

Faculty Senate Minutes
For: 11/22/2022

Members Present: Rusty Gaspard, Sarah Barnes, Beverly Alwell, Cynthia Thomas, Matthew Stokes, Carol Corbat, Julie Gill, Missy LaBorde (acting parliamentarian), GuoYi Ke, Mary Kay Saunderhous

Members Absent: Hal Langford, Purujit Gurjar, Kerry Ordes, Jennifer Innerarity

Guests Present: Dr. Paul Coreil, Richard Elder, Dr. Jim Rogers

Call to Order: 3:03 pm

Minutes: 11/8

M. LaBorde motioned to accept the minutes as presented

C. Thomas seconded the motion

8-0-2

Brief Guest Updates:

Report from Chancellor:

Dr. Coreil first mentioned that Dr. John Rowan may be out the rest of the week due a family illness.

Next, Dr. Coreil stated that he felt there was a good discussion at last Saturday's meeting of Association of Louisiana Faculty Senates (ALFS). He said this is an important group, and LSUA is glad to host them. The discussion was about faculty salaries and what options to address as a State. He mentioned attendees of the meeting also talked about tuition increases and not having to go through legislative approval. Dr. Coreil said he is willing to hold discussions on this topic. Dr. Coreil then stated that the next governor's race will be important. Dr. Coreil then said he had seen Bernard sent a plan with talking points from the ALFS discussion just to make Legislature aware of the impact of inflation and loss of buying power. A 4% raise with 9% inflation—the math does not work out. Dr. Coreil then concluded his comments on the ALFS meeting by stating that overall, a good conversation was had at the meeting

Dr. Coreil then briefly spoke about the future Louisiana governor's race. He said that currently, Jeff Landry, the Louisiana Attorney General, is the only announced candidate. Billy Nungesser has indicated he is possibly considering running. Dr. Coreil then encouraged talking to state elected legislators about the importance of competitive salaries for professors and university employees.

Next, Dr. Coreil mentioned that tomorrow, LSUA would be holding a Thanksgiving potluck dinner, and those in the LSUA community who were still on campus were welcome to attend.

Dr. Coreil next stated that for the present, CurricuLog is on hold while issues that have been brought to the table are being discussed. He indicated a meeting with Deron Thaxton is coming up. Dr. Coreil stressed that we should do our due diligence and alleviate potential flaws or problems in the system. He stressed that he is listening to faculty feedback and concerns and is going to ensure

the right thing is done. Dr. Coreil added that he and J. Gill meet frequently and those meetings have been productive.

M. LaBorde said that she had a question, though it may need to be directed to IET. She said that several faculty have asked about the recent upgrade to Self Service. The timing of the upgrade was difficult because it occurred during the middle of registration. Students are having a hard time getting their schedules, and faculty are having new difficulties with advising.

Dr. Coreil said he would check on that.

M. LaBorde continued by saying, if there is a big upgrade that might create potential problems, it would be good to more carefully consider the timing.

J. Gill said some faculty are having trouble finding rosters. C. Corbat said she has students who cannot figure out how to register. Also, some do not know how to get on a waiting list. B. Alwell mentioned similar issues in addition to the fact that Self Service no longer appears to be connected to Degree Navigator.

Dr. Jim Rogers entered the meeting.

As discussion ensued, the consensus was that IET was quick to respond when consulted but there were still many difficulties.

Dr. Coreil acknowledged these difficulties and again stated he would look into the issue. He then left the meeting.

President's Report:

J. Gill first mentioned that there is continued discussion on CurricuLog. She said there was a meeting this past Friday. C. Corbat and Andrew Hirschak were demonstrating how to do agendas. It was learned that all full-time faculty will have "read" access with courses but not all would be able to complete actions. It was noted that in this stage of development, the curriculum piece is still not ready to be addressed. J. Gill continued by stating that we are still asking where the MCO's will be housed. Deron Thaxton is helping us with on-campus server access to our information. The aim is to avoid having to request the information from Acalog. J. Gill stressed that we are getting some assistance with this. J. Gill concluded item one of her report by stating that C. Corbat has started putting together some training materials. As soon as we have more confirmation on MCO's etc., we can move forward.

As a second item, J. Gill mentioned that she did e-mail Dr. Rowan with the Senate's request for updates on PS245, including "suggested revisions (input), clear indication of who the input came from, and the final product that will be sent forward to SLT."

Third, J. Gill mentioned that she met with Dr. Rowan and the deans to discuss faculty evaluations. She pointed out that currently, we are technically in violation of PS 202, 225, and 236. According to these policies, faculty plans may be included in evaluations but should not be the sole means of evaluation. Now, Dr. Coreil wants J. Gill to go before SLT and talk about this as well as the advising situation and finally the policy revisions. J. Gill also noted that technically, the statement on policy revisions does not match the February 2022 email about how polices will be revised.

Discussion ensued regarding faculty plans and merit.

J. Gill continued by stating that no solution was reached in the discussion with deans. J. Gill said she sent her faculty plan to Dr. Rowan as an example but did not get a response.

Fourth, J. Gill stated that the ALFS meeting was productive. Representatives from LSU, LSU Health Sciences Center, Northwestern, ULL, and LSUA were all present.

Dr. Jim Rogers asked that when J. Gill brings these issues up, to please bring up that chair evaluations be streamlined. It is difficult to be consistent when chairs are also faculty with additional responsibilities.

J. Gill noted Dr. Rogers' request.

Committee Reports:

C. Corbat said there is a hanging item from the last C&C 10.11.22 minutes from last meeting. Senate had sent it back because there was no name of a curriculum on the forms. It turned out that the documents the chair had were not the same forms in the C&C folders. The chair had never seen what was put through. The title was put back on.

M. LaBorde moved to approve the modification to the BA in Communication Studies

S. Barnes seconded the motion

Vote: 9-0-1

C&C 10.25.22

M. Stokes moved to receive the minutes

M. LaBorde seconded the motion

Vote: 10-0-0

C. Corbat said there were two action items, both in Nursing. C. Corbat then stated that both proposed changes are the same—CHEM 1201 as well as CHEM 1001 for entry into clinicals.

M.K. Saunderhous offered clarity. She stated that Nursing curriculum used to say CHEM 1001 or 1201; and somehow, 1201 was removed in the catalog without their doing any C&C request to that effect.

CHEM 1201 fell off, so Nursing wants it back on. The proposed modification is just reestablishing what was already there. She said they were having to do course subs and this modification addresses that.

