

Faculty Senate Meeting Minutes



Academic Year 2020-2021

Faculty Senate Minutes
Monday August 31st 2020
A-126 or Zoom
12:30 – 1:00 pm

Senators present: Jim Robinson, Maura Cavell, Rob McLaughlin, Angela Sonnier, Jamie Thibodeaux, Cassie Jobe-Ganuchau, Laurie Seeder, Angela Greaud

Senators absent: Haley Fedor, Amanda Dunlap, Barbara Batiste, Kebede Beshera

SGA Representative: Jase Bernard McDonald (absent)

Guests: John Hamlin, Stephen Heyward, Tony Baltakis, Paul Fowler, Gloria Parrino

I. Adoption of Minutes

The senate voted to approve the minutes.

II. Chairperson's Report

Dr. Hamlin spoke on possible issues for some military students as well as some other students who are returning to campus after the hurricane and encouraged flexibility is working with those students. Some of them may need to switch from face-to-face to online classes. The deadline to do that was extended a little, after that use the exception to University Enrollment form per the norm.

III. Committee Reports

a. Tony Baltakis reported on the Teaching Excellence Award Committee this past Spring: there were 42 nominations, which were difficult to decide on. He suggests only full-time faculty could be nominated, students should not make nominations, make nominations in each division in January at meetings, a certain amount per division, 10 total as a cap. Teaching Excellence committee members should be chosen by their respective departments. Nominees shouldn't have to do so much extra work if nominated, just a small paper summarizing them and should maybe be interviewed. Senate discussed issues with how nominees are both nominated and chosen.

b. Jim Robinson discussed counting the number of full-time part-time faculty being counted towards each division in considering how many representatives that division gets on the senate, possibly even allow full-time part-time faculty to serve on senate given that they've taught an agreed upon length of time.

c. Policy Committee – Nothing to report.

d. Courses & Curriculum – Nothing to report.

IV. Old Business

Nothing to report.

V. New Business

Nothing to report.

Meeting adjournment agreed upon by all, meeting adjourned at 12:51 pm.

Respectfully submitted by the Faculty Senate secretary,
Amanda Dunlap

Faculty Senate Minutes
Monday October 5th 2020
A-127 or Zoom
12:00 – 1:00 pm

Senators present: Angela Sonnier, Rob McLaughlin, Barbara Batiste, Laurie Seeder, Jamie Thibodeaux, Amanda Dunlap, Haley Fedor, Maura Cavell, Jim Robinson, Angela Greaud, Cassie Jobe-Ganuchau

Senators absent: Kebede Beshera

SGA Representative: Jase Bernard McDonald

Guests: Nancee Sorenson, John Hamlin, Stephen Heyward, Kenneth Manuel, Nikki May, Donnie Thibodeaux, Adele Fuselier, Tony Baltakis, Gloria Parrino, Hossein Zandipour

I. Chairperson's Report

SGA president Jase McDonald presented a recently accepted resolution to instate Election Day this year (Tuesday November 3rd) and each Election Day in the years to come as a declared holiday on the Academic Calendar. The resolution was unanimously passed by the SGA, and passed by Chancellor Sorenson. Jase accepted any questions from the Senate. The Senate voted to support the resolution. Jamie Thibodeaux motioned to support it, Cassie Jobe-Ganuchau seconded.

Dr. Robinson introduced Kenneth Manuel, Veteran Navigator for LSUE, who discussed LaVetCorps, a partnership between the Louisiana Department of Veteran Affairs and AmeriCorps. Mr. Manuel explained what LaVetCorps does and the services they offer to student veterans including offering mentoring and counseling, assisting student veterans in accessing state and federal benefits, providing opportunities for student veterans to engage in community service projects, and promoting suicide prevention among student veterans. He encouraged faculty to refer student veterans to him.

Chancellor Sorenson believes we've had a good start to the year. Enrollment is up 5.5% over last year. She informed the Senate that tomorrow (October 6th) Patrick Morrow, an attorney from Opelousas and an LSU Board of Supervisors member (representing District 5) will be visiting and touring the campus.

Dr. Hamlin reported on some changes to the ODS testing procedures, namely that all testing is now done in the library through the testing center, and materials are submitted by faculty electronically now. Administrative assistants for each department are collecting and delivering tests back to their respective departments once finished and time permits. Dr. Hamlin urged faculty to be as flexible as possible, while still maintaining academic integrity, with the testing windows/time frames that you allow your students in using this service. He also thanked Cassie and Karen for working with ODS on this matter.

Dr. Robinson brought back up the idea of reconsidering how we decide how many representatives each department gets on the senate, and whether we should include the number of full-time adjuncts each department has in that count. Angela Greaud suggested that for departments with a lot of full-time adjuncts, one of them should serve as a representative not only for their department but also for that group of adjuncts for that department. A motion was made to include the full-time adjuncts in the department's count towards considering the number of representatives it gets, first by Laurie Seeder, then seconded by Angela Greaud, and approved. Another motion was made for full-time part-time adjuncts who have served seven or more years to be allowed to serve on Faculty Senate, and the motion was seconded and approved.

II. Committee Reports

a. Policy – Nothing to report.

b. Courses & Curriculum – Nothing to report.

c. Teaching Excellence Award Committee – Dr. Baltakis addressed the nomination and decision process, which was too complicated and disorderly, and became taxing on the nominees. He suggests we keep it as simple as possible, and keep in mind that we are not a research institution like UL or LSU Baton Rouge and so cannot use the same criteria or measuring process that they do in choosing nominees and winners. Angela Greaud agreed and noted that we need to be careful that it does not become a popularity contest but need to find a balanced way to consider nominees. Jase McDonald and Jamie Thibodeaux agree that students are the ones who know best how we teach and that generally when faculty are popular among students it is because they're a good teacher. It was agreed that it's hard to rely on student evaluations since they're online and can have little to no participation. Some senate members agree that students should either be able to vote or at least contribute their opinion as to how the nominees and winner are chosen. Jase McDonald invited senate members to the next SGA meeting to discuss this, which will be Wednesday October 7th at noon, and Dr. Robinson plans to go. It was brought up that we should keep in mind that not all faculty teach the same type of class formats or the same size classes, which also affects how we compare nominees.

III. Adoption of Minutes

The senate voted to approve the minutes from the previous meeting on August 31st.

IV. Old Business

Nothing to report.

V. New Business

Nothing to report.

Angela Greaud made a motion to adjourn, which was seconded by Laurie Seeder, and the meeting adjourned circa 12:50 pm.

Respectfully submitted by the Faculty Senate Secretary, Amanda Dunlap.

STUDENT GOVERNMENT ASSOCIATION
FA20RS
SGAR No. 1
By: Jase McDonald




A RESOLUTION

To urge and request the Chancellor of LSU Eunice to instate Election Day, November 3rd, 2020 and hereafter the first Tuesday after November 1st in even number years, to be declared a holiday on the Academic Calendar

- Whereas, On election Day, it is the Civic Duty of Americans, regardless of political affiliation and/or party preferences, to get out and exercise their rights to vote.
- Whereas, Social distancing and other safety measures are likely to result in long lines at polling locations, which could result in students being late for or missing class altogether, negatively affecting their academic success.
- Whereas, The student population of LSU Eunice consists of overwhelmingly commuter students whose polling locations are located far from campus will have difficulty coming to campus and being at their polling location.
- Whereas, A campus closure would allow faculty and staff to exercise their rights to vote as well, further demonstrating the University's support of LSU Eunice's support for community-wide participation in election day.
- Whereas, As this Nation's young people are the future of the country, it is SGA's sincerest hope that the Chancellor and Administration of LSU Eunice will recognize that there is no more important place for students to be on Election Day, November 3rd, 2020, than the voting booth.
- Therefore, Be it resolved by the Louisiana State University at Eunice Student Government Association that the University will be closed on Tuesday, November 3 in support of the members of the University community's right to vote on election day.

