

Faculty Senate Meeting
Monday, Jan 28, 2013

The meeting was called to order at 3:00 PM in the Webster Room of the University Center.

Faculty Senate Members Present: Matyas Buzgo, Amy Erickson, Mary Jarzabek, Carl Smolinski, Raymond Taylor, Trey Gibson, Larry Garrison, Chris Hale, Kevin Krug, Harvey Rubin, Robert Leitz, LaWanda Blakeney, Marjan Trutschl

Faculty Senate Members Absent: Mary Hawkins, Emre Celebi

Senator Blakeney wanted to raise an issue concerning the minutes from Dec 2012. Senator Leitz motioned that her concerns be presented during Observations and Concerns. This was seconded by Senator Gibson.

A motion was made by Senator Smolinski to approve the minutes of the Dec 6, 2012, meeting. This was seconded by Senator Garrison. The minutes were unanimously approved.

President Jarzabek announced a time conflict for the March meeting. She suggested changing the date from Wed. Mar 13 to Wed. Mar 20. She then commended faculty members who worked through the holiday to increase enrollment. She has received good feedback from students regarding the outreach effort. She reminded administrators, faculty, and staff that since we are receiving less and less state funding, that we must, as a business would, shift our focus to our customers, the students. She emphasized building recruiting and retention efforts and highlighted some of the good work being done in high schools by her and Brian Salvatore. She urged all faculty members to think about getting involved with high schools to attract students to LSUS. President Jarzabek then mentioned that the “Want a free ride?” billboard announcing free tuition by scholarships is a positive idea. She concluded by emphasizing recruitment and retention. She advised treating our current students well, getting into highschools, and creating new programs.

Administrators’ Reports:

Chancellor – Dr. Paul Sisson announced that raising enrollment is our number one priority. He followed by mentioning that a 5th year mid-budget cut was announced over the break. He said he would expand more on this at the upcoming Faculty Council Meeting. The cut was a \$250,000 cut so the Budget Crisis Committee, which will probably be a standing committee, was called to meet to attempt to find funds to cut on campus now and to prep for the next fiscal year. He then encouraged all of us to apply for grants for whatever we can. Dr. Sisson next introduced three individuals filling vacant positions on campus. First, he introduced Dr. John S. Vassar, who will be serving as Interim Provost. Dr. Vassar has been involved with our new program proposals and has spent time getting to know our Baton Rouge campus colleagues. Next, Dr. Sisson introduced Ms. Laura Perdue as the Executive Director of the LSUS Foundation. Dr. Sisson stated that he is enthusiastic about her being on board because we have not been raising annual funds for some time. He already has had some productive conversations with the new Executive Director regarding funds that need to be raised. Finally, Dr. Sisson introduced Ms. Brooke Rinaudo as the new Director of Media and PR and said that she was responsible for getting the billboard mentioned above for free for three weeks. Senator Leitz took the opportunity to ask whether our responsibilities as faculty members will change given the greater emphasis on advising, retention, and recruitment. Dr. Sisson responded by saying that all of us still need to engage in teaching, research, and service. While some activities may be placed on the back burner, he said that we are known for providing quality in these areas and that must not change. In addition, he announced that the tenure and promotion process will not change. He then said it is great to have Ms. Rinaudo on board to help with PR and that we have suffered by not having anyone in that position last year. Next, Dr. Buzgo raised the issue of students being dropped from classes due to failure of financial aid being paid. Dr. Sisson mentioned that there was an issue with when financial aid was awarded that caused the problem but that this should not happen again. Senator

Gibson inquired if we know enrollment numbers for this semester. Dr. Sisson stated that we would know them on Friday which would be the 14th day of classes. He expects that the numbers will be stable to a small drop. He mentioned that while dual enrollment numbers are great, we do not make as much money as with students who are enrolled on campus. The biggest drop in student numbers came from transfer students (which may relate to the GRAD Act and changing criteria). He did announce that in Fall 2012, first-time fulltime freshman was up 16% and that we have seen an increase in the Fall and Spring the number of graduate students we have on campus.