C. Corbat motioned to do a package vote on accepting modification to ASN degree and LPN to ASN degree

M. LaBorde seconded the motion

Vote: 10-0-0

2. Admissions & Standards 10.17.22

M. Stokes moved to receive the minutes

M. LaBorde seconded the motion

Vote: 10-0-0

C. Corbat said we charged A&S with reviewing some specific problematic wording in the LSUA catalog. A&S responded but did not comment on those specific issues. C. Corbat mentioned that she had asked Dr. Christof Stumpf about the changes that needed to be made to wording but that their committee did not address those specific issues. A&S had sent an excerpt from their minutes of 19 November 2020. C. Corbat went on to say that there is no evidence in Senate minutes from that year that the 19 Nov 2020 A&S minutes were ever considered by the Senate. C. Corbat said that as best she can tell, there were two meetings where Michelle Riggs-Waller was asked about A&S minutes during that timeframe; however, C. Corbat could find nowhere where Senate ever got those minutes, so Senate never considered block transfer policy or new language for suspension and probation. C. Corbat said that as a result, we are now at the same place as when she originally sent the charge to A&S. She summarized that two issues to be address were problematic wording with course max load for summer and an item in the probation suspense policy—suspending a student indefinitely.

C. Corbat said the course load piece could be addressed by rewording the third bullet point. There was also an issue mentioned concerning the number of hours for first drop students. They were previously only allowed to take 6 hours but now it got changed to 12.

Discussion ensued regarding suspension and summer courses. Academic action is not run in summer. This practice may need to be reconsidered in view of online programs.

Dr. Jim Rogers requested to speak and was recognized. He said there was a recommendation given from A&S in regards to the charges C. Corbat had previously mentioned. He stated that there was evidence presented by the Registrar that things were done appropriately. He said there was no evidence presented that anything was done in an irregular or unscrupulous manner. Discussion ensued regarding the Senate keeping better track of its committees' minutes.

M. LaBorde moved that the Senate remove the third bullet under suspension so that it is not reflected in the catalog in that manner.

B. Alwell seconded the motion.

C. Corbat began discussion. The action item the bold statement from A&S says, “suspension policies be affirmed,” so that would need to be voted down.

M. LaBorde and B. Alwell rescinded their motions.

C. Corbat motioned that the Senate does not accept this recommendation from A&S but instead return documents to A&S because there was a miscommunication of the charge; furthermore, Senate is asking that A&S provide recommended changes to the problematic language.

M. Stokes seconded the motion

Vote: 10-0-0

Dr. Jim Rogers requested the Senate go back to the C&C 10.25 minutes, particularly the portion regarding History. Short discussion ensued.

C. Corbat said there was another recommendation about summer enrollments in A&S. It was noted that there was a motion, but there is not a statement that that motion passed.

C. Corbat motioned that Senate return that motion to A&S for clarification on wording because no vote is recorded.

M. LaBorde seconded the motion

Vote: 10-0-0

Improvement of Instruction 10.18.22

M. Stokes motioned to receive the minutes

M. LaBorde seconded the motion

Vote: 10-0-0

Old Business:

ICC—Senate Ad-hoc committee

C. Corbat said she did not get much input from Senate. She sent what input she had, which was from M. LaBorde and herself. Senate had decided this would be a Senate Ad-hoc committee so that it exists officially. Senate agreed on a representative from each college but beyond that, we had not agreed on anything further. C. Corbat said we need to figure out how we are going to flesh out the remaining structure of the committee.

Dr. Richard Elder said we need a representative from every college, but also, all departments that have interdisciplinary degrees should have a representative.

C. Corbat reviewed her recommendations, including how departments offer interdisciplinary degrees. Her suggestion was depending on what was up for consideration, those departments would be invited.

M. LaBorde suggested that there be a set committee and just invite departments for discussion as needed.

R. Elder said that the way the process works is he gets a document from a department requesting AA, AS, or BGS status, so automatically, they are on the committee. C. Corbat said that was fine, but it needs to be spelled out in how we are establishing it.

J. Gill asked everyone to send her recommendations on the size and makeup of committee.

Advising Concerns

J. Gill said if there is anything else let her know.

Academic calendar for future (tabled) semesters

-presidential election

Dr. Jim Rogers left the meeting.

J. Gill stated that we do not yet have a summer calendar. The Chancellor said the faculty spring calendar should be out by early December. However, it was noted that we still do not have fall 23/spring 24 academic calendar.

Revision of Policy Statements

PS 202 (A&B)

J. Gill said Senate had talked about an ad hoc committee for this. Thus far, we have a few names received: Kent Lachney (College of Business), Beth Whittington (College of Social Sciences), Bernard Gallagher (College Liberal Arts), Christof Stumpf and Susan Bowers (College of Natural Sciences and Mathematics), Cathy Cormier (College of Health and Human Services), and Rusty Gaspard (Library).

M. LaBorde wanted to remind everyone that we continue to recognize our library faculty.

The Senate then voted on The College of Natural Sciences and Mathematics nominees. Christof Stumpf received the majority of votes.

J. Gill will ask each person to confirm they are willing to serve and then we will move forward with charges.

PS 245 request

J. Gill has submitted request from Senate.

Administrative Committees List

J. Gill said she has still yet to receive an update on a corrected list.

It was mentioned that those administrative committees are an opportunity for faculty input across campus and a good opportunity for shared governance. We need them to be updated and operational.

New Business: None

Announcements:

Next meeting: December 6, 2022 3:00 pm

Please send pats on the back to J. Gill and/or share at Senate Meetings

- M. LaBorde for Dr. Coreil to support the ALFS group.
- C. Thomas for Mark Lacour taking students to Boston so they can present research. He worked hard to raise money so they could minimize their costs.
- J. Gill for IET

Departmental Accomplishments:

- S. Barnes with Allied Health placed at SECO
- M.K. Saunderhaus said 4 faculty from nursing went to a conference in New Orleans. Increasing Nursing Pipeline, working with high school students.
- Liberal Arts had Arsenic and Old Lace. High School students from the surrounding area came to campus for a special performance.

Next Meeting:

Adjournment:

C. Thomas motioned to adjourn
B. Alwell seconded the motion
Vote: 10-0-0
The meeting adjourned at 4:37

Faculty Senate Agenda
November 22, 2022 at 3:00 p.m.
Live Oaks Room

- I. Welcome and Determination of quorum
- II. Approval of minutes
 - 11.8.22
- III. Brief guest updates
 - Dr. Rowan
 - Dr. Coreil
- IV. Report of President
- V. Reports of Committees
 - 1. C&C 10.25.22
 - 2. Admissions & Standards 10.17.22
 - 3. Improvement of Instruction 10.18.22
- VI. Old business
 - ICC – Senate Ad-hoc committee
 - Advising Concerns
 - Academic calendar for future (tabled) semesters
 - presidential election
 - Revision of Policy Statements
 - PS 202 (A& B)
 - PS 245 request
 - Administrative Committees List
 - CurricuLog Update
- VII. Introduction of new business
- VIII. Announcements/Looking ahead
 - Next meeting: December 6, 2022 at 3 p.m.
 - Please send *Pats on the Back* to Julie and/or share at Senate Meetings
 - Departmental accomplishments
- IX. Adjournment

Faculty Senate Minutes
For: 11/8/2022
DRAFT

Members Present: Rusty Gaspard, Sarah Barnes, Beverly Alwell, Matthew Stokes (Secretary), Jennifer Innerarity (Parliamentarian), Missy LaBorde, Carol Corbat (Vice President Presiding), Cynthia Thomas, Renu Gupta (alternate), Cathy Cormier (alternate)

Members Absent: Julie Gill (President), Purujit Gurjar, Hal Langford, Kerry Ordes

Guests Present: John Rowan, Paul Coreil, Richard Elder, Jim Rogers, Dr. Christof Stumpf, Angela Greaud, and Cassie Jobe-Ganucheau

Call to Order: 3:01 pm

Angela Greaud, LSUE Faculty Senate Chair and Cassie Jobe-Ganucheau, LSUE Faculty Senate Vice-Chair, introduced themselves. C. Jobe-Ganucheau said their Vice Chancellor suggested they attend LSUA Faculty Senate meetings to learn more about Senate processes.

