

PROGRAM MODIFICATION PROPOSAL FORM

Name of Institution: **University of South Carolina—Palmetto College**

Briefly state the nature of the proposed modification (e.g., adding a new concentration, extending the program to a new site, curriculum change, etc.): **Extending existing program to new site**

Current Name of Program (include degree designation and all concentrations, options, and tracks):
BA Liberal Studies and BA Organizational Leadership

Program Designation:

- | | |
|---|--|
| <input type="checkbox"/> Associate's Degree | <input type="checkbox"/> Master's Degree |
| <input checked="" type="checkbox"/> Bachelor's Degree: 4 Year | <input type="checkbox"/> Specialist |
| <input type="checkbox"/> Bachelor's Degree: 5 Year | <input type="checkbox"/> Doctoral Degree: Research/Scholarship (e.g., Ph.D. and DMA) |
| <input type="checkbox"/> Doctoral Degree: Professional Practice (e.g., Ed.D., D.N.P., J.D., Pharm.D., and M.D.) | |

Does the program currently qualify for supplemental Palmetto Fellows and LIFE Scholarship awards?

- Yes
 No

If No, should the program be considered for supplemental Palmetto Fellows and LIFE Scholarship awards?

- Yes
 No

Proposed Date of Implementation: **Spring 2019**

CIP Code: **Liberal Studies** **24.0101**
 Organizational Leadership **52.0206**

Current delivery site(s) and modes: **USC Columbia, Lancaster, Salkehatchie, Sumter, and Union; traditional/face-to-face and Distance Education delivery.**

Proposed delivery site(s) and modes: **Lexington Middle School, 702 N. Lake Drive, Lexington, SC 29072**

Program Contact Information (name, title, telephone number, and email address):

Susan Elkins, Chancellor, Palmetto College
803-777-7425, selkins@mailbox.sc.edu

Chris Nesmith, Associate Provost, Palmetto College
803-777-9446, cnesmith@sc.edu

Institutional Approvals and Dates of Approval:

Contract Approved: August 7, 2018

Board of Trustees, pending approval, December 2018

Background Information

Provide a detailed description of the proposed modification, including target audience, centrality to institutional mission, and relation to strategic plan.

This program modification proposal requests approval to extend two approved programs, the Bachelor of Arts in Liberal Studies (BLS), and the Bachelor of Arts in Organizational leadership (BOL), to a new off-campus site in Lexington, SC. This new site is an effort to meet the needs and requests from local officials from the town and county, who seek greater opportunities for residents to earn a four-year degree.

Both the BLS and the BOL programs are degree-completion programs offered through USC Palmetto College, part of the USC system that offers convenient campus locations and online bachelor's degree-completion programs for all South Carolinians seeking to pursue or complete post-secondary educational opportunities. With an emphasis on serving working adults, both the BLS and the BOL are ideally suited to meeting the needs of those in the local community who have earned an associate degree, or stopped out from completing a bachelor's degree, but for whom balancing work or family commitments with their desire to further their education can be difficult.

In Lexington County, USC Palmetto College will offer adult students who possess at least 60 approved course credits from an accredited college/university the opportunity to complete a bachelor's degree via traditional classroom instruction, asynchronous online delivery, or a combination of the two formats. Regular admission requirements apply to all prospective students.

Assessment of Need

Provide an assessment of the need for the program modification for the institution, the state, the region, and beyond, if applicable.

Lexington County is the largest market in the Midlands for higher education students, yet, the county has only one institution—Midlands Technical College—and no baccalaureate-granting institutions at all. Richland County, in contrast, has twenty-six. Though the county lies in close proximity to Richland County, commuting is not an option for many working adults.

Palmetto College exists to provide degree-completion opportunities to working adults and others who need more flexibility in pursuing their education, primarily through online delivery. However, some working adults prefer the classroom setting in the evening to complete their bachelor's degree program, and the USC Palmetto College presence at Lexington can enable those aspirations.

Transfer and Articulation

Identify any special articulation agreements for the modified proposed program. Provide the articulation agreement or Memorandum of Agreement/Understanding.

Currently, the BLS and the BOL have Memorandums of Understanding with all of the comprehensive universities of the USC system, as well as with several technical colleges of the SC Technical College system, and we are seeking to develop more. As degree-completion programs, students must earn 60 hours prior to being accepted, making it ideal for students transferring from a two-year institution.

