

FACULTY SENATE MEETING
September 15, 2008
A – 109

Senators Present: Michael Alleman, Shelby Anfenson-Comeau, Holly Bell, James Cordes, Jennifer Creswell, Billy Fontenot, Steve Gervais, John Hamlin, Gloria Hernandez, Diane Langlois, Judy Pearson, James Robinson, Angela Sonnier, Kathleen Warner

Senators Absent:

Representatives: Stephen Guempel (Administration)

Dr. James Robinson called the meeting to order at 2:08 p.m.

- I. Adoption of Minutes: The minutes of April 28, 2008 were approved without changes.
- II. Chairperson's Report: Dr. James Robinson informed the senate of LSUE's positive representation in LCRP literature.

The LSU System of Faculty Advisors wants to reintroduce the issue of free or discounted tuition for Faculty and/or their children. Dr. Robinson explained the current proposal by faculty at LSUBR. The proposal would be LSU system wide, and the details of the final proposal have yet to be determined. The senate voted to approve the idea of the faculty benefit of tuition for professors and families.

- III. Committee Reports:

No committee reports were given

- IV. Old Business

No old business was discussed

- V. New Business

Ms Diane Langlois addressed the senate about concerns of over-enrollment in classes requiring extensive instructor output. Dr. Robinson referred the matter to the Academic Policies committee. Dr. Stephen Guempel stated that the over-enrolled classes were unavoidable in order to retain students at LSUE.

Dr. John Hamlin asked the senate to address a relaxing of the requirements for faculty to be on campus five days a week for select faculty that did not teach five days a week. Several senators discussed the loss of faculty due to travel

cost. Dr. Robinson referred the matter to the Academic Policies committee. Dr. Guempel informed the senate that regardless of the Academic Policies committee recommendations LSUE would have a five day work week.

Dr. Hamlin asked the senate to address the summer pay scale for faculty to determine if it should be increased due to inflation. Though the date of the last increase was unknown, Mrs. Gloria Hernandez indicated that the last increase was over eight years ago. Dr. Robinson referred the matter to the Academic Policies committee.

Dr. Robinson asked for clarification on the sabbatical system. Dr. Guempel informed the senate that all grants of sabbaticals needed to achieve budgetary neutrality, with no extra university money being allocated.

Dr. Robinson suggested that the orientation process better prepare students for advising and course scheduling. Dr. Guempel stated that those topics were currently being addressed in the orientation process and the problem may lie with student attentiveness. More detailed and numerous advising sessions per semester were suggested. A discussion of the topic revealed several issues with student advising/orientation that needed to be addressed in the future. In addition, "substitute" advising was discussed during the summer semester. Dr. Guempel explained that division heads were responsible for assigning advisees to faculty that are teaching during the summer sessions.

Finally, Ms. Kathleen Warner discussed problems with electronic transfer of funds for clinical students. The delayed release of funds is causing personal hardships for many students concerning necessary materials for instruction in the hospital prior to the release of monies to purchase these materials. Dr. Guempel stated that he would inquire about the dispersal of funds.

VI. Adjournment

Dr. Michael Alleman motioned for adjournment. The motion was seconded and affirmed at 3:01

Respectfully submitted,
John Hamlin

FACULTY SENATE MEETING

October 6, 2008

A – 109

Senators Present: Michael Alleman, Shelby Anfenson-Comeau, Holly Bell, James Cordes, Jennifer Creswell, Billy Fontenot, Steve Gervais, John Hamlin, Gloria Hernandez, Diane Langlois, Judy Pearson, James Robinson, Angela Sonnier, Kathleen Warner

Representatives: Stephen Guempel (Administration)
Van Reed (Staff Senate)

Dr. James Robinson called the meeting to order at 2:00 p.m.

- I. Adoption of Minutes: The minutes of September 15, 2008 were approved without changes.

