

LSUS Faculty Senate Meeting January 24, 2017

Present: Beverly Burden, Michael Chikeleze, Tom Du Bose, Chengho Hsieh, Jim Ingold, Kevin Krug, Michael Meeks, Brian Salvatore, Carl Smolinski, Lynn Walford, Cheryl White.

Absent: Zsolt Lengvarszky, Jason Mackowiak, Kyle Pierce, Kay Stebbens Slattery

Approval of Minutes of the December 6, 2016 Faculty Senate Meeting

A motion was made and seconded (Ingold/White) to approve the minutes as corrected. The motion passed unanimously.

President's Report

President Meeks thanked the senators for their hard work. He said there had been some tension last semester, but that he will try to ease it. He thanked the Chancellor for his help, advice, and suggestions, and for being a strong supporter of faculty governance. He then thanked the Provost for working with the Faculty Senate and the Strategic Planning Committee. He thanked Vice Chancellor of Business Affairs Mike Ferrell for all he has done for LSUS, and said that we will miss him. He then gave the Secretary the following written report of his activities for the month:

- On December 7 he attended the Staff Luncheon.
- On December 7 he met with Dean Nancy Miller of the School of Business to discuss senate issues.
- He gathered data on Workday concerns to present to Chancellor Clark later this month.
- On December 18 he served as Grand Marshal of the Fall 2016 Commencement ceremonies.
- On December 18 he attended a graduation reception for AP online students.
- He arranged for a Faculty Council meeting to be held Monday, February 13, at 11:00 AM in the Science Lecture Auditorium. The purpose is to discuss the LSUS Strategic Planning process/progress and, if we are prepared, to vote on constitutional amendments.
- On January 9 he attended Development Day.
- On January 9 he met with Mike Brendler, Chair of the Policy and Personnel Committee, to discuss the status of the constitution review, along with possible changes.
- On January 12 he attended the LSUS Foundation Board meeting.

- He worked with Michelle Arnold of LSUHSC to begin efforts for arranging a local Town Hall meeting with Joseph Rallo, Commissioner of Higher Education.
- He worked with the Association of Louisiana Faculty Senates (ALFS) to develop and distribute an online survey regarding Louisiana faculty career perceptions. He placed the survey, which goes live January 24, on Survey Monkey, and as data were collected made necessary changes.
- He worked with the Faculty Senate of Southeastern Louisiana University regarding a possible resolution to establish a plan for annual faculty pay raises.
- On January 13 he met with Penny Lyons, Director of International Student Services, regarding international students on our campus.
- On January 18 he met with Binshan Lin, Chair of the Research and Development Committee, regarding Outstanding Faculty awards.
- On January 18 he met with Chancellor Clark to discuss campus and senate issues.
- On January 18 he met with the Faculty Senate Executive Committee to discuss various senate matters and to set the agenda for the January Faculty Senate meeting.
- On January 24 he attended the Long-Range Planning Council meeting.

President Meeks submitted the following report of follow-up issues from the December Faculty Senate meeting:

- He referred the issue of Freshman Seminars to the Courses and Curricula Committee, with instructions to discuss specific concerns and collect syllabi if necessary.
- He instructed the Faculty Senate Secretary to make corrections to the minutes of the December Faculty Senate meeting.

Administrators' Reports

Chancellor

Chancellor Larry Clark gave the following report:

- He thanked Mike Ferrell for his service as Vice Chancellor of Business Affairs, and commented that he was the first person he contacted when he arrived on campus after being named Chancellor. He announced that Vice Chancellor Ferrell's successor is Barbie Cannon, a CPA who has had more than twenty years' experience, and who previously served as Chief Financial Officer and Director of Human Resources for Moonbot Studios.
- He reported that there is a rumor that Governor Edwards will not permit pay raises next year for government employees. He said that the LSUS Student Government Association

supported a tuition increase that the first year will go toward funding the Student Success Center, and after that will be used for faculty and staff raises, and added that if pay raises aren't allowed, he will find a way for the money to be used for faculty development.

