

Faculty Senate Minutes  
For: September 13, 2022

**Members Present:** Beverly Alwell, Matthew Stokes, Purujit Gurjar, Cynthia Thomas, Rusty Gaspard, Sarah Barnes, Guoyi Ke, Carol Corbat, Jennifer Innerarity, Julie Gill, Mary Kay Sunderhaus

**Members Not Present:** Kerry Ordes, Melissa LaBorde, Hal Langford

**Guests Present:** John Rowan, Paul Coreil, Chief Collins

**Call to Order:**

A quorum was established at 3:02 pm

**Minutes:**

Faculty Senate 8/30/22

J. Gill asked if anyone has any concerns.

C. Corbat moved to approve minutes

B. Alwell seconded the motion

Vote: 9-0-2

**Brief Guest Updates:**

**Report from Chancellor:**

Dr. Coreil stated that the enrollment numbers LSUA has achieved this fall, crossing that 4000, and 8 semesters in a row of growth is worthy of celebrating. He then alluded to other institutions in the state having sharp decreases in enrollment. Consequently, Dr. Coreil explained that there is a lot of shift in other universities—a shift towards online offerings and quality curricula, etc. Dr. Coreil wanted to let faculty know that administration thanks faculty for the work they've done to make this growth happen.

In light of the recent growth, Dr. Coreil pointed out that this does create more demands on faculty, so LSUA is trying to keep up with resources and support.

Dr. Coreil said there would be a celebration, food and drink, October 18<sup>th</sup>. An all-campus meeting will be held at 3:30, followed by a celebration in ballroom at 4:30

As a last item, Dr. Coreil mentioned that at the LSU Board of Supervisors meeting last week, LSUA announced plans to grow healthcare enrollment because of the crisis resulting from the lack of nurses and healthcare workers. Dr. Coreil stated the downtown health care building is a late-entry capital outlay request, but it is being put at the top of the list due to issues of life and death.

Dr. Coreil said it looks like Rapides Regional will donate the Buchanan building. LSUA would then have that whole city block. Dr. Coreil said he wants legislators on board but would need to get the LSU Board of Supervisor's backing first.

Dr. Coreil then mentioned that on October 12<sup>th</sup>, a ribbon cutting will take place for the drainage project. He emphasized that curb appeal is critical in recruiting students.

As another item, Dr. Coreil stated that on February 10<sup>th</sup>, a groundbreaking would be held for LSUA's new Student Success Center.

Dr. Coreil asked if anyone had any questions, and J. Gill said she was asked to bring up the pay raise letters, as they have yet to be sent out to employees.

Dr. Coreil said all he could do is write the letters himself. He apologized for them not going out yet and agreed that they should have already gone out.

J. Gill said that she would relay that information. She then asked if there is an anticipated date. Dr. Coreil did not give one but reiterated his apology for the delay.

C. Corbat asked whom should be contacted regarding drainage issues. Dr. Coreil said to let Chad Gauthier know.

J. Gill thanked Dr. Coreil.

### **Report from Provost:**

Dr. Rowan began his report by highlighting LSUA's recent enrollment success. Dr. Rowan said he would be surprised if any other university in the state grew over 9% in this current environment, as LSUA did. He stressed that LSUA has done something right. However, he added that such success does make the bar much higher for next year but, that's OK. Dr. Rowan stated LSUA likes challenges. He advised that if we stay the course and not take anything for granted, we would be fine.

Dr. Rowan mentioned that LSUA was recognized at Chamber of Commerce three times with Bizzy Awards. The College of Business received the first ever Crest "We Win Together" award, an award that praises the recipient's collaboration with community partners. Next, the Museum of Art received the award for "Best Nonprofit Organization." Dr. Rowan added that so many good things are happening at the museum such as an upcoming annual Farm to Forest Plein Air Festival—he emphasized that this award was truly well-deserved. Finally, Dr. Rowan mentioned that LSUA received the "CLECO Innovation Award," praising LSUA's efforts to innovate and differentiate themselves, a recognition that is indeed, meaningful.

Dr. Rowan said he has asked for updates on eight-semester plans of study for on-campus students. He was told that in the past, LSUA used to publish hard-copy books of these plans of study by degree. Dr. Rowan explained that the aim of these plans of study is about getting major-

specific courses into the first year instead of all General Education courses. As a side note, Dr. Rowan mentioned that the Board of Regents has started reaching out to some faculty at LSUA directly, saying they want us to fill in eight-semester plans of study.

