

Faculty Senate Minutes  
For: 11.23.21

Members Present: Beverly Alwell, Laurie Pittman, Matthew Stokes, Purujit Gurjar, Richard Elder, Rusty Gaspard, Sarah Barnes, Tanya Lueder, Carol Corbat, Jennifer Innerarity, Melissa LaBorde, Julie Gill

Guests Present: John Rowan, Paul Coreil

Call to Order:

M. LaBorde called the meeting to order at 3:31p.

Minutes:

C. Corbat moved to approve the minutes of 11.9.21.

M. Stokes seconded the motion.

Vote: 10-0-1

Brief Guest Updates:

Report from Chancellor:

Dr. Coreil asked for support for the upcoming events on campus. He also asked for everyone's consideration for a donation to the Fierce Campaign. Dr. Coreil also reminded everyone of his open door policy.

Report from Provost:

Dr. Rowan commented on the LSUA Open House. He mentioned that there was lots of faculty support and that the event was a success. He again mentioned the decline in on-campus enrollment which means that we should all should work together to work on enrollment. He also mentioned the Aviation Open House, held after the LSUA Open House, and that 5/6 additional students enrolled in that program.

Dr. Rowan reminded everyone that Commencement is December 16<sup>th</sup> @ the Rapides Parish Coliseum and that faculty are to arrive by 9a. There will be a photo opportunity for students/faculty/staff from 9:00-9:30a and there will be a luncheon for all afterwards.

He brought up the Instructor Promotion document and commented that he is receiving feedback.

Dr. Rowan also stated that there is another step in the Promotion/Tenure process and that a final step will include President Tate's signature for the final approval. He does not anticipate an impact on the current process, but the posted timeline may be affected.

He also reminded everyone that as the end of the calendar year approaches, all need to complete Title IV, state ethics, and cyber security training. The university needs 100% completion for Title IV and state ethics training. He stated that he was pleased with the number who attended the Diversity training in November. P. Gurjar asked about the uncertainty that some faculty feel

as to whether or not their trainings are complete. Faculty Senate members provided suggestions on how one can know if trainings are complete. All agreed that the Training Tracker will be helpful when it starts in 2022.

#### President's Report:

M. Laborde sent her report electronically. M. Laborde asked if J. Rowan wished to speak in regards to PS 236; he stated that he will prepare materials to speak on the topic at a future date. M. Laborde stated that the Chancellor's Cabinet has been progressing and the minutes can be found online. She mentioned that the role of faculty representatives is to ask questions on behalf of the faculty. M. Laborde also stated that she heard that the Diversity training was successful.

#### Committee Reports:

No standing committee minutes were presented.

#### Ad-hoc committee minute recommendations:

Policies and Procedures – there was a request for a policy/procedure for office coverage in departmental/college offices be outlined and published.

- C. Corbat stated that there was a policy when Dr. Manual was Chancellor and the policy is no longer followed.

M. Stokes made a motion to approve the request for a policy/procedure for office coverage in departmental/college offices to be outlined and published.

P. Gurjar seconded the motion.

Vote: 10-0-1

#### Consensus textbooks for Gen Ed courses

- C. Corbat stated that when multiple sections of a General Education course are taught, textbooks have been approved by faculty/departmental consensus to avoid issues with subsequent courses and to ensure the same materials are covered for all courses. T. Lueder mentioned that Open Source textbooks should not fall under the General Education consensus rule.

R. Elder made a motion to accept the recommendation to rewrite the policy.

J. Innerarity seconded the motion.

Vote: 12-0-0

General Education substitutions are only approved by Dr. Halpin and the policy was changed without faculty knowledge

- M. LaBorde stated that previous Department Chairs made the decisions as they had the background knowledge to approve/disapprove the requests.

R. Elder made a motion to move the recommendation forward for discussion.

C. Corbat seconded the motion.

P. Gurjar asked about the procedure that is currently in place. C. Corbat stated that General Education requests are now going to E. Halpin.

Vote: 12-0-0

Athletic Travel – It was requested that Dr. Rowan review PS 206 and move forward with a recommendation to return to the policy that includes the following concerns: travel rosters, dates of travel, limited set up hours prior to a game, and practice times.

T. Lueder moves to send the recommendation forward.

R. Gaspard seconded the motion.

T. Lueder stated that athletes have been complaining about practices occurring during class time and then punished at practice for not attending when they have class (and game day preparation). C. Corbat asked J. Rowan if there is a way for faculty to express concerns. J. Rowan stated that faculty could report their concerns to the Athletic Council.

Vote: 12-0-0

Training on CurricuLog – the new program is not live as of yet.

C. Corbat stated that she is not sure if we need to move the recommendation forward as J.

Weston met with the Policies and Procedures ad-hoc committee at their last meeting and stated that faculty representation would not be an issue. The drive is now working, but a decision was made to not move on this recommendation at this point.

