

# Faculty Senate Minutes

Academic Year 2019-2020

Faculty Senate Minutes  
Date: September 9, 2019  
Where: A-126  
Time: 12:00 pm

Meeting minutes not available.

Faculty Senate Minutes

Date: October 7, 2019

Where: A-126

Time: 12:00 pm

Meeting minutes not available.

## Faculty Senate Minutes

Date: November 4, 2019

Where: A-126

Time: 12:00 pm

- I. Senators present: William Holmes, Elizabeth Vidrine, Amanda Dunlap, Maura Cavell, Rachel Andrus, Jim Robinson, Angela Greaud, Cassie Jobe-Ganuchau
- II. Senators absent: Angela Sonnier, Kebede Beshera, Diane Langlois
- III. Guests: Ella Whitney, Renee Robichaux
- IV. SGA Representative: Vanessa Megensen (absent)
- V. Administrative Representative: Angel McGee (absent)
- VI. The meeting began at 12:01 pm. Angela Greaud made a motion to approve the minutes from the October faculty senate meeting. Maura Cavell seconded the motion. The minutes were approved.
- VII. Information from Administrators:
  - a. Stephen Heyward gave an updated on the internet outage
    - i. It has been an extremely difficult time for the campus across the board. Everyone across campus has been great about the situation and extremely helpful.
    - ii. There are still questions that are unknown about how the campus outage happened.
    - iii. Most major systems were brought up last week. Priorities are changing on a daily basis. We are dealing with a lot of password changes.
    - iv. Moodle was fine but the authentication process was broken so that's why everyone had to reset their passwords.
    - v. There were four people from LSU over here last week. On Friday, they focused on copying data from old computers and scanning the data. The data will eventually be put back on the new computers that went out if the data is good. They were also here to work on the pay for print option that has got the library and some the computer labs down.
    - vi. Students are showing up with flash drives to print from and they can no longer do that. We will have to be ready to show them how to setup and use either OneDrive or Google Docs.
    - vii. Please do not feel like you are bugging us in OIT. Many things are changing and different problems are coming up on a daily basis that we need to resolve.
    - viii. Our mindset is to get everything back up and functioning and get through the semester with the least amount of impact to students and faculty/staff.
    - ix. There are two options: You can setup either OneDrive or Google Drive.
    - x. If you were already using OneDrive, then you can just go to [www.lsue.edu/office](http://www.lsue.edu/office). You will be redirected to the login page.
    - xi. Question: Many of my files were saved to my desktop and were not backed up. Are those documents going to be recoverable? The people

from LSU were here and they went through about 90 computers. 25 of them were encrypted so those 25 are gone. You cannot unencrypt those but 65 of them were good. If your computer was good, then your files may be able to be recovered but if your computer was encrypted then those files are gone.

- xii. Is there a time frame for myLSUE to be accessible to students? myLSUE is almost a start from scratch. We got with Jenzabar last week to work on re-installing myLSUE. It is in progress but we do not have a time frame.
- xiii. What is the students number one need for myLSUE? Students want to register themselves and print their fee statements. Faculty and advisors are going to have to do that for students until the system is back up.
- xiv. OIT is trying to wrap up the last few computers distributions on campus.
- xv. OIT is trying to get the transcript printing system back up.
- xvi. The LSUE Testing Center has some software that is used that is being blocked by the new antivirus software. The LSUE Testing Center is not up and running.
- xvii. Text Smith is not looking good at all and more than likely will not be able to be recovered.
- xviii. All computers in lecture rooms are disconnected from the internet by choice so faculty are able to still use the computers.
- xix. Online courses should extend deadlines. The last day to complete assignments in online course is December 15<sup>th</sup> at midnight. Face-to-face final exam dates have not changed.
- xx. If you need new software downloaded to your computer and need a password from OIT, then please email OIT and we will get to it as soon as possible.
- xxi. The plan is to eventually move shared drives and email to the cloud with Microsoft.
- xxii. Are they still investigating who did this to us? The cybercrime unit came over the first night and got some information. They were honest and stated that it is a very small chance that they will find out who did this. About five parishes and 170,000 computers were affected by this. There was a state of emergency declared within the state which allowed the Louisiana Guard to come in and help. They have a unit to deal with this type of situation. They were helping with everything but since there was more attacks they had to leave to go help other schools.
- xxiii. We are being forced to make a lot of changes very quickly but from a campus perspective it is changes that needed to be made.
- xxiv. Wireless is functioning right now but still needs some work.
- xxv. Commencement is December 21, 2019. Please order your cap and gown if needed.
- xxvi. Do you know if there is a timeline to find out if our old computer was infected or not? And if our files were not affected when would we get our files back on the new computer? The process is not complicated but it is

