity education initiatives, and multicultural programming. These programs, services, and initiatives focus on the development of all students at the University of South Carolina. The Office of Multicultural Student Affairs' goal is to help promote an accepting environment, and to assist in fostering an appreciation for each of our culturally diverse populations.

Multicultural Student Affairs Blueprint

Off-Campus Student Services

Off-campus students comprise more than 75% of the student population. Off-Campus Student Services seeks to provide services to enhance their experience and connect them to the University and surrounding community. Services and activities include an off-campus housing locator website, off-campus housing fairs, a merchant fair, and educational presentations on off-campus living, renting and renter's rights. Current initiatives aim to engage off-campus students to increase their satisfaction and connection to the University.

Student Life - Off-Campus Student Services

Peer Education/Leadership Initiatives

The Student Success Center coordinates an advisory board of representatives from the various organizations and offices across campus that maintain peer leadership positions. The advisory board seeks to promote an understanding of the value of peer leadership positions through assessment, provide common training and promotional materials, and coordinate together to enhance the peer leadership experience at the University of South Carolina.

Student Success Center Blueprints

Pre-Professional Advising

The Office of Pre-Professional Advising (OPPA) was established to provide USC undergraduates with the competitive edge in gaining admission into law school, medical school, dental school, veterinary school and other health-related institutions. *Please see also Standard 3.4.9.*

Pre-Professional Advising Blueprints

Preston Residential College

This learning community is organized along the lines of the early residential colleges of England to foster close and frequent interactions between faculty and students, in class and beyond. A faculty principal lives in the hall with students and approximately 40 faculty associates dine, teach, and engage the 240 Preston college students.

Preston Residential College

Residential Student Learning

The Office of Residential Student Learning is dedicated to helping residential students succeed at the University of South Carolina. There are many points of engagement for students in residence halls, including: structured conversations with student staff members to discuss academic and personal development, guided by the "A-Frame" philosophy; academic coaching sessions offered free of charge in three residence hall locations; [faculty associates](#), who engage with students in learning communities; common courses; pre-advising; and planned study groups.

Please see also Standard 3.4.9.

University Housing Blueprints

The Sophomore-Year Experience

The Sophomore-Year Experience at the University of South Carolina is the combination of services, programs, and curricular and co-

curricular activities that provides a gateway between a student's college transition and their future educational and career aspirations; and offers a foundation to explore the specific academic experiences and opportunities the University of South Carolina has to offer. Specific initiatives for sophomores include: a welcome back to campus event, a major and career fair, and a student organization that develops other initiatives for students.

Student Success Center Blueprints

Transfer Student Services

More than 1,900 new transfer students enroll at the University of South Carolina annually. These students benefit from materials, workshops and programming developed to ease the transition to USC. Specifically, the Student Success Center, in partnership with other departments, provides academic advising for transfer students, a transfer student checklist, transfer coaching, and advises the local chapter of Tau Sigma, a national honor society for transfer students. *Please see also Standard 3.4.9.*

Student Success Center Blueprints

TRIO Programs

TRIO offers a comprehensive set of services through five different programs, each targeted at a specific group of individuals from the 6th grade through adulthood. Services and activities include academic tutoring, cultural enrichment, financial aid counseling, summer on-campus residency programs, admissions counseling, and student mentoring. These resources targeted to specific populations help to enhance and improve student learning and degree completion among under-represented groups. *Please see also Standard 3.4.9.*

TRIO Programs Blueprints

Undergraduate Research

The Office of Undergraduate Research seeks to enrich the academic experience of all USC undergraduates by providing research and scholarly experiences in their chosen fields. The office promotes inquiry, discovery, and creativity in all disciplines through faculty-student mentoring relationships and the integration of instruction with research, scholarship, and creative activities. Current initiatives from the Office include: maintaining a searchable database of undergraduate research opportunities, sponsoring a living and learning community for first and second-year students, undergraduate research grants, a credit-bearing undergraduate research course, and hosting the University of South Carolina's beyond-the-classroom showcase known as Discovery Day. The Office also provides online resources to assist students involved in research

Office of Undergraduate Research Performance Blueprint

University 101

For more than 40 years, the University of South Carolina's hallmark course, University 101, has been a national model for first-year seminars and is consistently named by US News and World Report as a 'program to look for'. The purpose of University 101 is to help new students make a successful transition to the University of South Carolina, both academically and personally. This course aims to foster a sense of belonging, promote engagement in the curricular and co-curricular life of the university, articulate to students the expectations of the University and its faculty, help students develop and apply critical thinking skills, and help students continue to clarify their purpose, meaning, and direction. Overarching goals of University 101 are to foster academic success, help students discover and connect with the University of South Carolina, and prepare students for responsible lives in a diverse, interconnected, and changing world. A robust annual agenda of instructor development workshops help faculty, university administrative staff, graduate students, and undergraduate peer leaders hone their teaching and facilitation skills for use in UNIV courses and other educational settings. Through this course, student success and retention is enhanced at the University of South Carolina.

University 101 Blueprints

University Awards Day

The annual University Awards Day event, held each year in April, provides a venue for recognition of academic and leadership accomplishments of undergraduate students. The annual University Awards Day celebration recognizes approximately 300 students with more than 350 awards annually.

University Housing

University Housing creates a sustainable living and learning community that promotes the academic success and personal development of students. [Living and learning communities](#) are an integral part of the University experience, providing students with the opportunity to live in an environment that promotes diversity, embraces excellence, encourages insightful faculty-student interaction while developing a strong sense of community. The department provides academically themed communities that emphasize active service-learning experiences, study abroad opportunities and undergraduate research. These communities provide students a way to integrate into the institution, both academically and socially. Faculty and other academic staff interact with students and push students' critical thinking skills and cognitive development. Residential communities are guided by the "[Six I's](#)" : introduction, interaction, involvement, influence, investment and identity. Students quickly learn that living on campus is more than a convenience. The department offers a wide range of services designed to assist students to make the most of their academic life at the University. University Housing seeks to provide a meaningful college experience by enhancing students' academic and personal development by creating a learning rich environment in the residence halls.

University Housing Blueprints

Veterans Services

The Office of Veterans Services provides veterans with assistance and support in the college application, financial aid, and enrollment process. The Office processes enrollment certifications, assists in the coordination of financial aid verifications, manages advanced payments, and provides assistance with tutorial services and work study positions. The Office also refers Veterans to a suite of support services, as appropriate, including the Student Success Center, Career Center, Student Disability Services, Counseling Center, and the Veterans Student Organization. USC has been designated a [Military Friendly School](#), an award that honors the top 20 percent of colleges, universities, and trade schools that excel in embracing military students and ensuring their success.

University Registrar Blueprints

Regional Palmetto College Campuses

The four regional campuses of USC (USC Lancaster, USC Union, USC Sumter, and USC Salkehatchie) fall under the authority of the Columbia campus and reside in a central administrative unit known as Palmetto College, headed by a Chancellor and Associate Provost/Dean. Resultantly, these campuses are referred to as regional Palmetto College campuses. The administrative unit also houses USC's Extended University, which offers undergraduate credit programs and courses at Ft. Jackson and provides guidance and support for the delivery of the University's undergraduate online degree completion programs. Each campus provides educational opportunities to its respective service areas which is reflected in the how each campus structures and delivers student services.