- He reported that he received a letter from United Way indicating that over the past three years they had given Laprep and the LSUS Foundation \$90,000 on condition that we solicit for United Way, and that we have not done so. He said that he does not want to bring United Way back until he has secured faculty and staff pay raises, and that donations should be made to the university. He added that if there is a campaign for United Way, it should be very low-key. LSUS Foundation Executive Director Laura Perdue said that the Foundation will take responsibility, and that that they will request \$30,000 for Laprep.

Academic Affairs

Provost John Vassar thanked the senators for their service, and gave the following report:

- He announced that four undergraduate programs will now be offered online: Marketing, Management, Mass Communications, and General Studies. He said that the addition of these programs will help increase enrollment, and said that we are working with LSU Alexandria to allow for joint enrollment. He added that we are working with ITS and Admissions to ensure that the process goes smoothly.
- He announced that Micah Murphy has been hired as Web Coordinator, and that he will set up training sessions for faculty to update their individual web pages. He said that additional training sessions scheduled for the fall.
- He announced that Peter Situmeang has been hired as Director of International Student Services. Mr. Situmeang was formerly Assistant Director Of International Student Services at Southern Arkansas University.
- He reported that the search for the Director of Admissions is still in progress.
- He reported that there were forty applicants for the position of Dean of the College of Arts and Sciences, and that the Search Committee will soon give its recommendation to the Chancellor. He said that it is hoped that the position will be filled by July 1.
- He said that ten faculty searches are in progress, and added that he enjoys meeting and talking with the candidates.
- He asked the senators to look at the PowerPoint presentation from the Planning Council, especially the suggestions regarding collaboration, shared services, and innovative ideas.

During discussion, President Meeks asked about the status of the bookstore. Provost Vassar replied that there is increased emphasis on open education resources from LOUIS, the Louisiana Library Network. He said that digital subscriptions to textbooks will offer great savings for students, and added that the Board of Regents encourages their use.

There was discussion of the changes to the review of low-completer programs, which takes place every three years.

Senator Salvatore asked why the candidate for Director of Admissions withdrew from consideration. Provost Vassar replied that he had returned to his previous institution.

In discussion of the new undergraduate online programs, President Meeks asked if they will be on a seven-week schedule, and Provost Vassar said they will. Senator Walford asked if the programs will replace face-to-face programs, or if both on-line and traditional programs will be offered. Provost Vassar replied that it was his understanding that both will be offered.

Business Affairs

Vice Chancellor of Business Affairs Mike Ferrell gave the following report:

- He commented on a recent email he had sent regarding the procedure for travel, and emphasized that the state-approved travel agency must be used, even if lower air fares are available elsewhere.
- He reported that roof repairs for the library and for parts of the HPE building should begin soon, and added that the HPE building repairs will be done in sections. He said that another emergency project will begin next year for the Technology Center, and that until then leaks will be patched as needed. President Meeks asked which roofs are in the worst condition, and Vice Chancellor Ferrell replied that all the flat roofs leak. He said that we used to have a budget line for roof maintenance, but that under Governor Jindal's administration it was eliminated and now emergency procedures must be employed for all repairs.
- He said that bids for the Student Success Center on the first floor of the library will begin on March 4, that work should begin around April 1, and that the work should be completed by August 1.
- He said that it is his opinion that while budget cuts will be serious, they will probably not affect individual departments.

Development

LSUS Foundation Executive Director Laura Perdue gave the following report:

- She said that as part of the LSUS fiftieth anniversary celebration five new endowments have been finalized, and that commitments have been made to fund campus beautification in front of the Administration Building.
- She reported that the LSUS Foundation hosted an event with Olympic weightlifter and LSUS alumnus Kendrick Farris. She said that the event highlighted LSUS as a cultural resource, and added that many people new to the campus attended.

- She reported that the new digital billboards around the area are aimed at attracting new people.
- She reminded the senators that the Board of Supervisors has revised its policy on funding: for each \$100,000 it is now \$80,000 basic, and \$20,000 matching funds. She urged all those who have funds to spend them, since if they have not been spent after two years they must be returned. She asked senators to give her information on programs that need funding.

Old Business

Vote on Proposals by Research and Development Committee

Senator Beverly Burden reported that only minor policy changes were made to Faculty Research and Development Grants, and that there were no changes to the policy on faculty sabbaticals. She said that an Administrative Committee was previously responsible for Outstanding Faculty Awards, but that they will now be handled by the Research and Development Committee. She added that members of the Research and Development Committee will no longer be appointed, but will be elected by their schools.

