

Faculty Senate Minutes
For: 4/18/2023

Members Present: Beverly Alwell, Carol Corbat (Vice President), Rusty Gaspard, Julie Gill (President), Purujit Gurjar, Jennifer Innerarity (Parliamentarian), GuoYi Ke, Sona Kumar, Missy LaBorde, Matthew Stokes (Secretary), Cynthia Thomas, Debbie Wood

Members Absent: Hal Langford, Kerry Ordes

Guests Present: Dr. Jim Rogers

Call to Order: At 3:02. pm a quorum was established and the meeting was called to order.

Approval of Minutes:

2.28.23

3.7.23

J. Gill announced that these minutes were approved electronically with the following vote:
12-0-0

Report of President:

Though there was no official report, J. Gill stated that she did meet with Dr. Coreil, Dr. Beard, and Dr. Halpin on Friday regarding policy revisions. Following that meeting, she met with Dr. Coreil for a regularly scheduled meeting.

Committee Reports:
C&C 3.6.23

C. Corbat explained that Senate had already addressed the Math courses from these minutes, so we need to complete the review of the remainder of action items. C. Corbat also noted that Senate had already received these minutes.

C Corbat stated that the first thing to consider is the deletion of the Minor in Sports Broadcasting and Communications.

M. LaBorde made a motion to approve the deletion of the Minor in Sports Broadcasting and Communications

C. Thomas seconded the motion

Vote: 12-0-0

C. Corbat stated that there was also a modification to the BA in Communication Studies but it had been previously been approved.

C. Corbat explained the next set of items deal with Psychology courses. The name and content for three courses is being changed but the same number is being retained. C. Corbat noted such a change is tricky; however, she explained that Dr. Wright explained that some of these courses have never been offered; also, the changes that have been made to content are not significant. The most important change is to the course names.

First to consider is the addition of new course: PSYC 4081, Measurement, Interpretation and Experimental Design in Applied Behavior Analysis

C. Corbat made a motion to approve the addition of PSCY 4081

C. Thomas seconded the motion

Vote: 12-0-0

Modifications to PSYC 4085, 4086, 4087 were considered. As Dr. Wright had indicated to Dr. Corbat, proposed changes included title changes and slight content changes.

C. Corbat made a motion to approve these modifications to PSYC 4085, 4086, and 4087

C. Thomas seconded the motion

Vote: 12-0-0

Next under consideration was a modification to the Bachelor of Science Psychology Degree. The modification is to allow students to take either MATH 1021 or 1018 instead of only MATH 1021. In addition, there is a proposed change to the Clinical Psychology concentration to add additional electives. Finally, a new concentration is to be added—Applied Behavior Analysis.

C. Thomas explained why they changed the name of the courses. In order to become licensed, students need courses that align with requirements. Students will end up with same number of electives but will have more freedom on which ones to take since previously, some were not offered very often.

J. Innerarity made a motion to approve the modifications to the BS in Psychology

P. Gurjar seconded the motion

Vote: 12-0-0

PS 202

M. LaBorde made a motion to receive the seven sets of PS 202 ad hoc meeting minutes

R. Gaspard seconded the motion

Vote: 12-0-0

C. Corbat noted that there are no action items—no recommendations to the Senate, so far. Discussion ensued regarding the extent in which the PS 202 ad hoc committee is reaching out to understand current processes; they have reviewed how IDEA is incorporated into the promotion and tenure process, how the policy should include guidelines for Library faculty, and they have consulted with Connie Cooper.

C&C 3.20.23

D. Wood made a motion to receive the 3.20.23 minutes

S. Kumar seconded the motion

Vote: 12-0-0

C. Corbat mentioned first under consideration is a modification to the course description in KINS 2010. It was noted that C&C voted on five modifications at once.

C. Corbat asked whether the department is doing away with Special Topics courses. J. Gill explained they still have a KINS 1999 if needed.

Of the proposed changes, it was noted that KINS 4513, Facilities Management, is a title change, and KINS 4517, Sports Administration, is a title change and course content change. It was asked if a new course number was needed for KINS 4517. J. Gill said no.

C. Corbat summarized the action items: modifications to five KINS courses.

M. LaBorde made a motion to approve all five of KINS modifications as presented: KINS 2010, 3801, 4501, 4513, and 4517

D. Wood seconded the motion

Vote: 12-0-0

Next under consideration were three new KINS courses: KINS 2511, 3905, and 3910. J. Gill explained that during the C&C meeting, it was brought up that 3910 showed that it was going to be required for the Sports Management concentration. However, it will not be required for the concentration. J. Gill noted that they were trying to expediate things through. She asked if it needed to go back to the School of Education to fix the typo. It was stated that Eamon Halpin could fix it before it came to Senate. J Gill then realized that the same was noted on the KINS 3905 paperwork. E. Halpin made the correction on the respective document, as well.

C. Corbat made a motion to approve the addition of new courses: KINS 2511, 3905, and 3910.

D. Wood seconded the motion

Vote: 12-0-0

C. Corbat stated that the next action item to consider is the deletion of the Certificate in Pharmacy Technology because enrollment in this curriculum declined. The general consensus among those present is they thought it was unfortunate that this program was being deleted.