Description of the Program

The purpose of the BLS and BOL programs is to provide a curriculum responsive to the educational needs of the state and a student population distributed in areas of South Carolina served by the University’s system of regional Palmetto College campuses.* A large percentage of students attending these campuses are place-bound, and educational opportunities accessible to them are limited. While online delivery provides excellent flexibility for these students, those who may wish to have some classes in a traditional format, or meet their professors face-to-face, are disadvantaged if they live outside of one of our regional campuses’ traditional service area. This new location enables these students to complete baccalaureate-level study in the very places to which they are geographically and economically tied, through a combination of online and face-to-face delivery formats.

Projected Enrollment						
Year	Fall Headcount		Spring Headcount		Summer Headcount	
	New	Total	New	Total	New	Total
2019	N/A	N/A	5	5	3	8
2020	5	13	5	15	3	18
2021	5	20	5	23	5	25
2022	10	25	10	30	10	30
2023	10	40	0	40	0	30

Explain how the enrollment projections were calculated.

Enrollment projections are based on current admissions data for the past several years in the two degree programs, with expected results from planned marketing and recruitment efforts in the area. As displayed in the table above, the projected enrollment account for the attrition of 2-3 students per year.

Curriculum

Attach a curriculum sheet identifying the courses required for the program.

See Appendix A

Curriculum Changes

Courses Eliminated from Program	Courses Added to Program	Core Courses Modified
N/A	N/A	N/A

New Courses

List and provide course descriptions for new courses.

No new courses or changes to the curriculum are necessary to implement this program medication.

* As used herein, “regional Palmetto Colleges” or “Palmetto College campuses” refers to USC campuses at Lancaster, Salkehatchie, Sumter, and Union.

Similar Programs in South Carolina offered by Public and Independent Institutions

Identify the similar programs offered and describe the similarities and differences for each program.

Both the BLS and the BOL programs within USC's Palmetto College are approved programs. While other institutions offer similar degree programs, only a few are able to provide the degrees online.

Both the BLS and the BOL programs enhance inter-institutional cooperation—especially with South Carolina's technical colleges, many of whose graduates with baccalaureate aspirations face the same limited access as USC regional campus associate degree recipients do. With a viable articulation agreement already in place, this degree will provide an important avenue to numerous technical college graduates in the Lexington area who wish to complete a bachelor's degree.

Program Name and Designation	Total Credit Hours	Institution	Similarities	Differences
BA and BS in Interdisciplinary Studies	120	USC Aiken	Allows students to tailor degree to academic and career interests.	Primarily campus-based program.
BA in Liberal Studies	120	USC Beaufort	Allows students to tailor degree to academic and career interests.	Primarily campus-based program.
BA in Interdisciplinary Studies	120	USC Columbia (CAS)	Allows students to tailor degree to academic and career interests.	Primarily campus-based program.
BAIS in Interdisciplinary Studies	120	USC Columbia (CoHRSM)	Allows students to tailor degree to academic and career interests.	Not currently fully available online
BA and BS in Interdisciplinary Studies	120	USC Upstate	Allows students to tailor degree to academic and career interests.	Primarily campus-based program.
Bachelor of Arts in Individualized Studies	120	Winthrop University	Allows students to tailor degree to academic and career interests.	Not currently fully available online
Bachelor in Interdisciplinary Studies	120	Coastal Carolina University	Allows students to tailor degree to academic and career interests.	Currently approximately 50% of the degree is available online.

Faculty

State whether new faculty, staff or administrative personnel are needed to implement the program modification; if so, discuss the plan and timeline for hiring the personnel. Provide a brief explanation of any personnel reassignment as a result of the proposed program modification.

No additional faculty or new administrative position will be required to implement the program. Existing faculty will be utilized, and administrative responsibilities shifted to cover program delivery and management.

Resources

Identify new library, instructional equipment and facilities needed to support the modified program.

Library Resources:

Since students who are accepted into the program will have access to the full library resources at USC, including all online resources available to all Palmetto College online students, no additional library resources will be required. USC will provide computer access at the site for students to access electronic library resources on site.

Equipment:

USC Palmetto College has the required equipment and technology to support this program modification, including all computers, student laptops, etc. No new equipment will need to be purchased. An additional copier/scanner will be leased for the site, at minimal cost.

Facilities:

Furniture and office supplies will be supplied from existing sources.

Impact on Existing Programs:

Will the proposed program impact existing degree programs or services at the institution (e.g., course offerings or enrollment)? If yes, explain.

