

**LSUA Faculty Senate  
Minutes of a Meeting of 28 April 2020**

**Senators Present:** Melissa Whitley, Richard Elder, Melissa LaBorde, Melisa Parks, Michelle Waller, Kerry Ordes, Deborah Wood, Jennifer Innerarity, Carol Corbat, Kent Lachney

**Guests Present:** Chancellor Paul Coreil, Provost John Rowan, SG President Ricky Brazell, Yvette Lowery (adjunct faculty) and Registrar Jerri Weston

**Call to Order and Quorum:** Whitley called the meeting to order and announced presence of a quorum at 8:02 a.m.

**Review of Minutes:** LaBorde moved approval of the minutes of 30 March 2020; Motion passed 9-0-1. LaBorde then moved approval of the minutes of 14 April 2020. Motion passed 9-0-1.

**Chancellor's Report:** Coreil referred to the Governor's press conference and noted that it would be the 15<sup>th</sup> or 16<sup>th</sup> of May before there is any chance of relaxation of the Governor's stay-at-home order but things are heading in the right direction. When we return to work it will be different – masks, testing for antibodies, contact tracing. The State is putting out a lot of information. Some larger classes may have to stay online. We have to have a plan. The COVID Taskforce meets twice per week and Chancellor's cabinet meets once per week. The recent tornado passed very close to the Oaks. University Police and the RAs did a tremendous job of keeping the residents safe. LSUA was without power and water and the students were moved to the Hotel Bentley for one night. We will be doing a virtual commencement with a video to be made on May 5<sup>th</sup> and released May 14<sup>th</sup>. Blake Chatelain will say a few words on the video. It will be taped in the Black Box Theatre. Five students have self-reported testing positive; 4 were totally online. Some students have lost loved ones. This summer we will be totally online for classes. Summer camps have not yet been decided but that decision will be made on Monday.

LSUA has not yet received CARES funds. There should be somewhat less than \$1 million that will go to students that are full-time on-campus students and PELL grant recipients. That portion must all go to students. There will be another portion that we hope will offset loss of state budget for LSUA. LSU is producing PPE. LSUA may do that on a smaller scale producing gowns. Coreil offered his congratulations to our online programs that were ranked nationally. Will we be online in fall? He hopes not. Registration is going well for summer and fall. Shelly is working on a virtual tour of campus.

LaBorde thanked Coreil for coming out to campus to check on Oaks residents after the tornado.

**Provost's Report:** Rowan indicated he would be grateful if faculty could help him with pronunciations of the names of the graduates in their department. Send those to him by next Monday.

Final exams should be given at the normal assigned time but be aware that ProctorU is overbooked so there may be a need to create an exam window. Faculty should not schedule exams at a time not assigned on the exam schedule. For summer we are hoping that the university will be able to pay for proctoring, but faculty need to be flexible. Summer faculty will get a request to report their testing mechanisms.

Enrollments are overall looking good for Fall but more than half of the increase is due to online students (~65%). We are significantly ahead in new first-time freshmen but down 4.5-5% in continuing students. Every Monday the department chairs get names of students that need to be advised. CARES probably won't cover fully the state budget cuts, so Fall enrollment is very important.

Elder asked Rowan about large classes (e.g., 80 student) for fall. Rowan said that they are only beginning to make plans but by June 1 they should make some firm decisions. LaBorde asked about faculty who might be uneasy teaching in a classroom setting. Rowan said they had considered it but made no decisions and said that may apply to students as well. Corbat asked for clarification on the finals times because her students had reported a final that was happening the

weekend before finals week. Rowan said that was ok if it was part of the window leading up to the assigned finals time. LaBorde asked about the block transfer of credit issue from a previous meeting that was going to be coming to the Senate. Weston apologized and said she would get it to Whitley.

**Report of Committees:** Lachney moved to accept the minutes from three committees – Admissions and Standards minutes of 4/15/20, Courses and Curriculum minutes of 4/17/20, and Improvement of Instruction minutes of 4/17/20. Motion passed 10 – 0 – 0. LaBorde asked what are we going to do with the suggestions we get from these committees on changes to policy statements. LaBorde and Corbat indicated they'd need to spend time reviewing the Policies with the minutes before deciding on changes to recommend. Lachney said we need to move the revisions to next fall. There was discussion of having another meeting in two weeks which is still within the normal semester timeframe. Whitley said she will set up a meeting for two weeks from today; everyone should review the minutes of the committees in reference to proposed policy statement changes.

