

**LSUA Faculty Senate
Minutes of a Meeting
17 March 2020**

Senators Present: Melissa Whitley, Carol Corbat, Melissa Parks, Kent Lachney, Kerry Ordes, Prakash Ghimire, Richard Elder, Melissa LaBorde, Michelle Riggs

Guests: Chancellor Paul Coreil, Provost John Rowan, Vice Chancellor Deron Thaxton, and SG President Ricky Brazzel

Call to Order: Whitley called the meeting to order and established a quorum at 8:04 a.m.

Dr. Coreil's Report: Dr. Coreil reported regarding the COVID-19 mitigation measures. He indicated the administration is meeting every morning and that things change every half hour. He expressed appreciation for our patience and leadership. Campus is being kept open with core staff. Commencement is unlikely at this point. Our priority is getting the students through the semester. We do have students living in the Oaks and takeout food is available for them. He is in contact with LSU multiple times per day. At 9:00 a.m. he will record a video message to the campus. Dr. Coreil complimented faculty and staff on all we are doing to switch to online delivery of courses and services.

Minutes: Minutes of 18 February 2020 were approved without change 9-0-0.

Provost's Report: Dr. Rowan reported we are continuing with our academic mission but it will require flexibility and creativity especially for graduating students. Faculty can change assignments for students not graduating, or if a student cannot do something critical then they can be given an incomplete. The Testing Center is open but may not be able to accommodate testing for face-to-face classes. ProctorU can still be used for 100% online students. LSUA is still trying to negotiate with ProctorU for free or discounted testing for students who were in face-to-face classes.

Mr. Thaxton's Report: Mr. Thaxton reported that they are working on leave issues associated with staff and COVID-19 if the staff are not able to work from home. Right now classified staff have to use their annual leave first before using state special leave, and they are trying to get that changed. There has been no direction from the Department of Administration on how to handle leave for unclassified staff. LSUA is keeping track of all expenses associated with COVID-19.

LaBorde asked about the Mulder computer lab with Adobe Creative Suite needed by one of the CMST classes and Thaxton said that all computer labs on campus were staying open regular hours.

Elder asked about remote access to Docubase for student transcripts and was told to contact IET for options.

Reports of Committees:

Admissions and Standards Committee had submitted minutes from 11/20/19 for a meeting at which they considered PS 274 and PS 227 and made several suggestions. Corbat moved acceptance of the minutes. Motion passed 9-0-0.

Courses and Curriculum Committee had submitted minutes from meetings on 2/7/2020 and 2/28/2020. Elder moved approval of both sets of minutes. Motion passed 9-0-0.

Old Business:

Remaining Chancellor's Funds were on the agenda but Whitley indicated that's now a "back burner" issue. Corbat asked if faculty who had purchased registrations or plane tickets to meetings that were later cancelled would be reimbursed by LSUA if the cancellation didn't include return of funds. Rowan stated that he does not know.

New Business:

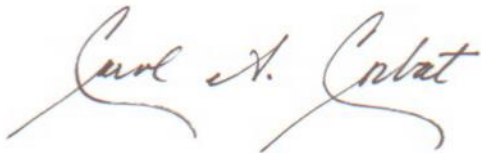
Evaluation of Transfer Credit for students with Bachelor's degrees had been mentioned as a concern at a previous meeting. Whitley had talked to Registrar Jerri Weston. Weston indicated she was aware of the situation, had a plan in place and said she would be at the next Senate meeting. Faculty access to Docubase was again brought up as an issue.

Bernard Gallagher had sent an email with a policy the LSU Faculty Senate was working on regarding academic freedom. Whitley promised to find the email, send it to Senators, and put it on the agenda for the next meeting.

Riggs mentioned that the librarians are still on campus and working and will assist faculty and students in any way possible.

Brazzel said that he wanted to thank the faculty for all of the work they were doing in transitioning to online classes.

Respectfully submitted by

A handwritten signature in cursive script that reads "Carol A. Corbat". The signature is written in a dark ink and is centered on the page.

Carol A Corbat, Secretary

LOUISIANA STATE UNIVERSITY ALEXANDRIA

Faculty Senate

302 Mulder Hall

March 17, 2020 at 8:00 a.m.