Next, Dr. Rowan is also asking development for plans of study for appropriate interdisciplinary pursuits, such as double majors. He would like to see how a student could earn such degrees in eight semesters and 120 credit hours. Dr. Rowan then indicated he would also like to see plans for various major-minor combinations.

J. Gill said she has always been told students need 30 hours above and beyond the first major.

Dr. Rowan said that is true for a dual degree (i.e. BA Arts / BA Science) but is not the case for a double major.

Dr. Rowan said he has been asked by the Foundation and Strategic Communication that if faculty has requests of them, to go through deans because they get so many requests.

Next, Dr. Rowan mentioned proposed revisions to policy 202b. He said he has been receiving feedback—some of which addresses wordiness, and clarity. He added that there have been a few suggested substantive changes, but not many.

Dr. Rowan then requested that he be sent a copy of the Faculty Senate minutes. M. Stokes indicated he could send Dr. Rowan a copy.

Lastly, Dr. Rowan announced he would leave the meeting to allow the Senate to discuss whether the Provost should be welcome to attend future senate meetings.

### **Report from Chief Collins:**

Chief Collins began his report by mentioning a new program on campus called Rave Guardian. The program allows the campus community to access LSUA Police (PD) with a smartphone app. For instance, once students touch the app, PD are immediately contacted. Faculty and staff can use it, too. The app allows the user to leave anonymous messages. Users can also use the app as a “guardian” wherein “breadcrumbs” allow the user’s movements to be tracked so PD can monitor their travels. Finally, when inside the U.S., users can notify 911.

Concerning parking, Chief Collins said that during the first few weeks, he monitored every parking lot. They were all full, including the roadway. The lots were partially full because the southwest lot is totally offline. Chief said that 20 parking spots in front of Abrams, 14 parking spots in front of Chambers, 20 parking spots in the Library lot are unavailable or gone, at this time. He also stated that Lot 3 lost 150 parking spots and Lot 4 is completely gone. Right now, a total of approximately 225 spots on campus are unavailable.

Chief Collins said that as soon the southwest end is open, that parking lot would help alleviate some of the displaced parking. At that time, the plan is to shift every UA student and instructor, which will free up space elsewhere on campus. The reason this shift hasn’t happened yet is

because the contractor is still working on a road. According to Chief Collins, the contractor says that in about two weeks, the shift can hopefully take place.

Chief Collins said that students were advised and warned they would have a grace period in getting hang tags for parking. September 12<sup>th</sup> was the deadline. Today, September 13<sup>th</sup>, 80 citations were written. Of the 80, the ones that went today to get a parking pass will have their fines waived.

Chief Collins said that as far as faculty parking, 30 of our spots have now been taken due to closures around the Library and Chambers Hall. Chief then said he has corrected four or five students who were parking in faculty areas. Finally, he said that this morning, he issued four tickets for faculty parking and one for a handicapped spot.

Chief Collins then said he has heard from some faculty that they would like more parking in certain areas, but we would have to bring that up to administration. As a police officer, Chief Collins said he is obligated to enforce Louisiana Legislative laws. Parking is a policy of the university. It is a policy and not a law. At this university, the PD needs to handle campus parking citations. Chief stressed that PD are doing all they can do now with the current staff. Currently, up to two officers are on-duty at a time. These officers must cover the Ag Center, the Museum, the Allied Health building downtown, and the main campus. Duties for the officers include doing everything from public service calls to emergency calls.

J. Gill asked if drivers were allowed to back into parking spots. Chief said that if the parking is straight and the driver has a hang tag, it is not an issue, but if the spot is slanted, when the driver leaves, he or she would be going the wrong way—these cases will be ticketed.

C. Corbat asked if we need to switch to hangtags if we have a sticker. Chief Collins said this was not necessary--employee stickers are for life; however, if an employee wants to switch to a hang tag, that is fine.

P Gurjar asked a question in regards to Parking Lot 1. He said he and his colleagues have requested many times to get faculty spots repainted because new students won't know what teal means, one of the colors meant to distinguish faculty/staff spots from student spots.

C. Corbat added that she put in that request multiple times to Kevin Vercher and more recently to Chad Gauthier who said he would put it on the list.

Chief Collins said that when faculty/staff spots began to be painted purple, he suggested that all spots to be painted at the same time so as to prevent confusion. According to Chief Collins, at the time, Kevin Vercher said all faculty/staff spots would be painted at once, but that did not happen.

Chief Collins said that he, too, has continued to request that all spots of the same designation be painted the same color. He said that today, when he goes back, he will send Facilities Services another requested for all spots to be painted the same color.