This resolution shall take effect upon passage by a simple majority (one-half plus one) vote of the LSU Eunice Student Government Association voting members and signature by the President.

Approved:



Jase McDonald
President of Student Government Association

9.30.20
Date

La Vet Corps
helping student veterans succeed



LaVetCorps is a partnership between the Louisiana Department of Veterans Affairs and AmeriCorps. Louisiana is the second state in the nation to have a program that serves its student veterans and their families. The LaVetCorps service members work in student veteran centers on 30 college and university campuses across Louisiana to personally help student veterans access the state and federal benefits they have earned.



LSU
LSU VET CORPS

Kenneth Mas
Veterans Manager

General Office only

0 207-259-1206

F 207-259-1216

LSU Office

LSU Office

207-259-1216

207-259-1216

207-259-1216

How We Serve

- offer a safe and welcoming space for student veterans, promoting a sense of community and inclusion on campus
- encourage military veterans to stay in school and graduate
- provide opportunities for student veterans to engage in community service projects that will positively impact the student veteran community
- serve as a direct point of contact for faculty/staff with the student veteran community on campus through outreach and training
- promote suicide prevention among student veterans through ongoing outreach and community engagement
- promote a military friendly atmosphere on campus by positively engaging the campus and surrounding community in student veteran activities on campus
- refer student veterans to Louisiana Department of Veterans Affairs' services
- connect student veterans with local military service-related and community/civic organizations

Louisiana Department of Veterans Affairs

P.O. Box 94095 - Baton Rouge, LA 70804

225.219.5000 - veteran@la.gov

www.vetsaffairs.la.gov/lavetcorps

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Faculty Senate Minutes
Monday November 2nd 2020
A-127 or Zoom
12:00 – 1:00 pm

Senators present: Angela Sonnier, Rob McLaughlin, Barbara Batiste, Laurie Seeder, Jamie Thibodeaux, Amanda Dunlap, Haley Fedor, Maura Cavell, Jim Robinson, Angela Greaud, Cassie Jobe-Ganuchau

Senators absent: Kebede Beshera

SGA Representative: Jase Bernard McDonald

Guests: John Hamlin, Sandra Mahoney, Stephen Heyward

The Faculty Senate meeting was called to order at 12:01 on Monday November 2nd 2020 by Jim Robinson, Chair of Faculty Senate.

I. Adoption of Minutes

The senate voted to approve the minutes from the previous meeting on October 5th.

II. Chairperson's Report

AAUP (American Association of University Professors) and ALFS (Association of Louisiana Faculty Senates) have a joint resolution to see if we can get faculty on all of the management boards such as the Board of Regents and the Board of Supervisors for various institutions. Dr. Robinson will be delivering the resolution to the Board of Regents some time that week. LSU Board of Supervisors is expected to seriously consider this. It was advised that the Faculty Advisory Committee (made of all the chairs of the faculty senates) choose the faculty members who will be appointed.

III. Academic Affairs Report

Dr. Hamlin encouraged faculty to be flexible with Tuesday November 3rd (Election Day) as this year we are not planning to hold face-to-face classes in most cases in order to both encourage voting and provide extra time to vote given the expected delays due to pandemic protocols. Clinicals and Labs may have exceptions, especially since some have already missed meetings due to the hurricane.

Dr. Hamlin informed the senate that we have just received our first round of funds from the "Reboot Louisiana" CARES Act program. For LSUE, we received \$192,000. Part of that will be used to provide \$750 to all eligible August 2020 graduates as a sort of reimbursement and congratulations on completing during a pandemic. Eligible students will come from all Allied Health groups and some Computer and Information Technology groups.

The remainder of the funds will be used towards some of the upcoming December graduating group, and towards some of the non-credit credentials being developed to get students into high-wage high-demand jobs (many in IT). Ideally, some of our students already pursuing such fields can use it to add stackable credentials to their degree to make them more appealing to employers, and they will be supported with a stipend (\$750) to do that. Hopefully we can continue to do this for another couple of quarters, maybe more if the funding is renewed.

Dr. Robinson asked Dr. Hamlin about December graduation. Dr. Hamlin reported that it is expected that it will be similar to the Summer's graduation ceremony but in one location (instead of multiple) and they will most likely split it into two ceremonies to accommodate pandemic protocols, one in the morning and one in the afternoon. Faculty are not required to attend (and do not need to take leave if not attending), especially since there will be limited room, but they can attend if they want.

IV. Committee Reports

- a. **Policy** – Nothing to report.
- b. **Courses & Curriculum** – Nothing to report.

V. Old Business

Nothing to report.

VI. New Business

Stephen Heyward added that they are aware that technology across campus is old and varied across campus, so they are looking into updating it by using some of the CARES Act funds. They will reach out to some faculty members about technology after talking to some vendors and exploring options. They hope to have things updated before the start of the Spring semester.

The meeting was adjourned at 12:13 p.m.

Respectfully submitted by the Faculty Senate Secretary,
Amanda Dunlap.

Faculty Senate Minutes
Monday November 30th 2020
A-127 or Zoom
12:00 – 1:00 pm

Senators present: Angela Sonnier, Rob McLaughlin, Barbara Batiste, Laurie Seeder, Jamie Thibodeaux, Haley Fedor, Maura Cavell, Jim Robinson, Angela Greaud, Cassie Jobe-Ganuchau

Senators absent: Kebede Beshera, Amanda Dunlap

SGA Representative: Jase Bernard McDonald

Guests: John Hamlin, Stephen Heyward

The Faculty Senate meeting was called to order at 12:00 on Monday November 30th 2020 by Jim Robinson, Chair of Faculty Senate.

I. Adoption of Minutes

The senate voted to approve the minutes from the previous meeting on November 2nd.

II. Academic Affairs Report

Dr. Hamlin remarked on the university's consideration of credit/no credit or pass/fail grading options for Fall semester. LSU Faculty Senate is opposed to the idea but he welcomes opinions from our Faculty Senate. It is known that using these grading options can affect students in certain programs who cannot apply such results to their degree.

As for the rest of the semester, the university plans to continue on with face-to-face or hybrid finals next week. A face-to-face multiple iteration graduation ceremony is planned for the week after that. Faculty are not required to participate in this graduation like they usually were. Faculty should consider being more lenient in assigning incomplete grades due to the hurricanes and the pandemic. Dr. Hamlin clarifies that "quarantining" is defined per the university description as applying to anyone who had to report to the Dean of Student Affairs that they were told to quarantine for 14 days. Faculty should only accept information from Student Affairs, not directly from student. Faculty senate members discussed issues with students self-reporting and what is needed to turn in to Student Affairs. It is advised just to direct those students to immediately contact student affairs.

