

Faculty Senate Meeting
Thursday, Dec 6, 2012

The meeting was called to order at 2:04 PM in the Webster Room of the University Center.

Faculty Senate Members Present: Matyas Buzgo, Amy Erickson, Mary Hawkins, Mary Jarzabek, Carl Smolinski, Raymond Taylor, Trey Gibson, Larry Garrison, Chris Hale, Kevin Krug, Emre Celebi, Harvey Rubin

Faculty Senate Members Absent: Robert Leitz, LaWanda Blakeney, Marjan Trutschl

A motion was made by Senator Garrison to approve the minutes of the Nov 7, 2012, meeting. This was seconded by Vice-President Rubin. The minutes were unanimously approved.

President Jarzabek started out by addressing the Chancellor Search. She informed everyone that a letter has been sent to Interim LSU System President Jenkins requesting his approval of the Search Committee Chair as well as Search Committee members. She stated that she will have a document ready for him to sign if he grants his approval. She announced that the two academic leaders selected to serve on the committee included Dr. Ruth Ray Jackson and Dr. John S. Vassar; however, because Dr. Vassar has been appointed as Interim Provost, Dr. Karen James was elected as his replacement. President Jarzabek has officially handed over all documentation and signatures to Dr. Dave Gustavson, who was elected to Chair the Search Committee, with the recommendation that the committee meets with HR in the next couple of weeks to find out what can and cannot be done as a search committee and a recommendation to come up with the three business/arts community members. In the future the Senate will invite the Search Committee Chair to report the committee's progress, or as multiple members of the Senate are on the committee (President Jarzabek, Vice-President Rubin, Senator Garrison, with Parliamentarian Smolinski recording minutes), those members can update the rest of the Senate.

Administrators' Reports:

Chancellor – President Jarzabek announced that **Dr. Paul Sisson** was not available for the meeting as he was representing LSUS at a Board of Supervisors Meeting the next day and he needed to drive down a day early. President Jarzabek relayed Dr. Sisson's call for continued assistance and effort to increase enrollment. Ms. Christiane Wojcik is creating a call list based on dual enrollment students and previously enrolled students who currently are not enrolled to see if they have plans to return this Spring and what we can do to help. We are getting positive feedback from our efforts but we need to double our efforts. President Jarzabek requested that we contact her if we have not already done so and that we request faculty members to do so if no one in our respective departments has done so. Thus far, 20 out of 109 faculty members have made calls to students. Every new student gives us \$3500. She encourages her fellow faculty members to join the effort.

Student Affairs – Vice Chancellor Dr. Randy Butterbaugh, announced that we are getting feedback from Walker Johanson on how we can improve messages we send to students, oral presentations we give to students, prospective students, and parents, and our publications. One area that stands to be improved is the campus packaging/processing time of financial aid applications. Improving the speed at which applications are processed should make us more competitive, especially when we receive late applications in the summer. While our current time is not bad, we are in a competitive market where students have lots of choices in terms of higher education. Johanson also addressed academic structure, such as general education requirements and freshman seminars.

Dr. Butterbaugh also commented on a committee appointed by the Chancellor over the summer called the Enrollment Process Committee (EPC). It is interdepartmental and includes the Registrar, Director of Admissions, Chief Information Officer, Director of Accounting, Director of Financial Aid, the Bookstore Manager, and advisors to the committee, which includes the SGA President. The purpose of this perpetual

committee is to examine the enrollment process and improve it so that it runs as seamlessly as possible. The committee will evaluate each registration, feature options for financial aid disbursements, payment deadlines dates, refund policies, bookstore charges, IDs, and software products. The committee will measure customer satisfaction of students. He said we are trying to de-compartmentalize and look at everything from a process standpoint. President Jarzabek inquired if he needs more assistance on this committee to which he responded that there are more issues than time and that the cross-departmental conversations have been helpful. Dr. Buzgo asked if there is collaboration among the EPC and the FORCE and Advising Committees. Dr. Butterbaugh mentioned that the committee is addressing the process itself rather than specifically recruiting students. He cited a couple of examples where departments have not communicated well with each other and students have been misinformed. He said the emphasis is improvement of administrative processes.

Business Affairs – Mr. Michael Ferrell, CFO, was not available for the meeting, however Bill Wolfe mentioned some vacancies that have been filled. He states that we have a new financial aid counselor, Meshia Small, an alum/student worker who has returned. Brooke Rinaudo was hired as Director of Media and PR. We are still searching for Director of Admissions and an Executive Director of the Foundation. It also was confirmed that Darlenna Atkins is the Registrar by Dr. Butterbaugh.

LSUS Development – No one was available from the Foundation.

Old Business

Chancellor Search Committee – President Jarzabek stated that a response from Interim President Jenkins is pending. She announced that he would be here on Tues Dec. 11, as well as LSU-HSC, to address the unification of LSU campuses. She mentioned that if he approves the Chair and Committee members, she will focus on getting something signed from him that she will then distribute to the campus. The following individuals were elected to represent their Schools: Business - Dr. Felice Williams, Sciences – Dr. Stephen Banks, Liberal Arts – Dr. Riley Young, Human Sciences – Dr. Tim Winter, Education – Dr. Larry Garrison. Brian Sherman was also elected to represent the library.

New Business - There was no new business.

Observations and Concerns

- a. President Jarzabek announced that we were sent a resolution by Dr. Kevin Cope, who serves as Faculty Senate President of the LSU-BR campus. The resolution suggested that the unification is proceeding very quickly but that many details need to be worked out. Most importantly, it emphasized the current lack of faculty and student involvement in the process. President Jarzabek believes he is looking for support from other LSU campus Senates. She suggested that we wait in offering support to see how it is received given that the general tone of the resolution was somewhat negative. Senator Garrison agreed that the unification may be proceeding somewhat quickly; however, he suggested that if we write one that it should not sound quite as negative. Senator Gibson stated that SACS will have input in the process and that the Board of Supervisors (BOS) will do what they want despite Cope's resolution. He also suggested that we currently stand to the side so as not to create waves since a legislative vote is not involved. He thinks that it is in our best interest to not come off as reactionary as Cope's resolution. Senator Buzgo mentioned that LSU-HSC is the biggest receiver of our students so maintaining good relations with them will be important. Senator Gibson responded that our relationship with LSU-HSC does not get us more money so we should not be concerned with their fight over the consolidation. Senator Buzgo cautioned that the relationship is important, which was illustrated by the issues with them accepting our online courses. President Jarzabek said we will see what the LSU-HSC Faculty Senate requests. Senator Garrison suggested we have a conversation with the BOS without doing anything publicly. It was suggested that John George would be a good contact. President Jarzabek said that some of Cope's concerns were valid (such as faculty

representation) but that we should not jump on the band wagon at this time. Senator Gibson suggested that we point out that we do not agree with the hostility but emphasize the good points.

There was no further business. Senator Gibson moved that the meeting be adjourned. This was seconded by Senator Garrison. The motion passed unanimously. The meeting was adjourned at 2:30 PM.

Minutes respectfully submitted by Amy Erickson.