C. Thomas made a motion to delete the Certificate in Pharmacy Technology

D. Wood seconded the motion

Vote: 12-0-0

E-mail from Dr. Blackwell

C. Corbat explained she had received correspondence from Dr. Blackwell concerning the addition of CYBR 4901. When it was approved, it had the wrong prerequisite. C&C took it back, corrected the prerequisites, then put it back in the Senate folder. Senate noted that the MCO does not match the paperwork as far as course numbers.

C. Corbat made a motion to send the addition of CYBR 4901 back to C&C because the MCO does not match the paperwork

J. Gill seconded the motion

Vote: 12-0-0

C. Corbat made a motion to rescind our original approval of the addition of CYBR 4901

M. LaBorde seconded the motion

Vote: 12-0-0

Improvement of Instructions 4.14.23

B. Alwell made a motion to receive the minutes

G. Ke seconded the motion

Vote: 12-0-0

C. Corbat explained that the committee offered four recommendations and the following summary:

The committee discovered that the IDEA survey results are indeed factored in when determining tenure and promotion, but they are only one of many factors considered. It is generally recognized that the IDEA surveys alone are an insufficient tool for evaluating faculty for many reasons, but most especially due to the low completion rates and the subjective nature of student responses. If nothing else, the surveys are used to identify possible “trends” or “patterns” that need to be addressed in a faculty member. The committee polled campus faculty and learned that the feedback most faculty found helpful was the qualitative comments—the personalized nature of these comments helped faculty pinpoint areas in which they are successful and others where they can grow.

The committee recommends staying with the IDEA evaluations but allow faculty to integrate other questions. In addition, the committee recommends that CTE or some other campus entity offer training in how to interpret IDEA results. Finally, the committee recommends that Senate and/or future members of Improvement of Instruction investigate the student user experience in taking the surveys and determine what changes can be made to improve response rates.

Discussion ensued. Some asked what other questions were available and how can a faculty member add questions? Also, someone asked, what is the process to stipulate a FIF (faculty information form).

D. Wood left meeting

M. LaBorde made the following motion: in line with IOI's recommendations, Senate will ask Dr. Haplin and/or CTE to arrange for a presentation to help faculty determine how to integrate additional questions into the IDEA survey, how to interpret student responses, and how to get better student response rates

M. Stokes seconded the motion

Discussion ensued. P. Gurjar and M. LaBorde made suggestions on incentivizing students. M. LaBorde gave an example: if there a 75% response rate was achieved, the class would get three bonus points on the final.

Vote: 11-0-1

D. Wood returned to meeting.

C. Corbat made a motion to charge next year's IOI committee with investigating the student user experience, why response rates are so low, and what can be done to improve them

D. wood seconded the motion

Vote: 12-0-0

Old Business:

PS 207 ad hoc

J. Gill explained that Abby Bain informed her and the Chancellor that this committee is not a Faculty Senate ad hoc committee. J. Gill was told it is an Administrative Working committee. J. Gill was not allowed to explain that a staff member could serve as chair on a Senate ad hoc committee.

Discussion ensued regarding e-mails and statements from Administration that Senate does not have the ability to provided suggested edits to PS 207.

Some expressed concerns about safeguards for faculty. We could lose our voice. It was suggested that the fact that a policy related to assigning grades, which is under faculty purview, is now being combined with a policy on general student complaints is a gross overreach on the part of administration.

It was noted that Dr. Coreil had stated he was adamant that this policy would be voted on in the April 27th Cabinet meeting.

Dr. Rogers explained that Policy statements are presented by the chancellor. He can decide what they say—he can cancel, add, etc. Ultimately, the Chancellor signs off on all policies.

J. Gill stated that she understood Dr. Rogers' point, but her concern is that the Chancellor is not giving Senate ample time to work on updates to this policy.

J. Gill indicated in her meeting with Dr. Beard, Dr. Halpin, and Dr. Coreil, that Dr. Coreil expressed an expectation that policies should be reviewed over the summer. He said, all policies need to be approved by August 15th. J. Gill told him that faculty did not return until August 14th and are not paid over the summer semester. J. Gill then explained that in the meeting, Dr. Beard advocated for more time. It was noted how Senate expedited the recent MATH courses, as Administration was pushing for them to be approved by the Spring Preview Day for incoming fall 2023 freshmen, thus illustrating that Senate is willing and capable of working quickly. Dr. Coreil agreed to a September 1st deadline for approvals to new revisions of policies. This new due date allows Faculty Senate and respective standing committees the opportunity to review changes to policies, but suggested revisions must be provided prior to September 1st, 2023 for Cabinet vote.

Someone suggested that Senate draft a version of PS 207 and propose it.

It was pointed out that instead of creating a general policy on student complaints, which is what was missing, A. Bain and her committee added it on the grade appeals policy. It would be simpler if there were two policies.

Someone commented that the August 15th deadline is “artificial.” LSU’s SACS report is not due until March of next year.

It was noted that the university could potentially be open to being sued with the policy as revised.