Chairperson's Report: Dr. James Robinson informed the senate of topics discussed at the Board of Regents meeting. The meeting focused on unity between all four Louisiana systems working together.

Dr. Robinson also informed the senate of the discussions at the LSU System of Faculty Advisors meeting. It was agreed that the issue of free or discounted tuition for Faculty and/or their children would be addressed system wide. It was also discussed that the southern regional average for pay had been reached, and there may be further need to address the national average.

- II. Committee Reports:

No committee reports were given

- III. Old Business

No old business was discussed

- IV. New Business

No new business was discussed

- V. Adjournment

Dr. Michael Alleman motioned for adjournment. The motion was seconded and affirmed at 2:16

Respectfully submitted,
John Hamlin

FACULTY SENATE MEETING

November 3rd, 2008

A – 109

Senators Present: Michael Alleman, Shelby Anfenson-Comeau, Holly Bell, James Cordes, Jennifer Creswell, Ed Deshautelle, Steve Gervais, John Hamlin, Gloria Hernandez, Diane Langlois, Judy Pearson, James Robinson, Angela Sonnier, Kathleen Warner

Representatives: Stephen Guempel (Administration)

Guests: Art Schroeder

Dr. James Robinson called the meeting to order at 2:00 p.m.

- I. Adoption of Minutes: The minutes of October 06, 2008 were approved with revision. The time of adjournment was amended to 2:15. The minutes were then adopted.

Chairperson's Report: Dr. James Robinson informed the senate of an upcoming Association of Louisiana Faculty meeting to be held at Southern University on Saturday, December 6th at 1:00 P.M. that is open to all faculty members. Benefits of the LSU system will be discussed as well as other issues affecting universities in Louisiana.

Dr. Robinson also discussed the issues that will most likely be brought up at the Board of Supervisors meeting. These include tuition waivers for faculty members. Currently, staff members have the privilege of taking courses tuition free during working hours but faculty members do not. The retirement plans, health insurance, and sick leave will most likely be discussed, as well.

- II. Committee Reports:

Academic Policies: Mr. Steve Gervais informed the senate of continuing work on revising P.S. 12.

- III. Old Business

No old business was discussed

- IV. New Business

Ms. Judy Pearson requested information on the new health care providers, which members of her division feel is inadequate. Dr. Robinson mentioned that this is not a problem unique to LSUE or the LSU system, and it would be a topic of discussion at the upcoming Board of Supervisors meeting.

Dr. Diane Langlois asked why the health care provider was change. Dr. Steve Guemple informed the senate that the choice was made by the former provider not to continue coverage for the LSU system.

Dr. Guemple discussed the projected budget cuts for the fiscal year 2009-2010. LSUE is already above the southern average for tuition, and will have little chance of raising fees to compensate for budget shortfalls.

Mr. Gervais discussed the new online faculty evaluation procedure. Dr. Guemple informed the senate that the evaluation form has not been changed from the hard copy previously used. Mrs. Gloria Hernandez informed the senate that the online courses have a separate question set than those used for traditional classes. The evaluation process was discussed along with possible means of improving student participation and the questions set on the form. Dr. James Cordes brought up concerns with the timing of online evaluations for laboratory classes that administer finals and report grades before the end of the evaluation period. Extension of the evaluation period to finals week was also discussed.

V. Adjournment

Dr. Robinson motioned for adjournment. The motion was seconded and affirmed at 2:34

Respectfully submitted,
John Hamlin

FACULTY SENATE MEETING

January 26, 2009

A – 128

Senators Present: Jim Cordes, Shelby Anfenson-Comeau, Ed Deshautelle, Jennifer Creswell, Steve Gervais, Angela Sonnier, Gloria Hernandez, Michael Alleman, Diane Langlois, Judy Pearson, Jim Robinson, John Hamlin

Representatives: Stephen Guempel

Dr. James Robinson called the meeting to order at 12:04 p.m.

- I. Adoption of Minutes: The minutes of November 24, 2009 were adopted without change.