AGENDA

- I. Determination of quorum – Call to order
- II. Approval/Revisions of Minutes (2/18/20)
- III. Report of President (see attached)
 - a. Update from Provost, Dr. Rowan
- IV. Report of Committees
 - a. Admissions & Standards (11/20/19)
 - b. C&C (2/7/20 and 2/28/20)
- V. Agenda Business items (Old Business)
 - a. Remaining Chancellor's Funds
- VI. New Business
 - a. Transcript Evaluation for students with bachelor
 - b. Academic Freedom
- VII. Adjournment



DATE: March 15, 2020
TO: Faculty Senate
FROM: Melissa Whitley, M.S.R.S., R.T.(R)
Faculty Senate President

RE: President's Report

1. On February 18, 2020, sent PS 210 with suggested revisions to Dr. Coreil and Dr. Rowan.
2. As requested by Faculty Senate, I emailed Dr. Coreil asking for his permission to redistribute allocations within the Chancellor's Funds. This was approved and will work with Dr. Rowan on details.
3. Received a call from Chancey in the Chancellor's Office asking me to pass along information regarding a 60th Anniversary Stole that may be purchased to wear at commencement. Graduates in Spring and Fall will be required to wear, but it is optional for faculty. If you choose, stoles can be purchased at the Bookstore.
4. On February 24, 2020, sent FS Resolution asking to remove class from noon time slots. Dr. Rowan responded that "changes to the Fall 2020 schedule are not possible at this point."

Minutes of the Admissions and Standards Committee meeting

November 20, 2019

Present: Elizabeth Duck, Sandra Gilliland (Chair), Nathan Sammons, Liz Beard, Tanya Lueder, Michelle Riggs (Secretary)
Meeting convened 12:10 pm after a quorum was established.

Minutes: N Sammons moved to approve the previous meeting's minutes; T Lueder seconded. Due to an even split between attendees of last meeting and those who did not attend and would thus abstain from approval thereby causing some question as to the results of a vote the committee decided to vote electronically. The motion passed 4-0-3. The committee was given the charge of review of Policy Statements 274 Distance Education and 227 Illegal Use of Drugs and Alcohol. The committee is currently examining PS 227.

Discussion: The committee discussed the integration of students with faculty and staff in PS 227 and decided that the policy should be separated into a PS to address faculty and staff and another to address students. The committee also questioned whether residents sign an acknowledgement of the policy; if drug and alcohol use are addressed in the Honor Code; the lack of the full text of PS 227 in the student handbook. Discussion included questions about how and if commuter students are made aware of PS 227. This policy statement should be easily and readily available to all students. Should they be required to sign and acknowledge the policy statement? The committee read LSU's policy statement (PS 75) on drug and alcohol use. N Sammons was tasked with determining ways LSUA could incorporate ideas in LSU's PS 75, 118, 67.

Recommendations: The committee recommends methods of dissemination of the PS: posting in classrooms and in the catalog under "University Regulations." The most recent edition of the Student Handbook available on the LSUA Website is several years out of date and features a list of pertinent policy statements without the text. Department of Student Engagement, Admissions, LSUA Experience will all be consulted to assist with this task. The committee expects to conclude the review and revision of PS 227 by the end of January 2020.

PS 227 should be updated to include vaping and ecigarettes, and to cover guests to campus. No consequence for policy violation currently exists. The new PS should include consequences.

The committee recommends new and separate policies for faculty & staff and students. L Beard was tasked to make editorial changes.

S Gilliland will send the minutes to the committee for an electronic vote.

The meeting adjourned 12:58 pm.

Submitted,

Michelle Riggs, Secretary

PS 227 Editorial Suggestions:

- ***Under Definitions (page 2)***
 - Add Definition: “employee assistance program” refers to a program sponsored by LSUA to direct employees to trained professionals who can help with drug and alcohol dependency, misuse or abuse by providing counseling and referral services to the employee

- ***Under Employee Education, Prevention, and Counseling Services (page 3):***
 - Remove Sentence #2: “Specific attention is directed to the harmful effects of certain illegal controlled substances described in Exhibit III”.

 - The term “Student Services” needs to be updated to reflect new terminology of “Division of Student Engagement (DOSE)”.

- ***Under Alcohol Misuse Policy (page 4)***
 - The paragraph “A blood alcohol concentration level of 0.08 or greater is considered to be above the prohibited alcohol concentration level” needs to be changes to “A blood alcohol concentration level of **0.04** or greater is considered to be above the prohibited alcohol concentration level”.