This program modification is expected to have no impact on the current programs or other offerings.

Financial Support

Estimated Sources of Financing for the New Costs						
Category	1st	2nd	3rd	4th	5th	Total
Tuition Funding	23,832	98,049	150,014	192,991	267,155	731,591
Program-Specific Fees						
Special State Appropriation						
Reallocation of Existing Funds						
Federal, Grant, or Other Funding						
Total	23,832	98,049	150,014	192,991	267,155	731,591
Estimated New Costs by Year						
Category	1st	2nd	3rd	4th	5th	Total
Program Administration and Faculty and Staff Salaries	0	0	0	0	0	0
Facilities, Equipment, Supplies, and Materials	10,400	3,200	3,200	3,200	3,200	23,200
Library Resources						
Other (specify)						
Total	10,400	3,200	3,200	3,200	3,200	23,200
Net Total (i.e., Sources of Financing Minus Estimated New Costs)	12,982	94,848	146,814	189,791	263,955	708,391

Budget Justification

Provide a brief explanation for all new costs and sources of financing identified in the Financial Support table.

All new costs of delivering this program to the new site will be paid for through tuition revenue generated from new students attending at the location, as outlined above.

Evaluation and Assessment**Organizational Leadership**

Program Objectives	Student Learning Outcomes Aligned to Program Objectives	Methods of Assessment
Understand leadership skills and their practical applications.	1) Students will be able to demonstrate their knowledge of skills that make successful leaders in various organizational settings.	Student work will be assessed. At least 80% of students sampled will score a 3 or higher on the rubric for this learning outcome.
Possess the ability to communicate effectively in a professional setting.	1) Students in ENGL 463 will demonstrate the ability to write effective prose and/or develop and give a presentation in a professional setting.	Student work will be assessed. At least 80% of students sampled will score a 3 or higher on the rubric for this learning outcome.
Demonstrate ability to become participatory citizens and engage in civic affairs.	1) Students in PALM 493 will demonstrate the ability to be educated and participatory citizens in SC and explain how their academic training has prepared them to be active state citizens.	Student work will be assessed. At least 80% of students sampled will score a 3 or higher on the rubric for this learning outcome.
Apply classroom learning to real-world experience in the public or private sector.	1) Students in PALM 493 will demonstrate the ability to apply classroom learning to real-world experience in the public or private sector.	Student work will be assessed. At least 80% of students sampled will score a 3 or higher on the rubric for this learning outcome.

Liberal Studies

Program Objectives	Student Learning Outcomes Aligned to Program Objectives	Methods of Assessment
Possess critical thinking and problem solving skills.	Students will demonstrate the ability to initiate independent, interdisciplinary inquiry and the ability to apply critical thinking to interdisciplinary problems.	Student work will be assessed. At least 80% of students sampled will score a 3 or higher on the rubric for this learning outcome.
Understand South Carolina from historical, political, cultural, economic, and social perspectives.	Students will demonstrate an understanding of SC from historical as well as contemporary political, cultural, economic, and social perspectives in papers, assignments and other student writing.	Student work will be assessed. At least 80% of students sampled will score a 3 or higher on the rubric for this learning outcome.
Be informed and participatory citizens.	Students will be educated and participatory citizens of SC and explain how their academic training has prepared them to be active state citizens.	Student work will be assessed. At least 80% of students sampled will score a 3 or higher on the rubric for this learning outcome.
Apply classroom learning to real-world experience in the public or private sector.	1) Students in PALM 493 will demonstrate the ability to apply classroom learning to real-world experience in the public or private sector.	Student work will be assessed. At least 80% of students sampled will score a 3 or higher on the rubric for this learning outcome.

Will any the proposed modification impact the way the program is evaluated and assessed? If yes, explain.

- Yes
 No

Will the proposed modification affect or result in program-specific accreditation? If yes, explain; and, if the modification will result in the program seeking program-specific accreditation, provide the institution's plans to seek accreditation, including the expected timeline.

- Yes
 No

Will the proposed modification affect or lead to licensure or certification? If yes, identify the licensure or certification.

- Yes
 No

Explain how the program will prepare students for this licensure or certification.

If the program is an Educator Preparation Program, does the proposed certification area require national recognition from a Specialized Professional Association (SPA)? If yes, describe the institution's plans to seek national recognition, including the expected timeline.