Discussion ensued on how to move forward with recommendations for PS 207, which is clearly under the purview of the faculty. Senate was unanimous that a general student complaint policy is needed but should be separate from the current grade appeals policy.

Announcements:

J. Gill announced that Dr. Beard would like to meet with Senate next Tuesday to talk about the up-coming merit raise.

Next meeting:

- April 25, 2023 at 3:00 p.m. for 2023/2024 Faculty Senate elections
- May 2, 2023 at 3:00 p.m.

Adjournment:

J. Innerarity made a motion to adjourn

C. Thomas seconded the motion

Vote: 12-0-0

The meeting adjourned at 5:22 pm

Faculty Senate Agenda
April 18, 2023 at 3:00 p.m.
Live Oaks Room

- I. Welcome and Determination of quorum
- II. Approval of minutes
 - 2.28.23 = 12-0-0 approved
 - 3.7.23 = 12-0-0 approved
- III. Brief guest updates
 - Dr. Coreil
 - Dr. Beard
- IV. Report of President
- V. Reports of Committees
 - C&C 3.6.23
 - General Education HIPS
 - PS 202 2.1.23
 - PS 202 2.9.23
 - PS 202 2.16.23
 - PS 202 2.23.23
 - PS 202 3.9.23
 - PS 202 3.23.23
 - PS 202 3.30.23
 - Revised C&C 3.20.23
 - IofI 4.14.23
- VI. Old business
 - PS 207 Ad hoc committee
 - PS 233
 - PS 231
 - PS 210
 - PS 269
 - Faculty Senate Travel, Research, & Field Trip funds '23/24
 - Chancellor's Funds updates
 - Advising Concerns - updates
 - Update RE Revision of Policy Statements
 - PS 202 (A& B)
 - PS 245
 - Administrative Committees List

CurricuLog Update

VII. Introduction of new business

VIII. Announcements/Looking ahead

Next meeting: April 25, 2023 at 3 p.m. for 2023/2024 Faculty Senate elections

May 2, 2023 at 3 p.m.

Please send *Pats on the Back* to Julie and/or share at Senate Meetings

Departmental accomplishments

IX. Adjournment

Courses & Curriculum Committee

Minutes

March 6, 2023

Present: Alice Blackwell, Sandra Purifoy, Laurie Pittman, Richard Elder, Cole Franklin, Conley Hathorn, Jennifer Dupont, Andrew Pham, Beth Whittington, Eamon Halpin (Ex-Officio), Shelia Hudson (Ex-Officio), and Michael Waller

Absent: John Allen and Beverly Alwell (proxy for Bob Jones)

Guests: Prakash Ghimire, Rob Wright

The meeting began at 12:00 pm after a quorum was established.

The minutes from the February 13, 2023, meeting were reviewed. Typographical errors were fixed; wording of the justification of CMST 2035 was edited for clarity. Beth Whittington made a motion to approve the minutes with Conley Hathorn seconding the motion. The motion passed with 11 in favor, 0 opposed, and 0 abstaining. Two members were not present to vote.

The Deletion of the Minor in Sports Broadcasting and Communications was reviewed. The department elected to delete the Minor in Sports Broadcasting and Communications because it felt that the proposed new minor in Sports Communication and new concentration in Sports Communication better fit student needs. Dr. Richard Elder moved to approve the deletion of the Minor in Sports Broadcasting and Communications. Beth Whittington seconded the motion. The motion passed with 11 in favor, 0 opposed, and 0 abstaining. Two members were not present to vote.

Next, the Modification of the BA in Communication Studies was reviewed. All requested changes were approved in a previous meeting (February 13, 2023). Dr. Cole Franklin, the representative from CMLA, *with the authorization of his department* made a motion to correct the title for the concentration in Communications in Human Relationships and then approve the Modification of the BA in Communication Studies with this emendation. Dr. Chris Stacey seconded the motion. The motion passed with 11 in favor, 0 opposing, and 0 abstaining. Two members were not present to vote.

Dr. Blackwell advised the Committee that a batch vote on the PSYC courses was possible but the Modification of the BS Psychology degree would require a separate vote. Dr. Hathorn moved to batch vote on PSYC 4085, PSYC 4086, and PSYC 4087 with a second by Ms. Whittington. The motion passed with 11 in favor, 0 opposing, and 0 abstaining. Two members were not present to vote.

Dr. Robert Wright, the chair of the Psychology department, provided relevant background on the need for the new course and the modifications to the three existing courses. The Behavioral Analysis Certification Board (BACB) previously required 4 courses (12 credit hours) in Behavior Analysis for those seeking a BA-level credential in Behavioral Analysis. This is an in-demand credential. The BACB now requires 5 courses (15 credit hours) in Behavioral Analysis for a student to sit for credentialing. Thus, the addition of the 5th course in this field was necessary in preparing students to seek this credential (the credentialing itself is not administered by LSUA). Further, course content was redistributed so that LSUA's courses met "criteria for the verified course sequence by Applied Behavior Analysis International" (ABAI) (per Dr. Wright).