### **Old Business:**

Chancellor's Funds: Rowan indicated that we can carry \$10,000 forward, but he asked for faculty wanting to do that to contact him directly. Whitley mentioned that we are supposed to do another call for proposals for July to December travel and asked if the Senate can go ahead and do that. Rowan said to proceed because there are no planned cuts to the Academic Affairs budget.

Academic Freedom: policy from LSU Faculty Senate remains tabled

### **New Business:**

Board of Supervisor's Concerns: the meeting that we should have submitted comments for has already passed, so nothing was done on this issue

Course Evaluations: The concern is whether it is fair to faculty for students to complete student evaluations of instruction this semester in face-to-face courses. We have made all sorts of concessions to students this semester; why not make some for faculty? LaBorde mentioned that some faculty felt uncomfortable being evaluated under these circumstances. Corbat said she'd had some faculty speak to her about it as well, and they objected to the evaluation. Corbat also stated that she would have liked to have been able to add questions to the evaluation relative to the conversion to online and how students perceived how well that had been done. Parks said that Education faculty had chosen classes to be evaluated and now all of their classes are being evaluated. LaBorde also asked about classes with very small numbers being evaluated and Rowan said they had been requested not to deny faculty members the chance to share those results. Whitley mentioned that second session classes didn't get evaluations at all. Elder said that he doesn't even know what he's being evaluated on because he's never seen the items on the new short evaluation form. Corbat asked that given that the original IDEA forms were chosen by faculty after considerable debate and piloting, and that LSUA has written policies on how evaluations are to be done, could we ask Improvement of Instruction committee to deal with this whole issue in Fall. Rowan said that the Senate was supportive of the new shorter form last year.

P/W Clarification: Whitley asked what the absolute deadline for choosing the P/W option is. Weston said that by May 1<sup>st</sup> at 5 pm, students can withdraw from a course or choose the option for P/W or graded in each class. Then on May 18-21, the choices will re-open so students can change their option. She indicated this has been done so that the university doesn't have to deal with a lot of grade appeals. Whitley clarified with Rowan that students are changing their mind after seeing their final course grade and he, "yes." He also said it was in the minutes from the last Senate meeting. Whitley expressed concern about the after-the-fact grade change and asked if anyone else had concerns about that. Corbat said she had concerns about allowing students to change their choice, as that could amount to changing a grade assigned by an instructor and we've always strongly honored the faculty role to assign grades and only changed them due to faculty request or a formal grade grievance procedure. Elder indicated many students probably wouldn't read the email about the after-the-fact change and would fail to do it anyway.

The meeting adjourned at 9:12 a.m.

Respectfully submitted by

A handwritten signature in cursive script, reading "Carol A. Corbat". The signature is written in a dark ink and is positioned below the text "Respectfully submitted by".

Carol A. Corbat, Secretary

LOUISIANA STATE UNIVERSITY ALEXANDRIA

Faculty Senate

Zoom Meeting

April 28, 2020 at 8:00 a.m.

AGENDA

- I. Determination of quorum – Call to order
- II. Report of President (see attached)
  - a. Update from Chancellor, Dr. Coreil
  - b. Update from Provost, Dr. Rowan
- III. Approval/Revisions of Minutes (3/30/20 and 4/14/2020)
- IV. Report of Committees
  - a. A&S (4/15/20)
  - b. C&C (4/17/20)
  - c. Improvement of Instruction (4/17/20)
- V. Agenda Business items (Old Business)
  - a. Remining Chancellor's Funds
  - b. Academic Freedom (Tabled)
- VI. Agenda Business items (New Business)
  - a. Board of Supervisor's Concerns
  - b. Course Evaluations
  - c. P/W clarification
- VII. Adjournment



**DATE:** April 28, 2020

**TO:** Faculty Senate

**FROM:** Melissa Whitley, M.S.R.S., R.T.(R)  
Faculty Senate President

**RE:** President's Report

1. Nothing to report.

## Admissions & Standards Meeting

April 15, 2020

Present (via Zoom): Hal Langford, Nate Sammons, Elizabeth Duck, Sandra Gilliland, John Marks, Rhonda Wilson, Tanya Leuder, Michelle Riggs Waller

Guest: Daniel Manuel

Meeting convened 11:06 am

Minutes: minutes of the previous meeting approved via email and sent to Faculty Senate, where they were approved on April 14, 2020.

M RiggsWaller contacted NURS about replacing their representative but did not receive a response. Committee chair will try again in Fall semester.