 - This change would reflect the current law of Commercial Motor Vehicles in the state of Louisiana, such as University Vehicles. This change would also align with LSU’s current policy as seen in LSU PS 67. (Law Reference: 2012 Louisiana Laws Revised Statutes TITLE 32 — Motor vehicles and traffic regulation RS 32:414.2 (ii) A first conviction of a commercial driver's license holder of driving under the influence of alcohol with an alcohol concentration of at least 0.04 percent)

- ***Under Drug Tests/Screens (page 5):***
 - Add Paragraph: Louisiana Revised Statute 49:1015 provides for public employee drug screening for pre-employment, re-employment, or reinstatement, including return to work following an accident or injury, and random/unannounced drug testing for employees in safety-sensitive and security-sensitive positions. The statute also provides for requiring, as a condition of continued employment, samples from employees to test for the presence of drugs following an accident during the course and scope of his employment, under other circumstances which result in reasonable suspicion that drugs or alcohol are being used, or as a part of a monitoring program established by the employer to assure compliance with terms of a rehabilitation agreement.

 - Expand Post-Accident/Incident Definition to include: this is drug/alcohol screening performed following an accident that occurs during the course and scope of an employee’s employment that a) involves circumstances leading to a reasonable suspicion of the employee’s drug use or alcohol misuse, b) results in a fatality, c) results in or causes the release of hazardous waste or materials, or d) involves an on-the-job injury or potentially serious accident, injury, or incident, in which safety precautions were violated, equipment or property was damaged, or careless acts were performed. Such testing is required of any employee who is directly involved in such an incident, and whose action or inaction is suspected to have been a causative factor. Supervisors should direct questions about whether drug screening is appropriate for a given accident/incident to LSUA Administrative Services and Risk Management (ASRM).

- ***Under Criminal Penalties (page 9)***
 - Remove Paragraphs “Penalties under Louisiana law for violation of laws regulation controlled dangerous substances are as follows:” **through paragraph** “In addition to the above Louisiana laws, specific attention is directed to federal laws governing control substances and the

penalties thereto as provided in Exhibit IV”; these specific penalties/fees listed run the chance of being outdated and inaccurate.

- **Exhibits and Appendices (pages 12-23)**

- Deletion of “Exhibit III Drug and Alcohol Use and Effects”; not be useful due to the inability to keep them current/up-to-date
- Deletion of “Exhibit IV Legal Sanctions”; repetitive-addressed under Criminal Penalties on page 9.
- Deletion of **Appendix A** (Employee Acknowledgment of PS-227) and **Appendix B** (Certification of Notice); both of these are now electronically done through an acknowledgement of Policy in Workday.
- Change **Appendix C** (Agreement to submit to an alcohol or drug test and authorization for the release of medical information to LSUA) to **Appendix A**

- **Add Vaping/ E-cigarette Paragraph (not currently present)**

- Possible Wording:

- **Tobacco, Vaporizers & Electronic Cigarettes**

The use and possession of tobacco, tobacco products, vaporizers/vapes, and electronic cigarettes is prohibited on LSUA’s campus and within LSUA’s residential life communities (Oaks Clubhouse, courtyards, breezeways, stairwells, balconies, lounges, patios, etc.). Students and visitors may only use and store these items within a personal vehicle with closed windows while on campus.

Consequences

According to the City of Alexandria Smoke-Free Air Ordinance of 2011 “an owner, manager, operator, or employee of an area regulated by [the City of Alexandria Smoke-Free Air Ordinance] shall direct a person who is in smoking violation of [the] Ordinance to extinguish the product being smoked. If the person does not stop smoking, the owner, manager, operator, or employee, shall refuse service and shall immediately ask the person to leave the premises. If the person in violation refuses to leave the premises, the owner, manager, operator, or employee shall contact a law enforcement agency.

I’ve included link to the city’s Ordinance for reference: [City of Alexandria Smoke-Free Ordinance](#)

**Summary Notes aka Minutes
Courses and Curricula Committee
302 Mulder
7 February 2020
Approved**

Present: Robert Wright (Chair), Jim Rogers (Secretary), Michael Waller, Bob Jones, Sultan Parvez, John Marks, Sarah Barnes, Zeleke Negatu, Sarita James

Guests: Eamon Halpin, John Rowan, Holly Wilson, Mary Treuting, Sheila Hudson

Call to Order: 11:05 p.m., Wright recognized a quorum of members.