Business Affairs – Mr. Michael Ferrell, CFO, stated that we get about \$9 million from the state but it goes back to the state as teachers salaries, state retirement, risk management, legislative auditors, retiree benefits. He stated that it is the students in our classrooms who are paying our bills and operating costs. Consequently, we must prioritize recruitment and retention. The mid-year cut (~\$200,000 of \$247,000) has been largely dealt with scholarship money that was set aside for students that were accepted but did not come to LSUS. Student wages and operating services also have been cut and now this cut is hitting departments on campus. The bad news is that the money that has been cut is not coming back as in previous years where the cut was restored at the start of the next fiscal year. Senator Garrison inquired about the \$150 million surplus of our state and whether we expect to receive any of those funds. Mr. Ferrell stated that those funds would go into the Rainy Day Fund, and that constitutionally, we cannot tap into those funds. Senator Gibson asked about next year's budget, to which Mr. Ferrell responded that we will get an idea of it when Governor Jindal's Executive budget is announced. President Jarzabek mentioned that when President Jenkins was here on Dec 11, 2012, he suggested we meet with area legislators to discuss budget issues. Dr. Sisson then announced that there would be a Town Hall meeting on Feb 7 at 5:30pm at LSUS where the public could learn about the commitment plan and our new programs, to which legislators would be invited.

Student Affairs – Vice Chancellor Dr. Randy Butterbaugh, announced that Ms. Kim Thornton is the new Director of Admissions as of March 1st, replacing Katie Simpson who will not return after maternity leave. Ms. Thornton will work to make the student orientation and admissions process seamless. She will implement the Fall semester's consultants' report recommendation, including: increasing Admission publications, improving oral presentations, and improving/expanding access to prospective students. They also are buying a new customer relations software package which will be used to send letters to all students. Senator Gibson asked whether Ms. Thornton has experience recruiting students to which Dr. Butterbaugh stated she has a strong marketing background with a degree in Integrated Marketing and Communications from Northwestern University in Chicago. He also mentioned that orientation, which she has been directing, is part of recruiting students. He followed by stating that she was a very strong candidate in the search and that they are excited to have her on board.

Regarding financial aid, they are working on speeding up the packaging of financial aid, and that while we compare favorably to peer institutions, the time is not satisfactory for this market. Dr. Butterbaugh stated that Mr. Shelby Keith from IT Services is working with them and assisting with the Federal verification process which must be done manually. Senator Gibson mentioned that students on the call list were saying that they did not know about having to "flip the flag" in myLSUS indicating they are aware of tuition and fees that must be paid and wondered whether we could switch to an opt-out system where they do not have to "flip a flag". Dr. Butterbaugh responded that they are trying to do what they can to make the problem seamless. He said the problem starts with terminology and there is no flag to flip. Thus, letters that go out to students have been revised so that students are instructed to log into myLSUS and approve their financial aid and fees. Mr. Ferrell added that there are rules and regulations regarding financial aid. Students must acknowledge the aid they receive and all charges against that aid. Several years ago, they made trips to institutions to examine how other institutions handle this process. ULM awarded financial aid to students prior to knowing whether or not the students were coming and ended up having to retrieve several hundred thousand dollars awarded to students who did not enroll. Dr. Butterbaugh also added that we are going to distribute financial aid funds electronically beginning in the summer or fall. They are looking at possible dates for this to avoid students taking aid and not enrolling.

Dr. Butterbaugh also addressed academic advising. He stated that some students reported to financial aid and admissions that they had a hard time getting advised during break. He then said that while we are doing better with advising than ever before we need to improve. He suggested that we need a failsafe system approach where if a student wants to be advised, someone is always available.

Academic Affairs – Provost John S. Vassar stated that it was an honor to be there and to be serving as faculty representation on administration. He mentioned that one of the themes on campus is change. He expanded on positive changes on campus. First, he discussed the LSU commitment plan (which is available as a pdf on our homepage). He recounted the new programs offered as of this past fall, including the B.S. in Petroleum Engineering and Construction Management, and said a B.S. in Sports Administration will be offered as of Fall 2013. A few others are also in the process of development. He went on to talk about how helpful it has been to meet and work LSU colleagues on these degrees, especially given the goal of One LSU in the future. He said we also are continuing to develop our own proposals going through the system process. A letter of intent goes to the LSU System Office and then the Board of Regents (BoR). Once accepted, they request a proposal which is sent to the system and state. They typically respond back with numerous suggestions that must be addressed. Some in the works include: the Ed.D. in Leadership Studies (worked on by Senator Garrison and Dr. Ruth Jackson) which is closest to being accepted (the BoR has requested some additional information), the M.A. in History (letter of intent sent to LSU Board of Supervisors and is on the agenda for their next meeting), B.F.A in Fine Arts in Digital Arts (on the agenda as well), and a Master's degree in Criminal Justice (letter of intent submitted). Dr. Vassar then announced that there was an exceptional response from faculty members when asked to participate in the reaffirmation of accreditation. As part of this, we need to devise a Quality Enhancement Plan which targets student learning and is data driven. SACS will visit us in 2015. Dr. Vassar also mentioned that he would be meeting with departments individually, listening and getting an idea of where we are and where we want to be as an institution.