USC Lancaster

Faculty, staff and students at the University of South Carolina Lancaster understand that learning occurs in a variety of ways both inside and outside the classroom. Accordingly, the campus offers support systems--programs, services and activities--which facilitate such growth and maximize each student's personal and intellectual development. According to its mission statement, "classroom experiences, student activities, and physical education programs also provide opportunities for cultural enrichment, leadership development, intellectual growth and interpersonal relationships contributing to a sense of self-reliance and a joy of learning." Furthermore, the USC Lancaster community values cultural literacy and overall student development as noted in the campus's *General Education Goals*. Such development, growth and enrichment occur when qualified and motivated faculty and staff offer creative and adaptive programs and services. Most campus support services are coordinated through the Office of Academic and Student Affairs, which is dedicated to the education of the whole student through curricular and co-curricular programming designed for the student of the twenty-first century.

The following programs, services and/or activities are in place on the USC Lancaster campus:

- *Academic Advising* – Students are assigned an academic advisor (faculty or staff members) by the Admissions and Records Office when they are admitted to the campus. Students meet with their advisor to plan course schedules and discuss long-range goals and degree aspirations. Students officially meet with their advisors 2-3 times annually to plan an upcoming academic term. Academic advisors are trained annually and kept up-to-date with changes in curricula as necessary by memoranda or e-mail messages. Advisors and students access degree requirements through the USC Lancaster Bulletin as well as the University of South Carolina Undergraduate Bulletin.
- *Opportunity Scholars Program (OSP)* – This federally funded Student Support Services program has centrally-located offices and labs on the USC Lancaster campus. OSP staff members provide supplemental instruction and assistance to 172 students who are admitted to the program (grant stipulates that 160 students should be enrolled). Staff members also provide academic counseling and other support services to students such as lunchtime roundtable discussion groups, workshops, and scholarship opportunities. USCL's Mission Statement notes the comprehensive support the campus offers to first-generation college students. The Opportunity Scholars Program is one of several support systems for such students. Evidence of the program's success includes the fact that 83% of OSP participants (2014-2015) achieved a 2.0 or higher GPA and that 47% of eligible participants graduate and/or transfer to a four-year institution within three years of their initial entrance into USCL. Finally, OSP achieved retention rate of 81% for the 2014-2015 academic year.
- *Counseling Center* – USC Lancaster is the only Palmetto College campus of the University of South Carolina to provide a Counseling Center for students. Services are free, confidential, and are provided by qualified and competent personnel. Students simply stop by the center, located in the heart of the campus, and make an appointment for assistance with academic, career-related or personal matters. Counselors in the center make referrals to Catawba Mental Health or other specialists as appropriate or necessary. USCL's Mission Statement touts the comprehensive support the campus offers to first-generation college students. The services of the Counseling Center are particularly beneficial for USCL's first-generation college students.
- *Students with Disabilities* – A full time staff member is devoted to coordinating Disability Services for the USC Lancaster campus. The coordinator works to meet the needs of any student with a documented disability by notifying faculty and staff when accommodations might be necessary in classroom or general campus settings. The coordinator works closely with the Office of Disability Services on the USC Columbia campus to determine need and necessary services and to provide them to the student. The coordinator also works closely with Vocational Rehabilitation of Lancaster County to secure financial and assistive technology support for students with disabilities.
- *Information Technology Support* – The campus of USC Lancaster features a wireless network for laptop computing. Besides providing technical support in all areas of computing, IT staff members work with students year-round to encrypt computers and to offer general support for academic pursuits. Likewise, IT staff members maintain campus computer labs for class and general student use. The Office of Computer Services and Information Technology periodically performs a self-assessment of its infrastructure and services provided to students, faculty, and staff. Infrastructure is updated on a regular replacement cycle and the IT staff assesses USC Lancaster's infrastructure in comparison with peer institutions with a similar mission. Direct support services provided to students, faculty, and staff is provided on an as-needed basis and Computer Services and IT support staff members respond quickly to the needs of their clients.

Students, faculty and staff depend on Information and Instructional Technology resources daily. Those resources have become vital to the success of USC Lancaster students and essential for faculty and staff for classroom instruction, research support and administration. The success rate of our students and USC Lancaster's efficiency in fiscal operations provides strong evidence that access to technology is effective.

- *Peer Advisors at Lancaster (PALS)* – This group is composed of students who serve as informal advisors and role models to incoming students. PALS are selected through an application process. They must exemplify burgeoning leadership skills, demonstrate initiative and be dedicated to maintaining a positive and solid image for the USC Lancaster campus in their personal decisions and actions. PALS assist the Director of Student Life in planning, organizing and implementing the New Student Orientation each summer and in January. For their contributions, PALS receive a \$1500 stipend and must enroll in a course for three (3) academic credits, RCAM 205–Foundations of Leadership, to further develop skills in this area. Their performance and engagement in the course and their performance as peer advisors during the summer orientation periods are evaluated by means of the course grade and surveys of incoming freshmen who attend orientation. PALS also serve as peer mentors and peer counselors for UNIV 101 classrooms.
- *New Student Orientation* – The Director of Student Life at USC Lancaster along with the Peer Advisors at Lancaster (PALS) coordinate five new student orientation sessions per year. Four of these occur in the summer months and one occurs in January in preparation for the Spring semester. Students are introduced to academic advisors and campus opportunities, and they hear from campus officials in the areas of course registration, financial aid, tuition and fee transactions, law enforcement and security. Each orientation session also includes an evening meeting for parents or guardians to meet key campus administrators.
- *University 101 (UNIV 101)* – This course, offered for three (3) academic credits, is taught in multiple sections each semester on the USC Lancaster campus. The course focuses on the transition from the environment of secondary education to the University environment through discussions and assignments related to academic integrity and success, stress and time management, degree and career choices, personal finance, sexual assault, general health and safety issues, and campus resources and opportunities. USC Instructors gauge the effectiveness of the program by informal feedback from students. Students are polled regarding effectiveness of covered topics as well as the value of presentations made in joint sessions (all sections meeting together for a special presenter). Additionally, students complete the evaluation of instructor and course for each section, a requirement for all academic courses.