time consuming. We are trying to get a list completed to say if your computer was okay or not.

- xxvii. There is a window available to see classes for the spring semester. You can go to the LSUE website and go under academics under the Registrar and select class schedule.
  - xxviii. We did loose some computers in the labs. We did not have enough computers to replace older computers which cannot run Windows 10.
- b. Carey Lawson gave some information:
- i. Be on the lookout for a Survey Monkey for feedback on the Faculty and Staff Appreciation event which has historically been on the last day of classes during the spring semester.
  - ii. LSU is the in middle of a capital campaign. The LSU system is united in securing 1.5 billion dollars over the next 5 years.
  - iii. Over the last 3 years, the LSUE foundation has received 1.1 million in gifts and pledges. \$300,000 of the 1.1 million is from a planned gift from an anonymous donor that will come after they pass away.
  - iv. We are trending ahead this year. In the president report that ended on September 30<sup>th</sup>, we had booked \$328,000 in gifts and pledges to the foundation.
  - v. We are launching a faculty and staff campaign which allows any faculty and staff member to contribute to any foundation fund.
  - vi. We will have a committee forming to work on the Faculty and Staff Appreciation dinner. The committee will consist of two members from staff senate and two members from faculty senate who would like to work on that event.
  - vii. The president of the Staff Senate and the Faculty Senate will sit on a naming committee which is names buildings and other things.
  - viii. We just had someone make a \$25,000 pledge to replace the microscopes in two of the science labs on campus.
  - ix. We have an innovation fund that is out on Smart Boards.
  - x. \$5,000 came from a foundation to update some of the nursing equipment.
  - xi. Any gifts to the foundation general help fund flowers and gifts for faculty and staff.
  - xii. We have increased the number of matches from the Board of Regents on scholarships.
  - xiii. We received a new \$10,000 scholarship for nursing from the daughter of a former alum who passed away. A part of her estate was used for this scholarship.
  - xiv. Lafayette Surgical Specialty Hospital donated \$20,000 to create a scholarship in Surgical Technology.
  - xv. We have a number of matching opportunities including Dr. Couvillion's scholarship (\$20,000) and the Crowley Rotary Club scholarship (\$10,000).

- xvi. If you know of anyone that you feel like we can reach out to tell our story, then please let me know.
  - xvii. There was \$744,000 in gifts and pledges that was booked to the foundation last year. \$300,000 was a planned gift. Of the remaining \$444,000, about \$120,000 of that was for athletics. We are moving the needle in the academic and unrestricted sector. We are raising more for academics than athletics.
- c. Committee Reports
    - i. Policy Committee- None
    - ii. Courses and Curricula - None
  - d. Old Business - None
  - e. New Business- None

The meeting adjourned at 12:53 pm.