Repeat-Delete

The Faculty Senate requests that a formal proposal be sent to the Faculty Senate that shows the previous grading policy. The current repeat-delete policy favors transfer students and is not understood by faculty/staff. The Faculty Senate suggests that the new policy be revisited and that a formal policy is written/vetted to provide specific recommendations that are written clearly.

M. LaBorde stated that Admissions & Standards Committee voted to not move forward with the policy, but it appeared in the catalog and was decided on by Administration.

C. Corbat moved to send the recommendation forward.

R. Elder seconded the motion.

Vote: 12-0-0

Old Business:

Instructor Promotion: M. LaBorde asked J. Rowan if he was receiving feedback and he reported that feedback has been received and that all feedback has been positive, thus far. M. Stokes asked if feedback (from faculty) should return to the Vice Chancellor; J. Rowan stated that would be good. He also stated that the feedback should be sent to the Senate, as well, so that it can be shared with the Faculty Senators.

M. Stokes stated that feedback from his dept has been positive, but someone did recommend a structured tier.

M. LaBorde added that B. Gallagher had shared some earlier policy information concern part-time faculty pay that was a structured tier and she had sent the information to J Rowan.

M. LaBorde asked J. Rowan to send the final document, which will reflect the feedback through the Faculty Policy and Procedure Committee (FPPC); he stated that the current version of the document could be given to FPPC now. M. LaBorde explained that FPPC would need the final document to review and thus give a final approval vote/recommendation for the Faculty Senate to approve and then send forward to the administration. J. Rowan stated that the Chancellor asked for the 30 days for feedback and that it would be the Faculty Senate's decision to send it to FPPC. C. Corbat explained that certain policies fall within the purview of faculty and she stated

that policy changes had to go to the Faculty Senate for assignment to the appropriate committee as faculty need to see all input and know/understand the final proposal. J. Rowan stated that there is confusion regarding how Policy Statements are viewed by the Senior Leadership Team. C. Corbat explained that there are specific Policy Statements that are faculty driven. R. Elder explained that Faculty Senate needs to see the *final* policy, once feedback is provided and the final policy is written. J. Rowan still would like to see the final product by January 2022. The Faculty Senate reiterated that the final document must be approved by FPPC and then the Senate before it moves forward to the administration.

C. Corbat stated that there were no objections within her department, but there was a question regarding a campus wide committee to make a recommendation on the promotion; J. Rowan stated that it would be the same university wide promo/tenure committee.

J. Rowan indicated that he could have the final policy to the Senate by the end of the following week. M. LaBorde assured J. Rowan that the Senate would move quickly and the group agreed to charge the policy to FPPC immediately upon receipt of the final document. This would allow the committee to discuss and approve the policy in early January. J. Rowan asked if he should send it to M. LaBorde or C. Corbat. M. LaBorde asked him to send to both since the vice president coordinates the committees.

J. Gill asked about the current promo/tenure university committee membership; J. Rowan stated that he will send out the committee list to all faculty.

P. Gurjar asked if the instructors will have a designated % of teaching requirements. J. Rowan stated that there is no % recommendations for any faculty.

#### New Business:

It was discussed that as per a March 2021 e-mail, the policy states that summer students can only enroll in 12 credit hours.

The question, why do Department Chairs have access to every Moodle class?, was posed. In an informal meeting, T. Seymour stated (to a Faculty Senate member) that there was a policy and every chair was given access, again, as a non-grading instructor role. The real question is whether or not department chairs need access as this would be an administrative role and not a faculty role. T. Lueder asked for it to be a case by case basis. B. Alwell stated that chairs are listed in Moodle, but roles can be changed.

C. Corbat asked who will be responsible for adjunct class observations. J. Rowan stated that the Deans would be responsible for assigning those observations. C. Corbat stated that there are supervisory observations vs peer observations.

P. Gurjar stated that the Chemistry Chair did not have access to the Chemistry Moodle courses.

T. Lueder asked why Chairs were previously given access; C. Corbat stated that it was for observation of the faculty work online or to take over a class in the event of a faculty member's exit from the university during the semester.

M. LaBorde stated that she will ask Teresa Seymour to come to a Faculty Senate meeting to explain where to find the information.

Announcements:

M. Laborde delivered Pats on the Back, today.  
It was stated that Spend the Day @ A was a success.

Next Meeting:

R. Elder asked if the Policy Statement regarding instructors would be ready prior to finals. J. Rowan stated that it should be finished. M. LaBorde asked if we needed to vote that upon receipt from J. Rowan, C. Corbat would forward the document to FPPC. M. LaBorde stated that we need to give FPPC members a heads up on the importance of reviewing and moving this document along.

The next meeting will be held January 25<sup>th</sup> @ 3:00p, unless there is business for consideration

Adjournment:

The meeting adjourned at 4:50p  
R. Gaspard moved to adjourn.  
J. Innerarity seconded the motion.  
Vote: 12-0-0