- ***Student Activities and Organizations*** – The Director of Student Life in coordination with various faculty and staff sponsors coordinate various activities and campus organizations. Organization offerings at USC Lancaster have almost doubled over the past 2-3 years. The goal of student organizations is holistic development through co-curricular activities that allow students to make connections between in-class and out-of-class experiences. Current student organizations include: Black Awareness Group (BAG), Chemistry Club, Equal at USCL, Kappi Pi Delta, Outdoor Club, Lancaster Players, Mu Alpha Theta (Math Club), Psychology Club, Research Club, and Student Government Association. It is the goal of the Office of Student Life to provide special programming once a month in the Fall and Spring Semester in addition to annual events such as: Back to School Blast (early September), Outdoor Movie Series, and Spring Fling (April).
- ***Campus News*** – Each week during Fall and Spring terms the Director of Student Life publishes the USC Lancaster Campus News. The newsletter details campus activities, announcements, and important deadlines. The latest issue is available online at the USC Lancaster website.
- ***USCL Travel Study*** – Each year during Maymester or Spring Break, USC Lancaster select faculty, staff and students have the opportunity to engage in a travel study project, either domestically or internationally, for approximately 8-12 days. Students earn academic credit (usually 3 credit hours) for this excursion and have the opportunity of a lifetime to experience a culture different from their own. Recent destinations include: 2010 – China, 2011 – Dublin & London, 2012 – New Orleans, 2013 – Italy, 2014 – Ireland, 2015 – NC Outer Banks. 2016 – London. Future destinations include Western Europe, where participating students will study sociology and psychology within the European culture. The Office of Student Engagement and Success offers scholarships to help students offset the costs of the travel study program.
- ***Athletics*** – USC Lancaster fields teams in men's and women's soccer, women's volleyball, and baseball. The Athletics Department has as its goal to facilitate and to further educational and personal achievement of student-athletes through quality sports programming. The Lancers compete in the NJCAA, Region X conference at home and away games and matches. Approximately 90 student-athletes are enrolled at USC Lancaster. Evidence that USCL Athletics programs are effective lies in the fact that students are successful academically and in their respective sports. The overall GPA of USCL student-athletes has remained consistently high:
 - Fall 2010 – Spring 2011: 2.800 GPA
 - Fall 2011 – Spring 2012: 2.959 GPA
 - Fall 2012 – Spring 2013: 2.930 GPA
 - Fall 2013 – Spring 2014: 2.995 GPA
 - Fall 2014 – Spring 2015: 2.822 GPA

Finally, the campus is 100% in compliance with the standards and policies of the National Junior College Athletic Association.

- ***Community Service*** – USC Lancaster offers several opportunities for students to participate in community service. In the past, students have had the opportunity to raise funds or collect food for local organizations such as the American Red Cross, Habitat for Humanity, The United Way, HOPE, The Angel Tree Project, and KARE. USC Lancaster also boasts an active chapter of Rotaract (collegiate affiliate of Rotary International). Students involved in this organization sponsor community service activities monthly. Students in Rotaract are awarded a plaque at the end of each academic year if they achieve 20 hours of community service for the year. Both Omega Scholars and Delta Links student organizations engage their members in monthly community service projects as well. All organizations plan their community service events a year in advance.
- ***Behavioral Intervention Team (BIT)*** – The Behavioral Intervention Team is comprised of representatives from the Office of Academic and Student Affairs, the Counseling Center, Health Services, and Law Enforcement and Security. BIT members serve as a response team to assist students when crises or potential crises are observed. Possible student behavior issues to trigger a referral by faculty or fellow students include, but are not limited to, the following:
 - Self-injurious behavior/suicidal ideation or attempt...May include, but is not limited to, self-mutilation (e.g., cutting of skin), risky behavior, expressions of suicidal thoughts or actions
 - Erratic behavior (including online activities) that disrupts the mission and/or normal proceedings of University students, faculty, staff, or community. Behaviors include, but are not limited to, weapons on campus, significant inappropriate disruption to the community, threats of harm to others, potential for safety being compromised
- ***Intramural Sports*** – USC Lancaster students have had the opportunity to take part in local intramural sports. The following sports have been offered as intramural options over the years at USC Lancaster: basketball, flag football, dodgeball, volleyball, and table tennis. Students learn of these opportunities through the *Campus News* and through flyers posted around campus.
- ***Undergraduate Research Opportunities*** – Several USC Lancaster faculty members open their research projects to student participation. Faculty encourage meaningful undergraduate involvement and active contributions. Currently, USC Lancaster students are involved in work in general psychology and cognitive psychology, although students in all disciplines of study are encouraged to participate in research activities through the USCL Research Club, Elliot White Springs Fiction Contest, Graduation with Leadership Distinction, Discovery Day, Carolina Emerging Scholars. USC Lancaster hosted its first Celebration of Research event during Spring of 2016.
- ***Internships*** – USC Lancaster partners with local business to provide students with real world experience in careers related to their academic disciplines. Currently, students are able to participate in and receive course credit for internships via PALM 494 (Bachelor of Liberal Studies and Bachelor of Organizational Leadership), CRJU 494 (Criminal Justice Internship), and ITEC 399 (Business Internship).
- ***Gregory Health and Wellness Center*** – All full time USC Lancaster students receive a paid membership to the Gregory Health and Wellness Center. The Gregory Health and Wellness Center offers personalized exercise plans, a fitness center complete with strength and cardio equipment, an indoor junior Olympic size pool, indoor racquetball courts, gym, indoor walking track, outdoor tennis complex, and group fitness options as well as physical education courses.
- ***Excessive Absences Referral*** – Faculty teaching at USC Lancaster may complete an excessive absences referral form for students enrolled in their courses. Excessive absences referral is used when a faculty member believes a student has acquired too many absences within a course, and therefore may be in danger of poor course performance. The form allows faculty to indicate the student's number of days absent, date of last academic activity, date of last attendance, and any comments necessary. The form is then sent to a professional staff member who contacts the student and begins intervention.
- ***Academic Coaching*** – USC Lancaster offers Academic Coaching to first time students on Academic Probation. Academic Coaching is rooted in appreciative advisement theory and allows professional staff members to connect students to valuable campus resources they may need to continue their degree successfully. Academic Coaching also allows students and professional staff members to create and implement a reasonable plan toward academic success with the goal of preventing academic suspension and developing meaningful relationships with key partners on campus.

- *Career Counseling Services* – Career Services at USCL are designed to assist students with making and achieving both short-term and long-term career goals. Realizing students are most successful when they are pursuing educational and career goals aligned with their individual gifts and strengths, Career Services provides students with assistance in selecting a major based on personality, interests, work values and skills. With the aid of high quality career assessments such as the Myers Briggs Type Indicator and the Strong Interest Inventory, each student receives individual focus and support in selecting his or her best major fit. Students also receive assistance and support with job search skills including developing effective resumes and learning how to better network with potential employers. This support facilitates the growth and personal development of each student helping them realize not only educational success but also long-term career success.
- *Graduation with Leadership Distinction* – USC Lancaster supports learning within and beyond the classroom via Graduation with Leadership Distinction and has had students graduate with leadership distinction at both the Associate and Baccalaureate degree level. Currently, one USC Lancaster professor is approved to teach UNIV 401(for development of the e-portfolio as required for Graduation with Leadership Distinction). During Fall 2016, an additional instructor will receive UNIV 401e-portfolio training. Two, USC Lancaster professors have served as Graduation with Leadership Distinction e-portfolio assessors and have received training on the Graduation with Leadership Distinction rubric and assessment process.
- *USC Connect* – USC Lancaster supports USC Connect through participation in the USC Connect opportunity database. Faculty and staff are encouraged to complete the "USC Connect Database Entry Form" for events, they host, that have an impact within and beyond the classroom. This form is sent to the Director of Student Life, who then uploads the events into the database where USC Lancaster students may search for within and beyond the classroom opportunities. Additionally, student organizations receiving funds from the USC Lancaster student activities budget, must submit budget proposals in line with a rubric based upon USC Connect learning outcomes.
- *Academic Success Center* – The mission of the ASC is to help all students enrolled at USC Lancaster achieve college success by reinforcing and supplementing classroom instruction, improving learning efficiency and effectiveness, and ultimately supporting students in becoming independent learners. The Academic Success Center is located upstairs in Medford Library, and it serves as a home for USC Lancaster tutoring services and the USC Lancaster Writing Center. USC Lancaster strives to provide students a tutor in every subject. Additionally, Lancaster students may use the online tutoring services of Brainfuse, made available at no cost.
- *Medford Library* – As the only regional campus library with faculty librarians who are actively engaged in teaching, scholarship, and service, University of South Carolina Lancaster's Medford Library originates and supports curiosity, discovery, and creativity by offering a kaleidoscope of events and services that encourage professional collegiality (Faculty Colloquium Series), undergraduate research (Book A Librarian consultations; Lancaster College Square; arts (Creative Ventures); cultural diversity and global citizenship (Interactive Exhibit Series; Travel Study support); experiential learning (Show What You Know); lifelong learning via reading and discourse (Three Word Review, Banned Books Week), community/campus engagement (Study Snacks), and more. These kinds of programs and services are the hallmark of modern academic libraries and simultaneously support the USCL mission, which includes the promotion of "...activities, and attitudes which influence the life of the mind in men and women and instill in them a thirst to continue learning throughout life."
- *Services to Dual Enrollment Students* - High school students enrolled in dual/concurrent programs at USC Lancaster receive academic and student support services and library/learning resources based upon the location of their learning environment.

