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*Faculty Senate Meeting*

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April 11, 2019

Coughlin Hall, Room 101

Present: Mary Kay Sunderhaus, Christof Stumpf, Missy LaBorde, Kent Lachney, Melissa Parks, Chris Stacey, Richard Elder, Jennifer Innerarity, Rusty Gaspard (for Riggs); Prakash Ghimire  
Melissa Whitley

Absent: Michelle Riggs, Brendan Walls (student rep)

Guest: Dr. John Rowan

Meeting convened 2:35 pm

Minutes from the previous meeting will be disseminated and approved electronically.

President's Report:

M Whitley gave an oral report which included two main items. First, she has developed a list of committee rotations spanning a three-year cycle. She will distribute the list by email for review. Second, she created a rotation list for reviewing policy statements. The Senate is currently looking for input on 36 different policy statements and the rotation calls for six to be addressed each semester over the next three years. She indicated that PS 269 Policy Review will be the responsibility of the Senate, and she asked that the official records of the policy statements be kept in the Provost's Office. Dr. Rowan indicated that he would explore how to make that happen.

In relations to PS 296, C. Stacey offered an addition to the statement indicating representation on the Chancellor's Cabinet. Discussion followed concerning faculty governance and representation and pointing to the changes made over the summer of 2018 with no faculty input. The consensus of the group was that the faculty representation issue could best be done as a resolution and not as part of PS 269. M Whitley took notes of the suggested changes to the policy statement which included changes in wording and adding "Reviewed" dates at the top of the documents to indicate that the policy statement had been reviewed even if no changes were needed. M Whitley will email the committee rotation document, the PS review rotation document and the changes to PS 269 to senators for review and provide input.

Update from Provost:

Dr. Rowan reminded senators of the following:

- graduation would be on May 9, 2019 and that we would be receiving a detailed schedule which would include time for photos with the graduates.

-Fall 2019 classes begin on Aug. 26, 2019 and faculty will return on Aug. 19.

- Strategic Planning Council will be meeting on April 24.
- he would like input on any adjustments that might need to be made to administrative committees
- PS 202 work continues and a paragraph has been added about collegiality.

Concerning PS 202, discussion followed with questions about the campus-wide committee, how long to go back into career when gathering materials, terminal degree requirements, scholarship and inclusion of dollar amounts associated with promotion included in a long-term document, among others. K Lachney suggested perhaps a rotation on the membership of the campus wide committee to ensure consistent mentality on scholarship. J Rowan indicated that he intends to ensure clarity and precision of language in the document.

The Provost would like the update to PS 202 to be effective in the fall and asked for input from the departments. He will email the most up-to-date version for senators to share with their departments.

-the Provost had prepared an evaluation for his office and then the email arrived asking for the bottom up evaluations of administrators. He indicated that he felt the administration should have a way to report back on what they learned from the evaluations and what they will do to address areas of concern. The campus will begin following policy on administrative evaluations.

#### Committee Reports:

C&C minutes from the committee's March 20 and April 3 meetings were presented and approved unanimously (11-0-0)

Much discussion followed concerning one of the items in the C&C minutes surrounding BIOL 1162 as a gen ed natural science for the health professional associate programs. The course is currently being counted as a gen ed natural science course for the programs that need it to maintain accreditation. Discussion followed about the criteria for gen ed courses.

Old Business: These items were covered during the President's Report.

#### New Business

*Election of Officers:* the Senate Bylaws indicate that the election of officers will take place in April. We will meet on April 29<sup>th</sup> to elect officers for next year. By that date, the departments who need to elect senators should have concluded that process. M Whitley will send out a Doodle Poll to set the meeting time. This should be a very short meeting.

*Repeat/Delete:* C Stumpf reported that a repeat/delete issue had taken place recently and that the registrar made the decision to implement this practice. For a variety of reasons, including the fact that professional schools and many other universities do not allow such, the registrar was reminded that this is not an approved practice on our campus and the incident was reversed.

*A/B Term Courses:* In an effort to streamline/consolidate start dates for the various programs/sessions on campus, LSUA will no longer have A and B term courses beginning with

the fall 2019 semester. These type courses may still be offered but will line up with the 7 week course starts. C Stumpf reiterated the importance of the A and B term course structure for summer courses.

*Advertisements for Courses:* J Innerarity shared an email a student had received from Teresa Seymour promoting a memoir writing course. The Senate questioned the practice and the consensus was that this type of blast email should not be done to promote a particular course as it sets a poor precedent. Signs on campus bulletin boards for new classes that were added late are permissible, but such email blasts are inappropriate and create a nuisance to students who are already bombarded with emails. Dr. Rowan will explore the matter and it will be on the agenda for our next meeting.

*Course availability to students:* M LaBorde inquired as to whether there was any guideline as to when a course can be made unavailable to students (ghosted). A CMST student had an incident during the semester where a faculty member closed the course and the student was not able to review grades. There is no policy on this issue, but the consensus of the group was that most people leave the courses open until the official end of the semester/term.

*Improvement of Instruction Committee:* the committee met a week ago and is scheduled to meet on the Monday after Spring Break. They are looking at course evaluations. The university is under contract with IDEA, but there are some other, shorter evaluation options within the IDEA product. The committee will be reporting back soon.

At the close of the meeting, C Stacy offered the following motion:

The Faculty Senate request non-administrative faculty representation on the Chancellor's Cabinet.

He expressed that with no Faculty Senate representative on the Chancellor's Cabinet perhaps faculty concerns are being overlooked. M Whitley indicated that she had always been accommodated when she asked for a meeting with the chancellor. Brief discussion followed and a vote was taken. The motion failed with a vote of 1-7-3.

Discussion returned to looking at the calendar for a date to meet for election of officers. The date of April 29 was confirmed with the time to be determined after a poll of the senators.

Meeting adjourned 4:43 pm

Dutifully submitted,

Melissa C. LaBorde, sitting in for

Michelle Riggs, Secretary