II. Chairperson's Report

Dr. Robinson notes he has cancelled the governor's meeting for both the Fall and Winter due to Covid. He reported in their newsletter, which will be published, on the joint proposal with

LSUA of having a faculty representative on both the Board of Supervisors and the Board of Regents

IV. Committee Reports

- a. **Policy** – Nothing to report.
- b. **Courses & Curriculum** – Nothing to report.

V. Old Business

Nothing to report.

VI. New Business

Jase McDonald reported on a survey administered by SGA concerning students opinions on classes cancelled on election day: 79% agreed that classes should be cancelled every major election day, 83% reported that they voted, 67% reported that the cancellation helped them to vote. The number of college-age voters in our region was reported higher than national averages.

On a different note, the LSU band has agreed to record our alma mater and fight song as soon as the pandemic restrictions are lifted.

Cassie Jobe-Ganucheau notes that the library will have later hours and be open Sundays at the end of the semester for students.

The meeting was adjourned at 12:16 p.m.

Respectfully submitted by the Faculty Senate Secretary,
Amanda Dunlap.

Faculty Senate Minutes
Monday January 11th 2021
A-127 or Zoom
12:00 – 1:00 pm

Senators present: Angela Sonnier, Rob McLaughlin, Barbara Batiste, Jamie Thibodeaux, Ray Christian, Amanda Dunlap, Haley Fedor, Maura Cavell, Jim Robinson, Angela Greaud, Cassie Jobe-Ganuchau, Laurie Seeder

Senators absent: Kebede Beshera

SGA Representative: Jase Bernard McDonald (absent)

Guests: John Hamlin, Nancee Sorenson, Stephen Heyward

The Faculty Senate meeting was called to order at 12:04 on Monday January 11th 2021 by Jim Robinson, Chair of Faculty Senate.

I. Adoption of Minutes

The senate tabled approval of the minutes from the November 30th meeting as they were not available for review yet.

II. Academic Affairs Report

Dr. Hamlin reported that he has discussed with the deans for the divisions of sciences and mathematics and liberal arts the possibility of an organizational change, which would result in the merger of the two divisions. This idea could mimic the organizational arrangement at LSU Shreveport, where there is a College of Arts and Sciences, and within that college, a School of Humanities and Social Sciences and a School of Mathematics and Sciences. Each school then has its separate departments. There would be one joint dean if the two divisions were merged, and there would be department chairs instead of coordinators (2 chairs in Liberal Arts and 2 chairs in Sciences and Mathematics). The chairs would not have to go in front of the Board of Supervisors and so can be decided and placed later. There would be no change to the divisional office support staff. This model is used at many other universities. Dr. Hamlin provided the senate with a printout of the organizational behavior at LSU Shreveport to look at for example, as well as an explanation of the rational and proposed structure for this merger. This idea would be cost effective and hopefully more efficient. Although this would reduce the division of labor between two deans, it is hoped that the department chairs could help alleviate some of that workload for their respective deans. Dr. Hamlin added that this is a good time to start this merger, if agreed upon, as currently both Sciences and Mathematics and Liberal Arts have interim deans. It is proposed that with this arrangement and proposed salary ranges, the university would save, at minimum, \$43,000. (See printouts attached to minutes). He recognizes that there are pros and cons to this proposal, and would like feedback from faculty. Faculty have

been asked and encouraged to relay their opinions to their respective senate representatives. If the Chancellor decides this is the way to go, it will need to go to the LSU Board of Supervisors on March 5th for approval, and if approved the search process for the dean can begin. It is hoped that the new dean would be chosen by the end of Spring or early Summer. Dr. Robinson remarked that an opinion was passed on to him by someone in that type of position before that the workload is too much. Chancellor Sorenson believes that this model would put us in a more recognizable structure, and provides a leadership opportunity for faculty to become chairs. She believes that, with the support of the department chairs, the dean will be able to handle the work. Also, with more people sharing the workload it provides a sort of faculty development opportunity for faculty to develop new skills.

III. Chairperson's Reports

Chancellor Sorenson welcomed everyone back and began by noting that enrollment is continuing to improve and still ahead of the highest enrollment year, which was 2019. The university is working to better understand Stimulus Funds and how they can be spent. All of the chancellors for the LSU system will be participating in a search for a new Student Enterprise System (as opposed to Jenzabar, which is outdated and cost about \$200,000 a year). The goal is to find a more cost effective and modern system. There are three major companies in consideration: Workday, Elucian (also called Banner Ellucian), and Oracle. There will be a steering committee (with Kyle Smith representing us) and a project implementation committee (with Stephen Heyward representing us) to consider the choice of system. We hope to use a system without over-customizing it. It is hoped that this would go live by 2023/2024.

Dr. Sorenson also remarked that we are exploring other software improvements to make things easier for disability testing and grant and scholarship management, for example. There is some talk of a new stimulus bill.

Dr. Robinson explained that there is a push to have high school seniors graduate with some sort of college credit or credential. Chancellor Sorenson agreed, and noted that this could cause an uptick in enrollment. There is going to be a presentation at the legislature to ask for \$10,000,000 to begin a Louisiana Promise Program, which would offer “free” higher education. Currently TOPS Tech is very under-utilized. The Louisiana Promise Program would focus on anyone (18+, so inclusive of adults) to be funded for some type of post-secondary credential with open admission.

Dr. Sorenson asked for any feedback on Spring's convocation and encouraged any opinions or critiques to be directed her way.

IV. Committee Reports

a. Policy – Nothing to report.

b. Courses & Curriculum – Nothing to report, but C&C will be sending out a proposal to ratify the senate by-laws concerning C&C.

V. Old Business

Nothing to report.

VI. New Business

Nothing to report.

The meeting was adjourned at 12:34 p.m.

Respectfully submitted by the Faculty Senate Secretary,
Amanda Dunlap.



Rational and Proposed structure of a College of Liberal Arts and Sciences

The current administrative organizational structure and salaries for the divisions of Liberal Arts and Sciences and Mathematics consist of 2 deans (\$70-75K each) and 4 coordinators (2 at \$800 and 2 at \$1000). This is a maximum expenditure of \$158,000.

The proposed structure of a combined college to house both schools would be 1 dean (\$80-90K), 4 departmental chairs (\$4000-5000 each administrative allowance on top of their base salary), and no change to the divisional office support staff. This is a maximum expenditure of \$110,000. At minimum, the university would save \$43,000.

Faculty Senate Minutes
Monday February 1st 2021
A-127 or Zoom
12:00 – 1:00 pm

Senators present: Angela Sonnier, Rob McLaughlin, Barbara Batiste, Jamie Thibodeaux, Amanda Dunlap, Maura Cavell, Jim Robinson, Angela Greaud, Cassie Jobe-Ganucheau

Senators absent: Laurie Seeder, Kebede Beshera, Ray Christian, Haley Fedor

SGA Representative: Jase Bernard McDonald (absent)

Guests: John Hamlin, Nancee Sorenson, Stephen Heyward

The Faculty Senate meeting was called to order at 12:04 on Monday February 1st 2021 by Jim Robinson, Chair of Faculty Senate.

I. Adoption of Minutes

A motion was made to adopt the minutes from the January 11th meeting, first by Angela Greaud, seconded by Amanda Dunlap, and approved.

II. Chairperson's Report

Dr. Robinson noted that in the past no classes were scheduled during the noon to 1:00 pm time-slot to allow faculty to be free for meetings. This was then abandoned to alleviate long lunch lines and help the cafeteria run more efficiently, however, it may be reconsidered starting this Fall semester to allow more faculty the ability to serve on Faculty Senate and attend the meetings.