Dr. Rowan entered the meeting

Dr. Coreil entered the meeting

Minutes: 10/25

M. LaBorde moved to approve the 10/25 minutes

C. Thomas seconded the motion

Vote: 8-0-1

Brief Guest Updates:

Report from Provost:

Dr. Rowan first mentioned that in the previous Senate meeting, he had mentioned a couple of items about announcements coming from the Board of Regents (BOR). He said that as of yesterday, the latest news did not present as many challenges as first thought. The first item dealt with Admissions. Dr. Rowan said that we had been told—and the whole LSU system read it this way—that there would be more rigid admissions criteria; for example, the understanding was that some students coming to LSUA would instead be sent to community colleges. Dr. Rowan clarified that such an arrangement appeared to be a movement by community colleges in the state to fix enrollment declines. Since the BOR value equity, they had said that some who had been going to State institutions would now go to community colleges. Dr. Rowan said naturally, LSUA was worried about revenue if such a change were to occur, but as it turns out, it is not going to have that much of an impact. Dr. Rowan then mentioned that further inquiries for details could be directed to Shelly Gill.

The second item Dr. Rowan mentioned had to do with the Academic Plan. He said that there would be a three-year academic plan required of all state institutions by the BOR. Part of the plan will require institutions to indicate programs they plan to launch over the course of three years. The plan will be due in May.

C. Cormier entered the meeting

Dr. Rowan continued to explain that for instance, a timeline might look like 2024-2025 being year one, 2025-2026 being year two, and 2026-2027 being year three. He said that an earlier and incorrect understanding was that an institution had to have all planned programs listed. The adjustment now, we are told, is that each year when you submit the three-year plan, you can add any program to any year. Therefore, we are back to where we were when we had the letter of intent followed by the proposal—the current understanding of the model does not the present the challenges we had anticipated when we thought we had to plan all programs three years out.

Discussion ensued.

Next, Dr. Rowan said a retreat was held ten or eleven days ago which focused on on-campus enrollment. He said that on-campus enrollment has not been increasing like online enrollment. Instead, a “flat” level is being maintained. Still, we want to look ahead the next few years how we can maximize on campus numbers. Dr. Rowan said the takeaway from the retreat was at least three goals:

The first goal is to consider minority student pathways—demographics reveal that a large number of future high school graduates will be students of color and potential first-generation college students. The goal is to reach out to these students and show them that LSUA is good destination.

A second goal is to increase LSUA faculty and staff presence in local high schools, including in the Speaker’s Bureau.

A third goal focused on advising. At LSUA, unlike at most other institutions, we have a split system—some advising is done in student engagement, and some in academic affairs. Such a split system has pros and cons. Dr. Rowan said that when it comes to transfer and online students, we want to make sure our advising is seamless and effective.

In light of on-campus enrollment not increasing, C. Thomas suggested the possibility of offering free tuition for children of faculty and staff. Dr. Rowan said that would be an LSU System issue, and that if LSUA wanted to offer such an opportunity, LSUA would have to pay for it themselves. M. LaBorde, commented that Faculty Senates Group talked about this idea a few years ago. Discussion ensued.

Returning to the three-year plan part of Dr. Rowan’s report, C. Corbat asked for clarification as to whether it was a rolling three-year plan with a new year being added each year and Dr. Rowan confirmed that it was.

Report from Chancellor:

Dr. Coreil began his report by stating that the Association of Louisiana Faculty Senates (ALFS) is meeting at LSUA on November 19th. He stated that generally, some from LSUA are in attendance and that he had attended all of the meetings. It was stated that M. LaBorde, Bernard Gallagher, Christof Stumpf, and Carol Corbat have previously attended meetings, as well.

Next, Dr. Coreil stated that regarding “Chancellor’s Funds,” everything that was submitted was approved.

Dr. Coreil stated that the BOR was going to meet on February 10th but changed the date to April 21st. Dr. Coreil said we are hoping to have the groundbreaking for the Student Success Center building while they will all be here.

Dr. Coreil next stated that he is really excited about LSUA's online graduates being recognized. Teresa Seymour is setting up an online graduation reception the night before commencement. Dr. Coreil mentioned that a similar reception for all graduates was held during COVID. Dr. Coreil said that he wants to applaud Teresa for doing this.

Dr. Coreil noted that commencement will be on December 15th, and that it is a highlight for all of us. M. LaBorde asked who would be the commencement speaker. Dr. Rowan said that we had a very good speaker lined up. Dr. Coreil revealed that Cathy Cormier will be the speaker.

Dr. Stumpf entered the meeting.

Dr. Coreil said he once gave a commencement speech at South Cameron High School after a hurricane had devastated the community. It was an emotional experience. He said that both of his children had attended that school. Dr. Coreil then thanked all in attendance.

Dr. Coreil and Dr. Rowan left the meeting.

President's Report:

The President's Report was distributed electronically. The report mentions that J. Gill met with Dr. Coreil and Dr. Rowan about advising. She was asked to table our concerns about advising until Dr. Bain returns to work.

The report also mentions that that Faculty Plans were discussed, particularly in light of whether they can also serve as a Faculty Evaluation. Nothing was decided.

Finally, the report mentions that J. Gill had a separate meeting with Dr. Coreil and explained that we have not been following the policy on policies. A resolution was not reached.

Committee Reports:

10/4 C&C

The first item to address was a "Certificate in Data Analysis." It was noted that this name was incorrect in the C&C minutes. C&C later sent a correction. The correct title should be "Certificate in Accounting Information Systems and Data Analytics."

M. LaBorde moved to approve the corrected minutes and update to the certificate in accounting
C. Cormier seconded the motion
Vote: 10-0-0

C&C 10/11

M. LaBorde moved to receive the minutes
C. Thomas seconded
Vote: 10-0-0

A Certificate in Global Health was approved but the curriculum includes a course that does not exist. C. Corbat recommended that we send it back to C & C.

J. Innerarity moved to send the Certificate in Global Health back to C&C because an International Studies course does not presently exist.

