

Faculty Senate Meeting
Monday, Sept 10, 2012

The meeting was called to order at 3:04 PM in the Webster Room of the University Center.

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

Faculty Senate Members Absent: Emre Celebi, Robert Leitz

After changes were made to the May 10, 2012 minutes per the suggestion of Senator Trutschl (correction to the name of University of MA Lowell), a motion was made by Senator Rubin to approve the minutes of the May 10, 2012, meeting. This was seconded by Senator Gibson. The minutes were unanimously approved.

President Jarzabek welcomed Senator Garrison back to the Senate and thanked Senator Gibson for replacing Dr. Julie Bergeron as Senator at Large, and for his recruitment efforts, and that of the FORCE Committee, over the summer. She also thanked all faculty members, as well as the Offices of Business and Marketing, which were involved in recruitment over the summer. She thanked the Senate for their work over the summer as well. She mentioned that the information she presented at the Faculty Council meeting would be added to the Sept. 10 Senate minutes. Next, she gave kudos to Dean David Gustavson for sharing information on his student degree checkout. She is in the process of arranging a phone call with LSU System President Jenkins, to which the Executive Committee is invited and possibly the whole Senate, regarding establishing a search committee for LSUS Chancellor, mentioning the importance of having faculty and staff members well-represented. Finally, she mentioned that LSUS has many challenges ahead of it and that we all need to work together to come up with ideas to meet these challenges.

Administrators' Reports:

Chancellor – Dr. Paul Sisson stated that while we have fewer people employed at LSUS, we are doing more now than ever before, and he appreciates the hard work and thinks that the “high level of cooperation is stunning.” He mentioned that he has “nothing but thanks for the good work” that is being done and the solutions that are being found to meet the challenges we face as a university. He commented that many people have been doing the job of multiple people (including himself by acting as Interim Chancellor, Provost and Vice Chancellor of Academic Affairs, Dean of Graduate Studies, Director of Sponsored Research (with significant assistance from others), and Director of Technology Transfer) for which he has “nothing but praise.” While there were many changes this summer, he acknowledged that faculty and staff members who have found themselves in new roles are performing these roles well. He also acknowledged the work of the FORCE and Programs and Development Committees, reminding us that there is still a lot to be done.

Dr. Sisson addressed personnel decisions made over the summer and cited that such decisions related to budgets, performance, and university goals and objectives. Some of the changes include Ms. Susie Stinson serving as Executive Director of the LSUS Foundation, Dean Randy Butterbaugh serving as the Interim Vice Chancellor for Student Affairs, Ms. Darlenna Atkins serving as the Provost of the Registrar, Ms. Katie Simpson serving as the Director of Admissions, Ms. Grace Nickels serving as the Director of Judicial Affairs and Operations Coordinator (she has worked in this area for some time but has taken on additional duties), and Mr. Matthew Parks serving as the Lab Manager for ITS.

Dr. Sisson announced that the number of first-time full-time freshman is up to 367 from 315 last Fall, which represents a reversal of a multi-year decline and hopefully a new upward trend. He commended the faculty, staff, and alumni for their hard work over the summer calling students. Dual enrollment students also have increased from 881 to 1040 this Fall, which he hopes we can turn into full-time LSUS students in the future.

President Jarzabek inquired about the state withdrawing money for dual enrollment, to which Dr. Sisson responded that state appropriations have gone from \$250,000 last year to \$62,000 this year, and that funds may continue to decline. He stated that we have had to start charging students \$50 per class this Fall for the first time, which is still a good bargain according to him. He added that high schools are being pushed by the state to encourage AP credit, as opposed to dual enrollment, and this cannot be fought; however, if we continue to offer dual enrollment, it is a good source of quality students.

Business Affairs – Mr. Michael Ferrell, CFO, reported that endowed professorships and chairs' spending allocations have been set and sent to individuals who are receiving them. The minimum amount set for one was \$500, with the rest being \$1000 or above.

Mr. Ferrell announced that trees in the university mall which were a safety hazard have been cut down, and that there are more to be cut down on campus. He is not sure why they are dying, possibly because of the drought. In addition, trees that have been cut down in the inner and outer circle around campus will need to be replaced. Trees that are currently there (which are Arizona Ash) were planted in 1967 and are supposed to last for 20 years.

