

**LSUS FACULTY SENATE
MINUTES OF THE MEETING
Tuesday, October 11, 2022
11:00 a.m.
Cyber Collaboratory and Zoom**

I. CALL TO ORDER 11:04 a.m.

II. PRESENT: President Garcie, Senator Bible, Senator McLemore, Senator Zaidi, Senator Kim, Senator Williams, Senator Gifford, Senator Salvatore, Senator Zhao. Absent: Senator Coehoorn, Senator Saleh, Senator Rubin, Senator Williams, Senator White, Senator Mikaberidze, Senator Shepherd.

III. APPROVAL OF MINUTES

Minutes of May 12, 2022, Meeting: Senator Williams moved to approve the minutes as read; Senator Gifford seconded. The minutes were approved.

Minutes of September 12, 2022, Meeting: Chancellor Clark requested with regard to his report that the minutes be corrected to read: "LSUS received \$1.1 million more in formula funding from the Board of Regents and a one-time \$1M open-purpose appropriation that was made possible by the efforts and leadership of Sen. Barrow Peacock." Senator Williams moved to approve the minutes as corrected; Senator Gifford seconded. The minutes of the September meeting were approved as corrected.

IV. PRESIDENT'S REPORT—Senate President Garcie thanked Provost Taylor for providing lunch for the senators at today's meeting. President Garcie reported that he attended the DICE Center opening in late September and complimented the program that was presented. He reported a lot of people in attendance from the community as well as from the university. He was impressed with the facility and thanked Dr. Franklin and all who participated in putting the program together.

V. ADMINISTRATORS' REPORTS—

A. Chancellor: The Provost delivered a brief report for the Chancellor in his absence. She gave highlights from the Chancellor's "State of the Union" address which he delivers annually to students. He highlighted achievements over the past five years. They included campus building projects: the new science annex building to go in next to the SLA and a greenhouse, both supporting faculty/student research in the sciences. An agreement was signed with the medical school to guarantee an interview for our students; we are working on guaranteed admission. These initiatives will support students in the science classroom and students in the faculty research lab to prepare for careers in medicine and the allied sciences. LSUS has hired more than sixty new faculty over the past five years, who will bring new ideas, new research, and new opportunities for students. The Chancellor outlined several spaces that have been renovated. Upcoming are fixes for the outside of the Science building, a new front on the Technology building, a retrofit four new areas in the B&E Building to support both the College of Business and College of Education. We have a boat house project and baseball infield turf project. A driving bridge will be added between Pilots' Point Apartments and the campus. The provost noted that the bridge was primarily a safety measure due to the danger of students trying to access the campus from Youree Drive.

B. Provost: The Provost reported on a series of committees that were set up to help students in their first year. Those committees continue to meet. She thanked members of the Faculty Senate who were serving on them. The General Education Committee, the First Year Experience Committee,

Freshman Seminar committee, and Dual Enrollment committee. LSUS is trying to align these committees to move together so that what they do, they do as a united front. The provost said the plan seems to be working well. She noted that students, particularly the COVID generation, need a lot of support both in and out of the classroom. She reported that the Spring Street Museum had a very successful program on Shreveport's Jewish communities, funded in part by Louisiana Endowment for the Humanities. She noted the opening of the DICE offices. She mentioned the still pending proposal for a Bachelor of Fine Arts degree in Film Studies at the Board of Regents. They are asking for some revisions. She is still working on the proposal for a new undergraduate degree in data science, which will lead our interdisciplinary efforts. The provost reminded everyone of the Hallowe'en extravaganza and encouraged everyone to dress up. President Garcie asked if there any way the Chancellor's address to the students could be made available to the Faculty Senate. The provost referred the question to the Chief of Staff, who said she would put it on the G drive. The provost said the report contained pictures of the student support teams, so they could see what they looked like.

Senator Salvatore asked if students were supposed to dress up on Hallowe'en. If he had an exam scheduled for that day, he asked if it would be appropriate to move it one day. The provost said it was up to the professor. Senator Salvatore said he did not want to infringe on the students having some fun. The provost thought the students would cope with whatever he decided.