Chairperson's Report: Dr. Jim Robinson informed the senate that the Board of Regents discussed proposed budget cuts for the upcoming year. The predicted level of cuts for the 2009-10 year are between 14.7% and 30%. Also, we are restricted on the amount of tuition increase we use to make up the shortfall.

- II. Committee reports:

Academic Policies: The senate was informed that PS12 was still being examined and should be finished at a meeting next week.

Courses and Curriculum: This committee has yet to met.

- III. Old Business:

Concerns of how student online evaluations are performed were discussed. Several senators reported that they were evaluated based on labs even though they had a lecture only course. For the first semester of online evaluations the rate of student participation was approximately 50%.

- IV. New Business:

Ms. Gloria Hernandez expressed concerns that online courses are being filled with weaker students who would benefit more from traditional courses. Dr. Stephen Guemple informed the senate that in the future the students will have to pass a readiness test before they are allowed to schedule certain online courses. On-line tutorials will also be available from SmartThinking to offer 24 hour tutoring in English, math, physics,

chemistry, etc.... In addition, a \$50 fee for online courses will be used to fund a help-desk, faculty incentive, and other projects to promote and facilitate the online courses offered.

Dr. Guemple reminded the senate that maintaining enrollment is important to help offset the proposed budget cuts.

Ms. Marvett Thomas informed the senate of the upcoming career fair on February 18, 2009 at 9:00am.

V. Adjournment: The meeting was adjourned at 12:46 p.m.

Respectfully submitted,
John Hamlin

FACULTY SENATE MEETING

February 9, 2009

A – 128

Senators Present: Jim Cordes, Shelby Anfenson-Comeau, Jim Robinson, Steve Gervais, Ed Deshautelle, Jennifer Creswell, Angela Sonnier, Kathleen Warner, Gloria Hernandez, Michael Aleman, Diane Langlois, Holly Bell

Senators Absent: Judy Pearson, Billy Fontenot, John Hamlin

Representatives: Stephen Guempel (Administration)

Dr. James Robinson called the meeting to order at 12:08 p.m.

- I. Adoption of Minutes: The minutes of January 26, 2009 were not available for revision/approval due to illness of secretary. They will be available for March 2, 2009 meeting.

- II. Chairperson's Report: Dr. James Robinson informed the senate that at the ALFS's meeting, he and other faculty senate presidents were informed that Delgado CC had endorsed the "Resolution to Governor Bobby Jindal from The Faculty Senate of Southern University and Agricultural and Mechanical College in Response to Proposed Budget Cuts To Louisiana Higher Education". As of today's date, Delgado CC was the only member of Louisiana's post-secondary community to do so. LSUBR's support should be forthcoming later. Dr. Guempel asked if any portion of the afore-mentioned resolution could be deemed threatening and could LSUE support it. Dr. Robinson said that the "rainy-day" fund may be used by higher education to help mitigate the funding cuts made by the governor. Dr. Robinson suggested that we have the option to vote to endorse the "Southern University letter" or issue one of our own. Our senate could also wait to vote on the endorsement of the "Southern University letter" until LSUBR has released its position letter and then vote on endorsement of either or both letters. Other universities can view LSUE faculty senate minutes on our web page, therefore our faculty senate decisions can potentially impact faculty senates decisions on other LA campuses. A motion was made by Creswell and seconded by Deshautelle to support the "Southern University letter" as written. The senate voted unanimously to endorse the "Southern University letter".