M. LaBorde seconded the motion

Vote: 10-0-0

Modification to BA Religious Studies

M. Stokes motioned to approve the modification

C. Thomas seconded the motion

Vote: 10-0-0

New Religion Course – RELG 4901 Religion Directed Study

C. Corbat moved to approve the new course

M. LaBorde seconded the motion

Vote: 10-0-0

Modification to BA in Communication Studies

It was noted that the first page of form was blank. Discussion ensued.

M. LaBorde noted that if the paperwork is not correct, Senate has no choice but to send it back to C&C.

M. LaBorde moved send the Modification back to C&C.

J. Innerarity seconded the motion

Vote: 10-0-0

Minor in Pre-Law

M. LaBorde pointed out a typo in the C&C minutes, “confidentially” should be “confidently”

J. Innerarity moved to approve the proposed minor

C. Thomas seconded the motion

Vote: 10-0-0

Modification to BA in History

Dr. Jim Rogers said the modification is not a big change. We just created concentrations. Instead of worrying about minors, we want concentrations such as General History, Social Studies Education, Pre-Law, and Public History. The only other changes were updates. Dr. Rogers then said they also got rid of all the program requirements in Gen Ed. He stressed that they do make specific recommendations to students.

C. Corbat had one question. She pointed out that in the C&C minutes, it says “this change affected the free elective credit hours, which were changed to 6-10 credit hours, depending on concentration.” It should actually say “6-36 credit hours.” However, C. Corbat noted that despite the typo in the C&C minutes, it was correct in the official paperwork.

M. Stokes moved to approve the modification

M. LaBorde seconded the motion

Vote: 10-0-0

FPPC minutes 10/21

M. LaBorde motioned to receive the minutes

B. Alwell seconded the motion

Vote: 10-0-0

C. Corbat said we passed these on to Dr. Rowan because of a 30-day deadline. C. Corbat said if we want to make any points, we need to make some sort of recommendation.

R. Gaspard said that some of the questions on there may be answered in some other policy statements such as how many courses deans teach.

C. Cormier said that many of the questions raised came from nursing. She said the concern is with the new organizational structure with deans/directors/chairs/program coordinators, etc. She asked whether or not there was a recommendation to take care of workload for all the various parties in one policy? C. Cormier then pointed out that advising was taken out of the Department Chair duties—the response from Dr. Rowan was that each department/school would handle that independently. However, during the summer, for instance, if the Chair/Director is the only person around, who will advise?

C. Corbat then summarized the four suggestions from FPPC regarding PS 245:

1. Include the job descriptions and duties of Deans, Directors, Department Chairs, and Program Coordinators into one policy statement.
2. Include a statement regarding collegiality of a Department Chair into the policy statement.
3. If a Dean assumes the responsibilities of the Department Chair for two months in the summer, then include language in the policy statement denoting this responsibility.
4. Since a Department Chair is a representative of a department, then allow department faculty to have the primary voice in who represents the department.

M. LaBorde said, maybe since C. Corbat forwarded these suggestions regarding PS-245, perhaps we should wait and see what the response is.

Next, it was discussed that there was a case where we the Senate requested information back from Dr. Rowan to see who contributed what suggestions to policy statement changes. He responded that Chairs and Deans were all in favor of the proposed changes to PS 245. The Senate responded by asking for the minutes from the Academic Leadership Team meeting. The following day, a memo was distributed that policies would be handled differently. Discussion ensued regarding how the failure to follow our policy on policies was creating a process that was not transparent. Comments on policy statement revisions are not being compiled and made available to all interested parties. It was suggested that the Senate ask Dr. Rowan to provide all the input received from various persons or groups on the PS 245 policy revision.

Discussion ensued.

J. Innerarity motioned that Faculty Senate request that Dr. Rowan provide all input that was received on the PS245 revisions, who submitted it, and the details of the final product he is sending forward to SLT.

R. Gaspard seconded the motion

Vote: 10-0-0

Old Business:

Advising concerns were already addressed in Julie's report.

Academic Calendar. C. Corbat said Julie has not received anything new on it. If she hasn't seen it in a week, we will make another request. Julie said in her department, there is a faculty calendar but it doesn't match what's on the Registrars website.

Julie said in one week she would address it further

PS 202 A and B Ad-hoc committee

C. Corbat reminded everyone their suggestions are due to J. Gill Friday, the 11th. There should be one representative from each college.

Revision of Policy Statements PS 203, 248, and 249

C. Corbat said that on July 13th, 2021, she sent all these polies to Dr. Coreil with the suggestion that we need to combine the policies. They are all policies related to deans, chairs, unclassified staff, etc. None of them have job descriptions. She sent that to Dr. Coreil and said this covers more than just academic people because unclassified employees are also included. When those polies were written, the unclassified staff were limited to a few professional positions such as Registrar, Director of Financial Aid, etc. Now there are many more people who are unclassified.

C. Corbat explained the three categories of full-time employees:

1. Faculty
2. Civil service (classified staff) – admin assistants, custodial grounds, etc.
3. Unclassified staff – they don't go through civil service (registrar, vice chancellor etc.)

Since these policies were written, LSUA has hired a lot of unclassified staff. Because unclassified staff were included in these policies, faculty alone cannot amend the policies. They are broad and need more than just faculty input.

C. Corbat asked Dr. Coreil to bring the issue to SLT and decide on what to do—whether to rewrite the policies, combine them, etc. However, there was never any progress. C. Corbat had included LSU's version of the policies in the original request.

C. Corbat also mentioned that J. Gill had asked her to rewrite a draft version of the policies, but it would be so far outside of the Senate's boundaries. To redo them, job descriptions for all the various positions would be needed, but these are not available—HR was never given them.

C. Corbat concluded that Senate would probably have to meet with Dr. Coreil to make progress on dealing with these policies. Senate alone can contribute some of the pieces but cannot do it all.

Administrative Committee List

No updates.

CurricuLog

C. Corbat stated that the CurricuLog implementation team had a meeting with Deron Thaxton because he handled the contract. C. Corbat wanted to see what the provisions were if the contract was ended or if something happened to the host company. The question was how we would get our data back. Deron was not able to access the needed information since the contract was sub-contracted through LSU; however, C. Corbat said D. Thaxton did not feel like LSU would sign a contract if they would not be able to access their data.

C. Corbat commented that a “good, end product” is hard to visualize with CurricuLog, as it is merely software designed to assist with building a Catalog in AcaLog. Therefore, when data comes through, it does not create forms. The information users are allowed to print is difficult to read. C.

Corbat mentioned that Deron Thaxton said we could get someone from DigiArc or someone from another campus who uses the software to teach us how to get to our data.

C. Corbat went on to say that she talked to Deron about how CurriuLog is in good shape for the “courses” aspect of it. However, the curriculum piece still has some significant flaws. The process for inputting new curricula is complicated. There are no instructions. Even with training, the process is still confusing. The average user would not get it by only using it from time to time.

It was mentioned that there had been discussion about having one person assigned to doing curriculum entry for all departments b/c they would know all the formatting protocols.

Discussion ensued.