Respectfully submitted by the Faculty Senate secretary,  
Elizabeth Vidrine

## Faculty Senate Minutes

Date: December 4, 2019

Where: A-126

Time: 12:00 pm

- I. Senators present: William Holmes, Amanda Dunlap, Jim Robinson, Angela Sonnier, Rob Laughlin, Diane Langlois
- II. Senators absent: Kebede Beshera, Cassie Jobe-Ganucheau, Angela Greaud, Maura Cavell, Rachel Andrus, Elizabeth Vidrine
- III. Guests: Renee Robichaux, Nancee Sorenson
- IV. SGA Representative: Vanessa Megensen (absent)
- V. Administrative Representative: Angel McGee (absent)
- VI. The meeting began at 12:01 pm. William Holmes made a motion to approve the minutes from the November faculty senate meeting. Angela Sonnier seconded the motion. The minutes were approved.
- VII. Information from Administrators:
  - a. Jim Robinson gave a report
    - i. Saturday, February 29<sup>th</sup> ALFS meeting at 10 am at LSUA
    - ii. About 78% of 9<sup>th</sup> graders expected to graduate from high school
    - iii. About 45% expected to graduate from college
    - iv. 70% of professors in the state wanted to leave the state
      1. Selection bias (voluntary poll)
  - b. Renee Robichaux gave a report
    - i. I will have the official report dates by the end of the week.
    - ii. We are looking at opening convocation Thursday, January 9<sup>th</sup>
    - iii. There will be a mandatory training for faculty on Thursday.
  - c. Nancee Sorenson gave a report
    - i. We are still working on dealing with computer issues.
    - ii. We are working with Microsoft and the state to cover restoration costs to get back to where we were before the cyber-attack.
    - iii. We will move the email to the cloud and I am working out details now.
    - iv. Student reporting data is unavailable but not gone.
    - v. In January 2020, I would like to summarize listening tour and findings.
    - vi. In the spring, I will focus on budgeting, recruiting, and focus on non-traditional older students
    - vii. In January 2020, there will be a search for Vice Chancellor of Academic Affairs. I am hopeful for placement by July 1<sup>st</sup>.
    - viii. Graduation is December 21<sup>st</sup>. It is larger than usual and there will be a reception for everyone after commencement in the Acadian Center. Mary Warner will help give degrees. Don Reber will be the speaker.
  - d. Committee Reports
    - i. Policy Committee- None
    - ii. Courses and Curricula - None
  - e. Old Business - None



f. New Business- None  
The meeting adjourned at 12:30 pm.

Respectfully submitted by the Faculty Senate secretary,  
Elizabeth Vidrine

## Faculty Senate Minutes

Date: January 13, 2020

Where: A-126

Time: 12:00 pm

- I. Senators present: William Holmes, Amanda Dunlap, Jim Robinson, Angela Sonnier, Rob Laughlin, Cassie Jobe-Ganucheau, Angela Greaud, Maura Cavell, Rachel Andrus, Elizabeth Vidrine
- II. Senators absent: Kebede Beshera, Diane Langlois
- III. Guests: Renee Robichaux
- IV. SGA Representative: Vanessa Megensen (absent)
- V. Administrative Representative: Angel McGee (absent)
- VI. The meeting began at 12:00 pm. William Holmes made a motion to approve the minutes from the November faculty senate meeting. Maura Cavell seconded the motion. The senate voted to approve the minutes.
- VII. Information from Administrators:
  - a. Jim Robinson gave a report
    - i. LSU Baton Rouge canceled classes on January 13 and 14<sup>th</sup> for the championship game. The faculty were not in favor of cancelling classes.
  - b. Renee Robichaux gave a report
    - i. The main issue involving OIT is that students did not know how to login to computers.
    - ii. If you go into a classroom and for some reason, there is a computer not connected to the internet, then please contact OIT. Please do not plug the computer in yourself.
    - iii. Is there a way to identify personnel who should have access to faculty/staff offices, wireless network, or computer systems? We have to be careful since it could be someone who is here to do damage. (Lanyards, badges, etc.)
  - c. Stephen Heyward gave out information.
    - i. There is always a constant stream of students into OIT during the first week. There was a change for the password for Moodle.
    - ii. Cassie stated that many students were coming into the library having trouble logging in. Students were not sure which passwords to use.
      1. Please send students to OIT if need be.
    - iii. Is there a timeline for faculty to know if their computer was corrupted and if any files are still good? Is there a list of whose computer was corrupted or not?
      1. We can send out a list.
      2. About 60% of user data off of their machines is fine
      3. We are running additional scans on the data to make sure it is fine to give back to faculty. We are talking with Microsoft to decide what the best way to distribute the data is.