Dr. Sorenson commented on the situation that occurred at Bengal Village and informed the senate that the offending student is currently incarcerated and will *not* return to campus. The university is dealing with the effects of the situation, including questions from parents, and there is still an on-going police investigation. The topic of preventing drugs on campus was briefly brought up by senate members, especially in university housing. Dr. Sorenson stated that there are currently room checks that are carried out at Bengal Village, and the idea of considering random sweeps was discussed.

On a more positive note, the Chancellor remarked that the past weekend was very good for university sports with men's baseball beating LSUA in all three games and women's softball winning their second game against LSUA. The games drew many visitors to the campus.

In academic news, last week the university reached an articulation agreement with LSUA for Business. This agreement will allow our students to transfer to the LSUA School of Business with 60 credits earned. Also, LSUE is one of seven institutions in the nation chosen to be part of the first cohort to begin the Building Resiliency in Rural Communities for the Future of Work

initiative of the Achieving the Dream program. (The secretary notes that since the meeting the university has posted a press release online concerning the matter:

<https://www.lsue.edu/mediacenter/news-archives/20210216-lsue-news-atdrrural2021.php>)

Chancellor Sorenson reported on improvements to the campus infrastructure. The contractors have been met with to finish the HVAC improvements and Science Building improvements, however the roof has been deemed unsafe by a sub-contractor causing setbacks. She acknowledges that the majority of the buildings on campus are very old, so we are trying to keep patching and repairing until we secure enough funding to completely remodel them or build new ones. We plan on having an engineering study on the current buildings, and are seeking private funding for repairs.

III. Academic Affairs Report

Dr. Hamlin reported that we have just finished submitting our second quarter for LA Reboot, which awards funding to students who have completed certain programs (mainly in Allied Health and Computer Science). Our school has moved up to the top 2 or 3 in the program and has secured more funding. LSUE will continue participating in the program.

Stephen Heyward reports that OIT is still working on updating classroom technology.

IV. Committee Reports

a. Policy – Nothing to report.

b. Courses & Curriculum – Faculty were reminded to review the email sent out by Amanda Dunlap (current C & C chair) on January 24th which contained a proposal to update the Faculty Senate by-laws concerning the committee and its membership. This proposal can be reviewed as early as the March 1st senate meeting.

V. Old Business

Nothing to report.

VI. New Business

Nothing to report.

The meeting was adjourned at 12:24 p.m.

Respectfully submitted by the Faculty Senate Secretary,
Amanda Dunlap.

Faculty Senate Minutes

Monday March 1st 2021

A-127 or Zoom

12:00 – 1:00 pm

Senators present: Angela Sonnier, Rob McLaughlin, Barbara Batiste, Laurie Seeder, Amanda Dunlap, Maura Cavell, Jim Robinson, Angela Greaud, Cassie Jobe-Ganucheau

Senators absent: Kebede Beshera, Ray Christian, Haley Fedor

SGA Representative: Jase Bernard McDonald (absent)

Guests: John Hamlin, Nancee Sorenson, Stephen Heyward, Paul Fowler, Toisha Gordon

The Faculty Senate meeting was called to order at 12:00 on Monday March 1st 2021 by Jim Robinson, Chair of Faculty Senate.

I. Adoption of Minutes

A motion was made to adopt the minutes from the February 1st meeting, first by Cassie Jobe-Ganucheau, seconded by Amanda Dunlap, and approved.

II. Chairperson's Report

Dr. Robinson noted that the Board of Regents would like us to look into using open textbooks for Dual Enrollment and/or Open Education Resources (OER) in general. Cassie Jobe-Ganucheau reported that LEWIS is actually creating the OER by assigning a librarian to each course along with faculty, and that this is something that can be applied for. Angela Greaud replied that unfortunately the use of OER can be tricky if the department is mixed, maybe some faculty using it and some not, and also if there are departmental guidelines that revolve around a particular resource/book. Dr. Hamlin remarked that all faculty can request to adopt alternative materials (i.e. OER) the materials just must be approved by the relative department.

Dr. Fowler reminded the senate that Policy Statement 65.2 (The use of electronic email) is out for review, with just a few changes:

- line 89 - termination of a person's affiliation with the university and corresponding termination of their email will now apply to students as well
- line 113 - if you retire you may still use your email account
- lines 145-149 – use of LSUE email to conduct university business is now mandatory, use of or forwarding of personal email will be prohibited

Any comments on the policy statement are to be forwarded to Courtney Fruge in the Chancellor's office. Stephen Heyward commented that this does not mean that former students will have their email accounts immediately removed/disabled, it's just setting up the policy for

application down the road. The senate discussed some type of notification that could be sent to students to alert them that their account will soon be disabled once this is utilized, in case, for example, a graduate still uses their university account to keep in contact with other former students and/or instructors.

Dr. Fowler then went on to discuss Strategic Planning which began around October. The three main ideas are "...to respond to the higher education landscape in the region, to improve performance and effectiveness of the institution, and to provide for the future direction of LSU Eunice." A summary was passed out to senate members which includes the draft strategic goals. (see summary attached to minutes) Dr. Fowler encouraged faculty to provide feedback. Chancellor Sorenson elaborated that this is not just to serve as an analysis of the university but will also set up how we run in the future, our mission as a university, and how we will make decisions in the future about the university (like our budget for example). Dr. Fowler will send out an updated summary with a website link.

Dr. Robinson asked for a volunteer to chair the Teaching Excellence Award Committee. Cassie Jobe-Ganuchau was volunteered by other senators to chair the committee.

Next, Dr. Robinson discussed the idea of changing the time that the Senate meets. He explains that in the past they have tried different time slots but the noon to 1 slot seems to be the one that works with the majority of faculty. He explains that we do not *have* to end the meeting after an hour but that Senate cannot vote on things unless there is a quorum, so this must be kept in mind if senators have to leave the meeting to teach, etc. Dr. Robinson and Chancellor Sorenson have discussed clearing the noon to 1 slot for *all* faculty to ensure that they can attend and serve on senate, and that representation will not be limited. Angela Greaud also remarked that the senate can meet more than once a month if needed.

III. Academic Affairs Report

Dr. Hamlin discussed that paperwork was already going through on the merger between Sciences and Liberal Arts. He is still open to faculty feedback and opinions since *how* the merger will work will be driven by faculty feedback. Some feedback has already been presented from Sciences by Amanda Dunlap to Dr. Hamlin, but anything more can be directed to him.

IV. Committee Reports

a. Policy – Nothing to report.

b. Courses & Curriculum

Amanda Dunlap, chair of C & C, brought forth the motion to amend the faculty senate by-laws concerning the Courses and Curricula Committee to elaborate on the members and how they are to be chosen, and who will be voting and non-voting members. All faculty were provided with the potential change in writing to consider via email circa January 8th. There was a motion to accept the revision to the by-laws, and the motion passed.