J. Gill mentioned that students are parking in visitors spots and wondered if PD could run their tags.

Chief Collins said PD has run tags in the past. Currently, Louisiana State Police said tags cannot be run through “Collogic” because it brings back criminal information. Chief said plans were to switch to another company called LENS, which will strictly provide data on license plate info. If criminal information is needed, other programs are available. Chief Collins left the meeting.

Discussion ensued regarding upcoming requirement to have jump drives encrypted.

**President’s Report:** sent electronically.

B. Whittington, B. Gallagher, and J. Gill have been in contact with each other and will contact departments if anything needs to be reported in and from Cabinet meetings.

J. Gill said she has started monthly meetings with Dr. Coreil and Dr. Rowan. Someone told her that in the past, no administrator has ever stayed for an entire Senate meeting. The sentiment is not that Administration is not welcome, but some faculty members feel like they cannot speak openly and honestly in the presence of administrators. J. Gill explained that at this time, Dr. Rowan will stay in every other meeting unless Senate otherwise requests his presence.

J. Gill then reported that in her meetings with Dr. Coreil and Dr. Rowan, a need for policy revisions has been discussed. Administration stated they want policies to come from faculty. However, J. Gill pointed out that some policies are administrative in nature.

Next, J. Gill reported that next Tuesday at 3:30, a discussion will be held regarding updates on Curriculog. The hope is that members of C&C and Faculty Senate can express concerns and ask questions. J. Gill stated that meetings with various campus parties have been held now for three Fridays in a row and another one is planned for this up-coming Friday.

J. Gill then said that right now, deans, departments heads, and directors are being asked to go ahead and submit curricular changes via paper/electronic format. When we feel like we can move forward with CurricuLog, we’ll ask some people who have materials to serve as test subjects.

Finally, J. Gill reported that campus has upcoming events such as Tank Fest and Shrimp Jam and encouraged faculty to support.

M. K. Saunderhaus asked about Sharepoint. It was explained that it is the current system for submitting curriculum changes. Compared to Curriculog, the current system was described as submitting “paper” copies instead of filling out electronic forms in software.

C. Corbat clarified that with the current system, nothing is done “on paper.” It is all still electronic.

## **Committee Reports:**

N/A

## **Old Business:**

J. Gill said that the schedule of classes for future semesters is tabled.

J. Gill then said someone brought up the other day that last semester, we were told that the calendars are set in two-year rotations. We could request to see and have input on those calendars. Someone stated that if we have the opportunity to give input on calendars, we need to consider the presidential election because last time, we did not get “off” for that day. A lot of students went home. J. Gill stated that if Senate wanted, she could put this issue on the agenda in her meetings with Dr. Coreil and Dr. Rowan. She also said she could contact the Registrar as well.

C. Corbat asked if the discussion pertained to the academic calendar or to class schedules. J. Gill clarified it was in regards to the academic calendar. C. Corbat then stated that Senate could ask Jerri to put the presidential election on the next academic calendar review.

J. Innerarity said that Dr. Rowan had mentioned that LSUA pretty much mirrored LSU’s academic calendar except that in the summer, their courses are six weeks and ours are seven weeks, so we had an overlap. J. Innerarity said she thinks this was addressed by us now coming back on January 3<sup>rd</sup> or 4<sup>th</sup>.

J. Gill stated that she did not think we would even get two-and-a-half weeks off between fall and spring. Staff might just have a week-and-a-half.

J. Gill asked if Senate wanted her to ask Jerri Weston to forward the 2023-24 calendar for Senate to review and make suggestions.

J. Innerarity said that faculty are getting burned out because they do not have extra time between semesters to “breathe.”

C. Thomas said Psychology was discussing borrowing the business format, a hybrid of face-to-face and online.

B. Alwell explained that in the Business model, one course is actually several courses but the faculty only get paid for one. She also mentioned that the 100% online students must attend synchronously or watch the recorded version of class.

B. Alwell expressed this model is all about logically facilitating classes so students can complete their degrees. She added that the Accounting program had gone from 86 to over 400 students. Most of the growth has been with online students. Thus, the model was formed so this influx of students could get the courses they need. B. Alwell also mentioned she had 127 transfer students

in business come through recently. This new model helps to accommodate these new transfer students and overall, helps to manage the growth.

C. Thomas shared concerns that faculty should be paid according to workload.

J. Gill was in a meeting and someone stated faculty shouldn't teach more than 12 hours. J. Gill said that if this were the case, students wouldn't graduate because we don't have enough teachers.