Concurrent/dual enrolled high school students who take classes on the USC Lancaster campus, may utilize resources that are available to all part time and full time USC Lancaster students. These resources include the Academic Success Center, The Writing Center, tutoring, personal counseling, academic advising, disability services, career counseling, professor office hours, and usage of USC Lancaster computer labs. Additionally, concurrent/dual students are able to receive access to library resources such as: online and print academic journals, academic and non-academic texts, and study rooms.

Concurrent/dual enrolled high school students who take classes at their high school utilize academic and student support services and library/learning services offered at their high school. These would include tutoring resources, library resources, counseling resources, and academic advising. Concurrent/dual students who need accommodations for a disability may follow their high school Individualized Education Plan, and this request is documented through the university. These students are also welcome to take advantage of on campus academic and support services at USC Lancaster.

USC Salkehatchie

The University of South Carolina Salkehatchie understands that the education of the student occurs in many venues in addition to the classroom. Our educational support services such as academic advising, academic progress report system, Opportunity Scholars Program, Counseling, Orientation, University 101 and computer support provide students with educational opportunities outside the classroom. In addition, USC Salkehatchie also believes that the extracurricular activities available on our campus play a part in a student's overall education. The student government association, student organizations, student ambassador program, intercollegiate athletics and the opportunities we provide for our students to participate in community service activities all play a part in the overall education of the student.

- *Academic Advising* – Academic advisement at USC Salkehatchie is provided by some full-time faculty as well as some key administrators and staff members. For the first two years of general education, students can select any advisor as all are trained to advise the first two years of general education. Students may make appointments directly with the individual advisor or through the central appointment system in the student services office in Allendale or the main office in Walterboro. Students who participate in the four-year degree programs offered through Palmetto College are advised by the Palmetto College Coordinator on both the Allendale and Walterboro campuses. Students who participate in the four-year degree programs offered by the four comprehensive campuses of the USC system are assigned specialized advisors at USC Salkehatchie.

Information regarding academic advisement is provided in the student's initial acceptance letter, in *Salk Talk* (the campus newsletter), and on flyers and class announcements at key times during the semester. Students may access degree requirements for the degrees provided by USC Salkehatchie online in the USC Salkehatchie Bulletin and also online through the greater University of South Carolina Undergraduate Bulletin for degree requirements following the initial general education requirements.

Advisement training workshops are provided for all academic advisors on the campus. Frequent updates are provided to all advisors through e-mail.

Academic advisement is evaluated each year using the Student Satisfaction Survey. USC Salkehatchie administrators use the results of the survey to evaluate and make changes to the advisement system as indicated. The USC Salkehatchie faculty organization has a standing committee, the Retention Committee, which also uses the results of the survey as well as student and advisor experience to evaluate the advisement system and make any necessary adjustments.

Additionally, USC Salkehatchie has initiated a pre and post student survey which is administered through all University 101 classes during the first couple of weeks of semester and administered again at Commencement rehearsals to determine student satisfaction with their initial exposure to academic advisement and their overall satisfaction with the advisement process at the end of their USC Salkehatchie academic career. Linked here are the Fall 2016 Pre-Student survey results.

- *Academic Progress Reports* – Four times each semester, the Associate Dean for Student Services requests of all faculty members an academic progress report from their classes. Faculty members are asked to identify and forward to the Associate Dean the names of any students who are having difficulty in the class (along with a brief explanation). The Associate Dean takes those reports and refers the student to the appropriate support service for assistance.

Students who are reported as not attending receive a letter from student services asking if there is an error in their registration or a problem and are asked to contact a staff member for assistance. Students who are reported as having academic difficulties are forwarded to Opportunity Scholars Program, whose staff contacts the students to discuss tutoring and other assistance that can be provided. Any athletes on the list who have attendance or academic issues are reported to the respective coach for discussion of attendance and further encouragement to go to Opportunity Scholars or to the faculty member's office hours for further assistance.

- *Opportunity Scholars Program (OSP)* – This federally funded Student Support Services program has staff and labs on both campuses to provide supplemental instruction and assistance to students who are admitted to the program. Tutors in math and English as well as computerized tutoring in many other disciplines are available in the OSP computer labs on both campuses. Staff members also provide academic counseling and other support services to students.

- *Counseling* – USC Salkehatchie has a professional counselor on staff part-time. Deborah Seabrook is a licensed counselor and is available by appointment to all students. USC Salkehatchie also refers students who need ongoing counseling to the Departments of Mental Health in either Allendale or Colleton counties. Students with alcohol or drug issues may be referred to the local Alcohol and Drug Abuse offices in those respective counties. In addition to referrals from on-campus administrators, students have access to information on substance abuse issues through the Student Right to Know document that is available to students online. An email is sent to all enrolled students during each academic year to inform them of the availability of this document online.

- *Students with Disabilities* – The Associate Dean for Student Services works to meet the needs of any student with a documented disability. Students are informed of this at New Student Orientation as well as through the Salkehatchie Student Handbook. The Associate Dean for Student Services works closely with the Office of Disability Services on the USC Columbia campus to determine need and necessary services and to provide them to the student.

- *Behavioral Intervention Team* – The Behavioral Intervention Team is comprised of representatives from the Offices of Academic and Student Affairs, the Counselor, and Law Enforcement and Security. BIT members serve as a response team to assist students when crises or potential crises are observed. Possible student behavior issues to trigger a referral by faculty or fellow students include, but are not limited to, the following:

- Self-injurious behavior/suicidal ideation or attempt...May include, but is not limited to, self-mutilation (e.g., cutting of skin), risky behavior, expressions of suicidal thoughts or actions
- Erratic behavior (including online activities) that disrupts the mission and/or normal proceedings of University students, faculty, staff, or community. Behaviors include, but are not limited to, weapons on campus, significant inappropriate disruption to the community, threats of harm to others, potential for safety being compromised

- *New Student Orientation* – New Student orientation is held on each campus at the beginning of both Fall and Spring semesters. In addition to receiving copies of the Salkehatchie Student Handbook, students are given an overview of campus safety, advisement, Opportunity Scholars, computer lab accessibility, the library, financial aid workshops and all other academic support services available to students.

