

Faculty Senate Meeting

September 19, 2023 at

3:00p.m.

Mulder 302

Members Present: Carol Corbat (Vice President), Rusty Gaspard, Julie Gill (President), Matthew Stokes, Lisa Bradford, Jacob Whitmore, John Marks, Sona Kumar, Jialin Lei, Guoyi Ke, Cole Franklin (Secretary), Richard Elder (alternate for C. Thomas)

Members Absent: B. Alwell and C. Thomas

Guests Present: Elizabeth Beard

Welcome and Determination of quorum: Following the determination of presence of a quorum the meeting came to order at 3:00 p.m.

Approval of minutes: Minutes from the September 5, 2023 Faculty Senate were reviewed. C. Corbat moved to accept the minutes. J. Whitmore seconded the motion. The minutes were accepted by a vote of 12-0-0.

Brief guest updates

J. Gill introduced Dr. Elizabeth Beard

Dr. Beard offered kudos to Beth Palmer for the success of the career fair. She thanked the faculty and Faculty Senate for their support of the fair. The event seemed to go very well. Employers in attendance were very excited.

Dr. Beard thanked C. Corbat for her work on CurricuLog. The site was launched on September 18.

Dr. Beard noted that the Tutoring Center is up and running. The Writing Center is folded into the center. Cielitia Adams is the Coordinator and she is working with faculty to meet needs and find tutors. The center is specifically in need of accounting tutors. Students work 12-15 hours per week and are paid \$10.00 per hour.

Dr. Beard reported that Strategic Communications hired a web content designer to keep everything on the website up to date. The new designer is Brianna Lashley. Social media presence has been somewhat unstructured in the past. Strategic Communication is trying to unify LSUA social media accounts. Mira Parks is directing that effort in the office.

Dr. Beard left at this point.

Report of President

J. Gill stated there is no written report. She provided an update on her recent meeting with the registrar's office on some things:

PS 210 Minimum class size and 3rd day of semester: What happens with low enrollment and when was this decided?

At this point C Thomas and B. Alwell entered the meeting.

J. Gill reported that the low enrollment decision was made in 2021 under the previous Vice Chancellor for Academic Affairs. The issue is also a problem for the registrar in finding new classes for students to replace cancelled classes and room problems. J. Gill would like to talk more to Dr. Beard about this.

The First Drop Program changed from six hours to 12 hours: J. Gill stated that the registrar said the issue had to do with international students and athletes who are required to be enrolled for at least 12 hours. Students must have a degree plan to enter the program. First drop occurs after student has been put on probation. The website still states a maximum of six hours for these students. J. Gill asked for the pleasure of the Faculty Senate.

3rd suspension policy: The registrar reported that under the policy, students can be suspended indefinitely. The registrar understands the issue and offered for the Faculty Senate to help provide specific wording for clarification. C. Corbat stated the Senate has already provided some wording in prior Senate meetings. J. Gill indicated that the registrar suggested a three-year maximum for probation and providing for an appeal for students. J. Gill asked if the Senate should use the wording discussed in previous meetings or create something new and provide for an appeal? Discussion ensued. M. Stokes suggested followed previously decided language on suspensions. J. Gill stated she will meet with Dr. Beard on this.

Reports of Committees

There were no committee reports.

Old Business

PS 206: C. Thomas stated she has been unable to meet with Dr. Beard on this yet.

PS 209 Faculty Workload Policy Committee: C Corbat said we need to charge that committee. She will chair the committee which includes: Missy LaBorde, Cathy Cormier, Susan Myrick, Beverly Alwell, and Zeb Bell. C. Thomas moved to approve the committee membership. M. Stokes seconded the motion. The motion passed by a vote of 13-0-0.

PS 202 Evaluation ad-hoc Committee: J. Gill asked Richard Elder, Chris Stacey, Adena LeJeune, Matthew Farley, and Zeleke Negatu to serve on the committee. The Senate will need to charge the committee if approved. The committee will work to unify evaluations. C. Thomas moved to approve the committee. B. Alwell seconded the motion. The motion passed by a vote of 13-0-0.