LSUS Development – Ms. Laura Perdue, Executive Director, LSUS Foundation, stated that she is excited to be here and that her primary responsibility is to support us. She mentioned she has been tasked with raising funds for scholarships to increase enrollment. She has previous experience serving as Director of Development both at Robinson Film Center and Providence House. She ended by saying that we have the full support of the Foundation and that she will make sure the community is aware of all the good things going on at LSUS.

Campus Safety – Ms. Rebecca Chiles, Director of University Police, addressed concerns about the possibility of active shooters on campus and made recommendations should a situation occur. She stated that should such a situation arise, we may be forced to make personal choices that deal with life and death. She said that she can make recommendations but cannot tell anyone (including faculty, staff, and students) what is right to do. She did say that educators and staff at LSUS have no legal responsibility to tend to individuals in the classroom. She advised that we all use common sense. First, she stressed communication (reading safety and media publications). Secondly, she referred us to the Beacon in myLSUS. She said that RAVE sends texts, emails, and posts to Twitter and Facebook. She also stated that announcements may or may not be broadcast over the PA system, depending on whether or not security would be compromised in doing so. Thirdly, she suggested that we be aware of people. Anyone who exhibits strange behavior should be reported to campus police. Students, faculty, and staff can all report usual behavior, after which the Intervention Team will meet and assess the threat. Ms. Chiles stated that she and the other officers on campus train for life-threatening events, and that other people involved in security in the community may train as well. Finally, she announced that she and Mr. Bill Wolfe, Director of Human Resources, are trying to get additional information on the topic. Senator Gibson then asked what she recommends as far as permitting concealed weapons on campus. She responded by saying that up until recently she was against it (she gave an example of not wanting to guess who the bad guys are should weapons be allowed); however, now she feels that it could and should be done. She stated that a carrier of a concealed weapon must be 21 and there are well-taught local courses for training. She suggested that carriers register with school. Senators Taylor and Buzgo stated that if it were permitted, they

would like to know who on campus has such a permit and may be carrying a concealed weapon. Senator Gibson said state law does not allow reports of who has a concealed weapons permit to be made.

Old Business

- a. **Chancellor Search Committee Report – Dr. Dave Gustavson.** President Jarzabek announced that President Jenkins approved the membership of our search committee and Dr. Gustavson as Committee Chair. Dr. Gustavson announced that he appreciates the confidence his colleagues have in him. He said approval of the committee likely took some time due to the holidays. He then stated that after the start of the new year, President Jenkins asked to meet with President Jarzabek and him. There was no agenda. Jenkins' administrative assistant wanted to know who else would be at the meeting. President Jarzabek and Dr. Gustavson invited Staff Senate President Daniel Miller, Chair of the LSUS Foundation Brian Bond, and Dr. Ruth Jackson. The group met on Jan 15, 2013. They discussed the parameters of the search, how the Baton Rouge search would impact ours, and that LSUA also is searching for a Chancellor. President Jenkins wants the new President of the System to have input in the decision of our search. He hesitated giving a date when that would happen but thought there would be a new President in office prior to the end of the Spring semester. He thought we also could have a Chancellor in place by the Fall semester. He said that right now we can create a job description (an ad), and to fill the committee with the business/arts leaders. He also suggested that we give the SGA VP position to a graduate student. Dr. Gustavson passed out the list of approved committee members which was approved on Jan 25, 2013. He mentioned he has contacted the committee to set a meeting time.

Senator Blakeney inquired who gets to choose the committee members representing community business/arts leaders. Dr. Gustavson and President Jarzabek responded that the search committee will do so. He then stated that he solicited suggestions from the committee, to which he has received a number of responses. President Jarzabek inquired whether we should take suggestions from the campus. Dr. Gustavson said that this might be a way to extend an olive-branch to members of the community we butted heads with during the merger talks.