Assessment of this service is conducted through a survey, and changes are made in the following year if necessary. We use the results from these surveys to improve our orientation. We divide the students in six groups as they come in and, after a general welcome and instructions, the groups rotate to six different rooms to hear information regarding different topics necessary for successful matriculation. They go to the computer lab for hands on assistance with VIP, e-mail, and PIN. When they go to the SGA session, in addition to learning about SGA, the SGA members and advisors conduct an icebreaker that gets them up and moving around. Every 20 minutes they move to a new session, therefore they never get tired of sitting and they have a chance to meet each other and chat as they move from one session to the next.

- *University 101* – University 101 is a University credit course that is available to all new students. In University 101, extensive time is used to assist students with knowledge of all academic support services on campus as well as actual training in time management, note-taking, test-taking and other study skills.
- *Computer Support* – Computer labs are available on each campus for student use. Students may use the labs for word processing, to access Blackboard or other online systems for their courses, or for other academic uses. All computers have up-to-date software and programs to meet student needs. In addition to the two labs, computers for student use are available in the libraries on each campus. The Opportunity Scholars Program (OSP) also maintains computer labs on each campus for the use of students in the OSP program. The campus has wireless access in designated areas on both campuses as a further means for students to have computer access.

USC Salkehatchie also offers its students extracurricular activities to complement the academic offerings. These are available through several avenues:

- *Student Government Association* – The Student Government Association (SGA) is comprised of an overall President who is the CEO for both campuses, alternating between the Allendale and Walterboro campuses as well as a Vice-President, Secretary, Treasurer, Parliamentarian, and senators for each of the campuses. Therefore, there are two houses of student government, one for each campus, which meet on their respective campuses to plan student activities for each campus. The group meets as a whole twice a

semester. Funding for SGA is apportioned through the USC Board of Trustees budget per enrollment. SGA, with the assistance of its advisor, Rob Brendle, and under the supervision of the Associate Dean for Student Services, Jane Brewer, plans and implements student activities so that students have options for social activities on campus. The SGA constitution is available in the Student Right to Know document. Printed copies are also available through the SGA Advisor or Associate Dean for Student Services.

Students are notified of the social options through the weekly campus newsletter, *Salk Talk*, as well as flyers, in-class announcements and through social media.

Examples of activities sponsored by SGA are: Halloween carnival, volunteerism at The Dime Walk, athletic cookouts, Black History Month trivia contest, USC Football Trip, monthly movie nights and basketball tailgate. Specific events held during academic year 2014-2015, and the corresponding student attendance, are compiled and the reports are available from the Associate Dean for Student Services.

- *Student Organizations* – Student organizations may be formed by students and may be chartered through the Student Government Association. Steps to charter an organization are in the SGA constitution, available in the Student Right to Know document. Current active organizations include international students club, education majors club, history club and the student nurses' association.
- *Student Ambassador Program* – This is a prestigious organization with a carefully selected membership. Ambassadors, who are selected from candidates nominated by faculty and staff, serve as hosts for the Admissions and Recruiting departments of the campus. They are trusted to represent the campus at various activities and events, ranging from campus tours to community presentations. Student Ambassadors undergo specialized training and attend regular monthly meetings.

Bylaws for the organization were first formally adopted in January 2008, when the organization began. Those bylaws set all requirements related to the organization, including membership qualifications, selection process, training, officer elections, individual member responsibilities, and the points system that indicates level of involvement and determines continued eligibility for Ambassadors (see Ambassador Handbook).

All records relating to the Ambassador organization, including annual handbooks, meeting minutes, activity logs, and other documents, are maintained by the recruiting office at USC Salkehatchie and overseen by the Director of Enrollment Management and recruiting staff. Individual records are reviewed each semester to determine whether Ambassadors are meeting their individual responsibilities to the organization and will be allowed to continue as Ambassadors. Overall records and achievements are reviewed annually by the recruiting staff and Director of Enrollment Management to determine what changes are necessary for the next program year. In past years, adjustments have been made to allow for changes in the points system that more accurately reflect student work.

- *Intercollegiate Athletics* – USC Salkehatchie offers six intercollegiate sports on campus. On the East campus, men's basketball and women's volleyball are offered. On the West campus, softball, baseball, men's soccer, and women's soccer are played. All students are invited to try-out for any of the teams at the beginning of each season. Additionally, the games and matches provide further social opportunities for students who attend. Admission to all games and matches is free to all students. The coaches meet twice a year with the administration as well as monthly with the athletic director for continual evaluation of the programs. Any suggestions or changes that arise are made on an ongoing basis.

- *Cultural Activities through Opportunity Scholars* - The Opportunity Scholars Program (OSP), in addition to tutoring and academic services, offers a cultural component to students in the program. Trips to concerts, plays, musical performances and other cultural activities are provided throughout the academic year. In addition, an annual week-long trip provides students in the program the opportunity to visit a major city and enrich their educational experience through cultural offerings such as museums, art galleries, historical monuments and other activities not available to them locally.
- *Community Service* – USC Salkehatchie encourages its students to play an active part in their respective communities through volunteer work. All University 101 classes have a community service component which requires students to volunteer in the community. Additionally, all athletic coaches work with local schools and community organizations to provide their players as volunteers for community work. Partnerships with various elementary and middle schools in the Allendale and Walterboro area as well as work with the Colleton Arts Council, Abba's Kitchen's Food Bank, and Colleton County Animal Shelter Pet Adoption project. Terri Boone of the USC Salkehatchie Leadership Institute (and Community Outreach) receives reports of all community events that occur on the USC Salkehatchie campus with numbers of participants as well as reports of off-campus events in which USC Salkehatchie students participate and maintains records of all community involvement by students. USC Salkehatchie faculty report all community service activities through the Associate Dean for Academic Affairs, Dr. Aaron Ard.

- *USC Connect* – USC Salkehatchie supports USC connect through participation in the USC connect opportunity database. Faculty and staff are encouraged to complete the "USC Connect Database Entry form" for events they host that have an impact within and beyond the classroom. Terri Boone of the USC Salkehatchie Leadership Institute (and Community Outreach) then uploads the events into the database.

- *Graduation with Leadership Distinction* - USC Salkehatchie supports learning within and beyond the classroom via Graduation with Leadership Distinction and has had students graduate with leadership distinction at the Associate degree level. Currently one USC Salkehatchie professor is approved to teach UNIV 401 (for development of the e-portfolio as required for Graduation with Leadership Distinction).

- *Student Success Services* - USC Salkehatchie has well-documented struggles with retention; these are largely attributable to the impoverished, predominately minority areas the institution serves. Research has established the academic hurdles faced by first-generation and/or low-income students, and approximately 60% of the USC Salkehatchie student population falls into one or both categories. Through a Palmetto College Chancellor's Innovation Grant, USC Salkehatchie is creating a pilot Student Success Program by partnering with USC Columbia's Student Success Center. According to Dr. Eric Moschella, director of the USC Columbia Student Success Center, two of the most successful programs addressing student retention (at helping at-risk students stay on track) are Success Connect and the Supplemental Instruction Program.