The next issue brought up by C & C was a disagreement between Appendix G in the Curriculum Development Manual, concerning the university's GenEd requirements for Associate degrees, and the Board of Regents's GenEd requirements, stated in AA2.16 (see attachments to minutes for reference). This issue was brought to the committee's attention in a previous meeting while reviewing submitted forms as it was halting approval of course and curricula changes. It seems that it may just a matter of the Board of Regents probably updating these requirements and us (LSUE) not. The committee wishes to replace Appendix G in the Curriculum Development Manual with the Board of Regents requirements, instead just linking the BOR page on this to

that portion of the manual. Dr. Hamlin recommends that the first C&C meeting for the year should definitely discuss these changes to make sure everyone is aware. A motion was made by Angela Greaud to endorse and accept this change and the motion was passed by the senate. The Chancellor remarked that it's very important to communicate these changes across the university. The registrar will be informed of the change, the catalog will be then be updated, and academic advisors need to be informed, with the intention of these changes taking place in Fall 2021. Dr. Hamlin confirms to the senate that any student can graduate by following either the catalog they came in under or any subsequent catalog.

V. Old Business

Nothing to report.

VI. New Business

Angela Greaud brought forth some issues conveyed to her by faculty. First, some issues with Disability Services regarding the language on accommodation forms which is often vague and leaves unanswered questions on how to provide and implement accommodations, and can allow students to abuse it and potentially cause trouble or put us at risk for potential suing in trying to appropriately implement the accommodation(s). One example is the phrasing "excessive absences" and what exactly this means, and the frequency with which this is abused by students. The Chancellor acknowledges that the accommodations are skewed more in favor of the student than the faculty, but that it should not be abused as a "blank check" for excuses and to do anything and everything they want. Ms. Greaud presented the senate with examples of issues encountered with students and the lack of feedback from ODS concerning the issue(s). Dr. Hamlin acknowledges that communication is the key here and that a subcommittee along with Disability Services and faculty representation may be best so that we can work together to find a way for everything between faculty and ODS to work smoothly. We want to be sure to abide by the ADA and help to "level the playing field" for such students, yet still ensure that these services are not abused. The senate agrees to form a subcommittee with Angela Greaud as chair, faculty members from each department, ODS, and representation from Testing Services.

The next issue presented to senate from Ms. Greaud was the problem with the student evaluations on faculty. If class sizes are small or participation is low, the evaluations and feedback are not given to faculty, which creates an issue with promotion and tenure, and division faculty evaluations, and also does not allow those student voices to be heard. Some faculty do try to provide incentives for students to complete them, but this is maybe not the best practice. The details of how the program works and the number of minimum responses required were discussed by the senate. The idea of going back to designating class time to complete the surveys was discussed as a possible solution to low participation in face-to-face classes. Incentives from Student Affairs might be a good idea too.

Chancellor Sorenson notes that we have started our first round of (Pfizer) vaccines, and hope to receive more. The Science building continues to undergo improvements, and the university would like the building to be repurposed and reimagined, not just remodeled. Dr. Hamlin notes that we are in our final stages of an agreement with NaviGate from EAB, a tool that will help with advising, the CARE team, etc. We hope to start using it by Summer and faculty training will be planned. The service will hopefully reduce workloads and close loops of students being referred multiple times to one office then another. Chancellor Sorenson informed

the senate that the legislative session will open in April and the individual LSU chancellors plan to attend to convey their individual needs.

Ally Christopherson (Senior RadTech student) on behalf of SGA presented a resolution from them urging faculty and Academic Affairs to adopt a policy in which the week before finals (beginning that Wednesday) no tests will be given and no work due, with labs being exempt, (Similar to a “15th week policy”, “dead week”, etc.) and the policy being enforced and stated in the handbook. Dr. Hamlin and many faculty are opposed to the proposed policy, as it does not allow full academic freedom, and many faculty have to give a last test that week before the final to avoid having to cover new material that week, which would be detrimental to students. Dr. Hamlin will look into whether LSU has and enforces such a policy.

Stephen Heyward updated the senate on continuing technology updates to classrooms. New podiums have arrived and they are making plans to put them in place.

The meeting was adjourned at 1:06 p.m.

Respectfully submitted by the Faculty Senate Secretary,
Amanda Dunlap.

**Louisiana State University at Eunice
Office of Institutional Effectiveness and Accreditation**

**Strategic Planning Summary
for
Academic Council, Faculty Senate, and Staff Senate
February 25, 2021**

10-20-20 Draft LSU Eunice Values

The following values were discussed with their characteristics:

Inclusive	Collaborative	Community	Excellence	Accountable	Innovative
<ul style="list-style-type: none"> • Accessible • Equity • Diversity • Belonging • Veterans • Non-traditional students • Satisfaction 	<ul style="list-style-type: none"> • Educational partners (K-12 and higher education) • Workforce and industry partners • Workforce innovation • Offsite locations • Health and wellness services 	<ul style="list-style-type: none"> • Connected • Culturally adept • Employee engagement and development • Cooperation • Alumni engagement • LSU Tradition • Health and welfare • Safety 	<ul style="list-style-type: none"> • Student centered • Academic • Athletic • Student groups • First-year experience • Nationally respected • Sustainability 	<ul style="list-style-type: none"> • Stewards of public and private funds • Fiscally responsible • Affordable 	<ul style="list-style-type: none"> • LSU online • Facilities conducive to learning • Technologically advanced • Nimble • Competiveness • Infrastructure

4-20-20 Draft of Vision Statement

Louisiana State University at Eunice aspires to be Louisiana's leading two-year institution of higher education promoting academic excellence, personal enrichment, and economic development through innovation, responsiveness, and partnerships.

4-14-20 Draft Mission Statement discussed at Cabinet

Louisiana State University at Eunice exists to meet the needs of the region it serves by promoting accessibility and affordability while providing high quality, high value programs in a diverse, student-centered learning environment. As a public, open admission institution, LSU Eunice is dedicated to student success by challenging students to reach their full potential.

2-24-21 Draft Strategic and Campus Goals (note that the strategic goals have existed since AY 2017-2018):

Draft Strategic Goal 1. To serve the citizens of Louisiana and position the University strategically, LSU Eunice seeks to ensure student access.

Draft Campus Goal A. Increase student enrollment of all demographic types.

Draft Campus Goal B. Dismantle Barriers and invest in equity-minded policies, practices, and behaviors (ATD).

Draft Strategic Goal 2. To serve the citizens of Louisiana and position the University strategically, LSU Eunice seeks to strengthen student success.

Draft Campus Goal A. Increase completers (defined as a CTS, associate degree, or Industry Based Credential).

Draft Campus Goal B. Increase student retention of all demographic types.

Draft Strategic Goal 3. To serve the citizens of Louisiana and position the University strategically, LSU Eunice seeks to expand partnerships.

Draft Campus Goal A. Extend partnerships with the regional community organizations, corporations, and industry.

Draft Campus Goal B. Help prepare students for the emerging digital economy (ATD).

Draft Strategic Goal 4. To serve the citizens of Louisiana and position the University strategically, LSU Eunice seeks to demonstrate a culture of continuous improvement.

Draft Campus Goal A. Align students to degrees in order to make better decisions based on data.

Draft Campus Goal B. Identify and close opportunity gaps among various student populations (ATD).

I make a motion to amend the Senate By-Laws Article IX Page 5 under Courses and Curricula Committee to clarify membership, increase the committee by 3 members, and specify voting privileges.

Courses and Curricula Committee

Charges:

1. to act for the faculty to add, amend, delete, and define courses and curricula;
2. to forward such to the Office of Academic Affairs for appropriate disposition, which may include immediate implementation.