C. Corbat concluded that much progress has been made on the courses aspect of CurricuLog. Her estimate is that people will be trained and using it by January 1st; however, the curriculum piece will be difficult and may not be ready by the expected date.

AA/AS Degrees

C. Corbat stated that we needed to send a statement to Dr. Rowan and Dr. Coreil concerning how the associate degrees are counted in the departments and how changes were made to this without departmental or faculty input.

New Business:

Interdisciplinary Curriculum Committee

C. Corbat stated that originally, LSUA formed committee designed to coordinate degrees across departments so no department could make changes to a degree which other departments offered. At one point, Business put through a change to require a course in the AS degree and it affected all AS degrees. Consequently, LSUA put together another committee.

These committee were called a coordinating committee, and the one for AA/AS was separate from the one for bachelor degrees.

At some point the two groups combined. The makeup consisted of Department Chairs and a faculty representative from each department who had an interdisciplinary degree. This group was called the Interdisciplinary Curriculum Committee and it was described in the Administrative Committees list. However, it has now been dropped from the Administrative Committees list but we still need the function, so we have proposed creating it as a Senate Ad Hoc Committee.

C. Corbat said that we need to decide how we are going to construct this Ad hoc committee. Do we want to do college or department representation?

R. Elder stated that ICC should have been a senate committee to begin with because it deals with curriculum, which is faculty purview.

C. Corbat asked R. Elder for suggestions. He said 17 members is too big. He said maybe 1-2 from every college could work to get it down to 10 or 11.

M. LaBorde suggested having one member from each college and any additional members could be from departments who would have interdisciplinary degrees.

C. Corbat asked the Senate to provide suggestions by Friday the 18th on how that committee should be made up. Suggestions on who should be on the committee besides one member from each college should be sent to her.

Other New Business

M. LaBorde asked if anyone had seen announced the new Zoo Science Program?” why are announcing something that hasn’t been approved yet? Another example is the Technovation Center. M. LaBorde expressed a concern from several faculty that we tend to announce new programs before they are established or approved.

C. Cormier expressed concern when she saw the new zoo concentration because there is only one face-to-face Biology 1161 course for Nursing Majors and these zoo concentration students would also need that course.

C. Corbat said KINS and Aviation were also announced prior to their approval by the faculty. There are legitimate questions we should be asking, but it’s hard to ask them now because the announcements have already been made.

Discussion ensued about faculty governance. If these things keep happening and chipping away, it can be problematic later.

M. LaBorde expressed that there are a number of policy statement changes, new curriculum announcements, and new initiatives that have happened without proper faculty vetting or even faculty knowledge across the campus. It is never good for employees to first hear information from a media release when they should have known about the activity or program first. Such a process is a “slippery slope” when it comes to shared governance.

Some said that we should use language like “from a PR standpoint” in terms of trying to get leaders to listen.

C. Corbat asked if the Senators wanted to write some kind of resolution, but no decision was reached.

Announcements:

Next meeting: November 22nd, 2022 at 3:00 p.m.

S. Barnes announced this is national Rad Tech week.

C. Thomas said World AIDS day is coming up on December 1st, and we should encourage students to attend.

Pats on the back. M. LaBorde mentioned one for Linda Smith for her help with the PRAL/College of Liberal Arts Student Mini Con.

Departmental Accomplishments. M. LaBorde mentioned a mini conference about internships and leadership that was held for CMLA students from both LSUA and LCU.

Adjournment:

J. Innerarity motioned to adjourn

M. Stokes seconded the motion

Vote: 10-0-0

The meeting adjourned at 4:40

DATE: November 22, 2022
TO: Faculty Senate
FROM: Julie Franks Gill, Ph.D.
Faculty Senate President



RE: President's Report

1. Continued Discussions: CurricuLog discussions continue as we work to prepare for implementation, possibly a partial implementation for courses only. The ad-hoc committee has requested assistance with IT support for curricula. We have also asked if the MCOs can be housed on the LSUA server. We continue to ask about access to our documents on AccuLog.
2. E-mailed Dr. Rowan with the Senate's request for updates on PS 245, including "suggested revisions (input), clear indication of who the input came from, and the final product that will be sent forward to SLT".
3. Met with Dr. Rowan and the Deans on November 8th:
 1. discussed Faculty Evaluations
 - discussed violation of PS 202 (pg 11, #VI. B. & C.); PS 225 (#8); PS 236 (pg 2, #3)
 - discussion ensued regarding whether Faculty Plans can act as both the Faculty Plan and the Faculty Evaluation, especially when faculty are evaluated for merit purposes.
 - discussed need for consistency across campus.
4. Attended the ALFS Meeting on Saturday, November 19th.
 1. discussed tuition & fee authority
 2. SCR-6 & post-tenure review

Thank you!

Courses & Curriculum Committee

Minutes

October 25, 2022

Present: Alice Blackwell, Laurie Pittman, Richard Elder, Beth Whittington, John Allen, Beverly Alwell (proxy for Bob Jones), Chris Stacey, Andrew Pham, Jennifer Dupont, Cole Franklin, Sandra Purifoy, Conley Hathorn, Michael Waller, and Eamon Halpin (Ex-Officio)

Guests: Jim Rogers

The meeting officially began at 12:01 pm after a quorum was established.

Dr. Alice Blackwell opened the meeting presenting the corrigendum to the October 4, 2022, meeting. John Allen made a motion to approve the corrigendum with Conley Hathorn seconding the motion. The motion passed with 8 in favor, 0 opposing, and 0 abstaining. The minutes from the October 11, 2022, that were emailed to all voting members were reviewed. Beth Whittington made a motion to accept the minutes with Beverly Alwell seconding the motion. The motion passed with 8 approving, 0 opposing, and 0 abstaining.

The *Modification of the Associate of Nursing degree* was discussed by Dr. Blackwell. The change was to allow CHEM 1201 or CHEM 1001 where just CHEM 1001 has been required previously. The department voted in favor of the change, which is proposed for Spring 2023. The need for the change is to enable transfer students with CHEM 1201 to enter clinicals earlier rather than having to delay their acceptance into clinicals because they lacked CHEM 1001. Both courses would serve what students need to know concerning chemistry concepts. Dr. John Allen noted that the two courses were different in concepts covered. A vote was delayed until after the discussion on the *Modification of the LPN to ASN degree* concentration.

At this time Chris Stacey and Cole Franklin entered the meeting.

The *Modification of the LPN to ASN degree* concentration included the same change as the *Modification of the Associate of Nursing degree*. The justification was the same in that students would be delayed from entering clinicals by not having taken CHEM 1001. Richard Elder made a motion to accept both modifications to the concentrations with Sandra Purifoy seconding the motion. The motion passed with 11 in favor, 0 opposing, and 1 abstaining.