Approval of Minutes: None

Committee Business: [See Addendum A below for the Agenda.] Rogers proposed a Committee resolution (previously circulated by email) that disposed of the customary first consideration of curricular agenda items, unless the Committee moved it. After discussion, Rogers moved and Negatu seconded to approve the resolution, and the Committee approved 9-0-0

New Business:

- **HESC 3300 (Addition) and RADT 3300 (Deletion):** Waller moved and Barnes seconded to consider both items together, and the Committee approved 9-0-0. Barnes explained that course needed a Healthcare prefix instead of a Radiation Technology prefix to better represent the course's emphasis on legal issues in healthcare. After discussion, Wright moved and Waller seconded to approve the changes, and the Committee agreed 9-0-0.
- **RELG 4300 (Addition):** Wilson stated that the course was needed to add a specialty course in Buddhism to the Religious Studies program. Following discussion, Waller moved and James seconded to approve, and the Committee agreed 9-0-0.
- **HESC 4820 (Addition):** Barnes stated that the capstone course was recommended by advisory groups to the department. Following discussion, Rogers moved and Jones seconded to approve, and the Committee agreed 8-0-1.
- **Practitioner Teacher Program (Modification):** Modification was to bring the PreK-3 curriculum to match the state requirements. Following further discussion, Wright moved and Waller seconded to approve, and the Committee agreed 9-0-0.
- **Bachelor of Science in Health Professions (Modification):** The modification will add a Concentration in Health Care Administration to the program, upon recommendation of advisory groups. Following discussion, Waller moved and Barnes seconded to approve, and the Committee concurred 8-0-0.
- **HESC 4800 (Modification):** Change in prerequisites for the course. Following discussion, James moved and Negatu seconded to approve, and the Committee concurred 9-0-0.
- **NURS 2064/2065 (Modifications):** Wright moved and Waller seconded to consider both modifications together, and the Committee agreed 9-0-0. James explained that one credit hour was moved from clinical lab course (2065) to the lecture course (2064). Following discussion, James moved and Barnes seconded to approve, and the Committee concurred 9-0-0.

- **Bachelor of Science Psychology and PSYC 2000 (Modifications) and PSYC 2900 (Deletion):** Rogers moved and Waller seconded to combine the three agenda items, and the Committee approved 9-0-0. Treuting explained that PSYC 2900 did not serve the purposes of the program, and recommended deletion. Treuting explained that the modification to PSYC 2000 was to change the prerequisite from completion of ENGL 1001 to eligibility for ENGL 1001, allowing for more PSYC majors to achieve momentum first year qualification (9 hours in the discipline). Treuting explained that the program was restructured to allow for core major requirements and four concentrations in the major. Following discussion, Wright moved and Marks seconded to approve, and the Committee concurred 9-0-0.
- **ENGL 2002 and ENGL 2005 (Modifications):** Rogers moved and Wright seconded to consider the modifications together, and the Committee concurred 9-0-0. Wilson explained that both courses were including a prerequisite of ENGL 1001 completion, in order to better reflect the purposes of the courses. Following discussion, Waller moved and Jones seconded to approve, and the Committee concurred 9-0-0.
- **Bachelor of General Studies Concentration in Criminal Justice (Deletion):** Marks explained that the Board of Regents has required LSUA to terminate this degree program, given the availability of the Bachelor of Science in Criminal Justice degree program. Following discussion, Rogers moved and Marks seconded to approve, and the Committee agreed 9-0-0.
- **CJUS 3570 (Deletion):** Marks explained that the course content (Probation and Parole) was included in CJUS 3530 (Corrections in the Community), and so the course was not needed. Following discussion, Waller moved and Marks seconded to approve, and the Committee agreed 9-0-0.

Renaming of Concentration in Leadership and Organizational Studies Bachelor of General Studies program to Concentration in Organizational Studies: Halpin asked the Committee to consider a non-curricular change to the previously approved Concentration in Leadership and Organizational Studies Bachelor of General Studies program to change the name of the concentration to Organizational Studies. Following discussion, Rogers moved and Wright seconded to approve, and the Committee concurred 9-0-0.

Next Meeting: Following discussion, the Committee agreed to meet again on 21 February.

Adjournment: 12:05 p.m.