Faculty Senate Travel, Research, & Field Trip funds '23/24

Field trips: A suggestion has been made to strike redundant information in Paragraph 2 of the policy. J Whitmore asked if paragraph 2 needs to be more specific to specify that field trip funds may not be used for a field trip for which funds have already been allocated. Discussion ensued. J. Gill asked for permission to make the proposed edits. There was no objection by the Senate.

Research: J. Whitmore asked if funds need to be dependent on IRB approval of the proposed research. Does a statement specifying this need to be included? J. Gill asked if the application should ask if IRB approval is necessary for the research to be conducted and the estimated time to complete research. J. Gill made the suggested edits in the document with no objection from the Senate.

Travel: M. Stokes asked to edit wording for consistency of the use of the words “fund” and “funds”. The edit was made without objection.

J. Gill asked to create ad hoc committees for reviews of fund applications this year. Volunteers for the Research Funds Committee were J Whitmore, S. Kumar, and J. Gill. Volunteers for the Field Trips Funds Committee were C. Thomas, J. Marks, and G. Ke. Volunteers for the Travel Funds Committee were C. Corbat, L. Bradford, and R. Gaspard. J. Gill said new application periods will allow people to receive money throughout the year with new application windows.

Update RE Revision of Policy Statements

PS 202 (A&B): J. Gill will be compiling all suggested edits and she will bring it back to the Faculty Senate when it is completed.

PS 245: Academic Department Chairs: J. Gill will discuss this with Dr. Beard

Faculty without Academic Department Representation report: There has been a resolution to the issue shared with the appropriate faculty member.

COFA election: There are two candidates for this position. Voting is underway on Moodle page. Voting will close on Friday, September 22.

Pay equity resolution with Staff Senate: Feedback is currently being received. C. Corbat said some members of her department had concerns that issue made compression pay worse, rather than better.

Introduction of new business

Policy Revisions –

PS 210: Minimum class size: B. Alwell asked if we should discuss maximum class size as well as minimum sizes. A discussion of large online courses ensued. S. Kumar noted that sciences do not have lab assistants, but online courses have academic assistants starting at 35 students. Some departments have classes with hundreds of students while other classes have 10 students. J. Gill asked the Senate to gather feedback from departments regarding large class sizes.

PS 211: A recommendation was made to combine the information in PS 211 and PS 233 and then delete PS 211. Senate reviewed the proposed changes.

R. Elder left the meeting at this point.

PS 219: Application for external funding: J. Gill asked about the potential for redundant submissions of intent and approval forms. C. Thomas said policy edits are still in progress.

PS 231: Faculty Office Hours: J.Gill noted that office hours for part time faculty are not specified. Discussion ensued. C.Thomas said the office hour policy is antiquated for today's student. Negotiating a specific meeting time with individual students is more convenient and logical.

PS 269: Policy on policies J. Gill asked for any suggestions or recommendations. No suggestions were made. C Thomas said any additional policy suggestions need to be to her by October 3.

J. Marks asked about resuming photos with students prior to graduation. Gill noted that Dr. Beard heard about this prior to meeting and said she would look into it.

C. Corbat noted new members for Senate committees. Proposed new members are Rafael Romero and Craig Roger for business on the Public Relations Committee. FPPC Committee: Melissa Whitley will be the Allied Health member on the FPPC Committee and Grace Walker will be the student member on the Public Relations Committee. A motion to approve the new committee members was made by S. Kumar. R. Gaspard seconded the motion. The motion passed by a vote of 13-0-0.

Announcements/Looking ahead

The next Senate meeting will be October 3, 2023 at 3:00p on the first floor of Mulder Hall.

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

Kudos to allied health from the Registrar's office for submitting the spring schedule on time.

Appreciation to Haley Malone and Ethan Lipsey for all of their work on new student orientations.

Departmental accomplishments: Congratulations to Beth Whittington for award received from the ABA.

Adjournment

C. Thomas made a motion to adjourn the meeting. The motion was seconded by G. Ke. The motion passed by a vote of 13-0-0 and the meeting adjourned at 4:58 p.m.