A new curriculum, *BS Disaster Science and Emergency Management*, was reviewed. The curriculum is proposed to begin in Fall 2023. Dr. Rogers explained that the proposed curriculum was very versatile

enabling students to customize their degree; whereas the BGS degree was more broad due to the enrichment blocks required by this degree. This curriculum would allow for students to have a double major and possibly use it for a minor to their degree. The RIS was reviewed with no problems indicated. The one change noted was POLI 2701 would change from a 2000-level course to a 3000-level course, POLI 3701. The change would fulfill the 3000-4000 level degree requirements along with electives keeping it within the 120 credits degree requirement. Dr. Rogers explained that the new curriculum would eventually replace the BGS degree. Andrew Pham entered the meeting as the discussion continued. The discussion focused on whether the new curriculum could be approved without reviewing the course number change for POLI 2701 to POLI 3701 or proceed without this approval. Dr. Eamon Halpin stated that he should have his review of the POLI 2701 course number change in time for the next Committee meeting, if a vote was delayed. Dr. Rogers was agreeable with the delay. Sandra made a motion to accept this new curriculum as first consideration until the POLI 2701 course number change was submitted to the Committee. Conley Hathorn seconded the motion. The motion passed with 13 in favor, 0 opposing, and 0 abstaining.

With no further business Beth made the motion to adjourn. Conley seconded the motion. The motion carried unanimously, 13 in favor, 0 opposing, and 0 abstaining.

The meeting adjourned at 12:30 pm.

Respectfully submitted,

Sandra Purifoy

Secretary

Minutes

Admissions and Standards Committee

Zoom

17 October 2022

Approved

Present: Christof Stumpf (chair), Jim Rogers (secretary), Jerri Weston (*ex-officio*), Brenda Ellington, Adena LeJeune, Tina Hathorn, Jennifer Taylor-Innerarity, Sultan Parvez, Tess Myers, Rusty Gaspard, Becca Dauzat, London Ritter (student member), David Shanks, Fred Rolfes, Rob Wright

Guests: None

Call to Order: Stumpf called the meeting to order at 12:03 p.m. [see Addendum A below for the Agenda.]

Committee Meeting Discussion: Stumpf called on Rogers to explain his concerns for meeting by Zoom. Rogers gave reasons why the Committee should meet in person. Stumpf called for the members to express their reasons for or against freely, and all did. Stumpf called for an informal poll, and announced that the result was that the Committee would continue to meet by Zoom until further notice.

Faculty Senate Charge Regarding Catalog Changes: Stumpf took-up the Charge from the Faculty Senate. [See Addendum B below.] Weston sent documents regarding the “Scholastic Requirements” portion. [See Addenda C, D, and E below.] The Committee reviewed the evidence presented, and agreed that it appeared the changes to the Catalog were approved by Committee in 2020, although the evidence for approval by the Senate was not complete.

The committee recommends to the Faculty Senate that the current Catalog sections on Scholastic Requirements, Probation, and Suspension policies be affirmed.

The Committee read the Course Load policy for summer. The Committee had no evidence presented regarding recommendation or approval of this policy. The Committee affirmed the usability of the current Course Load policy. Rogers was tasked to draft a motion regarding the Course Load policy for summer, and distribute to the Committee by email for revision and voting.

[Rogers’ draft motion, sent by email 18 October 2022: “Please see below the draft motion. I beg you to please recommend revisions with “Reply All”.

The Chair will determine if and when any voting should commence, so please be on the lookout for that.

Motion: The Committee recommends to the Faculty Senate that the maximum “Course Load” statement for summer enrollments (Found Here) in the current Catalog be formally approved.”]

Adjournment: 12:57 p.m.

Respectfully Submitted by Jim Rogers, Secretary

Draft, 19 October 2022; Modified, 25 October 2022; Approved by email votes, 11-0-0, 27 October 2022

Addendum A

Agenda

Admissions and Standards Meeting

Monday 17 October 2022

Via Zoom

Call to Order

Determine Quorum

Meeting Question: Rogers requests that the Committee consider meeting in-person instead of by Zoom.

Committee Charge: The Senate charges the Committee to review changes made to the Catalog regarding standards. See the Zoom invite for document containing said changes to review.

Other Business

Adjourn

Addendum B

“At the final Senate meeting last May, the Senate voted to pass a charge on to Admission and Standards. Several things were changed in the LSUA Catalog that were not vetted through the Senate or its committees. I’m attaching some copied passages with comments.

For comparison, see the same section of the 2016-2017 Catalog (p. 56 and 57) at [http://www.lsua.edu/docs/default-source/academics/catalogs/catalog\(2016-2017\).pdf?sfvrsn=1168eb19_3](http://www.lsua.edu/docs/default-source/academics/catalogs/catalog(2016-2017).pdf?sfvrsn=1168eb19_3)

The only thing that was previously brought to Senate was item 3 from the 2016-17 catalog where probation was awarded based on a student being more than 10 quality points short of a 2.0. The Senate agreed that the language for that should be simplified and not include a QP calculation.

Please review this entire section compared to the previous version in Admissions and Standards, noting in particular the comments on the current version, and make recommendations to the Senate.”

[Document attached to email charge and invitation.]

Course Load

Maximum Course Load for Regular Semester:

- 21 semester hours for any combination of full semester, 1st session, or 2nd session courses.

Maximum Course Load for Summer Session:

- 10 semester hours for full summer-session courses;
- 6 semester hours for 1st session or 2nd session courses;
- 12 semester hours for any combination of full session, 1st session, or 2nd session summer courses.

Only in rare circumstances and with the permission of the student’s Department Chair can these limits be exceeded.

Scholastic Requirements

The scholastic requirements presented in this section define the nature of satisfactory academic achievement and are designed to uphold the standards of the university. Students who fail to meet these requirements will be subject to academic penalties.

Probation

Any student who has a semester grade point average (GPA) below 2.0, will be placed on Academic probation.

- Once placed on probation, students will remain on probation for each semester until they have earned a 2.0 *cumulative grade point average*.
- Students who are on scholastic probation are eligible to continue to enroll at the university.

Suspension Warning

- A student who is on academic probation and who does not achieve a semester GPA of 2.0 will be placed on suspension warning.
- First-semester students who are admitted on Academic Probation and who do not achieve a semester GPA of 2.0 or higher will be placed on Suspension Warning.
- Students who are on suspension warning will be required to participate in a study skills seminar, offered through the Department of Student Engagement.

Suspension

- A student who is on suspension warning and does not achieve a semester GPA of 2.0 will be suspended.
 - Students on 1st Suspension will sit out for one semester (Spring or Fall).
 - Students on 2nd Suspension will sit out for one academic year (Spring and Fall).
 - Students on 3rd Suspension will be suspended from the university indefinitely.
- Students cannot be suspended from the university on the basis of work taken during a summer term/semester.
- LSUA does not accept for credit toward a degree any credits that a student earns from another institution during the period in which he or she is in suspension status. This includes intersessions (i.e. a student who is suspended at the end of the fall term and takes courses during a winter intersession will not be able to use the credits earned during the intersession).