- Yes
 No

Appendix A – Curriculum

Liberal Studies

Degree Requirements (120 Hours)

The Bachelor of Arts in Liberal Studies (BLS) is designed for students who want to pursue liberal studies without a major in a single discipline.

1. Carolina Core Plus General Education Requirements

CMW: Effective, Engaged, and Persuasive Communication: Writing (6 hours)

Must be passed with a grade of C or higher.

ENGL 101 - Critical Reading and Composition Credits: 3

ENGL 102 - Rhetoric and Composition Credits: 3

ARP: Analytical Reasoning and Problem-Solving (6 hours)

Any approved Carolina Core ARP courses

SCI: Scientific Literacy (8 Hours)

Any approved Carolina Core SCI courses, must include two labs

GFL: Global Citizenship and Multicultural Understanding: Communicate Effectively in More than One Language (0-9 Hours)

Demonstration of proficiency in one foreign language equivalent to the minimal passing grade on the exit examination in the 122 course is required. Students can demonstrate this proficiency by successfully completing Phase II of the Proficiency Test or by successfully completing the 122 course, including the exit exam administered as part of that course.

It is strongly recommended that students continuing the study of a foreign language begin college-level study of that language in their first semester and continue in that language until their particular foreign language requirement is completed.

GHS: Global Citizenship and Multicultural Understanding: Historical Thinking (3 hours)

Any approved Carolina Core GHS courses

GSS: Global Citizenship and Multicultural Understanding: Social Sciences (3 hours)

Any approved Carolina Core GSS courses

AIU: Aesthetic and Interpretive Understanding (3 Hours)

Any approved Carolina Core AIU course

CMS: Effective, Engaged, and Persuasive Communication: Spoken Component (3 Hours)

INF: Information Literacy

Any approved overlay or stand-alone Carolina Core INF course

VSR: Values, Ethics, and Social Responsibility

Any approved overlay or stand-alone Carolina Core VSR course

Other Required General Education Courses for the BA in Liberal Studies:

PHIL 102 - Introduction to Philosophy Credits: 3

Additional Arts and Sciences Electives (6 Hours)

Must include two disciplines

2. Major Requirements (36 Hours)

Required Courses (9 hours)

The following three courses are required of all majors:

PALM 493 - South Carolina Studies Credits: 3

PALM 494 - Internship Credits: 3 or PALM 495 - Service-Learning

UNIV 401 - Senior Capstone Experience Credits: 1-3

The student's major will be chosen from TWO of the following disciplines (27 hours):

All courses must be at the upper level with at least 15 hours at the 400-level or above, with the exception of Sociology, in which the following 300 level courses may be substituted for 400 level courses: SOCY 304, 305, 312, 320, 323, 340. All grades must be C or better. A minimum of 12 hours is required in each of the two disciplines. At least 15 hours must be USC courses. No more than 12 hours of the major will be accepted in transfer.

Anthropology

Art

Astronomy

Biological Sciences

Chemistry

Criminology and Criminal Justice

Economics

English

Environmental Studies

Geography

Geological Studies

Health Promotion, Education and Behavior

History

Languages

Marine Science

Mathematics

Native American Studies*

Philosophy

Physics

Political Science

Psychology

Religious Studies

Sociology

Statistics

Theatre

Note:

*The most updated list of courses designated as fulfilling the Native American Studies option will be listed on the BA in Liberal Studies program website.

3. Cognate (12 Hours)

All grades must be C or better.

The cognate cannot be a discipline included in the student's major option. No more than six hours of transfer work may be applied to the cognate.

A minimum of 12 hours of course work at the 300 level or above from one of the following disciplines:

Anthropology

Art

Business

Criminal justice

Dance

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Economics
Education
English
Geography
History
Health Promotion, Education and Behavior
Languages
Mathematics
Native American Studies*
Philosophy
Political Science
Psychology
Physical and/or Biological sciences
Religious Studies
Social Work
Sociology
Theatre

*Courses designated as fulfilling the Native American Studies option will be listed on the BA in Liberal Studies program website.

4. Electives (21-31 Hours)

Organizational Leadership Curriculum

Degree Requirements (120 Hours)

The Bachelor of Arts in Organizational Leadership (BOL) is designed for students who want to study organizational leadership without a major in a single discipline.

1. Carolina Core Plus General Education Requirements

CMW: Effective, Engaged, and Persuasive Communication: Writing (6 hours)

Must be passed with a grade of C or higher.