~~The Courses and Curricula Committee will be composed of a chairperson, the ex-chairperson, and one representative from each represented unit on campus, (Business and Technology, Liberal Arts, Nursing and Allied Health, Sciences, Academic Assistance Programs, Library, Student Affairs, and Administrative Council*). The representatives from Academic Assistance Programs and Student Affairs will be non-voting members. Also, the committee will have two student representatives with no voting rights.~~

The Courses and Curricula Committee membership will be chosen as follows:

- The following will be voting members:
 - One full-time faculty member from Mathematics
 - One full-time faculty member from Natural Sciences or Physical Sciences
 - One full-time faculty member from Allied Health Sciences
 - One full-time faculty member from Nursing
 - One full-time faculty member from Business Technology
 - Two full-time faculty members from Liberal Arts who are not chosen from the same discipline.
 - One faculty representative from the Library
 - Ex-Chairperson
- The following will be non-voting members:
 - SACSCOC Liaison Officer, ex officio (permanent member)
 - One administrative representative nominated by Administrative Council
 - One representative from Students Affairs
 - Two student representatives, which must have a GPA of at least 3.0.
 - Registrar, ex officio (permanent member)

Before or during the first week of the fall semester each faculty unit will meet to elect ~~a~~ representatives to this committee.

Note for review: Previously there were 7 voting members and 5 non-voting members. Proposing: 9 voting members and 6 non-voting members.

APPENDIX G

Current CDMJ our
university requirements

GENERAL EDUCATION REQUIREMENTS

FOR

ASSOCIATE DEGREE PROGRAMS

The University's General Education Requirements represent a conviction on the part of the faculty that all students need to reason logically, communicate effectively, and relate to the world around them. General education courses are intended to foster artistic, scientific principles; to communicate effectively, to locate, evaluate, communicate information effectively; to analyze, evaluate, synthesize and apply information; and to apply the knowledge of natural science to natural phenomenon.

LSU Eunice believes that students should acquire a substantial knowledge when completing any associate degree program. All graduates of LSU Eunice degree programs are expected to demonstrate the following general education objectives.

LSU Eunice Expected Students Objectives

- Artistic, Cultural, and Historical Understanding: Demonstrate understanding of the diverse traditions of the world, and the individual's place in it
- Computational and Scientific Reasoning: Use processes, procedures, data, or evidence to solve problems and make effective decisions.
- Communication Skills: Engage in effective interpersonal, oral, and written communication.
- Informational Literacy: Locate, evaluate, and effectively use information from diverse sources.
- Critical Thinking: Effectively analyze, evaluate, synthesize, and apply information and ideas from diverse sources and disciplines.
- Natural Sciences: Apply the knowledge of natural science to explore and analyze natural phenomenon.

The following list shows the minimum number of general education courses that must be completed by students to earn an associate degree at LSU Eunice.

Associate of Arts and Associate of Science Louisiana Transfer

English Composition	6 hours
Mathematics	6 hours
Natural Sciences	9 hours (3 courses: 2 courses in a biological/physical science area sequence plus one in the other area.)
Humanities	9 hours (3 hours must be in Literature)
Social Sciences/Behavioral Sciences	6 hours (3 hours must be at the sophomore level)
Fine Arts	3 hours

Associate of Science in Discipline

English Composition	6 hours
Mathematics	6 hours
Natural Sciences	6 hours (Biological or Physical Sciences)
**Humanities	3 hours
Social Sciences	3 hours
Fine Arts	3 hours
Total	27 hours

Associate and Discipline

English Composition	6 hours
Mathematics	3 hours
Natural Sciences	6 hours (Biological or Physical Sciences)
**Humanities	3 hours
Social Sciences	6 hours
Fine Arts	3 hours
Total	27 hours

Associate of Applied Science and Discipline*

English Composition	6 hours
Mathematics	3 hours
Natural Sciences	3-6* hours (Biological or Physical Sciences)
Social Sciences	3-6* hours
**Humanities	3-6* hours
Total	21 hours

* A minimum of 15 credit hours is required, excluding English Composition.

**Check to assure that complies with SACS COC guidelines.

*Associate of Science
in Discipline agrees with this column

Board of Regents
Statewide Req.

Statewide General Education Requirements

CTS - Certificate of Technical Studies; CAS - Certificate of Applied Science; TD - Technical Diploma; AAS - Associate of Applied Science; AA - Associate of Arts; AS - Associate of Science; A - Associate (non-designated); BAS - Bachelor of Applied Science; BA - Bachelor of Arts; BS - Bachelor of Science; B - Bachelor (non-designated).

*

	CTS	CAS	TD	AAS	AA	AS	A	BAS	BA	BS	B
English	0	3	0	3	6	6	6	6	6	6	6
Math	0	3	0	3	3	6	3	6	6	6	6
Natural Sciences	0	0-3	0	3	6	6	6	9	9	9	9
Humanities	0	0-3	0	3	3	3	3	3	9	9	9
Fine Arts	0	0-3	0	0	3	3	3	3	3	3	3
Social/Behavioral Sciences	0	0-3	0	3	6	3	6	6	6	6	6
Total	0	9	0	15	27	27	27	33	39	39	39

English. CAS and AAS degrees shall require the successful completion of at least three hours of English composition. AA, AS, A, BAS, BA, BS, and B degrees shall require the successful completion of at least six hours of English composition.

Mathematics/Analytical Reasoning (e.g., Mathematics, Statistics, Symbolic Logic). CAS, AAS, AA, and A degrees shall require the successful completion of at least three hours of Mathematics/Analytical Reasoning. AS, BAS, BA, BS, and B degrees shall require the successful completion of at least six hours of Mathematics/Analytical Reasoning.

Natural Sciences: Life Science (e.g., Biology, Biochemistry, Botany, Zoology) **and Physical Science** (e.g., Chemistry, Geology, Physics, Astronomy/Meteorology). The CAS may require, and AAS degrees shall require the successful completion at least three hours of any life or physical science. AA, AS, and A degrees shall require the successful completion at least six hours of natural science in any combination of life or physical science. BAS, BA, BS, and B degrees shall require the successful completion of at least nine hours of natural science, as follows: six hours shall be earned in a single life or physical science; the remaining three hours must be earned in a natural science area other than that previously selected (both life and physical sciences must be taken to fulfill this requirement).

Humanities (e.g., Literature, Foreign Languages, History, Classical Studies, Communications, Philosophy, Religious Studies, Interdisciplinary). The CAS may require, and the AAS, AA, AS, A and BAS degrees shall require the successful completion of at least three hours of Humanities. The BA, BS, and B degrees shall require the successful completion of at least nine hours of Humanities.

Fine Arts (e.g., Music, Visual Arts, Applied Arts, Theatre, Dance, Interdisciplinary). The CAS may require, and the AA, AS, A, BAS, BA, BS, and B degrees shall require the successful completion of at least three hours of Fine Arts.

Social Science (e.g., Anthropology, Criminal Justice, Economics, Geography, International Studies, Interdisciplinary, Political Science) **and Behavioral Science** (e.g., Psychology, Sociology). The CAS may require, and the AAS and AS degree shall require the successful completion of at least three hours of Social/Behavioral Sciences. The AA, A, BAS, BA, BS, and B degrees shall require the successful completion of at least six hours of Social/Behavioral Sciences.