Responding to the charge by Faculty Senate to review Policy Statements 230 and 242, Elizabeth Duck volunteered to draft a combined policy statement. She presented the document to the committee, along with questions and considerations of certain points: the Services for Students with Disabilities (SSD) handbook; grievance procedures for Faculty, Staff, and Students; timeframe for grievance. The committee noted the overlap with the office of the Coordinator of Title IX, Disability Services, and Safety & Risk Management so S Gilliland contacted Daniel Manuel, who was working on a revision of PS 242, himself. He agreed to join the meeting.

After much discussion, the committee decided upon four recommendations to Faculty Senate:

1. To combine PS 230 and 242 into one policy statement (242), and we recommend deleting PS 230 and using the new, revised PS 242
2. To update the SSD manual/handbook
3. To determine and include a timeline for grievances (from PS 278)
4. To align LSUA's policy statement on campus community members with disabilities

The committee further discussed Assistance Animals for residents of The Oaks. A handbook for Assistance Animals exists, but it's out of date and does not address Service Animals on campus. D Manuel clarified some points of difference between the two types of animal helpers and how and how not to address students about their Service Animals. D Manuel will address the campus community at some time in the future on the topics of FERPA, Title IX, and Service Animals.

H Langford moved to send the above recommendations to Faculty Senate; N Sammons seconded the motion, and all present approved.

S Gilliland moved to adjourn; H Langford seconded, and all present approved. The meeting adjourned at 11:44 am. Submitted,

Michelle Riggs Waller, Secretary

**Summary Notes aka Minutes  
Courses and Curricula Committee  
Via Zoom (Remote)  
17 April 2020  
Approved**

**Present:** Robert Wright (Chair), Jim Rogers (Secretary), Bob Jones, Sultan Parvez, Sarah Barnes, Zeleke Negatu, John Marks, Susan Myrick, Michael Waller, Eamon Halpin (ex-officio)

**Guests:** Mary Treuting, Holly Wilson, Haywood Joiner

**Call to Order:** 11:01 a.m., Wright recognized a quorum of members.

**Approval of Minutes:** None [Approved by email vote prior to meeting.]

**Committee Business:** Agenda items were deleted upon request [See Addendum A below for the Agenda and modifications.]

**New Business:**

- **PHSL 4001, 4101, 4201, 4301, 4302 (Additions) and PMKT 4001, 4101, 4201, 4301, 4302 (Deletions):** Wright moved and Myrick seconded to consider the changes as a group, and the Committee agreed 8-0-0. Joiner noted that the previous prefix (“Pharmaceutical Marketing”) might cause problems with Marketing programs in the College of Business, and after consultation determined to change the prefix to reflect “Pharmaceutical Sales”. After discussion, Negatu moved and Jones seconded to approve the changes, and the Committee agreed 8-0-0. Halpin noted that a few editorial changes were needed to the PHSL 4001 and 4101 submissions.
- **Bachelor of General Studies, Addition of Area of Concentration in Social Sciences (Modification):** Treuting explained that the Board of Regents determined that the BGS-Psychology was too similar to the BS-Psychology program; and in order to assist students with many credit hours still achieve bachelor’s degrees, the Psychology Department proposed a more general Social Sciences area of concentration, that would include many social sciences courses (Anthropology, Criminal Justice, Geography, Political Science, Psychology, Social Work, Sociology). Halpin shared a memorandum showing the Interdisciplinary Committee’s vote of 12-0-2 on this issue. Following discussion, Marks moved and Myrick seconded to approve, and the Committee agreed 9-0-0.
- **Associate of Arts (Modification):** Halpin shared the relevant minutes of the Associate of Arts subcommittee, as well as the Interdisciplinary Committee; Wilson noted that the changes were recommended two years ago, but were not sent to C&C immediately. Changes included: changing the 3 hrs. MATH 1021 or higher requirement to General Education MATH (total of 6 hrs.); eliminate the “General Education” requirement from the Humanities requirement in Electives; removed the required sequence in History, leaving 6 hrs. of History in Electives; removed the KINS requirement (1 hr.) and added one credit hour to Free Electives. Following discussion, Marks moved and Barnes seconded to approve, and the Committee agreed 9-0-0.
- **Bachelor of General Studies, Deletion of Psychology Area of Concentration (Modification):** Treuting repeated the same points as above (see addition of Social Sciences area of concentration); and stated that most current BGS-Psychology students would probably move to BGS-Social Sciences. Halpin shared a memorandum showing the Interdisciplinary Committee’s vote of 12-1-2 on this issue. Following discussion, Wright moved and Negatu seconded to approve, and the Committee concurred 9-0-0.

