

FACULTY SENATE MEETING

August 24, 2009

A – 128

Senators Present: Jim Cordes, Shelby Anfenson-Comeau, Jim Robinson, Steve Gervais, Jude Meche, Fred Landry, Jennifer Creswell, Angela Sonnier, Holly Bell, Ellen Stutes, Judy Pearson, Billy Fontenot

Representatives: Luciane Berg

Guests: Stephen Guempel (Administration)

Dr. James Robinson called the meeting to order at 12:10 p.m.

- I. Adoption of Minutes: The minutes of last meeting were not available for revision/approval due to illness of secretary. They will be available for September 14, 2009 meeting.
- II. Chairperson's Report: Dr. James Robinson informed the senate that the state legislature, during the recent 2009 regular session, cut employer contributions to the Optional Retirement Plan from 6.9453% to 5.7566%. This will be discussed at the LSU Council of Faculty Advisors next Thursday.

Faculty Senate meetings will be held the first Monday of the month at noon, with the exception of September and December due to holidays and exams.

Dr. Robinson told the group to contact him with any issues brought forth by the faculty for senate consideration.

- III. Old Business: Steve Gervais announced that the Policy Committee will Again take up issues regarding P.S.12
- IV. New Business: A motion was made by Fred Landry that representation on senate from the two former separate divisions that have been combined to create the new Division of Health Sciences and Business Technology remain the same for the academic year 2009-2010. The motion was discussed and passed.
- V. Adjournment: The meeting was adjourned at 12:20 p.m.

Respectfully submitted,
John Hamlin

FACULTY SENATE MEETING

September 14, 2009

A – 128

Senators Present: Jim Cordes, Shelby Anfenson-Comeau, Jim Robinson, Steve Gervais, Billy Fontenot, Jude Meche, Fred Landry, Angela Sonnier, Diane Langlois, Ellen Stutes, Judy Pearson, John Hamlin

Guests: Gloria Hernandez, Jennifer Cresswell, Van Reed, Arlene Tucker

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

- I. Adoption of Minutes: The minutes of August 24, 2009 were accepted with revisions of senators in attendance.
- II. Chairperson's Report: Dr. James Robinson informed the senate that at the upcoming ALFS's meeting, the topic of state contributions to the optional retirement plan would be discussed.

A second issue to be discussed at that meeting will be Faculty governance. Faculty of nearly all Louisiana campuses have expressed concern over the lack of faculty input in the governance of their institution.

- III. Old Business: none

- IV. New Business:- Policy committee make-up was examined in light of the combination of the Nursing and Business Departments. This department is now overrepresented in the committee. After discussion, a motion was made to allow the representation to remain as is for the 2009-2010 school year. That motion failed by vote.

-A second motion was made that would allow every division to place two representatives on the policy committee. That motion passed by vote.

-The issue of using the state contracted travel agency, Carlson Wagonlit, was discussed. It is mandatory to schedule travel through this company, although the cost savings for Louisiana are questionable. The senate concluded that this issue was a system or state wide issue that would need to be discussed at the next ALFS or FAC meeting.

- The onus of justifying faculty travel expenses on air vs. automobile travel was also discussed. Faculty need to justify the cheapest means of travel, while the use of taxis for most travel while at the destination is not

reimbursable. Among the senate there was a general sense of over complication of the travel policy at the current date.

V. Adjournment: The meeting was adjourned at 12:51 p.m.

Respectfully submitted,
John Hamlin

FACULTY SENATE MEETING

October 05, 2009

A – 126

Senators Present: Jim Cordes, Shelby Anfenson-Comeau, James W Robinson, Steve Gervais, Jude Meche, Ellen Stutes, Holly Bell, John Hamlin, Angela Sonnier, Luciane Berg

Guests: Steve Guempel, Jennifer Cresswell

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

- I. Adoption of Minutes: The minutes of September 10, 2009 were accepted with revisions.
- II. Chairperson's Report: Dr. James Robinson informed the senate that at the Board of Regents intends that the H1N1 vaccine will be available for students soon. The possibility of faculties receiving the vaccine are for free are being discussed.

Also discussed at the Board of Regents meeting were associate degrees. It was stated that 4 year universities should offer associate degrees as well as baccalaureate degrees. Tuition at 4 year institutes may also be altered to decrease the cost of early course work (freshman and sophomore classes) to encourage associate degree completion.