Mr. Ferrell reminded us that open enrollment starts in October, there have been changes to health plans so we should go to meetings to stay informed about changes, new premiums will be deducted in December, and new plans start on Jan. 1, 2013. He also mentioned that we have met every payroll.

Student Affairs – Interim Vice Chancellor Dr. Randy Butterbaugh, thanked the FORCE Committee for their work over the summer and emphasized the importance of faculty involvement with students to increase retention and recruitment. He also announced that previously we reported enrollment statistics from Admissions and Records. It now will come from Institutional Effectiveness. Dr. Butterbaugh also announced that Ms. Grace Nickels is Director of Judicial Affairs, and that she is responsible for the initial adjudication of students, as well as working with the Student Conduct Board and faculty members, while he will be responsible for handling appeals.

LSUS Development – Executive Director, LSUS Foundation, Ms. Susie Stinson, was unavailable for this meeting.

Old Business

- a. LSUS faculty/staff (possibly student) ID – Senator Trutschl stated that while our current IDs are ok, he recommends badges that are more professional and can be worn with any attire. He plans on speaking with Mr. Aaron Suckle about cost and technicalities of this process. He stated that fifty blank IDs can be purchased online for \$12.50, as well as that LSUS could charge for these new IDs. Senator Trutschl mentioned that by wearing more professional badges around town, we could promote LSUS. He also raised the issue that the current IDs are not validated for a given time period, hence discounts and privileges that are normally available to faculty, staff, and students may not be available, the importance that IDs for faculty specify their status as doctors or professors, and that more visible IDs may increase security and assistance for campus visitors. In response, President Jarzabek mentioned that students at BPC are required to wear their IDs, and Senator Garrison mentioned this also is common in high schools. Senator Trutschl suggested it may be possible to validate IDs through a printer or sticker. He mentioned that he heard it costs \$17,000/year to use the machine that prints IDs, to which Dean Butterbaugh responded that the server is in Baton Rouge and it costs less than \$17,000/year to rent space on the server. Dean Butterbaugh said that currently we have hand-held scanners to tell if an ID is valid, but this does not solve the issue off campus. Senator Trutschl also mentioned that we speak with Fine Arts regarding a design. Senator Taylor inquired whether the Senate can make the decision to change IDs, to which Senator Trutschl replied that this decision can be made by

Mr. Suckle and Dean Butterbaugh and that he will follow up on this topic at the next Senate meeting.

- b. Weekly LSUS shirt day with possible discount at The Port for students wearing LSUS shirts – Senator Trutschl suggested this idea, and he and President Jarzabek have been exploring it. Mr. Steve Sittenauer agreed that it is a good idea. Possible discounts include 10% once per month or 5% every week. President Jarzabek also spoke with Mr. Ferrell about a similar 10% discount for students at the bookstore. Mr. Ferrell stated that faculty members already get a 10% discount at the bookstore. He recommended that we speak with Mr. Sittenauer and Ms. Brenda Bartlebaugh at the bookstore. Senator Trutschl and President Jarzabek said they would follow-up and report back.
- c. Report from Ad Hoc Committees –
 - i. Programs and Collaborations – President Jarzabek announced that Dr. Karen James agreed to replace Dr. Julie Bergeron over the summer and she complimented Dr. James on the report she prepared detailing the committee’s activity. President Jarzabek said she would send the report out. President Jarzabek then highlighted information from the report, which included the following:
 1. External reviews of the Ed.D. proposal have been returned and Education is actively revising their proposal, which is to be completed by the end of September. President Jarzabek inquired whether we have an indication from the Board of Regents as to whether they will accept the revisions, to which Dr. Sisson said we do not.
 2. An M.S. in Education are being offered.
 3. Drs. Gary Boucher and Cindy Sisson said that the new B.S. in the Petroleum Engineering Program has 28 majors with 23 students currently enrolled. Dr. Gary Boucher will meet with the Society of Petroleum Engineers at the Petroleum Club on Sept. 20 to make them aware of the new program and to get business offers to help with the funding of the degree program.
 4. The B.S. in Construction Management has currently not launched in the same way as the above program but hopefully will improve soon.
 5. The Honors Program in School of Humanities and Social Studies (under Dr. Linda Webster) is underway.
 6. Letters of intent have been sent for the following, and we are waiting to receive word back on the letters: Sports Administration, Ph.D. in Psychology, and degrees in Nursing and Organizational Communications.
 7. A focus is being created in Comparative Literature in English, Spanish, and French by Dr. John S. Vassar and Dr. Terry Harris due to the dissolution of the Foreign Languages Degree.
 8. Collaborations in Business between LSUS and Centenary are being explored by Dr. James.
 9. A degree program in Human Resource Education is being developed.
 10. A degree program in Performing Arts with Robert Alford is being developed.
 11. 100% online MBA and General Business degrees are being developed.
 12. Programs in Creativity and Critical Thinking are being developed.
 13. Concentrations in existing programs are being developed: Community Health, Management
 14. Certificate Programs are being developed: Health Informatics, Watershed Management, Hospital Management, Video Production and EditingPresident Jarzabek said we likely will have to go through Continuing Education at first for the certificate programs. President Jarzabek encouraged departments, programs, and faculty members to continue to submit proposals, suggesting that the more we present, the harder it becomes for the Board of Regents to reject them. Finally, because Ms.