**Next Meeting:** Following discussion, the Committee agreed to conclude business for this semester.

**Adjournment:** 11:33 a.m.

**Respectfully Submitted by Jim Rogers, Secretary**

Draft, 17 April; Revised, 17 and 23 April; Approved by email vote, 10-0-0



**Addendum A**

**LSUA Courses and Curriculum Committee Meeting**

**April 17, 2020**

**Location: Zoom Meeting (Remote), 11:00am**

**[Modifications in Bold]**

- I. Establish Quorum
- II. Approve minutes from last meeting:
- III. Old Business:
  - a. Addition
  - b. Modification
  - c. Deletion
- IV. New Business
  - a. Addition
    - 1. PHSL 4001
    - 2. PHSL 4101
    - 3. PHSL 4201
    - 4. PHSL 4301
    - 5. PHSL 4302
  - b. Modification
    - 1. BGS - Social Science Concentration
    - 2. Associate of Arts -
  - c. Deletion
    - 1. PMKT 4001
    - 2. PMKT 4101
    - 3. PMKT 4201
    - 4. PMKT 4301
    - 5. PMKT 4302
    - 6. BGS – Psychology Concentration [**Changed to Modification**]
    - 7. NURS 1014 [**Deleted**]
    - 8. NURS 1015 [**Deleted**]
    - 9. NURS 1020 [**Deleted**]
    - 10. NURS 1021 [**Deleted**]
    - 11. NURS 1025 [**Deleted**]
    - 12. NURS 1026 [**Deleted**]
- V. Discussion:
  - a. Next meeting
- VI. Adjournment

## Minutes

### Improvement of Instruction Committee

#### Via Zoom (Remote)

17 April 2020

Draft

**Present:** Jennifer Taylor-Innerarity (Chair), Michael Waller (Secretary), Tina Hathorn, Beverly Alwell, Sona Kumar, Sandra Gilliland, Lisa Bradford, Prakash Ghimire, Workineh Kite, John Rowan (ex-officio)

**Call to Order:** 9:00 a.m., Taylor-Innerarity recognized a quorum of members.

**Committee Business:** Review P.S. 213 - Professional Ethics

#### New Business:

- Jennifer Taylor-Innerarity sent/shared the following documents for review and consideration:
  - Statement on Professional Ethics – AAUP <https://www.aaup.org/report/statement-professional-ethics>
  - PS 213 – LSUA Professional Ethics <https://www.lsua.edu/docs/default-source/chancellor's-office/policy-statements/policystatement213.pdf>
  - Bylaws & Regulations - LSU <https://www.lsu.edu/bos/bylaws.php>
  - Regulations – LSU BOS <https://www.lsu.edu/bos/docs/regulations-changes-for-2018.pdf>
  - Bylaws - LSU <https://www.lsu.edu/bos/docs/bylaws-adopted-2018-10-04.pdf>
- Jennifer Taylor-Innerarity noted the gendered pronouns throughout the current PS 213 and observed that the most recent (2009) version of AAUP statement corrected this
- Tina Hathorn said that the Education Department reviewed the 2009 AAUP statement and all found it to be agreeable
- Sona Kumar said that the Allied Health Department also noted the gendered pronouns in PS 213 and asked that be corrected. Other than the pronouns, the department found no need for substantial edits.
- Tina Hathorn reported that the Education Department wanted to address PS 213 / Specific responsibilities ... / #3 “A teacher will prepare ...” With the inclusion of online coursework, the department thought it might be more appropriate to say “A teacher will design and implement course information in an appropriate delivery format.”
  - Tina Hathorn via chat, “3. A teacher will prepare and deliver lectures, lead discussions, conduct laboratory demonstrations and perform other activities which are related to and meet the requirements of the courses.Maybe....A teacher will design and implement course information in an appropriate deliver method/format, engage students discussions, conduct.....Just a thought as online courses are not exclusively in lecture format.”
- Sandra Gilliland commented that LSUA’s policy statements should refer to or align with LSU’s bylaws and regulations
- Sandra Gilliland moved that PS 213 be updated to reflect the 2009 AAUP Statement on Professional Ethics, Tina Hathorn seconds the motion, and the committee agreed 9-0-0.
- Sandra Gilliland moved that we edit PS 213, Specific Responsibility 3, to reflect the Education Department (via Tina Hathorn) suggested wording, Michael Waller seconds the motion, and the committee agreed 9-0-0.

**Adjournment:** 9:30 a.m.

**Submitted by:** Michael Waller, Secretary

Draft, 20 April 2020, distributed to Committee

- Sandra Gilliland moved to approve the minutes, Beverly Alwell seconds the motion, and the committee voted to approve 8-0-2 via email.