C. Corbat said there is a much larger issue with faculty load. We are trying to teach online 7-week classes that go all year round; meanwhile, while we're still teaching face-to-face students, we are losing them because they are being forced into online classes. C. Corbat said it was wrong to double-use faculty. People were hired on 9-month contracts but are being forced to teach year-long.

J. Innerarity said that to simply teach in the summer and not advise was a break. However, in her case, she was given the impression that since she was teaching, she also needed to advise. However, J. Innerarity said that during the summer, she was being paid to teach, not to advise.

M. K. Saunderhaus said in Nursing, they would have about 70 students to advise. They would do it one at a time and it was hectic, but now they have an in-house advisor. As students move out of pre-nursing and get into clinicals, the faculty become their advisors, then they move forward and that course faculty advises. Now, they have group advising. If a student needs special advising, whatever course they are in, they go to that faculty, even if they have an advisor of record. The reasoning for this model is that the student is seeing the professor more frequently. This model has worked because Nursing is so linear.

B. Alwell said that as of today, she had 186 advisees, and while that number is great, advising isn't the biggest workload. B. Alwell stated that the biggest workload is transfer students, as the Registrar doesn't evaluate master's transcripts. S. Barnes agreed with B. Alwell and said that many times, it was unclear if courses on transcripts will cross over. J. Gill said that last year, any course subs that were done on paper did not make it into Degree Navigator. B. Alwell said she recently had to do 130-40 course substitutions.

C. Corbat suggested having a whole meeting just on advising and suggested to senators to talk with their departments about any advising issues that have occurred. C. Corbat provided context by stating that last year, all students were supposed to get mentors in their discipline from their first semester, but these mentors have never been assigned. Also, students were supposed to be switched to their departmental advisor prior to their last year, but this has been inconsistent. We were told students could request to be advised in-department if they wanted, but in at least one college, these requests have been denied.

C. Thomas said she has noticed a difference since we now have professional advisors.

C. Corbat commented that resources were not being well-used. Her department said they do not want or need professional advisors but were required to use them, anyway.

P Gurjar said their department has been asking for advisees but he does not have any. The suggestion was made that perhaps the department should make a request with their respective dean, Dr. Rowan, and Abbey Bain to start a conversation regarding advisee assignments. It was also mentioned that some deans will grant permission for advisees to be reassigned based on previous advising with a specific faculty member. Discussion continued regarding an inconsistent communication amongst deans and advisors across the board.

J. Gill said that maybe as a department, they need to request a meeting with their dean and Dr. Rowan, and Abbey Bain to start a conversation.

J. Gill brought up the fact that advising is listed as one of the criteria for merit-based salary increases. She wondered if not advising is held against faculty when it comes to faculty raises. If so, it is problematic for faculty like P. Gurjar who want advisees, but do not have any, as well as for many Instructors who do not advise.

J. Gill requested that for the next meeting, senators should come back with suggestions for how we can move forward with advising. Specifically, senators should consider what are some of the issues arising with advising?

### **PS 202B**

J. Rowan forwarded the policy statement and asked for feedback from the campus. J. Gill encouraged senators to make sure we are looking at this policy. It was noted that discussion has ensued in previous Faculty Senate meetings regarding revisions. C. Corbat said we should be putting faculty opinion forth from the senate. She asked if in the proposed revisions, there were substantive changes. J. Gill said that some parts could be clarified. C. Corbat said that last year, Senate had discussed that the whole 202 needed to be looked at and perhaps the instructor information separated out.

C. Corbat motioned to send PS 202B with Dr. Rowan's suggested changes to FPPC

S. Barnes seconded.

Vote:11-0-0

It was then noted that the memo in policies allows whoever initiates changes to receive the feedback but others can't see this feedback.

### **PS 210**

C. Corbat said this policy is about minimum class sizes. The policy states that the minimum size is 10. Dr. Rowan was asked in the last meeting if there was a plan to change this. Currently, faculty are hearing that courses with low enrollment might be removed from the catalog. This is a concern because of declining face-to-face enrollment.

C. Thomas said Psychology started having lower enrollments. She stated that if a student moved away, they would be allowed to do fully-online classes, but if they are in the area, they have to do face-to-face classes—permission will be denied to take 100% online courses.

C. Corbat said we are hearing about a comprehensive look at class enrollments designed to find classes that either be offered less frequently or eliminated from the catalog. She asked senators to be alert and aware of this issue and to have the discussion in their respective departments. These decisions need to be departmental decisions. C. Corbat added that there was a rumor of a threat that the Board of Regents would look at individual class sizes.