ENGL 101 - Critical Reading and Composition Credits: 3

ENGL 102 - Rhetoric and Composition Credits: 3

ARP: Analytical Reasoning and Problem-Solving (6 hours)

Any approved Carolina Core ARP courses

SCI: Scientific Literacy (8 Hours)

Any approved Carolina Core SCI courses, must include two labs

GFL: Global Citizenship and Multicultural Understanding: Communicate Effectively in More than One Language (0-9 Hours)

Demonstration of proficiency in one foreign language equivalent to the minimal passing grade on the exit examination in the 122 course is required. Students can demonstrate this proficiency by successfully completing Phase II of the Proficiency Test or by successfully completing the 122 course, including the exit exam administered as part of that course.

It is strongly recommended that students continuing the study of a foreign language begin college-level study of that language in their first semester and continue in that language until their particular foreign language requirement is completed.

GHS: Global Citizenship and Multicultural Understanding: Historical Thinking (3 hours)

Any approved Carolina Core GHS course

GSS: Global Citizenship and Multicultural Understanding: Social Sciences (3 hours)

Any approved Carolina Core GSS course

AIU: Aesthetic and Interpretive Understanding (3 hours)

Any approved Carolina Core AIU course

CMS: Effective, Engaged, and Persuasive Communication

SPCH 140 - Public Communication Credits: 3

INF: Information Literacy

Any approved overlay or stand-alone Carolina Core INF course

VSR: Values, Ethics, and Social Responsibility

Any approved overlay or stand-alone Carolina Core VSR course

Other Required General Education Courses for the BA in Organizational Leadership:

PHIL 102 - Introduction to Philosophy Credits: 3

Additional Arts and Sciences Electives (6 Hours)

Must include two disciplines.

2. Professional Foundations (27-30 Hours)

ECON 221 - Principles of Microeconomics Credits: 3

ECON 222 - Principles of Macroeconomics Credits: 3

ECON 224 - Introduction to Economics Credits: 3 **

ENGL 463 - Business Writing Credits: 3

MGMT 371 - Principles of Management Credits: 3

PALM 493 - South Carolina Studies Credits: 3 *

PALM 494 - Internship Credits: 3 * or PALM 495 - Service-Learning *

PSYC 350 - Industrial Psychology Credits: 3

PCAM 205 - Foundations of Leadership Credits: 3 *

SOCY 220 - Elementary Statistics for Sociologists Credits: 3

PSYC 227 - Psychological Statistics Credits: 3 *** or STAT 201 - Elementary Statistics ***

ITEC 264 - Computer Applications in Business I Credits: 3

*Grade of C or better required

**May substitute for ECON 221 and ECON 222

***May substitute for SOCY 220 (*unless it is used for general education requirements)

3. Integrative Major (33 Hours)

Select 33 credits from the following lists, with at least 9 credits from each of the three categories, and at least 12 credits at the 400 level. All grades must be C or better. No more than 15 hours combined from MGMT, ACCT, and ECON may be selected.