Dr. Robinson also discussed the powerpoint presentation entitled "Benefits Advisory Committee LSU Faculty Senate (Issues being

considered by the committee in 2008-2009)" he acquired at the most recent ALFS's meeting and sent to LSUE faculty via email. Items specifically mentioned were: 1) tuition-paid waivers for faculty members progeny has been an issue for many years – the “stumbling block” appears to be health care + tuition waivers for faculty's offspring paid by the system might be considered to be too much financial assistance because faculty were hired based on their credentials to do a specific job, but university staff, who already enjoy those privileges, were hired with the option for future professional development consideration; 2) faculty offspring attending ULL or faculty themselves attending ULL to improve their own credentials, that the major obstacle was “TOPS”. Out-of-State faculty offspring are not eligible for TOPS awards until they satisfy a 1-yr. residency in the State of Louisiana; 3) public transportation for LSUBR is minimal therefore faculty must drive their own vehicles to campus wherein they are assessed a charge for parking while faculty at many universities receive free parking; 4) and the benefits package overall ranks very poorly compared to benefits rewards for faculty in other states. Dr. Robinson related that our faculty could receive further details if an ALFS's representative provided us with an in-person presentation.

III. Old Business: none

IV. New Business:- Policy committee to meet next Thursday (19 Feb.)

- Course Evaluation committee to meet next Friday (20 Feb.)

- Courses & Curricula committee meets today at 2pm (9 Feb.)

-Shelby Anfenson-Comeau presented overview of new technology to available in our library, some of which is tailored for community colleges; faculty should develop a prioritized program list for what the various divisions need to have supported by the campus library – *CREDO*, for example, has links to English and Law curricula – Delgado CC has recommended that we subscribe to this – Math data bases are few in number – Biological Abstracts is still the obvious source for Biology curricula; Faculty are encouraged to speak with librarians regarding what they might need for individual course support; *EBRARY* is the on-line demo for community college libraries – students can make their own bookshelves to store books upon for later personal retrieval of specific information they deem important

-Dr. Guempel (VCAF) notified the senate that the summer and fall class catalog will be on-line only (no print copies) – the budget crunch was the driving force; the Spring Intercession short courses may not be offered this year; and new, yearly editions of the school catalog will be produced each year as students are tied to the catalog year in which they begin their matriculation.

V. Adjournment: The meeting was adjourned at 12:47 p.m.

Respectfully submitted,
Jim Cordes

FACULTY SENATE MEETING

March 2, 2009

A – 128

Senators Present: Jim Cordes, Shelby Anfenson-Comeau, Jim Robinson, Steve Gervais, Ed Deshautelle, Jennifer Creswell, Angela Sonnier, Kathleen Warner, Gloria Hernandez, Michael Aleman, Diane Langlois, Holly Bell, John Hamlin

Dr. James Robinson called the meeting to order at 12:05 p.m.

- I. Adoption of Minutes: The minutes of February 9, 2009 were not available for revision/approval. They will be available for April 13, 2009 meeting.

Chairperson's Report: Dr. James Robinson informed the senate that the LSU faculty passed a resolution concerning the proposed budget cuts to Louisiana higher education, and discussion of the merits of endorsing this proposal followed. The decision was postponed until a later date.

- II. Committee reports:

Academic Policies: The senate was informed that PS12 was completed and ready for approval. It was requested that web sites mentioned in PS12 be hyperlinked to the online sources. The voting procedures for advancement were discussed and Dr. Robinson explained the rationale behind the current policy. Further discussion of the value of seeking rank was discussed and what requirements should be involved in advancement. The failure of the LSU system to subsidize faculty and their family member's education was discussed as a block to achieving a terminal degree and retaining faculty members.

Courses and Curriculum: The meeting for this month was cancelled.

Courses Evaluation Committee: Each division will need to prepare their own set of questions to make the evaluation truly useful. A meeting is set for March 9th, 2009. Discussion of the question sets available ensued.

- III. Old Business: None

- IV. New Business:

A motion was made that we evaluate administrators and seconded. Discussion was held as to which administrators were to be evaluated and by whom. Faculty members currently have the right to evaluate our individual department heads and the chancellor. The proposed motion

would seek to allow evaluation of other administrators by faculty members with knowledge of those administrators job performance. An anonymous instrument for performing these evaluations was discussed. The motion was voted on by ballot. The motion passed 11 to 2 with no abstentions.