### **Revisions of Policy Statements. Policy Review PS 269**

On February 15<sup>th</sup>, Dr. Rowan sent an e-mail explaining the policy on policy revisions. Some on campus have noted that in other institutions such as LSUE, for example, all policies that are under review are listed online.

It was noted that LSUA's policy calls for transparency and that all comments and feedback are forwarded, but the February 15<sup>th</sup> memo changed that. This new process allows input to be lost; thus, there is no transparency in the process. Specifically, "the initiating party collects all the feedback."

### **Request for Administrative Committees**

Someone mentioned that a request was made that we receive this list earlier, and that if a college has not voted on administrative committee positions, deans should be contacted.

### **Campus Parking**

N/A (see Chief Collins' report)

### **Chancellors Travel Funds**

J. Gill stated that only two applications have been received thus far, so senators should encourage applications.

### **AA/AS degrees**

C. Corbat said there was a charge left over from last semester. She was asked to send a memo to department chairs regarding Associate of Arts and Associate of Science Degrees. She passed out a draft memo to senators to see if anyone had suggestions, but received none.

### **New Business:**

#### **Chancellor's Cabinet Report**

J. Gill explained that during the last meeting, she had class and did not make the meeting. B. Whittington shared her notes with J. Gill. Of note was that enrollment has increased. Also, on September 29<sup>th</sup>, a press conference will be held regarding a Dental Hygienist program.

### **Fall 2022 Calendar**

There are three published fall semester calendars: two online and another in house. J. Gill asked for recommendations on how to proceed. C. Corbat suggested bringing it up at cabinet.

### **Scholarships Through Roy O' Martin**

J. Gill announced that five scholarships are now available for LSUA graduates who want to pursue an on campus, face-to-face, MBA at LSU.

### **QEP Chairs**

J. Gill stated that E. Halpin reported that they would be looking for two QEP chairs. J. Gill reminded everyone that the QEP process should be a bottom up approach and thus originate with faculty. It was stated that we could wait to see what happens with the placement of the chairs or J. Gill could ask about the process at her next meeting with administration.

### **Curriolog**

J. Gill stressed that the hesitancy to begin using Curriculog is not an attempt to be difficult. To begin, the forms were not correct. She stated that a week-and-a-half ago, curriculum modifications could not be made in the system. At this time, Senate is asking that the university continue with electronic documents in Sharepoint.

J. Gill noted that some faculty have volunteered to begin using Curriculog on a trial basis and once the current system is functional, courses and curriculum will be moved through the system to trouble shoot for issues. Thus, J. Gill again encouraged departments to go ahead and start with Sharepoint to ensure that all courses and curricula are vetted in due time to make the catalog deadline.

Another issue is that there are no training documents provided on the use of Curriculog. Some of the terminology is also unfamiliar. She reiterated that the hesitancy to adopt Curriculog in its current form is in an attempt to eliminate any undue stress on people. At this point, even if materials could be uploaded, the forms could be changed and the data points would be changed, as well. All documents would then need to be resubmitted.

It was noted that a request was made to be included in the CurricuLog discussions in November 2021. J. Weston and E. Halpin assured that Faculty Senate and C&C would be included in discussions and training. M. LaBorde, C. Corbat, A. Blackwell, and J. Gill were not brought to the table for any discussion on CurricuLog until June 2022. Concerns were brought forth immediately upon review, but no one was contacted until early August regarding suggested changes.

Discussion ensued that if we cannot do this efficiently, effectively, and responsibly, we are not measuring up to our charge as faculty.

Finally, editing is also a concern. Someone asked if administration would have the ability to edit beyond faculty senate approval.

(J. Innerarity left the meeting)

**Announcements:**

The Nursing Department held two nurse camps during Summer 2022 (M.K. Sunderhaus), is actively engaging students in a RN Mentoring program (Y. Lowery), and was awarded grant funding to conduct EI workshops (C. Cormier).

The College of Business and the AMoA were recognized for their Bizzy awards.

C. Corbat said the only student representative names submitted to her were from B. Alwell.

C. Corbat moved to appoint London Ritter to the Admissions and Standards Committee and Mattie Cedars to the Improvement of Instruction Committee.

S. Barnes seconded the motion.

VOTE: 10-0-0

C. Thomas wanted to know if for summer, faculty are hired as adjuncts instead of as overload. C. Corbat said summer pay is calculated differently, but would look for the policy to share.

**Next Meeting:**

The next meeting is set for 9.27.22 at 3:00 pm.

**Adjournment:**

The meeting adjourned at 5:15pm

B. Alwell motioned to adjourn

C. Thomas seconded the motion.

VOTE: 10-0-0