Previous Status	Semester GPA below 2.0	Cumulative GPA below 2.0
Good Standing	Probation	N/A
Probation	Suspension Warning	Continuing Probation
Continuing Probation	Suspension	Continuing Probation
Suspension Warning	Suspension	N/A
Suspension Reinstated	Suspension	N/A

Readmission of Students on Suspension

The rules presented below indicate the circumstances in which students who have been suspended from the university can be considered for readmission:

1. A student who for the first time has been suspended from the university for academic reasons will not be permitted to enroll until the expiration of one full semester, unless the student is readmitted through the First Drop Program. Students enrolled in the First Drop Program will participate in training designed to increase their ability to successfully complete their studies. Such students may register for at least three but no more than twelve hours of course work for credit. If such students earn at least a “C” average (2.0) for their semester’s coursework, they will be allowed to continue in school. If, however, they earn less than a “C” average for their semester’s coursework, they will be suspended from the university for one calendar year. Students who wish to re-enter the university through the First Drop Program must request permission from the Division of Student Engagement. The student’s transcript will carry a notation that indicates that the student was suspended but *conditionally readmitted on probation* based on his or her enrollment in the First Drop Program. When students register early for an upcoming semester and are subsequently suspended for academic reasons, the classes for which they registered are automatically canceled.
2. Students who more than once have been suspended from the university for academic reasons cannot enroll for at least one calendar year. After one calendar year has passed, they may apply for readmission. Readmission, however, may be delayed or denied at the discretion of the Provost and Vice Chancellor for Academic Affairs.
3. Students who have been suspended more than once may appeal for a waiver of the rule that prevents them from enrolling for at least one calendar year. Such appeals are rarely granted and only in the event of extenuating circumstances. For more information about filing an academic appeal, contact Admissions.
4. A student who has been suspended for academic reasons may during the suspension period and with the approval of the student’s department chair and the Provost and Vice Chancellor for Academic Affairs register to audit regular courses at LSUA or register for non-credit correspondence courses at LSUA.
5. Students readmitted to LSUA after being suspended for academic reasons will be on scholastic probation when they return and will remain on probation until their overall grade point average is at least 2.0. In order not to earn another suspension, such students must attain a 2.0 grade point average in each semester of their enrollment.

Readmission of Suspended Students for Summer Only

1. Students who are currently in suspension status at LSUA may apply to attend in the summer only through the Summer Only Drop Status (SODS) program. This program is not available to students who are in suspension status at other universities. To obtain SODS permission forms or information about other required reentry documentation, contact the Division of Student Engagement at (318) 767-2604.
2. Students cannot be placed on probation or be suspended from the university on the basis of work taken during a summer term.
3. Work taken during the summer term can result in students being removed from scholastic probation or suspension.

Addendum C

[Document provided by Weston on 17 October 2022

Entitled "Final approved FS Proposed probabion [*sic*] and suspension policy updates (00000002).docx .
Date "created" 21 January 2021 and "last modified" 24 June 2021, both by Jerri Weston.]

Proposed Suspension Policy Changes

Students at Louisiana State University are expected to meet academic standards set by the university and to demonstrate satisfactory academic progress towards earning a degree. Academic Probation and Suspension Warning serve to alert students that unless their academic performance improves, they may be placed on Academic Suspension.

Probation

Any first-semester student or continuing student who has a semester gpa below 2.0, will be placed on Academic probation.

- Once placed on probation, students will remain on probation for each enrollment period until they have earned a 2.0 cumulative average.
- Students are in good standing if they are eligible to continue or to enroll at the university, even while on scholastic probation.

Suspension Warning

A student who is on academic probation, and does not achieve a semester gpa of 2.0; will be placed on suspension warning.

First-semester students (freshman and transfer students) placed on Academic Probation, who do not achieve a semester gpa of 2.0 or higher will be placed on Suspension Warning.

Suspension

1. A student who is on suspension warning and does not achieve a semester gpa of 2.0 will be suspended.
 1. A student who is suspended for the 1st suspension will sit out for one term
 2. 2nd Suspension will sit out for one academic year
 3. 3rd Suspension is suspended from the university indefinitely.
2. Students cannot be suspended from the university on the basis of work taken during a summer term.
3. LSUA does not accept for credit toward a degree any credits that a student earns from another institution during the period in which he or she is in suspension status.

Readmission of Students on Suspension

The rules presented below indicate the circumstances in which students who have been suspended from the university can be considered for readmission:

1. A student who for the first time has been suspended from the university for academic reasons will not be permitted to enroll until the expiration of one full semester, unless the student is readmitted through the First Drop Program. Students enrolled in the First Drop Program will participate in training designed to increase their ability to successfully complete their studies. Such students may register for at least three but no more than twelve hours of course work for credit, under consultation with the Division of Student Engagement. If such students earn at least a “C” average (2.0) for their semester’s coursework, they will be allowed to continue in school. If, however, they earn less than a “C” average for their semester’s coursework, they will be suspended from the university for one calendar year. Students who wish to re-enter the university through the First Drop Program must request permission from the Division of Student Engagement. The student’s transcript will carry a notation that indicates that the student was suspended but *conditionally readmitted on probation* based on his or her enrollment in the First Drop Program. When students register early for an upcoming semester and are subsequently suspended for academic reasons, the classes for which they registered are automatically canceled.
2. Students who more than once have been suspended from the university for academic reasons cannot enroll for at least one calendar year. After one calendar year has passed, they may apply for readmission. Readmission, however, may be delayed or denied at the discretion of the Provost and Vice Chancellor for Academic Affairs.
3. Students who have been suspended more than once may appeal for a waiver of the rule that prevents them from enrolling for at least one calendar year. Such appeals are rarely granted and only in the event of extenuating circumstances. For more information about filing an academic appeal, contact Admissions.
4. A student who has been suspended for academic reasons may during the suspension period and with the approval of the student’s department chair and the Provost and Vice Chancellor for Academic Affairs register to audit regular courses at LSUA or register for non-credit correspondence courses at LSUA.
5. Students readmitted to LSUA after being suspended for academic reasons will be on scholastic probation when they return and will remain on probation until their overall grade point average is at least 2.0. In order not to earn another suspension, such students must attain a 2.0 grade point average in each semester of their enrollment.

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2. Students cannot be placed on probation or be suspended from the university on the basis of work taken during a summer term.
3. Work taken during the summer term can result in students being removed from scholastic probation or suspension.

Previous Status	Semester GPA below 2.0	Cumulative GPA below 2.0
Good Standing	Probation	N/A
Probation	Suspension Warning	Continuing Probation
Continuing Probation	Suspension	Continuing Probation
Suspension Warning	Suspension	N/A
Suspension (Re-instated)	Suspension	Probation

Addendum D

Admissions and Standards Committee

November 19, 2020

3:00 pm

via Zoom

Committee members: Liz Beard, Lisa Bradford, John Marks, Tanya Lueder, Hal Langford, Sandra Gilliland, Tess Myers, Kerry Ordes, Christof Stumpf, Michelle Riggs Waller

Guests: Jerri Weston, Eamon Halpin

The committee received a charge from Faculty Senate to review Suspension and Probation policies and Block Transfer policy

Suspension & Probation: J Weston explained the impetus for the suspension and probation policy revisions. She emphasized a need for a holistic approach to student learning and learning assistance. Intervention and interference in a student's declining progress at early stages, and allowing probation for struggling students to allow them the time and assistance they need to improve their grade point average before suspending them is the more desired approach. Weston presented the proposed changes, and the committee suggested some minor adjustments. L Beard will send the revision document to committee members to circulate with their departments and solicit suggestions from faculty.