Dr. Gustavson went on to state that President Jenkins said we should seriously consider the use of a search firm, which would take some of the situation out of hands but may draw a broader, more national response. Dr. Gustavson followed that he not sure how he feels about it. Brian Bond said he would ask the Foundation if funds would be available. Dr. Gustavson further stated that he and President Jarzabek received an email from Brian Bond stating that the Executive Board of the Foundation supports the commencement of the LSUS Chancellor search after an LSU System President is selected, so that they have a better idea of the new president's vision of the LSU System, including LSUS, and so that the new president may guide the search and selection process. Dr. Gustavson and President Jarzabek expressed concern. President Jarzabek stated that it seemed odd that after President Jenkins gave us a direct charge, the Executive Board would suggest we need guidance from a new president. She thinks we are capable of coming up with what we need, and the opinion of the Board does not change our charge. To preserve faculty input in this process, she thinks we start the process now and that it will be harder to stop if it is already started. She believes our faculty members have alot to offer the search process, and she will fight for that. Dr. Gustavson mentioned our intent is to move forward and he is trying to schedule a meeting. Dr. Gustavson also stated that he leaves the Dean's Office on May 31, 2013. He said that he is committed to stay on until the job is done. However, if another chair is needed, he understands and will step aside. Given that retirees were recommended for the search committee, she would ask the committee for special deference to have him carry on as Chair should he retire first. President Jarzabek asked the Senate if they felt we should forward on the process to which she got a positive response. President Jarzabek

thanked Dr. Gustavson for updating us and speaking with us frankly about how the process in unfolding.

New Business

- a. **Transition Advisory Team Sub-committees – President Jarzabek** announced that we have a representative on each of the sub-committees. She congratulates the organizers of the sub-committees in making sure we have a strong voice on each one. She looks forward to hearing from these sub-committees and requests that the members report to the Senate at each Faculty Senate Meeting so we can understand concerns, questions, and ideas being exchanged at the meetings. Given that the system gave us four days to come up with potential representatives, President Jarzabek thanked Dr. Sisson for quickly getting the word out to the faculty. Dr. Sisson thanked the faculty and staff for our fast turn around. He stated that there were 20 nominees and the individuals selected include: Dr. John S. Vassar, Dr. Dalton Gossett, Mr. Shelby Keith, Mr. Mike Ferrell, Ms. Lisa Pickering, and one student from the SGA. Dr. Vassar suggested that if anyone has any concerns or questions about the process, they be sent to him.
- b. **Administrator evaluations – President Jarzabek** stated that administrator evaluations are being resurrected by Dr. Vassar. Dr. Vassar stated that this is a concern as far as accreditation is concerned. In addition, policy statements state that administrators need to be evaluated on a yearly basis, and we have not been. He stated in the past Mr. Keith and ITS helped set this process up in Moodle so that impressions and comments could be made. There were separate evaluations for the chairs, deans, provost, and chancellor (45, 39, 33, 35 questions respectively). All faculty members had to fill out 152 questions. There was not a lot of response, so Dr. Vassar would like to work with a Faculty Senate Comm. (likely Policy and Personnel) and the deans to move forward with this. Anonymity will be assured in this process. In addition to faculty evaluating administrators, administrators also will be evaluated by the administrator directly above him or her. President Jarzabek asked for a motion of commendation for Dr. Vassar and that he move forward with this process. The motion was made by Senator Gibson and seconded by Parliamentarian Smolinski. Senator Buzgo requested a dry run of the process and President Jarzabek said it was a good idea and that a dry run was done with the SRTes.

Observations and Concerns

- a. **Enforcement of parking decals –** On behalf of Senator Trutschl, **President Jarzabek** recommended that parking decals be enforced, not from a punitive standpoint, but based on the idea that LSUS is advertised to a greater extent through the community. In this case, rather than receiving a ticket, students could receive warnings that they need to display their decals.
- b. **Transition planning – Senator Gibson** mentioned that he is concerned about LSU-BR dominating the changes that will take place in the future. He suggests that each department look at what LSU-BR is offering to see what our programs/offering have in common and create a plan for a common curriculum. He also recommends that we get together with colleagues at LSUA so that we have more power when negotiating with LSU-BR. He pointed out the importance of this being that we have a different set of students and different admissions standards than LSU-BR. Fighting for certain aspects of our curriculum may be crucial for our students. He suggested we come up with specific recommendations for common course numbers and curricula. President Jarzabek said this brought to mind something President Jenkins said on Jan 15, which was as we move through the commitment plan and unification of LSU, for the regional campuses to take the lead and show a model that will work. If we do this the LSU System will be more inclined to adopt our plan (i.e., such as the use of teleconferencing). She ended by saying that if we come up with proposals and recommendations, we may take the lead.
- c. **Student behavior policy – Parliamentarian Smolinski** said this came about as a result of a presentation that Senator Garrison made last semester to the College. He referenced a student behavior policy called a civility or citizenship policy (cell phone use, bringing children to class, leaving early/late). He thought this might be something that faculty might want to put in their