A new course, PSYC 4081, *Measurement, Interpretation and Experimental Design in Applied Behavior Analysis*, was considered. It will be required for the proposed Applied Behavioral Analysis concentration. The CSS and RIS were reviewed. Dr. Wright noted the need for adjunct faculty to teach the course, but indicated faculty are available and already developing syllabi. Chris Stacey moved to approve the addition of the course; Beth Whittington seconded the motion. The motion passed with 11 in favor, 0 opposed, and 0 abstaining. Two members were not present to vote.

The three PSYC course modifications were considered for a batch vote. The first of these, PSYC 4085, *Analysis and Intervention in Applied Behavior Analysis*, was considered for a title change. The department was requesting a new title, *Behavior Assessment in Applied Behavior Analysis*. Dr. Wright explained the prerequisite and course description changes along with the topical outline change. Course content was modified to meet ABAI's criteria for the verified course sequence.

Dr. Wright explained the requested modification of PSYC 4086, *Behavior Change and System Support in Applied Behavior Analysis*. The proposed title, *Intervention and Behavior Change in Applied Behavior Analysis*, reflected a change in the course content. The prerequisite was amended; course content was modified to meet criteria for the verified course sequence by ABAI.

The modification of PSYC 4087, *Ethical, Legal, and Professional Issues in Applied Behavior Analysis*, was necessary to meet the criteria for the course sequence by ABAI as outlined by Dr. Wright. The new title, *Ethics and Professional Issues, Supervision, and Management in Applied Behavior Analysis*, better reflected course content. Additional changes included the prerequisite, course description, and topical

outline. Conley Hathorn made a motion to approve the modification of all three PSYC courses, PSYC 4085, PSYC 4086, and PSYC 4087. Laurie Pittman seconded the motion. The motion passed with 11 in favor, 0 opposed, and 0 abstaining. Two members were not present to vote.

The Modification of the BS Psychology degree was then considered. Dr. Wright explained the change in the Mathematics General Education requirement. The change allows students the option of taking MATH 1018 instead of MATH 1021; this change will provide more flexibility for students. Changes were made to the Clinical Concentration: three courses, PSYC 3075, PSYC 3140 and PSYC 4080, were added to the existing list from which students could choose for psychology electives. The total required for the concentration would be 18-credit hours. There was a new concentration added: Applied Behavior Analysis. For the Applied Behavior Analysis concentration, PSYC 4080, PSYC 4081, PSYC 4085, PSYC 4086, and PSYC 4087 would be required; students would choose one 3-credit hour course from PSYC 3032, SPED 4701, and SPED 4801. Chris Stacey moved to approve this Modification of the BS Psychology degree; Beth Whittington seconded the motion. The motion passed with 11 in favor, 0 opposed, and 0 abstaining.

Dr. Prakash Ghimire explained the modifications to MATH 1000, *College Algebra Supplement*, and MATH 1008, *Applied Algebra Supplement*. Dr. Ghimire explained that the prerequisites for MATH 1000 (supplement to MATH 1021) and MATH 1008 (supplement for MATH 1018) were dropped *per* a Board of Regents mandate. Both courses would also become three-credit courses.

The committee considered the MATH 1000 modification. The course credit would increase from 2 credit hours to 3 credit hours. The original prerequisite was removed *per* the LA Board of Regents mandate. The course would still require enrollment in MATH 1021 and not be for associate or baccalaureate degree credit. Dr. Blackwell noted that all signatures were present and the department unanimously approved the modification. No other changes in the course were noted. Dr. Hathorn made a motion to approve the modifications for MATH 1000 with Dr. Cole Franklin seconding the motion. The motion passed with 11 in favor, 0 opposed, and 0 abstaining. Two members were not present to vote.

MATH 1008 was then reviewed. The course was changing from 1-credit hour to 3-credit hours. As with MATH 1000, the original prerequisite was removed, per Louisiana Board of Regents mandate. As with Math 1000, Math 1008 would not count for associate or baccalaureate degree credit. A change to detailed topical outline (replacement of "MATH 1020" with "MATH 1018" in item #8) was noted. The signatures and department vote were noted. No other changes were noted. Dr. Elder made a motion to approve the modification of MATH 1008 with Dr. Stacy seconding the motion. The motion passed with 11 in favor, 0 opposed, and 0 abstaining. Two members were not present to vote.

Dr. Blackwell gave an overview of the possible agenda for the next week's meeting, which will be Monday, March 20, 2023, after Spring Break. Allied Health Department has requested a curriculum

deletion, and minutes from previous meeting were being returned from Faculty Senate for clarification. Discussion briefly ensued as to why minutes were being returned to the Courses and Curriculum Committee when the issue was with the CORE courses was proposed by the ICC Committee.

With no further business Dr. Elder made a motion to adjourn with Beth Whittington seconding the motion. The motion passed with 11 in favor, 0 opposed, and 0 abstaining.

The meeting officially adjourned at 12:48 pm.