James will no longer be serving as chair, President Jarzabek asked the Senators to consider replacing her.

- ii. Faculty Outreach – Senator Gibson announced the members of the FORCE Committee, which include faculty, staff, alumni, and one student, including: Christianne Wojcik, Tim Shaughnessy, Rocke Musgraves, Paul Sisson, Viki Fentress, Kui Chen, Darlenna Atkins, Kyle Pierce, Rhonda Failey, Dianne Howell, Riley Young, Katie Simpson, and SGA President Cody King. He mentioned that last March, over 300 contact cards were collected from dual enrollment students who had indicated interest in attending LSUS. Senator Gibson stated that over the summer, over 1000 phone calls were made to students. He also thanked those individuals who worked over the summer and those who attended the faculty outreach event at BPCC, which included many more individuals beyond the committee itself. Ms. Christianne Wojcik mentioned that based on phone calls, she convinced three students who were committed to going elsewhere to enroll at LSUS. He emphasized the importance of personal contact with students. In terms of this next year, he announced that:
 1. Students who failed to enroll in the Fall should be called and encouraged to enroll in the Spring.
 2. Given that we have over 1000 dual enrollment students, faculty members should schedule classroom visits and engage in more partnerships with area high schools to recruit their students. Senator Gibson reminded us that we have dual enrollment students in 19 high schools across four parishes, which does not count schools without dual enrollment programs which have invited us to visit. He also said that our goal is to increase the number of recruits from dual enrollment above 5%, which is the percent of dual enrollment students who have enrolled as full-time students at LSUS in the past. He also commented that Admissions has been helpful providing “goodies” for potential recruits. He recommended speaking with Ms. Katie Simpson or Ms. Darlenna Atkins on this subject.
 3. We need to get an outreach office at SUSLA and increase the transfer rate to LSUS.
 4. We should assist Admissions by inviting them to hear about what individual departments and programs on campus offer.
 5. Each department should do a better job bragging about itself.

New Business

- a. Moodle proctoring concerns – Senator Buzgo suggested establishing a proctor network among universities in LA to facilitate testing in online courses. In addition, he raised the issue that some institutions (such as graduate and professional schools) do not accept online degrees or credits, as they perceive them to be less thorough compared to face to face courses. In addition, 100% online courses often do not have adequate means to control for academic dishonesty. ID checks may help reduce this problem.

Dr. Buzgo emphasized the importance of assuring quality of our online courses to LSU-HSC, other institutions, and the job market so that they may perceive our courses/programs as being rigorous. Dr. Buzgo raised the motion that an ad hoc committee be formed to identify reservations LSU-HSC has with accepting online credits (which accepts a large number of LSUS students into their graduate programs and research labs). He cautioned that care must be taken in doing so to protect our current students that may have taken such courses. Senator Gibson raised the issue that if all medical schools do not like online courses, convincing LSU-HSC that our courses should be accepted will not solve the problem. He also asked whether it says on a transcript that courses are online, to which Senator Buzgo responded no. Regardless of that, through discussion with students, LSU-HSC has become aware that online courses are being offered and taken.