AcAf 2.16

Faculty Senate Minutes

Monday April 5th 2021

A-127 or Zoom

12:00 – 1:00 pm

Senators present: Angela Sonnier, Rob McLaughlin, Barbara Batiste, Laurie Seeder, Amanda Dunlap, Maura Cavell, Jim Robinson, Angela Greaud, Cassie Jobe-Ganucheau, Haley Fedor, Jamie Thibodeaux

Senators absent: Kebede Beshera, Ray Christian

SGA Representative: Jase Bernard McDonald (absent)

Guests: John Hamlin, Stephen Heyward, Paul Fowler

The Faculty Senate meeting was called to order at 12:00 on Monday April 5th 2021 by Jim Robinson, Chair of Faculty Senate.

I. Adoption of Minutes

A motion was made to adopt the minutes from the March 1st meeting, first by Amanda Dunlap, seconded by Angela Greaud, and approved.

II. Chairperson's Report

Dr. Fowler provided the senate with handouts detailing updates on the SACSCOC Substantive Change Policy and changes and revisions being made to the Curriculum Development Manual (see attached). He directed faculty to number 3 on page 1 of the handout as it especially affects faculty, and noted the new portions of the policy: 3a, 6a-i, 7b-iii, and 8. Dr. Fowler also detailed revisions in progress to the Curriculum Development Manual. This includes a process flowchart to help submitters, a rearrangement of some form pages, and splitting of forms. For example, previous form B used to drop or change a course will now be split over two forms, one for dropping a course, and one for changing. The manual revisions have been made by Dr. Fowler with input from various faculty, in hopes of making things more efficient and clear. The updated CDM will eventually be completely digital with links and its own webpage. The employee review site currently hosts the drafts of the forms and parts of the manual for review by faculty, please note the links do not work yet in the documents. He asked faculty to please review these before leaving at the end of the semester, and send any feedback directly to him.

Dr. Robinson informed the senate that he was on a Zoom meeting with the chair of the LSU Board of Supervisors and they discussed adding faculty representation to the Board, but the Chair believes that may have to go through the legislature.

Next, he reminded senate that it is time for each department to hold their elections for senators prior to the April 26th meeting. Senators can be re-elected or newly elected. The April

26th meeting will technically be a meeting with the old senators and then immediately a meeting with the new senators. Questions have been raised concerning the chosen day and time for the Faculty Senate meetings, but the Monday noon time slot seems to work best for the majority of faculty. Only senators which are able to attend the meetings should be elected.

Stephen Heyward debriefed the senate on technology updates on campus. The Science building is mostly complete and the C building will be next. We are also working with LSU to update the Moodle environment a bit.

It was brought to the senate's attention by various faculty that the Budget Review Committee has not met in over a year. Some suggested this was maybe related to the CARES Act, but agreed that transparency should exist between the budget and faculty.

III. Academic Affairs Report

Dr. Hamlin reported on Senator Cassidy's visit to campus; we're trying to gain support to renovate the Science building or fund an addition to the building. Next Monday, the 12th, he and the Chancellor will attend a legislative session to hopefully gain support for funding renovations of the Eunice campus. There are ongoing discussions with Lafayette General Orthopedic to expand the nursing program, and with Opelousas General for partnerships with them as well. The Reboot Louisiana program is still ongoing to pay students from RadTech, Respiratory Tech, and other allowed programs for completing if they meet the economic conditions. There will be an LSU Board meeting Saturday the 10th, which will be where they either approve or disapprove the combination of the dean positions for Sciences and Mathematics and Liberal Arts.

Cassie Jobe-Ganucheau recommended that the senate watch the Louisiana Senate Select Committee on Women and Children hearing with LSU, which concerns some academic policies of LSU and their enforcement.

IV. Committee Reports

a. Policy

Nothing to report.

b. Courses & Curriculum

Nothing to report.

V. Old Business

Nothing to report.

VI. New Business

The meeting was adjourned at 12:35 p.m.

Respectfully submitted by the Faculty Senate Secretary,
Amanda Dunlap.



Office of Institutional Effectiveness and Accreditation
P.O. Box 1129 Eunice, LA 70535
Phone (337) 550-1433 FAX: (337) 550-1479

Faculty Senate Update

SACSCOC Substantive Change Policy

March 28, 2021

- 1) The SACSCOC Substantive Change Manual was completely re-written and published at the end of December 2020. It was updated again in March 2021.
- 2) SACSCOC Board recommended 72 changes with the majority due to changes in federal law. As a result, some changes that were not a Substantive Change in the past are now.
- 3) Program changes:
 - a) 25-49% added or removed content requires notification before implementation
 - b) Adding methods of delivery to existing programs (face-to-face to online and vice-versa) requires notification
 - c) New program now defined as significant departure when 50% of the disciplinary content is new exclusive of general education
- 4) Cooperative Academic Arrangements now require notification or approval with non-Title IV entities depending on percentage of courses being offered.
- 5) Significant Departure for program length change is now defined at an increase or decrease of 25% of the program's courses or impacting the expected time of completion by more than one term.
- 6) New off-campus sites now require an "extensive review" (institutional and site level review) for $\geq 50\%$ of a program being offered. Board approval is required for the first two new sites.
 - a) An extensive review includes
 - i) institutional administrative capacity and finances
 - ii) site physical suitability, faculty qualifications, and student/learning support
 - b) A "limited review" is used for new off-campus locations after the first two. This is similar to the existing prospectus that examines the site's information only (physical suitability, faculty, and student/learning support). Executive Council approval required
 - c) Both reviews require a six month lead time to SACSCOC and can be over 100 pages long
 - d) Closing off-campus sites: Notification and approval as usual – removes the use of "inactive"
- 7) Restrictions on Substantive Change if an institution is on sanction or has been on sanction in the last three years or is under provisional certification for participation in federal financial aid programs
 - a) All new off-campus sites require extensive review
 - b) Programs
 - i) Significant departure reduced from 50% to 25%
 - ii) Program changes above or below 25% instead of 50%

- iii) Adding a method of delivery requires approval (face-to-face to online and vice versa)
 - iv) Programs requiring prior learning requires approval
 - v) Any cooperative agreement with non-Title IV entity
- 8) Institutional Contingency Teach-Out Plan required for all programs if the institution is
- a) Placed on probation
 - b) Placed on provisional certification or reimbursement for federal financial aid.
 - c) The subject of emergency action by the USDE

Update on the Curriculum Development Manual

The Curriculum Development Manual is being re-written by Paul Fowler, Elizabeth Vidrine, Amanda Dunlap, John Hamlin, Michael Alleman with assistance from Tanva Huval and Debbie Reaux. When finished, it will be placed on a web page with fillable PDFs that may be able to be signed electronically. The document is approximately 75% complete. It includes a [process flowchart](#) and numerous links to SACSCOC information and Louisiana Board of Regents [Academic Affairs Policies](#).

Currently, we have not created the Curriculum Development Website. However, five of the six forms are available for review on the employee review website at <https://www.lsue.edu/ie/ps-employee-review.php>.