Respectfully submitted,

Sandra Purifoy

Secretary

**Louisiana State University at Alexandria
Faculty Senate Ad Hoc**

Attendees: Beth Whittington, Cathy Cormier, Susan Bowers, Kent Lachney

Absent: Bernard Gallagher

DATE: 2/1/23

TIME: 12 noon

AGENDA	ACTION/DISCUSSION	PLAN
I. Call to Order	Beth called the meeting to order at 12 noon	
II Approval of Minutes.	NA	
II. PS 202 Ad Hoc	<p>Beth review information provided by Julie Gill, President of Faculty Senate. She reported that the formal charge for the committee will be sent from Carol Corbat, Vice President, Faculty Senate.</p> <p>Beth requested a Secretary to take minutes. Cathy volunteered.</p> <p>The committee discussed meeting times. Thursdays at 1100 or 2pm were identified as best times. Beth will discuss with Bernard Gallagher, then email committee members with meeting scheduled time.</p> <p>Discussion ensued regarding best approach to reviewing policy. All agreed that the current policy needs to be thoroughly reviewed by committee members before the</p>	<p>Cathy will distribute meeting minutes to committee members electronically.</p>

AGENDA	ACTION/DISCUSSION	PLAN
	<p>next meeting. Beth distributed a copy of the current policy.</p> <p>The committee discussed several key areas for review:</p> <ul style="list-style-type: none"> • Definition of scholarship and importance of following recommendations of College/Department since scholarship does vary by discipline. • Current process for reporting IDEA data and need to alternative method of capturing this information due to poor return rates. • Options for submitting electronic tenure/promotion portfolio. • Consider academic structure and role of Deans/Directors in tenure review. 	
Adjourn	The meeting was adjourned at 12:30	

**Louisiana State University at Alexandria
Faculty Senate Ad Hoc**

Attendees: Beth Whittington, Cathy Cormier, Susan Bowers, Kent Lachney, Bernard Gallagher

DATE: 2/9/23

TIME: 12 noon

AGENDA	ACTION/DISCUSSION	PLAN
I. Call to Order	Beth called the meeting to order at 12 noon	
II Approval of Minutes.	Minutes approved by email	
II. PS 202 Ad Hoc	<p>The committee decided to first review PS 202. Kent will follow-up with Connie Cooper regarding language in Basic Principles about judgements to ensure it reflects current guidelines for diversity and inclusion.</p> <p>Susan pointed out PS 202 page 8 under Assistant Professor 3rd line should be corrected to “after reappointment for six years the assistant professors and assistant librarians will receive tenure the seventh year.” This conflicts with current policy for tenure review 5th year and tenure effect 6th year. Current language under reappointment also implies if reappointed every year tenure is automatic with no mandatory review. The committee would like to provide more clarity to the policies and keep information related to tenure separate. Cathy will communicate with Carol Corbat regarding historical perspective of addressing everything in one policy or</p>	<p>Kent will report back to the committee after communicating with Connie.</p> <p>Cathy will report back to committee after communicating with Carol.</p>

AGENDA	ACTION/DISCUSSION	PLAN
	<p>perhaps having a separate policy for tenure and promotion.</p> <p>Cathy suggested reviewing the policy from beginning one page at a time. Refer to attachment; word document with track changes reflecting recommended changes.</p>	
Adjourn	<p>The meeting was adjourned at 3:30</p> <p>Committee members agreed to meet weekly to complete by April deadline established by Faculty Senate. Next meeting 2pm 2/16.</p>	<p>Cathy will distribute minutes by email. Beth will assign an alternate minute take next week since Cathy will be out of town.</p>

**Louisiana State University at Alexandria
Faculty Senate Ad Hoc**

Attendees: Beth Whittington, Susan Bowers, Kent Lachney, Bernard Gallagher

Absent: Cathy Cormier

DATE: 2/16/23

TIME: 2:00 P.M.

AGENDA	ACTION/DISCUSSION	PLAN
I. Call to Order	Beth called the meeting to order at 2:00 P.M.	
II Approval of Minutes.	Minutes of 2.9.23 approved	
II. PS 202 Ad Hoc	<p>Kent will follow-up with Connie Cooper regarding language in Basic Principles about judgements to ensure it reflects current guidelines for diversity and inclusion.</p> <p>Bernard had made editorial revisions to our working document to make it clear and concise. He was unable to pull it up on the computer during the meeting.</p> <p>Changes proposed by Library personnel were mentioned but tabled until a later meeting.</p> <p>The working committee made the following changes: Pg.3 1st full paragraph- change departments to unit</p>	<p>Kent will report back to the committee after wording is received from Connie Cooper.</p> <p>Bernard will locate and continue editorial changes.</p>