I. Employer and Employees

MGMT 374 - Management of Human Resources Credits: 3

MGMT 376 - Organization Behavior Credits: 3

PHIL 211 - Contemporary Moral Issues Credits: 3

PHIL 320 - Ethics Credits: 3

PSYC 360 - Applied Psychology Credits: 3

PSYC 420 - Survey of Developmental Psychology Credits: 3

PSYC 430 - Survey of Social Psychology Credits: 3

SOCY 304 - Race, Class, Gender, and Sexuality Credits: 3

SOCY 340 - Introduction to Social Problems Credits: 3

UNIV 401 - Senior Capstone Experience Credits: 1-3

II. Law, Policy, and Organizations

ACCT 324 - Survey of Commercial Law Credits: 3

HIST 405 - The Rise of Industrial America, 1877-1917 Credits: 3

HIST 469 - Constitutional History of the United States I Credits: 3

HIST 470 - Constitutional History of the United States II Credits: 3

JOUR 201 - Principles of Public Relations Credits: 3

MGMT 406 - International Human Resource Management Credits: 3

POLI 201 - American National Government Credits: 3

POLI 370 - Introduction to Public Administration Credits: 3

POLI 365 - State Government Credits: 3

POLI 463 - The American Chief Executive Credits: 3

POLI 570 - South Carolina Government and Politics Credits: 3

SOCY 300 - Social Structures Credits: 3

III. Workplace Dynamics

ECON 406 - Labor Economics Credits: 3

ECON 415 - Economics of American Industry Credits: 3

MGMT 401 - Negotiation and Conflict in the Workplace Credits: 3

PHIL 324 - Business Ethics Credits: 3

POLI 368 - Interest Groups and Social Movements Credits: 3

POLI 465 - Psychology and Politics Credits: 3

PSYC 405 - Cognitive Psychology Credits: 3

PSYC 501 - Human Factors Psychology Credits: 3

SOCY 311 - Ecology of Human Social Systems Credits: 3

SOCY 312 - Bureaucracy and Modern Society Credits: 3

SOCY 354 - Collective Behavior Credits: 3

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SPCH 331 - Organizational Communication Credits: 3

4. Electives (6-19 Hours)

MEMORANDUM OF UNDERSTANDING

between

University of South Carolina Palmetto College
and
Lexington School District One

THIS AGREEMENT is made and entered into as of the 15th day of August 2018, by and between the University of South Carolina a/k/a USC, a higher educational institution and an agency of the state of South Carolina, and Lexington School District One d/b/a Lexington Middle School, a K-12 educational institution.

WITNESSTH:

In consideration of the relationship between the parties and the mutual covenants and conditions contained herein, the parties hereto mutually agree as follows:

Purpose

The purpose of this Agreement is to establish a collaborative effort to bring the advanced curriculum of two bachelor's degree completion programs offered through the University of South Carolina Palmetto College (a/k/a USC Palmetto College), specifically the Liberal Studies and Organizational Leadership programs, to the Lexington County community by offering classes in a designated portion of Lexington Middle School, 702 N. Lake Drive, Lexington, SC, 29072.

Term

This Agreement shall be effective as of the 12th day of August 2018 and shall be reviewed annually by representatives of the University of South Carolina and Lexington School District One prior to the anniversary date hereof.

This Agreement shall remain in full force and effect until either party gives notice of termination in accordance with the provisions of the termination section.

Duties and Responsibilities

USC Palmetto College is part of the USC system that offers convenient campus locations and online bachelor's degree completion programs for all South Carolinians seeking to pursue or complete post-secondary educational opportunities. In Lexington County, USC Palmetto College will offer adult students who possess at least 45 approved course credits from an accredited college/university, the opportunity to complete a bachelor's degree via traditional classroom instruction, asynchronous online delivery, or a combination of the two aforementioned formats. Regular admission requirements apply to all prospective students.

USC Palmetto College was established in 2013 by USC as a collaborative system approach among the eight USC institutions to support students across the state of South Carolina who, for various reasons, are limited in their access to higher education opportunities outside of their local communities. The hallmarks of USC Palmetto College are accessibility, affordability, and

flexibility. High-quality USC courses are offered to prospective students at the lowest possible cost, enabling them with the flexibility to fit education into their complex lives.

While USC Palmetto College offers more than a dozen online bachelor's degree completion programs, USC Palmetto College, through USC's Extended University programs, offers two USC degrees, Liberal Studies and Organizational Leadership, via traditional classroom instruction, as well as online asynchronous and hybrid formats. Some working adults prefer the classroom setting in the evening to complete their bachelor's degree program and the USC Palmetto College presence at Lexington Middle School can enable those aspirations.

USC Palmetto College will provide recruiting, admissions, and financial aid information for any USC Palmetto College bachelor's degree completion programs that will be offered on-site at Lexington Middle School. Academic advising and student support services will also be provided to assist students to succeed in meeting academic requirements for graduation. The USC Palmetto College course offerings will be managed through the work of a site director and appropriate faculty and staff of USC Palmetto College. More information can be found at <https://www.palmettocollege.sc.edu>

Prospective students will be responsible for applying to the program and for financial aid through normal admissions and financial aid processes. Once admitted, students are responsible for registering for their classes and paying tuition and fees.

Tuition and fees are set each year by the University of South Carolina Board of Trustees. The Tuition and Fee schedule is available electronically on the University Bursar's website at <https://sc.edu/bursar/>

Space

USC Palmetto College shall use and occupy the premises at Lexington Middle School, 702 N. Lake Drive, Lexington, SC 29072 for the purposes of general offices and classroom space to offer courses in flexible pathways that will help adult students complete a USC degree.