Dr. Robinson also informed the senate that the teachers retirement resolution from the LSU faculty senate has been endorsed and disseminated to other senates throughout the state. The LSUE faculty senate has previously endorsed this resolution.

- III Committee Reports: Mr. Steve Gervais reported that the Academic Policy committee discussed PS12 at the last meeting and changed language dealing with the tenure procedures. A finalized draft will soon be available for senate approval.

Courses and Curriculum will meet to discuss changes to the math courses shortly with major revisions to several courses expected.

- IV. Old Business: none

- V. New Business: Dr. John Hamlin voiced concerns over the summer pay scale at LSUE. The level of pay has not changed in over 10 years and other nearby campuses are successfully hiring LSUE faculty during the summer with better pay. During discussion of the issue topics such as the economic feasibility of increasing pay and the tenability of filling summer positions without increased pay were brought up. It was decided that a fact finding committee needed to be established to compare LSUE summer pay with statewide institutions. Dr. Hamlin was named Chair of the Summer Salary Committee with representatives from each party to be determined.

Ms. Shelby Anfenson-Comeau informed the senate that the next proposed meeting of the senate conflicted with the performing arts schedule for 11/02/09. The next senate meeting was moved to 11/04/09.

- VI. Adjournment: The meeting was adjourned at 12:53p.m.

Respectfully,
John Hamlin

FACULTY SENATE MEETING

November 04, 2009

A – 126

Senators Present: Shelby Anfenson-Comeau, James W Robinson, Fred Landry, Steve Gervais, Ellen Stutes, Judith Pearson, John Hamlin, Angela Sonnier, Billy Fontenot, Diane Langlois

Guests: Jennifer Cresswell

Dr. James Robinson called the meeting to order at 12:07 p.m.

- I. Adoption of Minutes: The minutes of October 5, 2009 were accepted with revisions.

- II. Chairperson's Report: Dr. James Robinson informed the senate that at the Board of Regents discussed eliminating budget items from each university system. In brief, the UL system has eliminated 2 vice chancellors, 3 associate vice chancellors, 2 deans, and high level managers. They must still cut staff positions. UNO has asked their Faculty Senate to look into any future programmatic cuts in accordance with faculty governance policies. LSU is seeking additional funds from sources such as a Flagship Fee and program reductions. The LSU system president also suggested separating TOPS from tuition in order to avoid the necessity of seeking legislative approval for tuition changes concerning TOPS payments. In addition, having the 2/3 legislative approval on tuition increases changed to a simple majority would simplify the process of seeking increased fees. Finally, changing TOPS and GO grants into a need based combined pool of money may serve to increase student number and have families that make enough money pay more of the support for their children. LCTCS consolidations are projected to save \$9.17 million dollars this upcoming year.

A discussion of increasing the cap for tuition from 12 to 15 hours would also increase fees state wide. A four day work week could also decrease overhead for many institutions.

The H1N1 vaccine has been approved for faculty members by the B.O.R.

The upcoming ALFS meeting will discuss the Tucker Commission with Chancellor Jim Wharton on November 21, 2009 at LSU.

- III. Committee Reports: Mr. Steve Gervais reported that the Academic Policy committee discussed PS12 and the make-up of the promotions and tenure committee at the departmental and campus-wide levels was still under

discussion due to the combination of divisions this year. This matter will be worked out in the next meeting in order to facilitate a vote on PS12.

It was suggested that the Academic Policy committee also review the Faculty Senate Constitution in order to revise the statement concerning attendance of administrators at Faculty Senate meetings. The revised statements would state that A) no member of the administrative council may sit as a member or uninvited guest in any faculty senate or committee meetings, B) as an administrative council representative, nor should make, second, or vote on motions of the senate, and C) administration representatives may consist of division heads.

*At this time, due to time constraints, a motion to take these matters up at a subsequent meeting on Monday, November 09, 2009 was made and approved.

Adjournment: The meeting was adjourned at 12:57 p.m.