- *Success Connect* – Success Connect is an early intervention program in which faculty are encouraged to contact the Student Success Center regarding students who are struggling and do not seem to have direction or motivation. The staff schedules a one-on-one consultation with the student with the intent of developing an action plan for helping the student succeed. As part of this program, USC Salkehatchie will use FOCUS, the interactive, self-paced online system of career guidance and career decision-making, to assist the student in setting academic and career goals. Additionally, Salkehatchie students may use the online tutoring services of Brainfuse, made available at no cost.

- *Supplemental Instruction* – Supplemental Instruction is a program in which students are hired to sit in on a class in which they have already earned an A so that they may provide structured tutorial sessions and exam preparation sessions for their classmates. Courses chosen are those such as mathematics and science courses that have proven to be difficult for many students (classes with especially high withdrawal rates or that have proven difficult by other metrics). The USC Columbia Student Success Center staff will partner with USC Salkehatchie by providing training for faculty and students involved in the SI program. These programs will greatly expand USC Salkehatchie's "safety net" for at-risk students. The goal is a 5% improvement in retention numbers.
- *Academic Coaching* – USC Salkehatchie provides funding for tutors/coaches in multiple disciplines on an as needed/requested basis. These requests can come from students or professors. Most frequently requested are Biology, Anatomy and Physiology, Math, English and Chemistry.
- *IT Help Desk* – The USC Salkehatchie IT department provides an IT Help Desk on each of the campuses that is staffed by professional staff and work-study students to provide assistance for all students with technical issues. IT staff can help with hardware issues as well as with loading software or determining causes of problems and issues and assistance in correcting them.
- *Services to Dual Enrollment Students* – USC Salkehatchie provides multiple services to dual enrollment students at the high schools with which we partner.

All dual enrollment students are issued USC Salkehatchie ID cards which give them full access to all services on campus that all students have. This includes access to all social activities and athletic events but more importantly, provides access to all academic support services such as academic and student support workshops, tutoring, and any speakers or programs held on campus. The students are made aware of these events by the professors who teach them at their respective high schools as well as by access to our campus calendar of events on our website.

Of most importance, the student ID provides all dual enrollment students with full access to the USC Salkehatchie library and all of its services including inter-library loan, electronic databases and more. The dual enrollment students have identical access as on campus students to all library services.

Because these students are taught by USC Salkehatchie faculty who also teach on our campus, the faculty themselves serve as a valuable resource to these students. The faculty provide them with information on services on our campus. The faculty also make themselves available on non-class days or at other non-class times, when necessary, for tutoring or extra help with classes. The Blackboard software program is used for the majority of our dual enrollment classes which provides the dual enrollment students identical access to all course materials or supplemental materials available for the same course taught on campus. It also provides these students a means of communication with their professors through Blackboard and through email at all times, not just when the professors are at their particular high school.

USC Sumter

The University of South Carolina Sumter understands that the education of the student occurs in many venues in addition to the classroom. Our educational support services such as academic advising, academic progress report system (Grades First), Opportunity Scholars Program, Student Orientation, Advisement and Registration (SOAR), University 101, and computer support provide students with educational opportunities outside the classroom. In addition, USC Sumter also believes that the co-curricular activities available on our campus play a part in a student's overall education. The student government association, student organizations, student ambassador program, intercollegiate athletics and the opportunities we provide for our students to participate in community service activities all play a part in the overall education of the student.

- *Academic Advising* – Academic advisement at USC Sumter is provided by full-time faculty and select full time staff. This structure is organized under an administrative position, Head of Advisement, appointed by the regional Palmetto College Campus Dean.

It is the goal of Academic Advising to develop and strengthen an environment conducive to meaningful growth of all students and members of the University. It is an environment that respects the diversity and the dignity of each individual's experience in relation to academic performance and the pursuit of life and career goals. Students are assisted in the clarification of their life and career goals, along with the development of their educational plans for realization of these goals.

Students may access degree requirements for the degrees provided by USC Sumter online in the USC Sumter Academic Bulletin and also online through the greater University of South Carolina Undergraduate Bulletin for degree requirements following the initial general education requirements.

Academic advisement is evaluated through the use of Advisement Surveys and internal evaluation of Faculty and Staff Organizational Committees, and standing Institutional Committees. The Head of Advisement uses the results of the surveys and the reports of the various committees to evaluate and make changes to the advisement system as indicated.

- *Counseling* – USC Sumter refers students who need ongoing counseling to the Departments of Mental Health in Sumter County. Students with alcohol or drug issues may be referred to Sumter Behavioral Health Services, the local Alcohol and Drug Abuse Services Office in Sumter. In addition to referrals from on-campus administrators, students have access to information on substance abuse issues through the Student Right to Know document that is available to students online. An email is sent to all students at the beginning of each academic year to inform them of the availability of this document online.
- *Opportunity Scholars Program (OSP)* – This federally funded Student Support Services program has staff and labs on campus to provide supplemental instruction and assistance to students who are admitted to the program. Tutors in Math and English, peer tutoring, as well as computerized tutoring in many other disciplines are available in the OSP computer labs. Staff members also provide academic counseling and other support services to students. Additionally, Sumter students may use the online tutoring services of Brainfuse, made available at no cost.
- *Students with Disabilities* – The Coordinator for Disability Services works to meet the needs of any student with a documented disability. Students are informed of this at New Student Orientation as well as through the USC Sumter Student Handbook. The Coordinator also works closely with the Office of Disability Services on the USC Columbia campus to determine need and necessary services/accommodations and to provide them to the student.

- *New Student Orientation* – New Student orientation is held several times on campus prior to the beginning of the academic year. In addition to receiving pin dries with links to all facets of campus life including the Student Handbook, students are given an overview of campus safety, advisement, Opportunity Scholars, computer lab accessibility, the library, and all other academic support services available to students.
- *University 101* – University 101 is a University credit course that is available to all new students. In University 101, extensive time is used to assist students with knowledge of all academic support services on campus as well as actual training in time management, note-taking, test-taking, and other study skills.
- *Computer Support* – Computer labs are available on campus for student use. Students may use the labs for research, paper preparation, to access Blackboard or other online systems for their courses, or for other academic uses. All computers have up-to-date software and programs to meet student needs. In addition to the two labs, computers for student use are available in the library. The Opportunity Scholars Program (OSP) also maintains computer labs for the use of students in the OSP program. The campus has now implemented wireless access on campus as a further means for student computer access.
- *Internships* – USC Sumter partners with local businesses and industry to provide students practical learning experience related to their academic pursuit. Internships are intended to provide the student with a space for the practical application of knowledge gained in academic work and supervised exploration of a field related to the student's major, career or community interest.
- *Services to Dual Enrollment Students* – High school students enrolled in dual/concurrent programs at USC Sumter receive academic and student support services and library/learning resources based upon the location of their learning environment. All dual enrollment students can be issued USC Sumter ID cards, which give them full access to all services on campus, that all students have; both those taking classes on Campus and those taking classes off-site may utilize campus based resources that are available to all part time and full time USC Sumter students. These resources include the Mathematics Lab, The Writing Center, other tutoring programs, personal counseling, academic advising, disability services, professor office hours, and usage of USC Sumter computer labs. Additionally, concurrent/dual students are able to receive access to library resources such as: online and print academic journals, academic and non-academic texts, and study rooms.