- iv. There is a meeting on January 23 to discuss PM 36. It is the main governing document for OIT for all the LSU campuses.
  - 1. It will be beneficial to know if our files are corrupt or not because some documents such as degree audits must be reconstructed if the document was corrupt. If the files are good, then it will save a lot of time. Dr. Robichaux stated that you could always refer back to the Academic Catalog.
- d. Committee Reports
  - i. Policy Committee- None
  - ii. Courses and Curricula - None
- e. Old Business - None
- f. New Business-
  - i. There was a discussion about the Teaching Excellence Award Committee. The Faculty Senate needed to appoint a chair. Dr. Diane Langlois will serve as chair of this committee. The committee will need to determine the recipient of the Teaching Award by April.
  - ii. Should placement scores all go through admissions? Yes, they should all go through admissions. Faculty can leave a note under the advising worksheet about the unofficial scores and place students in a class based off those scores but students should turn in their official scores to the admissions office.

The meeting adjourned at 12:48 pm.

Respectfully submitted by the Faculty Senate secretary,  
Elizabeth Vidrine

## Faculty Senate Minutes

Date: February 3, 2020

Where: A-126

Time: 12:01 pm

- I. Senators present: Amanda Dunlap, Jim Robinson, Angela Sonnier, Rob Laughlin, Cassie Jobe-Ganuchau, Angela Greaud, Maura Cavell, Rachel Andrus, Diane Langlois, Elizabeth Vidrine
- II. Senators absent: Kebede Beshera, William Holmes
- III. Guests: Renee Robichaux, Stephen Heyward, Nancee Sorenson
- IV. SGA Representative: Vanessa Megensen (absent)
- V. Administrative Representative: Angel McGee (absent)
- VI. The meeting began at 12:01 pm. Maura Cavell made a motion to approve the minutes from the January faculty senate meeting. Amanda Dunlap seconded the motion. The senate voted to approve the minutes.
- VII. Information from Administrators:
  - a. Jim Robinson gave a report
    - i. ALFS meeting coming up at the end of the month on Saturday at LSUA. The governor will be there. It is open to everybody.
    - ii. If you have any questions, then you can submit them to me and I can bring the question up at the meeting.
    - iii. CLUC meeting will be March 18 in Shreveport.
  - b. Renee Robichaux gave a report
    - i. The teaching excellence award nomination forms will go up on Monday, February 10 and stay open until Sunday, March 1 at midnight. The forms will route to Debbie Reaux then she will coordinate with the Deans.
    - ii. Advising award is through Dr. Kyle Smith's office. He will be coordinating that process.
    - iii. The call went out Friday to begin making schedules for the spring intersession, summer, and fall. The deans are working on the schedules right now.
    - iv. We are finishing four endowed scholarships funded by the Board of Regents.
    - v. This semester students will begin seeing their academic advisors earlier. Students will see advisors from the Student Success Center for their first semester to get that critical first semester intrusive advising experience then after 12 hours will move to the academic advisors in their respective Division.
    - vi. The question was asked if it is possible to define reasonable accommodations. Both Dr. Robichaux and Dr. Sorenson said no. It comes down to what is effective for each individual student. Accommodations are seen about on an individual basis.
  - c. Chancellor Nancee Sorenson gave a report.