Dr. Buzgo suggested that by requiring students to take exams at a testing center concerns about academic dishonesty may be reduced, despite reducing the convenience of taking an online course. Universities within the LSU System could serve as testing centers in a partnership. Senator Gibson asked Ms. Tisha Samhan to elaborate on the online software proctoring program ProctorU. She provided information on the program and stated that based on her research it is accurate and widely accepted. While ProctorU is one potential solution, Senator Buzgo mentioned that ProctorU also has limitations that include lack of access to computers with appropriate camera equipment, functionality, and student's ability to fake IDs, which Ms. Samhan acknowledged. Dr. Erickson also raised the issue of cost.

Ms. Samhan and Ms. Tulin Melancon then stated that Continuing Education currently has a testing center and that if proctors are required, it is the students' responsibility to find proctors. Dr. Erickson inquired about the capacity of our testing center given that most online students are, in fact, local and because we offer a high number of courses, sometimes with high enrollment. She was informed by Ms. Samhan and Ms. Melancon that the center is free for LSUS students, but not for non-LSUS students, that it has eight computers, and testing times can be scheduled at 9AM and 1:30PM Monday through Friday (which would accommodate a total of 80 students per week, across all online courses offered on this campus or others that use the center, should a faculty member be interested in doing so).

Prior to Senator Buzgo finishing the presentation of his concerns and his second motion, Senator Gibson amended Senator Buzgo's first motion that was presented, suggesting that all of these issues be addressed by the Distance Learning Council. Senator Taylor seconded the amended motion. The amended motion was voted on and passed by a vote of 12-1, with Dr. Buzgo in opposition. President Jarzabek requested that the DLC meet prior to the next Senate meeting so that a report can be made on the topic, to which Ms. Melancon said she would arrange a meeting.

- b. LSU-HSC joint meeting – President Jarzabek mentioned that she was trying to set up the joint meeting. She inquired about tentative dates and times (the official date and time of the meeting is Wed. Sept. 26 at 5PM; President Jarzabek is looking into having it held in the Webster Rm. of the UC).
- c. Resolution honoring Dr. V. Marsala – President Jarzabek stated that Senator Gibson has written a resolution, that it will be sent out electronically to Senators, and that it will be presented formally to Dr. Marsala at the October or November meeting. Senator Gibson raised a motion that the above be set into motion, which was seconded by Senator Smolinski. The motion passed by a vote of 12-1, with Senator Blakeney opposed.
- d. Resolution on Chancellor Search Committee – President Jarzabek reiterated that she will be calling Dr. Jenkins to get information on the procedures for forming a search committee and that faculty and staff members should be sufficiently represented.

Observations and Concerns

- a. President Jarzabek read a request from the SGA that is asking the Faculty Senate to entertain two proposals:
 - i. Students would like more online courses to be offered.
 - ii. Students would like a text on reserve in the library for all classes at the university, which could be checked out for 2 hours.

President Jarzabek stated that this will be added to new business and that she will invite Senator Vergo to present her ideas. Senator Gibson also suggested that someone from the library and bookstore be present. Possible reasons why students may want books on reserve in the library are delays in receipt of financial aid, limiting student funds to purchase books, lack of funds in general, and lack of availability of books at the bookstore at the start of the semester, as occurred this Fall.

- b. Senator Blakeney made the suggestion that the Senate thank the three faculty members who are teaching for free. President Jarzabek asked her to write a resolution to do so. Senator Blakeney mentioned that she would do so and look into writing thank you letters and presenting them in October. One of the three faculty members wants to remain anonymous.

There was no further business. Senator Gibson moved that the meeting be adjourned. This was seconded by Senator Smolinski. The motion passed unanimously. The meeting was adjourned at 4:21 PM.

Minutes respectfully submitted by Amy Erickson.