Concurrent/dual enrolled high school students who take classes at their high school may also utilize academic and student support services and library/learning services offered at their high school. These would include tutoring resources, library resources, and counseling. Blackboard software program is also available for usage for dual enrollment classes, on campus or off-site.

USC Sumter also offers its students co-curricular activities to complement the academic offerings. These are available through several avenues:

- *Intramural Sports* – A variety of intramural sports and activities are provided by the Student Life Department throughout the academic year. Traditional programs such as flag football, basketball and soccer are supplemented by less strenuous sports such as billiards, table tennis and foosball. Each spring we sponsor and enter a co-ed team in the Sumter County Recreation Department's corporate softball league.
- *Nettles Gym and Recreational Facility* – All students are encouraged to make use of the gymnasium facilities in the Nettles Building. The facility includes; full service gymnasium, three racquetball courts, well equipped exercise room (wellness center), lockers and baskets, free towel service, available and free camping equipment rental for use by students, faculty, and staff.
- *Climbing wall* – The climbing wall in the Nettles Gymnasium is used for recreation, Physical Education courses, team building, and individual self-development through self-challenge.
- *Student Government Association* – The Student Government Association is composed of the student body of the University of South Carolina Sumter. Participation by all students and each student organization is strongly recommended in order to conduct student affairs effectively and serve as the liaison between the faculty, administration, and the student body. Every USC Sumter student is eligible to vote in student government elections held each spring semester.

The SGA meets bi-weekly throughout the school year. Meetings are held in the in the Student Union Building. The USC Sumter Student Senate, composed of representatives from each student organization, meets on alternate weeks. Meetings are open to the public and all interested students are encouraged to attend. The SGA constitution is available in the Student Right to Know document. All students receive an email during each academic year notifying them of the availability and location of that document. Printed copies are also available through the SGA Advisor or Director of Student Life.

Students are notified of campus activities through a monthly newsletter, *Stall Wall*, as well as flyers, in-class announcements and email.

- *Student Organizations* – Student organizations may be formed by students and may be chartered through the Student Life Office. Steps to charter an organization are in the Student Handbook, available in the Student Right to Know document.
- *Student Ambassador Program* – This is a prestigious organization with a carefully selected membership. Ambassadors, who are selected from candidates nominated by faculty and staff, serve as hosts for the Admissions and Recruiting departments of the campus. They are trusted to represent the campus at various activities and events, ranging from campus tours to community presentations. Student Ambassadors undergo specialized training and attend regular monthly meetings.
- *Intercollegiate Athletics* – USC Sumter offers four intercollegiate sports – men's Baseball, Women's Softball, and Men's and Women's Tennis. Admission to all games and matches is free to all students.
- *Community Service* – USC Sumter provides a variety of methods for students to participate in campus and community outreach programs. Understanding that volunteerism and community involvement are critical to the development of our students, participation is encouraged through several venues.
- *Graduation with Leadership Distinction* – USC Sumter promotes learning within and beyond the classroom via Graduation with Leadership Distinction and has had students graduate with leadership distinction at both the Associate and Baccalaureate degree level. USC Sumter offers the UNIV 401 course (for development of the e-portfolio as required for Graduation with Leadership Distinction).

- *USC Connect* – USC Sumter supports USC Connect through participation in the USC Connect opportunity database. Faculty and staff are encouraged to complete the “USC Connect Database Entry Form” for events, they host, that have an impact within and beyond the classroom. This form is sent to the Executive Associate Dean for Academic and Student Affairs, who then uploads the events into the database where USC Sumter students may search for within and beyond the classroom opportunities
- *CCSSE* – USC Sumter participates in the Community College Survey of Student Engagement to gain a clear picture of our institutional practices and student behaviors that are highly correlated to student learning and retention.
- *Cultural Activities through Opportunity Scholars* – The Opportunity Scholars Program (OSP), in addition to tutoring and academic services, offers a cultural component to students in the program. Trips to concerts, plays, musical performances and other cultural activities are provided throughout the academic year.
- *USC Sumter eSports* – USC Sumter promotes the education and development of students through intercollegiate eSports participation. While providing competitive goals and aspirations, the development of the diverse student is the most important aspect of the program. The growth through teamwork, camaraderie, sportsmanship, time management, and developing skills to compete in a competitive environment (locally, nationally and globally) enhances the higher education experience.
- *Making A Difference (MAD) Friday* – Several specified Friday afternoons each semester are designated and advertised to the student body to provide volunteer services to agencies and non-profits in the Sumter community.
- *Dr. Martin Luther King Jr. Day* – Dr. Martin Luther King Jr. Dream Walk and Celebration sponsored by USC Sumter, Morris College, and Central Carolina Technical College is held each January on the holiday as a day of service. This is a community event in which students are invited to work, walk, and participate in the program honoring the life and legacy of Dr. King.

USC Union

USC Union offers a variety of Student Support Programs. The faculty and staff at USC Union place a great amount of importance in this area of student development and enrichment. There are many student services and student activities that are available to help students be successful inside and outside of the classroom. Our services include Academic Advisors, Computer Labs, a new Student Success Center, new student orientations, and our University 101 sections. USC Union also provides student services in other areas of student life such as our Student Government Association, Student Ambassador Program, and Federal Work-Study Program, as well as opportunities to be members of other various Student Organizations, participate in Intramural Sports and use exercise equipment in the Truluck Gymnasium.

- *New Student Orientation* – The admissions and registrar’s office coordinate five new student orientation sessions per year, four for new Fall students and one for new Spring students. Each new student is sent a packet with information about the orientation which includes the day and time of the orientation and an agenda for the orientation. Each student also receives step- by-step instructions with screen shots with information on how to log in to Self-Service Carolina and take the Math Placement exam.
- *Academic Advising* – After students verify that they are going to attend one of the orientation sessions, they are assigned an Academic Advisor by the Associate Dean of Academic Affairs. The student will have the same academic advisor throughout their time at USC Union unless they request to change that advisor, and that has to be approved by the previous advisor and the Associate Dean. Students meet with their advisor the day of orientation. Students may access degree requirements for the degrees provided by USC Union online in the USC Union Academic Bulletin and also online through the greater University of South Carolina Undergraduate Bulletin for degree requirements following the initial general education requirements.
- *University 101* – During their first advising session, each new student is strongly encouraged to enroll in one or our University 101 sections. It is offered at several different days and times to accommodate the student’s schedules. This course is designed to help students navigate through their first semester and beyond in the University and covers all types of subjects including how to log in to and check their Self-Service Carolina accounts, successful study and lifestyle habits, financial aid responsibilities, and in general where to go to receive other campus services as well as ways to get involved with the University.
- *Student Success Center* – USC Union now has a new Student Success Center that has space available for students to come and receive academic support through stations for study groups, computers, and tutors to help with each subject offered at USC Union. Additionally, Union students may use the online tutoring services of Brainfuse, made available at no cost.
- *Students with Disabilities* – While it is the responsibility for each student to inquire about receiving services for disabilities, the topic is mentioned at orientation, during advising, and during University 101 and other USC Union courses. The Office of Disability Services at USC Union coordinates disability services with the USC Columbia office of Student Disability Services, which makes recommendations regarding student accommodations.
- *Computer Labs* – Along with the Student Success Center, there is a computer lab in our Main Building that is accessible to students as well as several computer stations in the USC Union Library. There are also study areas in our new Student Lounge and across campus where students can come together to study and use the wireless internet service that is provided for the entire campus.
- *Student Government Association* – USC Union offers the opportunity for students to get involved outside of the classroom through the Student Government Association. There are three or four elected officers that receive scholarships during their sophomore year depending on the number of senators from the year before. Those offices are President, Vice-President, Secretary, and Treasurer. Freshmen are allowed to be appointed as senators. These students are in charge of student activity funds for the University and provide several social events each semester. These events are attempts to get other students involved in things going on outside of the classroom and to have a chance to meet with faculty and staff in a friendly and fun environment. Usually there is music, free food, and small gifts such as USC football tickets to be given away. This group is also the voice of the USC Union student body and brings awareness to the faculty and staff of concerns of the student body. They also raise money to use in community service efforts. Finally,