Respectfully Submitted by Jim Rogers, Secretary

Draft, 17 February 2020; Approved via email 9-0-0, 26 February 2020

Addendum A

**LSUA Courses and Curriculum Committee Meeting
February 7, 2020
Mulder Hall Room 302, 11:00am
Editorial changes in Brackets**

- I. Establish Quorum
- II. Approve minutes from last meeting
- III. [Pre-meeting motion]
- IV. Old [*sic* New] Business:
 - a. Addition
 - 1. HESC 3300
 - 2. RELG 4300
 - 3. HESC 4820
 - b. Modification
 - 1. Practitioner Teacher Program
 - 2. BS Health Professions (Medical Imaging concentration)
 - 3. HESC 4800
 - 4. NURS 2064
 - 5. NURS 2065
 - 6. BS Psychology
 - 7. PSYC 2000
 - 8. ENGL 2002
 - 9. ENGL 2005
 - c. Deletion
 - 1. BGS Criminal Justice Concentration
 - 2. CJUS 3570
 - 3. RADT 3300
 - 4. PSYC 2900
 - d. [Editorial Change Request]
- V. New Business [not needed]
 - a. Addition
 - b. Modification
 - c. Deletion
- VI. Discussion:
 - a. Next meeting
- VII. Adjournment

**Summary Notes aka Minutes
Courses and Curricula Committee
302 Mulder
28 February 2020
Approved**

Present: Robert Wright (Chair), Jim Rogers (Secretary), Bob Jones, Sultan Parvez, Sarah Barnes, Zeleke Negatu, Sarita James, Susan Myrick

Guests: Eamon Halpin, Kent Lachney, Haywood Joiner, Jerry Sanson

Call to Order: 11:05 p.m., Wright recognized a quorum of members.

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

Committee Business: [See Addendum A below for the Agenda.]

New Business:

- **CJUS 3075 (Addition):** No representative from Criminal Justice being present, the Committee deliberated based on the documentation. After discussion, Rogers moved and Negatu seconded to approve the changes, and the Committee agreed 8-0-0.
- **Post-Baccalaureate Certificate in Accounting (Addition):** Lachney explained that the curriculum was needed for students with a degree, but not qualified for the CPA Examination. Following discussion, Jones moved and Barnes seconded to approve, and the Committee agreed 8-0-0.
- **Bachelor of Science in Criminal Justice (Modification):** Modification will create two (2) Concentrations: Criminal Justice and Criminal Psychology. Following discussion, Wright moved and James seconded to approve, and the Committee agreed 8-0-0.
- **HIST 4053 (Modification):** Sanson explained that the course description needed to be updated to fit current scholarship. Following discussion, James moved and Barnes seconded to approve, and the Committee concurred 8-0-0.
- **Bachelor of General Studies, Health Sciences Concentration (Modification):** Joiner explained that the modification requested to add the option of completing a capstone course for 100% online students, instead of an internship. Following discussion, Barnes moved and Myrick seconded to approve, and the Committee concurred 8-0-0.
- **Bachelor of General Studies, Pharmaceutical Sales Concentration, Addition (Modification):** Joiner explained that the addition was based on demand for pharmaceutical sales focus. The prefix for those courses would be PHSL, and courses would likely be little changed from their previous PHMG designation. Course modifications to follow. Following discussion, Parvez moved and Barnes seconded to approve, and the Committee concurred 8-0-0.
- **Bachelor of General Studies, Political Science Concentration, Addition of Secondary Education Certification (Modification):** Sanson explained that the addition would allow students in the program to gain secondary education. Following discussion, Myrick moved and James seconded to approve, and the Committee concurred 8-0-0.

- **Bachelor of Science in Nursing (Modifications):** James explained that the modification would provide more flexibility in the General Education Social Sciences and Mathematics for students transferring with RN degrees. Following discussion, Barnes moved and Myrick seconded to approve, and the Committee concurred 8-0-0.

Next Meeting: Following discussion, the Committee agreed to meet again at some date this semester.

Adjournment: 11:44 a.m.

Respectfully Submitted by Jim Rogers, Secretary

Draft, 4 March 2020; Approved via email vote 7-0-0, 12 March 2020

Addendum A

LSUA Courses and Curriculum Committee Meeting

February 28, 2020

Mulder Hall Room 302, 11:00am

[Editorial Notes in Brackets]

- VIII. Establish Quorum
- IX. Approve minutes from last meeting:
- X. Old Business: [**None**]
 - a. Addition
 - b. Modification
 - c. Deletion
- XI. New Business
 - a. Addition
 - 1. CJUS 3075
 - 2. Post-Baccalaureate Certificate in Accounting
 - b. Modification
 - 1. BS in Criminal Justice
 - 2. HIST 4053
 - 3. BGS (Modification of Health Sciences Concentration
 - 4. BGS (Addition of Pharmaceutical Sales Concentration)
 - 5. BGS (Addition of Political Science/Secondary Education Concentration)
 - 6. Bachelor of Science in Nursing
 - c. Deletion
- XII. Discussion:
 - a. Next meeting
- XIII. Adjournment