syllabus. He suggested that if we develop a policy of our own and administrators agree with it, it could be something to add to the website or catalog. President Jarzabek suggested that the information be made available on the I drive. Senator Buzgo said it would be good on the webpage. He would be happy to refer to it in his syllabi. He already mentions such things in his syllabi. He suggested making it available for students to see. Senator Gibson suggested the Instruction and Professional Development Committee (IPDC) handle this. President Jarzabek requested that Senator Garrison forward her information on the policy he referenced in his presentation so she could pass it on the IPDC. Secretary Erickson inquired to what degree such a policy would be redundant with the Student Conduct Code, which already addresses disruptions to the academic process (such as coming to class late and leaving early). Dr. Butterbaugh said that the Student Conduct Code states that students don't have the right to interrupt the educational process but it does not address classroom management, given that faculty often have different rules. Senator Buzgo mentioned that cell phone use is covered. Senator Gibson moved this issue be addressed by the IPDC with the instruction of creating a document that does not contradict, and is not redundant, but articulates well with the Student Conduct Code and to identify the best place to post it. Senator Gibson suggested the IPDC work with Dr. Butterbaugh on this process. The motion was seconded by Senator Garrison.

- d. **Unification resolution – Senator Blakeney** stated that our December minutes sounded like we were not interested in collaboration with LSU-HSC. She said she feels a strong bond with LSU-HSC and other universities/colleges in the area. She feels the relationship is very strong. She then pointed out that we do benefit from them academically and financially. Senator Gibson replied that the issue with LSU-HSC's resolution was how strongly it was worded. He said we were waiting to see what happened as far as how faculty would be represented in this transition process, and now we know we will be. He then said that other issues mentioned in the resolution were not germane to us; and therefore, we did not feel it was appropriate to join them in their resolution at that time. He continued to say that it is not that we are opposed to them, do not respect them, are not with them and understand the benefits. Senator Blakeney suggested we should be more sympathetic to them, to which Senator Gibson said that the decision was not to be unsympathetic. Senator Blakeney pointed out that we have received several grants through collaboration with LSU-HSC and in a number of cases, LSUS faculty were junior faculty on the grants while LSU-HSC faculty members were senior faculty. She then stated that this is not in accord with Senator Gibson's statement in December that our relationship with LSU-HSC does not get us more money. She continued to state that we are enmeshed whether we like it or not, and that is the same with Centenary (science departments collaborate). She then said that we should support the faculty at other institutions and take a stand rather than always waiting. President Jarzabek agreed but also reminded everyone that we were the first to jump last year when there was a call for support, so we are not always waiting to take a stand. President Jarzabek said that we have to stand together and that we should reaffirm our LSU-HSC relationship. The President suggested that if Senator Blakeney thinks there is something in the minutes that denigrates our relationship, we need to state that while we may not be able to reaffirm every resolution, we want to establish the importance of our relationship between LSU-HSC and LSUS. Senator Blakeney also said that LSU-HSC has heard (source of information is unknown) that their HR, grants, and intellectual property offices and will be moved to Baton Rouge. LSU-HSC is concerned about potentially declining with the loss of these offices. Senator Blakeney is concerned we will be treated the same way and it could lead to our decline. President Jarzabek suggested we have another joint meeting. Senator Gibson then stated the previous resolution was based on conspiracy more than anything else and that was why he made the comments that he did. He also suggested that there may have been misinterpretation of the comments. He followed by saying that are many resolutions our Faculty Senate would be able to support. President Jarzabek said let's re-examine the idea of a resolution to the transition team and subcommittees and hash out the specific issues that need to be addressed, which calls for a joint meeting. Senator Gibson motioned to have another joint meeting and Senator Buzgo

seconded it. President Jarzabek said she would look at potential dates. Dr. Sisson was asked if he has heard anything similar, to which he responded that he has not. He followed that he would really like to know the source of the information and surmised that it could possibly be fear-based. Mr. Ferrell stated that there is so much uncertainty over at the med school that rumors may be running rampant as far as what will happen. Dr. Sisson said that they are very worried about loss of revenue, and Mr. Ferrell also added the concern over loss of jobs, if the hospital becomes privatized.

- e. President Jarzabek inquired whether there will be a search committee formed to replace Dr. Gustavson as Dean of the College of Business when he retires. Dr. Sisson said that in recent history there have been searches for deans and above so there will be a search committee. President Jarzabek inquired whether this will involve staff and faculty to which Dr. Sisson replied positively.

There was no further business. Senator Garrison moved that the meeting be adjourned. This was seconded by Senator Buzgo. The motion passed unanimously. The meeting was adjourned at 4:49 PM.

Minutes respectfully submitted by Amy Erickson.