During discussion, Senator Hsieh asked if faculty on sabbatical will be evaluated for service. Provost Vassar replied that while on sabbatical faculty will be evaluated only for research, and Senator Burden added that when awarding sabbaticals the Chairs and the Deans evaluate qualifications, and that the decision is made by the Provost and the Chancellor. A motion to accept the proposals of the Research and Development Committee (Smolinski/Ingold) passed unanimously.

Vote on Proposals by Policy and Personnel Committee

President Meeks reported that changes to the Faculty Senate Constitution and Bylaws require a vote of the Faculty Council. The Policy and Personnel Committee is continuing to review possible changes, which, if completed, may be voted on at the Faculty Council meeting on February 13.

New Business

Term limits for members of Faculty Senate committees

Senator White said that most committee members serve three-year terms, members of one committee serve five-year terms, and that some members continue to be re-elected and serve multiple years without a break. She suggested that terms be standardized across the board to avoid a concentration of power, and to give opportunities for newer faculty to serve. Senator Burden commented that the five-year term was put in place when the university was new and continuity was needed. She added that now that the system is in place the term should be reduced to three years. During discussion suggestions included having two consecutive three-year terms, with exceptions to be made on a case-by-case basis for positions that are difficult to fill. The senate will vote on the issue at the February meeting.

Association of Louisiana Faculty Senates (ALFS) survey on higher education

President Meeks said that ALFS has generated a survey to gather information on faculty concern about issues that might make them want to look for other employment, and that the purpose of the survey is to gather data to present to legislators to help them see the difficulties Higher Education is experiencing. He said that the survey went live today, and that other campuses across the state are participating. He said that if we choose to participate we will present the survey to the faculty and vote on it at the February meeting. During discussion, Senator Salvatore said that while at first he thought the survey was too negative, he now thinks that it is a good instrument to use to communicate with legislators. President Meeks said that LSU President F. King Alexander is concerned that we are losing good faculty, and thinks that the survey will provide good data to support his concern.

Website design and maintenance

Web Coordinator Micah Murphy reported that he is providing resources via Ingenieux to train faculty to update and maintain their individual web pages. He said that he has created a template for faculty pages and will start uploading the headshots once faculty members have approved them. Director of Online Learning Kristie Weeks said that some faculty members want to be trained, and others want their pages to be updated by the Web Coordinator. She added that she hopes to correct outdated information on the faculty and department pages very soon. Senator Chikeleze commented that information changes so fast that it is difficult to keep the website current. President Meeks asked how long the approval process will take, and Ms. Weeks replied that Mr. Murphy will issue approvals within 24 hours.

Observations and Concerns

- Senator Krug expressed concern for glitches in the admissions process and seeming dysfunction in the Office of Admissions that are causing long delays. Provost Vassar replied that in the absence of a Director of Admission Vice Provost for Enrollment Management Julie Lessiter is working with a consultant to revise the software. Concerns expressed during discussion were the unacceptably long times those calling the Admissions office are kept on hold, the need for more employees in the office, and the need for better-trained and more active recruiters. Senators commented that the combination of 4-week, 7-week, 8-week, and 16-week terms complicate the process, and that the online application process is not being used efficiently. Senator Salvatore asked what the Senate can do to support the staff in the Admissions Office, and President Meeks thanked the staff for taking on the difficult task. The Chancellor expressed particular thanks to Julie Lessiter, Chelea Chance, and Scott Hardwick.
- Senator Burden encouraged faculty to attend sporting events, and added that faculty attendance means a lot to student athletes.
- Senator Hsieh suggested that we revisit our mission statement, since more and more online classes have been added. Provost Vassar said that it will be included in the Strategic Plan.

The meeting adjourned at 4:46 PM.

There will be a Faculty Council meeting on Monday, February 13, at 11:00 AM in the Science Lecture Auditorium.

The next Faculty Senate meeting will be on Friday, February 17, at 3:00 PM in the assembly room on the 3rd floor of the Noel Memorial Library.

Respectfully submitted,

Lynn Walford
Secretary