- i. When I was Washington D.C., I was able to speak with our Governor and Secretary of State. Both of these individuals made commitments to come to LSU Eunice sometime this year.
- ii. I had a productive meeting with Ochsner Medical Healthcare who is going to be inquiring the Lafayette General Hospital. They want to expand our partnerships and it has a direct impact on our allied health students. The next step is that a team from Ochsner will come to the campus to visit us and the Lafayette campus.
- iii. We will have our very first Distinguished Visiting Scholar. Dr. Marc Williams will be joining us next week for the first of three major times he will be visiting us this semester. He will also be with us in March and in April. He has made a name for himself in Esports and developing an Esports curriculum. He will meet with faculty, deans, and students. The curriculum is a new blended major and is a major of the future. He will conduct an Esports Symposium and Esports Masterclass for our students. If you have top students you would like to recommend, then please let Kyle Smith know. For the Masterclass, national leaders in the gaming industry from across the country will be here. Our students will compete and the winning team will compete in New York in April at the NBA 2K Tournament. Our students will have the opportunity for national level internships because of this competition. I hope that this will maybe lead to a new major here on our campus in the future.
- iv. I had a great experience on Saturday for the District Attorney swearing in of Charles Cravins for St. Landry Parish. He is a LSUE graduate.
- v. We submitted our TRIO grant recently. I feel like it will get the kind of attention it deserves.
- vi. I will be meeting with the Senior Vice President of Global Diversity and Communication from McDonalds at the end this month or the beginning of March. These kinds of connections are invaluable to our students and this campus.
- vii. The search for VCAA is underway.
- viii. We will kicking off the budget development process very soon for the upcoming academic year.
- ix. We have a lot of policies and procedures that have been in place for a long time. Some of them are not very student friendly. We need to give our students more time to pay for their classes. With our financial aid procedures, we will make sure we are in compliance but amend the procedures so they are as student friendly as possible. (Financial aid appeals, how long students can purchase books with financial aid, etc.)
- x. Angela stated that maybe we could look at implementing procedures similar to Pathways on the academic/advising side for students who are on Academic Probation where they cannot add or drop courses themselves.

- d. Stephen Heyward answered questions.
  - i. We are days away from boots on the ground with the new wireless network. The process is intrusive. We will have to plan the process carefully. We will have drilling to install cable which will take approximately seven to eight weeks.
  - ii. Are shared drives coming back? They are not coming back in the same form. We will be moving more towards a cloud solution: "Teams".
- e. Committee Reports
  - i. Policy Committee- None
  - ii. Courses and Curricula - None
- f. Old Business - None
- g. New Business- None

The meeting adjourned at 12:53 pm.

Respectfully submitted by the Faculty Senate secretary,  
Elizabeth Vidrine

## Faculty Senate Minutes

Date: March 2, 2020

Where: A-126

Time: 12:00 pm

- I. Senators present: Amanda Dunlap, Jim Robinson, Angela Sonnier, Rob Laughlin, Cassie Jobe-Ganuchau, Angela Greaud, Maura Cavell, Rachel Andrus, Diane Langlois, Elizabeth Vidrine
- II. Senators absent: Kebede Beshera, William Holmes
- III. Guests: Renee Robichaux, Stephen Heyward, Paul Fowler, Jessica Jones, Brian Ardoin
- IV. SGA Representative: Javian Dailey
- V. Administrative Representative: Absent
- VI. The meeting began at 12:01 pm. Maura Cavell made a motion to approve the minutes from the February faculty senate meeting. Amanda Dunlap seconded the motion. The senate voted to approve the minutes.
- VII. Information from Administrators:
  - a. Jim Robinson gave a report
    - i. At the ALFS meeting, it was discussed that we need a nonvoting faculty representative on the Board of Regents and the Board of Supervisors.
    - ii. New members of Faculty Senate need to be elected in each department. At the next meeting, both new members and old members need to be present.
    - iii. We need another member to attend the CLCU meeting on March 18<sup>th</sup>. Angela Greaud volunteered to go.
  - b. Paul Fowler gave a report.
    - i. On the fifth-year report we had the following:
      1. 24 standards to reply to
      2. 1 QEP Impact Report
      3. 1 Institutional Summary
      4. 2 ORC Charts- 3 different chancellors
      5. 10-member committee with three administrative assistants and one reader
      6. 170 pages long
      7. The standards linked to 2,438 pieces of documentation.
      8. There were 3,265 total files on the thumb drive when it went out.
      9. We were found noncompliant on 10.6 B which is a written procedure protecting the privacy of students enrolled in distance education. We just need to provide that procedure. I just sent a draft of it to Dr. Robichaux. Our response is due on April 1, 2020.
    - ii. The Procedure for Program Review was sent out for your review.
      1. Why program review?
        - a. Complement the institutions planning process
        - b. Continuous improvement