The number of Curriculum Forms will change from

- Form A: Request for the Addition of a New Course
- Form B: Request for Dropping a Course or Changing a Course
- Form C: Request for Adding, Changing, or Dropping a Curriculum

to

- Courses and Curricula Form A: Request for the Addition of a New Course
- Courses and Curricula Form B: Request to Drop a Course
- Courses and Curricula Form C: Request to Change an Existing Course
- Courses and Curricula Form D: Request to Add a New Curriculum
- Courses and Curricula Form E: Request to Drop an Existing Curriculum
- Courses and Curricula Form F: Request to Change an Existing Curriculum
- Courses and Curricula Form G: Other Courses and Curricula Requests

We want this to be a faculty driven process so we are asking that any faculty/staff member having experience with Courses and Curricula Committee and the forms in the past to please review the forms prior to the end of the semester. We will keep the campus updated on the progress (including the directions for the forms) and invite input as we move forward. We hope to have a final draft complete as April ends.

I ask that you contact me if you have any questions or concerns.

Faculty Senate Minutes

Monday April 26th 2021

A-127 or Zoom

12:00 – 1:00 pm

2020/2021 Senators present: Angela Sonnier, Rob McLaughlin, Laurie Seeder, Amanda Dunlap, Maura Cavell, Jim Robinson, Angela Greaud, Cassie Jobe-Ganucheau, Haley Fedor, Jamie Thibodeaux, Barbara Batiste

2020/2021 Senators absent: Kebede Beshera

2020/2021 SGA Representative: Jase Bernard McDonald (absent)

2021/2022 Senators present: David Asbury, Kina Sweet, Laurie Seeder, Tony Baltakis, Jim Robinson, Angela Greaud, Jamie Thibodeaux, Hannah Henry, Amanda Dunlap, Cassie Jobe-Ganucheau, Haley Fedor, Barbara Batiste

2021/2022 Senators absent: *none*

2021/2022 SGA Representative: *new representative absent and unknown*

Guests: John Hamlin, Stephen Heyward, Paul Fowler

The Faculty Senate meeting was called to order at 12:05 on Monday April 26th 2021 by Jim Robinson, Chair of Faculty Senate.

I. Adoption of Minutes

A motion was made to adopt the minutes from the April 5th meeting and approved by the senate.

II. Chairperson's Report

Dr. Robinson reminded the senate that the Board of Regents reached out to him to relay concerns from faculty on Covid issues, good or bad, at a meeting this Friday with Commissioner Reed. Any concerns from faculty can be directed to him before Friday so that he may present them. ALFS meetings are planned to resume this Fall. The Faculty Advisory Committee for the Board of Supervisors meetings are intended to resume as well. The chair reminded the senate that the planned future senate meeting dates have been emailed out. He thanked Cassie Jobe-Ganucheau for her help in duplicating the legislature on student membership to the Board of Regents for faculty to serve as a non-voting member to lend representation. Dr. Robinson also offered thanks to Rob McLaughlin for serving on the Board of Supervisors.

III. Academic Affairs Report

Dr. Hamlin notified the senate that various representatives may be on campus touring as we are trying to lobby for funding help to renovate and repair various buildings, such as Manuel

Hall and the Science Building, for which we are trying to lobby for an add on. The university is also actively seeking grants to get Nursing and Surgical Tech into Alexandria as well as expand class offerings for those programs to evening classes. Dr. Hamlin encouraged faculty to bring any critical needs to the attention of Academic Affairs.

On the question of Fall semester, it is planned to run normally as of now with masks possibly being optional. The exact plans for Fall 2021 will depend on the numbers related to Covid-19 and what is mandated by the governor. Vaccines will not be mandated, however, the number of vaccinated persons is expected to have increased by then.

Maura Cavell asked if there was any news on the juncture of Liberal Arts and Sciences and Mathematics. Dr. Hamlin answered that the advertisement for the joint Dean position will be going out soon and hopefully we can have one hired by Fall. The structure and hierarchy of the new joint division will be decided by the incoming joint Dean with input from faculty.

IV. Committee Reports

a. Policy

Nothing to report.

b. Courses & Curriculum

Nothing to report.

V. Old Business

Angela updated the senate that the plan to form a committee and open discussion with ODS was not attended to this semester but will be looked in to in the Fall.

VI. New Business

Cassie notified the senate that for finals week the library will be open until 10pm Monday through Thursday and from 2pm to 8pm on Sunday.

New officers were elected for the 2021/2022 Faculty Senate by accepting nominations from the floor and Zoom, and using secret ballot for the Chair and Vice-Chair positions. The new senate officers are:

- Chair: Angela Greaud
- Vice-Chair: Tony Baltakis
- Secretary: Cassie Jobe-Ganucheau
- Parliamentarian: Haley Fedor

Dr. Fowler revealed the new Curriculum Development Manual website (found via the Faculty/Staff tab, and under Academic Affairs). The new manual is completely online and offers a flowchart for processes, various resources, and online forms with many live links throughout. The manual is still technically a draft and under review. Faculty are strongly urged to review over the Summer as the first senate meeting for Fall will be when a final decision on adopting it is (hopefully) reached. Please see attachment to minutes for more details. Any feedback can be directed to Dr. Fowler, Amanda Dunlap (current C & C Chair), or Elizabeth Vidrine (former C & C Chair and current C & C Secretary).

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

Respectfully submitted by the 2020/2021 Faculty Senate Secretary,
Amanda Dunlap



Louisiana State University at Eunice

Office of Institutional Effectiveness and Accreditation

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Curriculum Development Manual Changes for Faculty Senate, Staff Senate, and Extended Cabinet

April 21, 2021

Notes:

1. The new Curriculum Development Manual Website is at: <https://www.lsu.edu/academics/cdm.php>.
2. Manual had not been updated since 2012 so the current version is basically a complete re-write.
3. We knew that there were some items in the manual that needed updated.
4. Faculty asked for a “linkable” system.
5. Thanks to Liz Vidrine, Amanda Dunlap, Michael Alleman, Debbie Reaux, Tanva Huval, John Hamlin, Stephen Heyward, Marjana Herring, Renee Robichaux, and Brian Maggio for the input on the document or the website.
6. Please keep in mind that the 2012 version is currently in use. We are now moving the draft to the editing and demonstration phase for Faculty Senate. We hope that a final decision will be made at the beginning of fall 2021 to include the use of the new forms. Of course, we will not know what issues or problems might come up until we begin using the new version and forms.

The following are changes and improvements

1. The CDM site works best with Google Chrome or Firefox.
2. The CDM is now web-based with links to LSU Eunice, Board of Regents, SACSCOC, and LSU Board of Supervisors resources. As a result, there are no appendices.
3. Reorganized so that information related to the Board of Regents, SACSCOC, or the LSU Board of Supervisors is just before the directions on how to fill out the forms.
4. New forms were designed
 - a. Branded
 - b. Each has its own purpose (none are shared)
 - c. Web-based – fillable PDF
 - d. Some directions included on the forms, but succinct directions are include in the CDM text
 - e. Forms can be electronically signed and emailed or printed and signed
 - f. Tables in Forms D and F calculate total credit hours automatically
 - g. For Form A: The Request for the Addition of a New Course, the Form itself and/or the directions in the manual
 - i. Require the Library Director’s signature
 - ii. Give guidance for course numbers and course Catalog descriptions
 - iii. Present additional common definitions and examples.
5. There is a definitions section that did not exist previously
6. Standard 9.3: General education pure humanity & SACSCOC Board Interpretation issue defined
7. Syllabus information now defined – changes here impact all syllabi for the fall semester
 - a. One syllabus per course
 - b. Standard layout
 - c. Difference between course policy sheet and the course syllabus
 - d. Why course objectives, general education objectives, and student learning outcomes are important (one set per course)