AGENDA	ACTION/DISCUSSION	PLAN
	<p>A. Initial Appointment – change departmental faculties to academic unit</p> <p>3rd line- change departments to academic unit</p> <p>4th line- omit “In order to facilitate continuity and communication between the administration and the search committee, the department chair shall be a non-voting member of the committee.”</p> <p>13th line- beginning “The appropriate...” to the end may need to be deleted.</p> <p>Pg. 6 – B. Credit Toward Tenure – section to be moved to end of document dealing with tenure</p> <p>Pg. 7- C. Criteria by Rank now becomes B</p> <p>Under Instructor c. Rework to: “When appropriate, evidence of successful practice, such as a professional licensure or certificate</p> <p>d. Rework to: “Instructors re expected to teach 12-15 credit hour load or equivalent. If pursuing a Ph.D., the requirement would be 12 credit hours.</p> <p>Wording provided by Connie Copper, Chief Diversity Office of Diversity, Equity, and Inclusion:</p> <p>"In accordance with Title VII of the Civil Rights Act of 1964, decisions pertaining to employment, including but not limited to, appointment, retention, non-renewal, annual review, and termination shall <i>not</i> be based on race, color, religion, pregnancy, childbirth,</p>	<p>Beth to ask Lynette Burlew if that is HR's task.</p>

AGENDA	ACTION/DISCUSSION	PLAN
	<p>medical condition related to childbirth, sex, gender identity, sexual orientation, national origin, ethnicity, disability, age (40 or older), genetic information, or family medical history."</p> <p>Note for Committee: (from C. Cooper)</p> <p>Any action relative to an employee that is based on discrimination towards any of the aforesaid protected classes triggers a violation of Title VII and the employee can file a complaint with the EEOC.</p> <p>The term "color" is antiquated and may cause offense, however, for the purpose of the policy it is best to use the language in Title VII of the Civil Rights Act of 1964.</p>	
Adjourn	<p>The meeting was adjourned at 3:15 (due to obligations)</p> <p>Committee members agreed to meet weekly to complete by April deadline established by Faculty Senate. Next meeting 2pm 2/23.</p>	Beth compile minutes & distribute them by email.

**Louisiana State University at Alexandria
Faculty Senate Ad Hoc**

Attendees: Beth Whittington, Susan Bowers, Kent Lachney, Bernard Gallagher, Cathy Cormier

DATE: 2/23/23

TIME: 2:00 P.M.

AGENDA	ACTION/DISCUSSION	PLAN
I. Call to Order	Beth called the meeting to order at 2:00 P.M.	
II Approval of Minutes.	Minutes of 2.16.23 approved	Approved: 4
II. PS 202 Ad Hoc	In an effort to move forward with revisions the committee will make decisions, then Bernard offered to make grammatical corrections. Committee began discussion of 202B. It was decided, for clarity, to create two policies, one for tenured faculty and one for instructors. Cormier agreed to take information from PS 202 related to instructors and create a rough draft of the policy.	See attached track changes on PS 202.
Adjourn	Meeting adjourned at 4pm. Next meeting 3/9/23	

**Louisiana State University at Alexandria
Faculty Senate Ad Hoc**

Attendees: Beth Whittington, Susan Bowers, Kent Lachney, Cathy Cormier

Absent: Bernard Gallaher

DATE: 3/9/23

TIME: 2:00 P.M.

AGENDA	ACTION/DISCUSSION	PLAN
I. Call to Order	Beth called the meeting to order at 2:10 P.M.	
II Approval of Minutes.	Deferred	
II. PS 202 Ad Hoc	<p>Cormier presented policy for Instructors & General Liberians: Selection, Retention, Promotion, and Annual Review and Termination of Full Time Instructors & General Liberians.</p> <p>The committee reviewed the policy. Discussion took place regarding General Liberians inclusion in the policy, all agreed it was appropriate. Information related to Senior Instructor was included with agreement to include excellence in teaching, strength in service and professional development for promotion.</p>	Cormier edited policy with track changes and will distribute for review next meeting.
Adjourn	Meeting adjourned at 4pm. Next meeting 3/23/23	

**Louisiana State University at Alexandria
Faculty Senate Ad Hoc**

Attendees: Beth Whittington, Cathy Cormier, Kent Lachney

Absent: Bernard Gallagher, Susan Bowers

DATE: March 23, 2023

TIME: 2pm

AGENDA	ACTION/DISCUSSION	PLAN
I. Call to Order	Beth called the meeting to order at 12 noon	
II Approval of Minutes.	Minutes from the past two meetings were reviewed and approved	
II. PS 202 Ad Hoc	Members present approved proposed policy for Instructors and General Librarians. Members present continued work on PS 202 for full time tenured faculty (see track changes).	Cathy will forward policy to Angela White for properly formatting. Cathy will forward track changes to committee members.
Adjourn	The meeting was adjourned at 4pm	

**Louisiana State University at Alexandria
Faculty Senate Ad Hoc**

Attendees: Beth Whittington, Cathy Cormier, Susan Bowers

Absent: Bernard Gallagher, Kent Lachney

DATE: March 30, 2023

TIME: 2pm

AGENDA	ACTION/DISCUSSION	PLAN
I. Call to Order	Beth called the meeting to order at 12 noon	
II Approval of Minutes.	Waived	
II. PS 202 Ad Hoc	<p>Beth and Cathy discussed activities from previous with Susan. Susan approved of Instructor/General Librarian policy.</p> <p>Members present continued with discussion of full-time tenured faculty PS 202 (refer to track changes)</p> <p>Committee members discussed the process for annual review and agreed the procedure should be the same for all academic unit. The process for annual review should be included in PS 202 with an appendix with annual review form. Members decided to revise the Faculty Plan to include ratings "Excellent" "Competent" and "Needs Improvement"</p>	<p>Cathy will distribute minutes and track changes to committee members before the next meeting.</p> <p>Cathy Will make changes to the Faculty Plan and distribute.</p>
Adjourn	The meeting was adjourned at 3:15pm	

Courses & Curriculum Committee

Minutes

March 20, 2023

Present: Alice Blackwell, Sandra Purifoy, Laurie Pittman, Richard Elder, Cole Franklin, Conley Hathorn, Andrew Pham, Beth Whittington, John Allen, Beverly Alwell, Eamon Halpin (Ex-Officio), and Michael Waller

Absent: Jennifer Dupont

Guests: Julie Gill

Once a quorum was established, the meeting began at 12:02 pm.