The meeting was reconvened with committee reports

November 09, 2009
A – 126

Senators Present: Shelby Anfenson-Comeau, James W Robinson, Fred Landry, Steve Gervais, Ellen Stutes, Judith Pearson, John Hamlin, Jim Cordes, Jude Meche, Diane Langlois

Guests: Jennifer Cresswell, Luciane Berg

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

- III. Committee Reports: The Academic Policy committee report on PS12 was further discussed. The issue of the make up of the divisional and campus wide promotion and tenure committees was debated. The combination of divisions has changed the number of faculty representatives from these divisions. A discussion of whether a change to PS12 was necessary in order to compensate for these alterations was had. A motion to maintain the current language of PS12 was made and carried.
- IV. New Business: Luciane Berg asked the senate to recommend procedures governing on-line instructors of LSUE courses due to the lack of any written guidelines for these faculty members. The senate decided to take up this issue in the next Academic Policies meeting.

John Hamlin asked the senate to clarify faculty requirements for attendance notification for students not attending class. There was some concern that this may violate FERPA regulations. Concern was also voiced from senate members about the signing of grade verification sheets issued by the Athletic Department, again due to possible violations of FERPA laws. The senate decided to have Dr. Hamlin study the issue and possibly write a statement to present to the administration concerning these issues.

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

Respectfully Submitted,
John Hamlin

FACULTY SENATE MEETING

November 30, 2009

A – 126

Senators Present: Shelby Anfenson-Comeau, James W Robinson, Steve Gervais, Ellen Stutes, Judith Pearson, John Hamlin, Billy Fontenot, Diane Langlois, Jim Cordes, Jude Meche, Holly Bell

Guests: Jennifer Cresswell, Steve Guempel, Luciane Berg, Jeff Willis

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

- I. Adoption of Minutes: The minutes of November 4, 2009 were accepted with revisions.
- II. Chairperson's Report: Dr. James Robinson informed the senate that at the ALFS meeting Jim Wharton discussed the Tucker Commission. Among the topics discussed, the importance of locality in the choice of university attended is high. In Louisiana, the drop-out rate for students is higher than national averages while the number of baccalaureate degrees obtained is low. This leads to a poor, undereducated populace. La. universities need to increase the number of degrees granted, including associate degrees and certificates.
- III. Committee Reports: The Academic Policy committee discussed on-line course requirements and other questions. Namely, what are the requirements for on-line instructors? How is proctoring currently being done? Is there a priority for enrollment for CALL students? How do contact hours work for on-line courses?

It was concluded that an institutional review needs to be convened to discuss these issues and establish a campus wide rubric for on-line course administration.

Courses and Curriculum was to meet later today.

- IV. Old Business: It was reported that there is no mandatory attendance policy for students or the recording of attendance by instructors beyond those required for the federal government verification of attendance for those individuals using federal funds to pay for tuition. Instructors may deal with attendance as they see fit.

The concern of faculty sharing information about student athletes' attendance and grades with other members of the institution during the semester was also revisited. It was concluded that if all student athletes

sign an athletic monitoring agreement with the athletic department then individual faculty members will be protected under FERPA guidelines. This will allow faculty to release grades to the athletic department if they choose to do so.

- V. New Business: There was no new business discussed.
- VI. The meeting was adjourned at 12:55

Respectfully Submitted,
John Hamlin

FACULTY SENATE MEETING

January 25, 2010

A – 126

Senators Present: John Hamlin, Jim Cordes, Steve Gervais, Diane Langlois, Billy Fontenot, Jude Meche, Shelby Anfenson-Comeau, James W Robinson, Ellen Stutes, Angela Sonnier, Judith Pearson

Guests: Jennifer Cresswell, Luciane Berg

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

I. Adoption of Minutes: The minutes of November 30, 2009 were accepted with revisions.

II. Chairperson's Report: Dr. James Robinson informed the senate of discussions at the recent Faculty Advisory Committee meeting. One topic of discussion was the need to have young faculty promoted to tenured positions as quickly as possible in order to retain them. This topic will be discussed at the February meeting of ALFS. Ideas for how best to do this were discussed, including posting the *curriculum vitae*s of successful peers on-line, and other such innovations.

Also discussed at the FAC was the trouble with using the state travel agency. The use of Carlson Wagonlit travel agency is currently hindering faculty efforts to save money for their institutions. This topic will also be taken up at the next ALFS meeting.

Dr. Robinson also cautioned the senate concerning advising transfer students. The proposed agreements would ensure that a student with 60 hours of college credit from LSUE will transfer as college juniors in status. However, this does not ensure acceptance into the individual university colleges that they wish to enter. They must still be admitted on case by case bases.