c. SACSCOC requirement in Chapter 7 of the Principles of Accreditation

2. The old program review process was a three-step process so with direction from the chancellor and the VCAA, we looked at Hillsborough Community College and their process. The idea behind this is to do the program review process every five years for every program on campus. We are still having to identify nonacademic programs. There will be a taskforce that is appointed by the cabinet and approved by the chancellor. A member from the program that is being evaluated will be the chair. There will be faculty members, staff members, and others on the taskforce. The purpose of the one semester review is to state the program's strengths and weaknesses based on data.
  3. For every associate degree program on campus, there are three primary objectives:
    - a. Professional competency
    - b. Retention
    - c. Employment goals
  4. Nursing, Rad Tech, and Respiratory Care may have different objectives.
  5. It is a one semester process. There is an outline of what happens at each one of the meetings. It will go to cabinet the semester after the one semester review process is finished. Then there will be a review process one year later to determine how you are doing on your recommendations.
  6. Membership of the taskforce for programs: Chair (full-time person working in that program), Supervisor/Administrator from another unit, one full-time faculty member, one staff member, and one individual not employed by the college
  7. There is a line to include expenses and revenue for that program for three to five years.
  8. Dr. Robichaux stated the importance of reviewing these documents.
  9. How many programs do we have? For SASCOC, there are 19 programs. Not every program will be reviewed at the same time. This procedure can change based on decisions made by the cabinet.
  10. The faculty senate voted to endorse the Program Review Process. The motion was made by Angela Greaud and seconded by Maura Cavell.
- c. Renee Robichaux gave a report
- i. The teaching excellence award: There was some miscommunication when Van Reed sent out a call for nominations it only went out to



students. He resent it to all of LSUE. He had a March 19<sup>th</sup> deadline but I need a name by April 1<sup>st</sup>. Please pass the word in each division to nominate. Van Reed will send out a correction for a deadline of March 9<sup>th</sup> instead of March 19<sup>th</sup>.

- ii. Faculty and Staff Appreciation banquet is April 24<sup>th</sup> this year which is a week earlier than normal.
  - iii. I am working on schedules for summer and fall and spring inter-session. I will go through them and then meet with the deans.
  - iv. Catalog updates need to be done now. There is well over 100 C and C documents to be reviewed right now.
  - v. Budget Review time is now. This is the time that planning occurs for the budget that will launch July 1. If there are any costs that you know you are going to need, then please help me on spreading the word that all of these requests will need to come to the Budget Review Committee.
  - vi. For methods of administration, we had an audit from people from LCTCS measuring everything. We were found noncompliant on several issues dealing with facilities. We did not have our statement of nondiscrimination posted or published correctly
- d. Stephen Heyward answered questions.
- i. There are three parts to getting the wireless setup: drilling, cabling, and installing access points. The process is progressing very well.
  - ii. There was an issue with a calendar a faculty posted on my Courses in a certain room on campus. Please direct all issues with my Courses to OIT.
  - iii. All students received an email about an honor society. It is most likely a scam but I will look at it when I get back to my office.
- e. Committee Reports
- i. Policy Committee- None
  - ii. Courses and Curricula - None
- f. Old Business - None
- g. New Business- None

The meeting adjourned at 12:38 pm.

Respectfully submitted by the Faculty Senate secretary,  
Elizabeth Vidrine

Faculty Senate Minutes  
April 2020

Meeting not held due to COVID-19.

Faculty Senate Minutes

Date: May 1, 2020

Where: Zoom (online)

Time: 11:00 am

Pending.