Block Transfer: Weston and the Registrar workers assess transferring students' transcripts, checking for courses that align with prerequisite requirements at LSUA. Weston asked that any faculty encountering difficulty with courses they must manually enter to forward students' curricular requirements contact the Registrar's Office.

Weston also mentioned an upcoming discussion in Faculty Senate regarding Prior Learning Assessment, and that A&S may receive a charge to review that program.

H Langford motioned to adjourn the meeting, C Stumpf seconded, and the meeting concluded at 3:48 pm.

Submitted,

Michelle Riggs Waller, Secretary

Addendum E

[Excerpt from Faculty Senate Minutes of 8 December 2020 Meeting.]

Not present in FS Archive.

Document provided by Jerri Weston; highlights by J. Rogers]

Minutes from Admissions and Standards meeting on 12/3/2020. R. Elder moved to approve the meeting minutes. C. Corbat stated she is trying to figure out what happened at the meeting due to the vagueness of the minutes, and wanted to know if everything that is in the minutes still pending? M. LaBorde answered saying maybe because the committee was going to vote on the issues in the minutes via email. C. Corbat said the minutes said the committee was going to vote by email but does not say when. The information was given the biology department but there has been no discussion. M. Riggs-Waller stated that the A&S minutes were approved by the committee yesterday. The documents that were discussed were attached to the minutes. C. Corbat just want to know if A&S recommended anything on these issues because the rep from biology indicated it was still a work in progress. M. Riggs-Waller reported there were no recommendations provided from A&S, the charge was to review the documents. There was no change in the block transfer. However, there was a minor change in the wording for the academic probation, and those were the only two things that were looked at this time. M. LaBorde interjected that it was on appendix A. So the minutes were approved by the A&S committee and there is a motion to approve from Faculty Senate.

[Note: The Faculty Senate Minutes Archive has no record of the Faculty Senate minutes for November/December 2020 and all of Spring 2021 semester.]

Improvement of Instruction Minutes

October 18, 2022

APPROVED

Members Present: Cheryl Bardales, Matthew Stokes, Emily Weeks, Michael Waller, Sandra Gilliland, Long Li

Members Not Present: Cathy Robinson, Skyler Braswell, Tanya Lueder, Mattie Cedars (student), John Rowan (ex-officio)

Call to Order:

A quorum was established at 1:03.

Overview of Meeting:

M. Stokes stated that Improvement of Instruction has some charges incomplete from last year and some that were just assigned in May 2022. Julie Gill has offered to come in to help if needed.

M. Stokes read the first charge from last year:

1. *Determine if the IDEA evaluation form we are now using is the only one available from IDEA off if there might be one that has questions more suitable to faculty use for improving their teaching.*

- (1) Students evaluate classes with the link sent out by E. Halpin each semester.
- (2) This is completely online, but it was pencil/paper in the past/
- (3) The form is used to give feedback to professors.

M. Stokes read the next two charges from last year:

2. *Investigate other products (non-IDEA) to determine if there is one that would work better for us than what we are using.*

3. *Suggest ways to obtain better completion rates than what we are currently getting with the online evaluations.*

- (1) Students not taking surveys
- (2) S. Gilliland explained the completion rate fell when switched to online
- (3) S. Gilliland: An issue arises when looking at comments that students are making when you have multiple assistants; students don't know how to differentiate between professor and teaching assistant.
- (4) S. Gilliland: These evaluations are one of the primary criteria for tenure and promotion
- (5) L. Li: Survey bias- why are they responding- airing a grievance
- (6) C. Bardales: Validity/reliability is suspect
 - L. Li- students won't all complete the surveys. Often, students who are unhappy with the course complete the survey and add negative comments. He said we can't

get benefit with only negative comments. Also, students say things along the lines of, "A lot of work, make you study harder"

(7) C. Bardales asked if any recommendations or ideas were provided from last year's committee. What did they discover? M. Stokes said he will try to obtain this information.

M. Stokes read the last charge and then said that Senate wants Improvement of Instruction Committee to make specific recommendations.

4. Make a recommendation on evaluation to use and how to administer to increase completion.

M. Stokes moved to the next section on the handout from the meeting. The members read the following"

In addition, in the Improvement of Instruction Committee Minutes of 3-9-22, the committee had 3 recommendations:

- 1. Examine the possibility of each department developing customized evaluations to measure teaching effectiveness based on departmental program outcomes.*
- 2. Seek clarification of the utility of the IDEA course evaluations in tenure and promotion determination.*
- 3. Explore the degree to which departmental teaching evaluations are used in determining tenure and promotion.*

S. Gilliland asked if number 2 is worth the money. Additionally, with number three, how are the evaluations actually used?

As a committee, our job is to research, collaborate, and find some ideas to come together to make a definite recommendation to the senate.

C. Bardales states that this is a big charge. She asked why recommendations were not made last year. Were there disagreements or roadblocks that prevented a consensus?

S. Gilliland said that LSUA made a shift to online. Instructors and professors can manually add questions, but she doesn't know how many people actually do this. What we are paying for is to be able to compare to other universities across the country. Theoretically, we should just do it ourselves to make it more personal for LSUA. Another issue is students must have their ID number at that specific time of the evaluation. When they don't have it at that moment, we often lose them, and they don't sign back in.

S. Gilliland suggested that maybe the committee needs to create a survey to gather information about our IDEA Evaluations. Do we use them to better our instruction? She volunteered to draft a few questions and share with the members to add to her ideas.

M. Stokes shared Campus Link and asked if we want to stick to IDEA and look at another option or if we wanted a whole other program.

S. Gilliland says that departments could have the option to add additional items. However, the evaluation needs to be consistent campus wide, since evaluation results impact tenure and promotion.

Members agreed that if we use IDEA (or another product) to add it to the new employee onboarding process.

S. Gilliland shows examples of survey results, and C. Bardales asked how the evaluations are used by professors and in the tenure and promotion process.

Members decide to move forward with a survey to gather data from colleagues, and that the completion of the survey would be stressed to ensure accurate information.

C. Bardales offers to look into how other campuses receive/get feedback.

M. Stokes will reach out to last year's committee to see what they did and how far they got in the process.

L. Li and E. Weeks will investigate to see how the evaluations are used in tenure/promotion.

Adjournment:

C. Bardales motions to adjourn. M. Stokes seconded the motion. Vote: 6-0-0

The meeting adjourned at 1:38 pm