III. Committee Reports: The Courses and Curriculum committee met in December and finished work on all outstanding issues at that time.

The Academic Policy committee reported that it finished amending both the on-line evaluation forms and PS12. These changes now need to be voted upon by the full faculty council. A motion to call an extra faculty council meeting prior to the scheduled spring meeting was made and seconded. The motion passed with a vote of 6 to 2. This recommendation will be forwarded to the Chancellor for consideration.

IV. Old Business: None

V. New Business: None

VI. Adjournment: The meeting was adjourned at 12:43 p.m.

Respectfully Submitted,
John Hamlin, Secretary

FACULTY SENATE MEETING

February 8, 2010

A – 126

Senators Present: John Hamlin, Jim Cordes, Steve Gervais, Diane Langlois, Billy Fontenot, Shelby Anfenson-Comeau, James W Robinson, Ellen Stutes, Angela Sonnier, Judith Pearson, Fred Landry, Holly Bell

Guests: Jennifer Cresswell, Luciane Berg, Steve Guempel

Dr. James Robinson called the meeting to order at 12:03 p.m.

- I. Adoption of Minutes: The minutes of January 25, 2010 were accepted.
- II. Chairperson's Report: Dr. James Robinson informed the senate of comments made by Dr. Lombardi. Dr. Lombardi discussed current statistics facing higher education in Louisiana. He mentioned that currently non-traditional students taking only a few courses a semester are negatively affecting 3 year evaluation statistics under the formula in use at the moment. He also mentioned that the national standardization of K-12 testing would be acceptable as a measure of graduate competence in place of state derived tests, as we currently utilize. Dr. Lombardi pointed out that the southern drop out rate of 40%, compared to 30% nationally, made it more difficult to enroll qualified students in the south.
- III. Committee Reports: The Course Evaluation Committee suggested that online course specific questions need to be added to the core questions. There is general concern that other questions in the core group need to be revised to address several concerns. Also discussed were ways to increase student participation in these evaluations, including offering incentives. The committee will meet to revisit this topic.
- IV. Old Business: The call for an early Faculty Council meeting to vote on issues prepared during the spring semester was rescinded due to modification to the proposed measures and time constraints.
- V. New Business: None
- VI. Adjournment: The meeting was adjourned at 12:35 p.m.

Respectfully Submitted,
John Hamlin, Secretary

FACULTY SENATE MEETING

April 14, 2010

A – 109

Senators Present: John Hamlin, Jim Cordes, Diane Langlois, Billy Fontenot, Shelby Anfenson-Comeau, James W Robinson, Jude Meche

Guests: Steve Guempel

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

- I. Adoption of Minutes: The minutes of February 8, 2010 and March 1, 2010 were accepted.
- II. Chairperson's Report: Dr. James Robinson informed the senate that ALFS would be meeting on Saturday, April 17, 2010 in a meeting open to all faculty members. The meeting will be held at the Lod Cook Alumni Center on LSU-BR campus. Topics to be discussed are the budget cuts affecting Louisiana universities. Also, the issue of faculty governance in making university decisions will be discussed.
- III. Committee Reports: None
- IV. Old Business: None
- V. New Business: None
- VI. Adjournment: The meeting was adjourned at 12:15 p.m.

Respectfully Submitted,
John Hamlin, Secretary

FACULTY SENATE MEETING

April 14, 2010

A – 109

Senators Present: John Hamlin, Jim Cordes, Diane Langlois, Billy Fontenot, Shelby Anfenson-Comeau, James W Robinson, Jude Meche

Guests: Steve Guempel

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

- I. Adoption of Minutes: The minutes of February 8, 2010 and March 1, 2010 were accepted.
- II. Chairperson's Report: Dr. James Robinson informed the senate that ALFS would be meeting on Saturday, April 17, 2010 in a meeting open to all faculty members. The meeting will be held at the Lod Cook Alumni Center on LSU-BR campus. Topics to be discussed are the budget cuts affecting Louisiana universities. Also, the issue of faculty governance in making university decisions will be discussed.
- III. Committee Reports: None
- IV. Old Business: None
- V. New Business: None
- VI. Adjournment: The meeting was adjourned at 12:15 p.m.

Respectfully Submitted,
John Hamlin, Secretary