as student ambassadors, students can serve as a link between faculty and staff and the students. They are present at all student events, work at the new student orientations, and other campus events, such as recruiting events, Awards Day, and SGA Constitution.

- *Truluck Activity Center* – The Truluck Activity Center serves as a major recreational space for our students. It is open during the week to all students, faculty, and staff. Many students visit the Truluck Activity Center to play basketball, tennis, lift weights, or use the exercise machines. USC Union also offers Intramural Basketball tournaments in the Truluck Activity center once per semester. Additionally, USC Union has revived the club baseball team on campus, the Bantams, which will compete in the National Club Baseball Association (NCBA), along with the newly formed club softball Lady Bantams competing in the National Club Softball Association (NCSA) starting this year. However both clubs are in the process of applying to compete at the junior college level. More information on both teams can be found on USC Union's Athletics webpage.
- *Federal Work Study Positions* – Through the USC Union Financial Aid Office, some students are determined to be eligible for these work study positions on and off campus. This provides these students with valuable working experience as well as more financial aid to help with their tuition. They fill positions in the Admissions and Registrar's Office, Financial Aid Office, The Truluck Activity Center, Science Labs, the Library, the Student Success Center, and at several off campus locations.
- *Student Groups and Organizations* – USC Union also has other student organizations. Those include the African American Association and the Men and Women on a Mission groups. There are also the Baptist Association, Music Club, and the USC Union Players Association that performs at various times.
- *Graduation with Leadership Distinction (GLD)* – Students interested in pursuing USC's GLD in one of multiple possible pathways, either at the Associates or Bachelors level (or both), have the opportunity to work closely with a faculty member on campus in support of core and enhancement experiences inside and outside of the classroom toward fulfillment of those requirements. Examples of this collaboration include research projects, community service, and civic engagement experiences. When possible, this may also include study abroad. The GLD program is provided by the USC Connect office on the USC Columbia campus, made available to all Palmetto College campus students. The Associate Dean of Academic Affairs on the USC Union campus, along with the Success Center, coordinate with the USC Connect office in Columbia to ensure that USC Union students stay on track in route to obtaining their GLD upon graduation.
- *Services to Dual Enrollment Students* – USC Union provides many services to dual enrollment students at partner high schools. USC Union Admissions/Registrar staff personally visit each dual enrollment classroom every semester in order to show them how to log on to their Self-Service Carolina accounts and their Blackboard course management accounts. By accessing Self-Service Carolina, students have access to all of their personal, financial, academic, and registration information associated with their USC Union classes. In Blackboard, dual enrollment students have access to an online course site for each of their dual enrollment courses, through which instructors can post class materials and course grades, as well as create online discussion forums, etc., which can help to enhance students' inside-the-classroom experiences. Blackboard also includes a link to free online tutoring services contracted by Palmetto College that all USC Union students can access from anywhere, in addition to the on-campus Academic Success Center that provides in-person tutoring and career services.

Dual enrollment USC Union students also have the same access to USC Union library that all students have, which includes use of interlibrary loan, electronic databases, etc.

Finally, dual enrollment USC Union students are routinely involved in campus activities, such as the annual Junior Scholars event on campus that honors some of the top concurrent students from all of the partner high schools, the annual Awards Night Ceremony that honors top concurrent students alongside regular USC Union students, and the annual Scholarship Luncheon at which concurrent and regular USC Union students who have received scholarships have the opportunity to share a meal with the scholarship donors, to name a few.

Centrally Supported Services

- *Disability Services* – The USC Columbia Office of Student Disability Services provides central coordination of application and determination of eligibility for services. Local staff at the campuses provide the on-campus notification and provision of services to students.
- *Career Services* – University Policy allows students from the regional Palmetto College campuses to use designated services of the USC Columbia office.
- *Academic Integrity* – Academic integrity issues for Students enrolled in regional Palmetto College campuses and programs are addressed based on the program of study in which the student is enrolled. A professor needing to address a possible issue, consult with his/her academic dean considering how best to pursue.
- *Athletic Event tickets*: USC Athletics affords the regional Palmetto College campuses the opportunity to purchase reduced cost athletic event tickets for distribution to students. Doing so allows interested students – who do not pay a USC Athletics fee – an opportunity to access the University's major sports (the demand is almost exclusively for football) and therefore experience a more direct connection to the institution.

Distance Education

- *Services* – Students from the regional Palmetto College campuses who choose to enroll and are admitted into the online degree completion programs become students of the respective campuses offering the programs. The receiving institutions work with the students to provide needed services. Because the students remain in the "sending" regional Palmetto College campus service area, assistance with essential services such as advisement coordination, centralized disability services (see above), counseling, and library resources are available to former regional Palmetto College campus students if requested. Further, a vendor-solution online tutoring service (Brainfuse) is available for all regional Palmetto College campuses and majors and provides an integral core service to those associated with Palmetto College. Service provision is usually coordinated by a Palmetto College Coordinator housed at each regional Palmetto College campus.

- *Complaints* – Students follow the same procedure as traditional students in having complaints addressed (see Standard 4.5)
- *Recruiting/Admissions* – Students enrolled at a regional Palmetto College campus were initially recruited to the campus first. Those students desiring to pursue a Palmetto College major are generally provided information by the Palmetto College coordinator at each campus, who is supported by the central Palmetto College enrollment management operation
- *Security* – Personal information of USC students is protected by the University's authentication procedure as well as FERPA compliance regardless of whether the student is a traditional or online student.
- *Technology* – Blackboard is the University's course management web site for all courses. Online courses are delivered through the Blackboard as well, therefore the proficiency students obtained when enrolled in traditional courses is readily transferable to online courses. Further, online course development using Quality Matters standards helps assure ease of use.

Sources

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-  [USC SUMTER STUDENT HANDBOOK 2016-17](#)
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-  [USC Union Mission Statement BOT approved 24 June 2016](#)
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