The minutes from the February 27, 2023, meeting were reviewed. Dr. Chris Stacey made a motion to approve the minutes with Ms. Sandra Purifoy seconding the motion. The motion passed with 9 in favor, 0 opposed, and 1 abstaining. Three members were not present to vote.

The March 6, 2023, minutes were reviewed. Dr. Conley Hathorn made a motion to approve the minutes with Ms. Beth Whittington seconding the motion. The motion passed with 11 in favor, 0 opposed, and 1 abstaining. One Committee member was not present at this meeting to vote.

Dr. Alice Blackwell indicated that batch voting on the KINS course would be possible. Beth Whittington made a motion to batch vote on the courses with Conley Hathorn seconding the motion. The motion passed with 12 in favor, 0 opposed, and 0 abstaining. One member was not present at the meeting to vote.

The first course reviewed was modification of KINS 2010, *Nutrition in Health and Disease*. All signatures were noted on the CSS. The course description was being changed. The prerequisites, however, remained the same.

KINS 3801, *Sport Strategies and Planning*, was discussed. A title change to *Sports Marketing* was being requested along with a more detailed course description change. Dr. Gill explained that the course was being streamlined because it was overlapping with other courses. This will be required for the Sport Management concentration. The course description was in alignment with the course outline.

A new title for KINS 4501, *Special Topics*, was being requested: the new title would be *International Sports Management*. All signatures were noted on the CSS. A new course description provides a more detailed description. Alignment with the course outline and course objectives was noted. This course would be a required course in the Sports Management concentration.

The next course, KINS 4513, *Facilities Management*, was discussed by Dr. Gill. A title change to *Sports Facility Management* was proposed. All signatures were present on the CSS. It was noted that the RIS was not needed. The course description remains unchanged for the required course in the Sports Management concentration.

Dr. Gill presented the changes in KINS 4517, *Sports Administration*. A title change to *Sports Organizational Behavior and Leadership* was proposed. The RIS was not needed. All signatures were present. The course description was modified to provide a more detailed description of the course concepts. Course content was changed so that it did not overlap with KINS 2510. This course will be required for the Sports Management concentration.

After there was no further discussion, Conley Hathorn made a motion to approve the modifications of KINS 2010, KINS 3801, KINS 4501, KINS 4513, and KINS 4517. Beth Whittington seconded the motion. The motion passed 12 in favor, 0 opposed, and 0 abstaining. One member was not present to vote.

The next course, KINS 2511, *Sports Officiating*, is a new course being considered for addition. The proposed course would not be a required course for any program or curriculum but could serve as an elective for kinesiology majors and other students in different degree programs. The 6-digit CIP code was indicated on the form along with all signatures. The department vote was noted. The RIS was reviewed with the possibility of adjuncts being hired to teach the course if needed. The course description, course objectives, and outline were in alignment with each other.

Another new course, KINS 3905, *Sport Research*, was discussed. Dr. Gill explained that students would be learning how to do research in sports. The department favorably approved the course. The required signatures were noted in addition to the 6-digit CIP code. The RIS was reviewed with no discussion. The course objectives, course description, and the outline aligned with each other.

The last new course, KINS 3910, *Sports Analytics*, was discussed. According to Dr. Gill the course would not be required. The 6-digit CIP code, department vote, and required signatures were clearly displayed on the form. The RIS was reviewed. *Dr. Gill noted an error on the form stating the course would be a required course. The course will eventually be a required course in a concentration that will not be developed this academic year. She approved Dr. Eamon Halpin to correct this error. Beth Whittington made a motion to approve all three new courses, KINS 2511, KINS 3905, and KINS 3910. Conley Hathorn seconded the motion. The motion passed with 12 in favor, 0 opposed, and 0 abstaining. One member was not present at the meeting to vote. Dr. Gill thanked the Committee for considering the courses and exited the meeting.

Dr. Blackwell and Dr. Halpin presented the Deletion of Pharmacy Technology Certificate. The justification to delete the certificate was that enrollment in this curriculum had declined sharply and that it was difficult to find faculty to teach curriculum. Dr. Richard Elder made a motion to approve the deletion of the certificate; Dr. Hathorn seconded the motion. The motion passed with 12 in favor, 0 opposed, and 0 abstaining. One member was not present to vote.