V. Adjournment: The meeting was adjourned at 12:55 p.m.

Respectfully submitted,
John Hamlin

FACULTY SENATE MEETING

April 13, 2009

A – 128

Senators Present: Jim Cordes, Shelby Anfenson-Comeau, Jennifer Creswell, Steve Gervais, Angela Sonnier, Gloria Hernandez, Michael Alleman, Diane Langlois, Judy Pearson, Jim Robinson, John Hamlin

Representatives: Renee Robichaux

Guests: Fred Landry, Sanford Wood

Dr. James Robinson called the meeting to order at 12:09 p.m.

- I. Adoption of Minutes: The minutes of February 9, 2009 were adopted with revision. The minutes of March 2, 2009 were adopted without change.

Chairperson's Report: Dr. James Robinson informed the senate that Dr. Sally Clausen is going to meet with ALFS on April 25, 2009 at 1:00 on the Baton Rouge campus. All faculty are encouraged to attend this meeting were the budget for higher education will be discussed.

The LSU senate chair and other faculty will visit LSUE senate on April 27, 2009. We will discuss LSU system issues. A senate meeting has also been called for April 20, 2009.

- II. Committee reports:

Courses and Curriculum: Most of the issues before this committee have been approved.

Academic Policies: A meeting will take place tomorrow, April 14, 2009. to discuss PS12

- III. Old Business: None.

- IV. New Business:

Dr. Sanford Wood addressed the senate concerning the policy proposal by the harassment committee. Dr. Wood described PS29 as currently written. No policy exists currently to protect against some types of harassments between colleagues. The LSU system attorney would have to approve any such policy before it can be put into effect. Discussion of the current

policy and the need for further clarification of the procedure for addressing harassment ensued. The proposed policy calls for immediate supervisors to mediate any alleged harassment claims. If either of the parties is dissatisfied with this judgment an appeals committee comprised of faculty and staff would then settle grievances. A motion was made that the senate approve the proposal in order to allow the faculty council to take up the issue. The motion passed by a vote of 7 for, 4 against, with no abstentions.

Dr. Fred Landry addressed the senate to discuss recent communications with LSU system president Lombardi. Dr. Lombardi has stated that faculty members are the primary revenue drivers of the institution. Also, Dr. Lombardi stated that faculty and staff senates should be involved in the process of budget cuts. Dr. Landry stated that this was not the case at LSUE. Dr. Landry proposed the following steps be instituted before any further budget cuts are instituted.

One, a committee of tenured faculty members should review the budget and any information needed should be provided by Donnie Thibodaux. This committee would identify additional investment strategies and study existing investments such as where the profits from the cafeteria, vending machines, housing and book store are placed and how current fees are used, such as those from housing and labs that should not go into general funds.

Two, future budget cuts must come from administration, professional staff, classified staff, and some functions could be outsourced to subcontractors.

Three, every twelve month employee should be subject to furlough for anywhere from two to fifteen days, with the exception of the chancellor.

Four, any administrator who does not teach a course should relinquish their academic rank.

Dr. Landry thanked the five professional staff members who volunteered to teach a course in the fall semester for free.

Dr. Landry stated that in 1991 we had no vice chancellors. We should look at reducing two vice chancellor positions to the Dean of Student Affairs and the Director of Business Affairs, while keeping the Vice Chancellor of Academic Affairs. According to a past administrator - Raises for the vice chancellors came from a non-Southern Average journal; we could save 30 to 40 thousand dollars annually by using the Southern averages instead.