Care and Maintenance of Location

Lexington Middle School will maintain the interior and exterior premises in good and safe condition, including landscaping, custodial services, electrical, plumbing, air conditioning, heating and any other system or equipment upon the premises. Lexington Middle School will ensure that the building is ADA compliant. In addition, the school will provide parking, including handicap accessible parking and security lighting for students and staff.

Technology

USC Palmetto College shall receive a dedicated network line through Spirit Telecommunications. This line will be used to provide network access and telephone to USC Palmetto College students and staff while maintaining separate network and telephone access from the Lexington Middle School infrastructure. USC Palmetto College shall install four wireless access points. The use of these wireless access points will be restricted to USC Palmetto College students and staff through AD LDAP authentication to ensure Lexington Middle School students and staff do not gain unfiltered access to the Internet.

Additionally, USC Palmetto College shall install new projectors and computers in the provided classroom spaces. This equipment will be limited to use by USC Palmetto College faculty and students. If this memorandum of agreement is terminated at any point, USC Palmetto College shall remove any added equipment including but not limited to all projectors, computers and network devices.

Ordinances and Statutes

Lexington County Middle School warrants that the premises comply with all statutes, ordinances and requirements of all municipal, state and federal authorities now in force. USC Palmetto College shall comply with all statutes and requirements postdating whose commencement affecting the premises.

Safety and Security

USC Palmetto College shall work with the University of South Carolina - Carolina Card Office to install card reader access to the entrance located on Dreher St, classroom and office space. Access to the building will be restricted to the USC Palmetto College Faculty, Staff and Students who will be attending during the corresponding academic semester. Access to the building can be revoked or modified at any time per a request to USC Palmetto College Information Technology Department.

Signage

USC Palmetto College shall have the right to place on premises, at Lexington Middle School location, any signs which are permitted by applicable zoning ordinances and private restrictions. Lexington Middle School shall assist and cooperate in obtaining any necessary permission from governmental authorities or adjoining owners and occupants to place or construct the foregoing signs. USC Palmetto College shall repair all damage to the premises resulting from the removal of signs installed.

Insurance

USC Palmetto College will provide coverage by the South Carolina State Reserve Fund and commercial general liability insurance for the premises including bodily injury and property damage insuring USC Palmetto College with a minimum of \$1,000,000 per occurrence, and \$2,000,000 aggregate coverage.

Liability

Subject to the provisions of the South Carolina Tort Claims Act, each party agrees that it will be responsible for the wrongful acts of its employees and agents committed in the scope of their employment as such may be related to this MOU.

In the event of litigation for any dispute or disagreement that arises between the parties with respect to the interpretation of any provision of this MOU, or with respect to the performance by either party hereunder, or with respect to any dispute, claim or controversy arising under or in connection with this MOU or out of the breach hereof, liability shall be governed by the South Carolina Tort Claims Act set forth in Section 15-78-10 et seq. of the South Carolina Code of Laws. Jurisdiction shall be in the State of South Carolina with venue in Lexington County, South Carolina.

Removal of Students

A USC Palmetto College student can be removed from the Lexington Middle School premises if the individual exhibits inappropriate behavior, is disruptive, does not comply with rules or policies, or poses a threat to the health, safety or welfare of another person. If removal is warranted, applicable USC Palmetto College and Lexington Middle School representatives should be notified immediately.

Non-Discrimination Statement

In compliance with federal law, including the provisions of Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967 and the Americans with Disabilities Act of 1990, each party hereto will not discriminate on the basis of race, sex, religion, color, national or ethnic origin, age, disability, or military service in its administration of its policies, including its admissions policies, employment, programs or activities.

Termination

This Agreement may be terminated by either party at any time upon six months written notice; provided, however, that such termination shall not be effective until the end of the academic term then in progress at USC Palmetto College. If the program dissolves, students accepted into the program will be permitted to complete the program.

Performance; Entire Agreement; Amendments

This parties hereto agree to the full and complete performance of the mutual covenants contained herein and that this Agreement constitutes the sole, full, and complete agreement between the parties. No amendments, changes, additions, deletions or modifications to or of this Agreement shall be valid unless reduced to writing, signed by the parties and attached hereto.

IN WITNESS WHEREOF, the duly authorized representative of the parties have set their hands and seal hereto.

Lexington County School District One

**Dr. Gregory Little
Superintendent**

University of South Carolina

**Dr. Susan Elkins
Chancellor**

**J. Cantey Heath, Jr.
Secretary, Board of Trustees**

AUG 07 2018