Faculty Senate Meeting

September 27, 2018

Mulder Hall, Room 302

Present: Melissa Whitley, Mary Kay Sunderhaus, Kent Lachney, Richard Elder, Jennifer Innerarity, Melissa Parks, Missy LaBorde, Christof Stumpf, Michelle Riggs

Absent: John Allen, Chris Stacey

Guests: Long Li, John Rowan

Meeting convened at 2:05 pm

Minutes of previous meeting approved 9-0-1via email.

President’s Report: Chancellor Huang promised to meet with Faculty Senate President and Vice-President several times over the course of this semester. Provost Rowan plans to meet with the president and vice-president every two weeks.

M Whitley and MK Sunderhaus discussed the modification of several policy statements implemented over the summer semester, without Faculty Senate input. Huang asserted that summer semesters are less busy and a better time for administrative work. M Whitley reminded Senators that their terms run from August to August and that they must be available to meet in emergencies. In response to PS 254 (Student Service Policy) the Chancellor agreed that an automated email response satisfies the response requirement. Faculty need to let students know they were heard.

The Chancellor’s Fund is renewed annually and will remain available. Faculty will not need special permission to solicit for applications. Applications are due October 16, to be sent to M Whitley, who will appoint subcommittees to determine award of funds. C Stumpf asked if the distribution guidelines allowed for interdepartmental application for joint projects. Award will depend on merit, and guidelines exist for said determination. Senators then discussed the possibility of applying for Chancellor’s Fund, McCann Fund, and endowment funds. They reached consensus regarding the possible need of a faculty to apply for all for a single project.

Committee Reports

*C&C* R Elder moved to approve the minutes; the motion passed unanimously at 9-0-0.

*A&S* The committee previously modified PS 206 as charged but did not address excused absences. The charge was sent back to committee.

Travel Funds

The three subcommittees for review of Chancellor’s Funds will be:

Field Trips: M Whitley, M Riggs, J Innerarity (chair)

Research: C Stumpf, K Lachney, M Parks (chair)

Travel: MK Sunderhaus, R Elder, M LaBorde (chair)

Faculty awarded funds will be required to report to Senate on use of those funds as soon as possible after their use in order for the Senate to assure fair and complete distribution of monies.

New Business

Discussion of campus culture and the flow of information. Chancellor’s Council minutes are not up-to-date on the university’s Website. For that matter, neither are Faculty Senate minutes. Academic Council, renamed Chairs’ Council, minutes are likewise not current.

Before adjournment Dr. Rowan addressed the Senate. His talking points:

Announcement of open forum on Tenure and Promotion 3:00 pm September 28 (?)

He has completed 40% of meetings with individual faculty members

Reiteration of the need for policy review and expressed intent to keep a dialog with Faculty Senate

Senators may make requests of him directly during the course of a meeting

New program: Professors in Pajamas held in the Oaks between volunteering professors and willing students on Saturdays. Dr. Rowan will initiate with Provost in Pajamas. Pajamas are required dress.

Meeting adjourned 2:50 pm

Dutifully submitted,

Michelle Riggs, Secretary

**Summary Notes aka Minutes**

**Courses and Curricula Committee**

**Organizational Meeting, 2018-19**

**232 Mulder**

**12 September 2018**

**Approved**

**Present**: Elizabeth Battalora, Robert Jones, Zeleke Negatu, Sultan Parvez, James Rogers (Secretary), Jeremy Simmons, Michael Waller, Robert Wright (Chair)

**Call to Order**: 12:15 p.m., the membership recognized a quorum of members. Rogers expressed concern that no Criminal Justice representative was contacted for the meeting, and volunteered to ask the Faculty Senate Vice President about that. [N.B., Sunderhaus responded to Rogers’ email on this matter after the meeting, and Wright was also copied.] All members needed to check to see if they had access to the C&C drive, and contact IET to ensure their access. Members were encouraged to check with department members and chairs concerning the efficient and effective functions of the committee.

**Officer Elections**: Battalora moved to begin officer elections. Rogers volunteered to be secretary, and members agreed without contention. Wright volunteered to be chair, and members agreed without contention.

**Committee Charges**: Wright asked the committee to consider the charges (see Addendum A, below) from the By-Laws. Members wondered about Charge 5, and no member could remember that noncredit courses had ever sought approval of the committee. Wright was tasked to contact the Assistant Vice Chancellor for further information. [N.B., Rogers realized after the meeting that the Registrar and Vice Chancellor for Academic Affairs were *ex-officio* members of the committee, and should have been contacted for this meeting. Rogers contacted Wright in that regard, so that the *ex-officio* members would receive notice and records of the meeting.]

**Future Meetings**: Wright requested that all members send him copies of their class schedules, in order to facilitate appropriate meeting times.

**Adjournment**: 12:36 p.m.

**Respectfully Submitted by Jim Rogers, Secretary**

Draft, 12 September 2018; Approved via email vote (Wright moved) 7-0-1

**Addendum A**

COURSES AND CURRICULA COMMITTEE

Charges:

* + - 1. to establish curricula through approval or disapproval of proposed additions, modifications, and deletions of courses, curricula, and degree programs. Such proposals shall be submitted by the appropriate *academic departments* and *colleges*. All Courses and Curricula recommendations will be submitted to the Courses and Curricula Committee for implementation through the *Senate* to the Vice Chancellor for Academic Affairs.

* + - 1. to consider the views any *academic department* wishes to express concerning any proposed changes in courses and curricula. However, *academic departments* may appeal decisions made by the Committee and, if the appeal is supported by the appropriate *department* chair, the matter shall be sent directly to the *Senate* for final determination and placed on the agenda of the *Senate* for the next regularly scheduled meeting of the *Senate*.

* + - 1. to conduct its own studies of courses and curricula; and to recommend to the Vice Chancellor for Academic Affairs changes that the Committee believes a specific *department* or special committee should consider.

* + - 1. to consider the feasibility of all additional offerings. In judging such feasibility, the Committee shall consider existing needs and potential subscription in terms of existing curricula and numbers of students; cost in terms of faculty, facilities, equipment, and materials; consistency with established or planned educational programs on campus and in the educational community in general; and consistency with the general educational policy of the University.

* + - 1. to approve or disapprove all noncredit courses that are to be offered under the auspices of LSUA and to review policies regarding service programs and the influence such programs have on the general educational policies of the *University*. This charge may be delegated by the Courses and Curricula Committee to a subcommittee from its membership.