Dr. Landry then addressed several statements made by vice chancellors that he wished to answer. One, an individual was told that they were losing an academic position because they grew their program too fast – of course this fast growth was requested from the administration. Secondly, in regards to the professional staff donating their time to teach a course, a vice chancellor stated “do you really want some of these people in the classroom?” Dr. Landry stated that any professional staff personnel that

cannot teach in a classroom does not need to be here. And he would debate this point at anytime with the administration. Next, a vice chancellor said that we may not be able to accept up to 300 students in the fall because we do not have the classes. Dr. Landry replied that we made the cuts in the wrong place. The cuts were made in the academic affairs office and not in student affairs and business affairs. Dr. Landry also reminded the senate of Lester, the assistant to the vice chancellor in the business affairs department. Upon his retirement, three people now do his job. Dr. Landry reiterated that both faculty and staff senates should be involved in any future budget cuts at this institution. If no further cuts are needed, all faculty positions eliminated should be reinstated. We could save enough money from furloughs and salary reductions among vice chancellors to hire at least one additional faculty member. Other institutions such as LSUA have fewer vice chancellors (only 2) than we do. Dr. Landry reminded us that Dr. Lombardi said system schools could solved similar budget problems by eliminating professional staff and placing faculty in those positions for an additional \$5,000 per year. Dr. Landry ended by imploring tenured faculty to take up these issues, like including other Louisiana Colleges. Tenured faculties - from all over the state - are talking about drawing a line in the sand to guarantee the academic soundness of Colleges and Universities. At this time – even if we have an additional budget cuts – not one faculty member in a tenured or tenured tract position should loose their jobs. Cuts in other areas can be made without destroying LSUE.

During a question and answer period Dr. Landry informed the senate that other universities from across the nation are already using a furlough system to meet budget shortfalls. One major university cut administrators, professional staff, and classified staff without harming one academic program.

V. Adjournment: The meeting was adjourned at 1:00 p.m.

Respectfully submitted,
John Hamlin

FACULTY SENATE MEETING

April 20, 2009

A – 128

Senators Present: Jim Cordes, Shelby Anfenson-Comeau, Jennifer Creswell, Steve Gervais, Angela Sonnier, Gloria Hernandez, Michael Alleman, Diane Langlois, Judy Pearson, Jim Robinson, John Hamlin, Holly Bell, Kathleen Warner

Representatives: Stephen Guemple

Guests: Sanford Wood

Dr. James Robinson called the meeting to order at 12:08 p.m.

- I. Adoption of Minutes: The minutes of April 13, 2009 were unavailable and adoption will take place at the next meeting on April 27, 2009.

Senator elections for 2009-2010 school year are scheduled for next week. Chairperson's Report: Dr. James Robinson informed the senate that Dr. Sally Clausen is going to meet with ALFS on April 25, 2009 at 1:00 on the Baton Rouge campus. All faculty are encouraged to attend this meeting were the budget for higher education will be discussed.

The LSU senate chair and other faculty will visit LSUE senate on April 27, 2009. We will discuss LSU system issues.

- II. Committee reports:

Courses and Curriculum: No meetings have occurred

Course Evaluation Committee: The SGA is being encouraged to provide a prize drawing for filling out evaluations. Each division has been encouraged to submit their own set of questions in addition to the core questions currently being used. Changes to the core questions were reviewed and a vote called for. The changes were accepted unanimously with a vote of

Academic Policies: PS12 was discussed at the meeting last week. Changes that were made were discussed. Tenured faculty are encouraged to make their vitae available to non-tenured faculty as a guideline for successful achievement of tenure. The timing of tenure review and the ability of faculty to achieve early tenure were also discussed. The wording of the revisions for faculty review guidelines was questioned

concerning the 6th year review and the committee will once again review the policy. The procedure for termination of tenured faculty for not meeting job requirements was also discussed. PM23 still acts as a guideline for the LSU system concerning faculty removal. The committee will address the concerns of the senate in order to prepare PS12 for a vote by the faculty council.

- III. Old Business: None.
- IV. New Business: Senators for next year need to be voted upon by each division. One senator represents 5 faculty members.
- V. Adjournment: The meeting was adjourned at 12:54 p.m.

Respectfully submitted,
John Hamlin