With no further items to discuss on the agenda, Beth Whittington made a motion to adjourn the meeting. Dr. Chris Stacey seconded the motion. The motion to adjourn was unanimous with 12 in favor, 0 opposed, and 0 abstaining. One member was not present to vote.

The meeting officially ended at 12:50 pm.

Respectfully submitted,

Sandra Purifoy

Secretary

Addenda

*Emendation of Course, KINS 3905, *Sport Research*

After the meeting, Dr. Gill discovered that the course was mistakenly listed as a required course. However, the vote to approve the course had already been taken. Therefore, discussion and vote on removing the designation of a required course was conducted electronically. Each Committee member was informed of a predetermined time period for the discussion. After the discussion period, Dr. Andrew Pham moved that the committee accept the emendation to KINS 3905. Ms. Jennifer Dupont seconded the motion. The final vote was 12 in favor, 0 opposed, 0 abstaining, and 1 not voting, after which point Dr. Halpin edited out the error.

ALSO of note:

Faculty Senate returned the following courses with the directions that they were to be returned to the ICC: modifications to HIPN 1001 and 3001, and the addition of HIPN 1002. The Gen Ed status of HIPN 1001 and 1002 was also questioned. Per Faculty Senate directions, these were returned to ICC. Dr. Blackwell notified the committee by email 3/22/2023 that it had been done and shared Faculty Senate's explanation.

From: [Alice Blackwell](#)
To: [Carol Corbat](#)
Subject: notes on online vote
Date: Tuesday, April 11, 2023 11:06:14 AM

Carol

There was one final item that escaped our last sweep of the folder.

To wit: CYBR 4901 had the wrong pre-rec listed. Dr. Lueder discovered this only after we'd approved it. She retracted the previously approved course and resubmitted the paperwork with the corrected pre-rec.

Monday, 10 April, I brought this to the attention of the committee. I gave them until the next day to bring up any concerns.

No objections were raised.

Tuesday, 11 April, Laurie Pittman moved that we approve this tiny change. Jennifer

Dupont seconded.

As of 10.45 AM April 11, 9 committee members approved, 0 opposed, none abstained, and 4 had not yet weighed in.

I trust that this is sufficient information to move this back to the Faculty Senate folder. If it is required that we write minutes for this vote, pls let me know.

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Improvement of Instruction Minutes

April 14, 2023

Members Present: Cheryl Bardales, Matthew Stokes, Emily Weeks, Michael Waller, Sandra Gilliland, Cathy Robinson, Long Li

Members Not Present: Skyler Braswell, Tanya Lueder, Mattie Cedars (student)

Call to Order:

A quorum was established at 2:02 pm.

M. Stokes reviewed recommendations and read summary:

Improvement of Instruction Recommendations to Senate RE IDEA Evaluations, spring 2023

1. Determine if the IDEA evaluation form we are now using is the only one available from IDEA or if there might be one that has questions more suitable to faculty use for improving their teaching.

The committee found that IDEA offers far more variety than the generic twelve questions LSUA is currently using. Many other questions are available, and some are specific to certain classes.

2. Investigate other products (non-IDEA) to determine if there is one that would work better for us than what we are using.

The committee discovered that at least two other evaluations are SmartEvals and Watermark. However, the committee agreed it would be more efficient to utilize our current tool—IDEA forms—rather than switch to another one.

3. Suggest ways to obtain better completion rates than what we are currently getting with the online evaluations.

One suggestion is to better understand the student's user experience in taking the surveys. Look for possible ways to improve user interface, etc.

4. Make a recommendation on evaluations to use and how to administer to increase completion.

The committee recommends that we continue using IDEA evaluations but allow faculty to integrate other questions. In addition, the committee recommends that CTE or some other campus entity offer training in how to interpret IDEA results.

Summary:

The committee discovered that the IDEA survey results are indeed factored in when determining tenure and promotion, but they are only one of many factors considered. It is generally recognized that the IDEA surveys alone are an insufficient tool for evaluating faculty for many reasons, but most especially due to the low completion rates and the subjective nature of student responses. If nothing else, the surveys are used to identify possible "trends" or "patterns" that need to be addressed in a faculty member. The committee polled campus faculty and learned

that the feedback most faculty found helpful was the qualitative comments—the personalized nature of these comments helped faculty pinpoint areas in which they are successful and others where they can grow.

The committee recommends staying with the IDEA evaluations but allow faculty to integrate other questions. In addition, the committee recommends that CTE or some other campus entity offer training in how to interpret IDEA results. Finally, the committee recommends that Senate and/or future members of Improvement of Instruction investigate the student user experience in taking the surveys and determine what changes can be made to improve response rates.

M. Stokes says he is proud of the work committee has done.

C. Bardales- Senate will probably have a number of points that may provide some context to the items on our recommendations. It may be a good idea to share summary with C. Corbat before the senate meeting.

M. Stokes says he is planning to share with C. Corbat.

C. Robinson makes a motion to accept the recommendations. C. Bardales seconds.

Vote: 7 in favor 0 opposed 0 abstaining.

Motion to adjourn the meeting by M. Stokes and second by E. Weeks

Vote: 7-0-0

Meeting adjourned 2:07 pm.