President Garcie asked what the fourth "first year" committee was. Provost Taylor said it was Dual Enrollment to address the requirements set by the Board of Regents for campuses participating in Dual Enrollment. President Garcie asked how membership on these committees was determined. The provost said she worked with the deans for suggestions and recommendations. These committees, unlike faculty committees, have administrators as well as faculty and staff represented on them. The provost said her concern was that the committees were inclusive, and all groups were represented. She was told that the Registrar met with one of the committees to talk about orientation. From what she heard, it was a unique and useful experience for committee members, which convinced her that the committee model was working. President Garcie explained that there might be faculty members who would like to serve on one of those committees and would want to know how to do that. The provost said there was a faculty senate representative on every one of the four committees. She said administration also tried to balance the demands on individual faculty members, such as tenure requirements, with the demands of committee service in composing the committees. The provost explained that retention of freshmen was a major concern, and the administration was trying to put support in place that would get them through the first year, believing if students could be retained for that year, they could then be moved forward to degrees and careers. President Garcie asked if there were any requirement for faculty to take attendance in their classes. The provost said she takes roll every class as a means to keep students accountable. She said she did not think there was any requirement to take attendance other than the requirement to report to the Feds the last day of attendance of students who receive financial aid. She said the other issue is that if we don't know whether a student is in class, how do we know that student needs extra help or is struggling. She invites faculty to think through the issue of taking attendance and how it could be helpful to students. She noted that we have all kinds of intervention services, but they can't help if they don't know about the problem. President Garcie said he takes attendance but wanted to clarify the expectations of faculty. The provost said there is a section in the Faculty Handbook on attendance but does not remember what the language is. A faculty senate member read the pertinent section from the Faculty Handbook that indicated faculty "should" but not "must" take attendance. Ensuing discussion noted that day of last attendance was required when reporting grades of failing students. The provost said she was stressing this for freshmen classes. The upper-level classes tend to be smaller, and professors get to know

students. The large general education classes are where students report feeling lost and intimidated. There are a lot of advantages to taking attendance. Interim Vice Chancellor Keith interjected that the last day of attendance is required for all students on federal financial aid who receive a failing grade. Another senator said he did not take attendance but gave quizzes, which was another way of discerning whether a student was attending. The provost said she was not requiring any particular method. The next question would be what does the professor do when he or she realizes a student is not attending? President Garcie said he thought in-class assignments were a good way to determine which students were there.

Senator Bible brought up the jogging track that had been discussed in the past. He noticed there is a lot of traffic on the campus road that is not LSUS traffic and also that he often must dodge joggers. He wondered about the status of the jogging track proposal. He said we should have campus police present during baseball and soccer games when traffic through campus was heavier. The provost said she had not seen any discussion of closing off lanes (for jogging) but agreed that a police presence would be helpful at events. She noted that she complained annually that the monolith at the Youree Drive entrance blocked the view of drivers entering the campus, but nothing had been done.

VI. CONTINUING BUSINESS

A. Committee appointments procedure

President Garcie stated that questions had arisen about how committee appointments were made on Faculty Senate committees. The deans did a good job of making those openings known to faculty. Senator Bible submitted some wording to be added to the by-laws governing committee appointment responsibilities on the faculty senate. He read the proposed wording: "It is the responsibility for each college and the library to monitor the senate committee appointments and vacancies and elect or appoint committee members as needed for the various senate committees. Appointments or elections for the upcoming academic year should take place in April or May as needed. The Senate Vice President is responsible for coordinating these efforts. The Senate Policy and Personnel committee members must be elected, and members must have tenure."

President Garcie said it was his understanding that in the past the Vice President was the person on the faculty senate who took care of all this and handled elections. At the same time, there was nothing in the by-laws that made those duties official. President Garcie asked for discussion. One question was whether this was for senate committees, specifically, not for faculty. President Garcie said that was correct. Faculty serve on other committees that are not senate committees. Senator Bible recalled that one year there was a vacancy on the faculty senate that went unfilled. President Garcie said something similar had come up last fall when a senate committee member retired, and nothing was said. The opening remained until the current issue was brought up. Senator McLemore asked what the wording says about the tenure requirement. President Garcie said it says Policy and Personnel committee members must be elected and must have tenure. He asked if that needed to be restated. Senator Bible did not think so. President Garcie said if this were added to the by-laws, it would have to come up before Faculty Council twice. Assistant Vice Chancellor Burden said she would be very careful about including administrators and faculty appointments on faculty senate committees. That should be faculty driven and not administratively driven. She offered to provide historical references about the way it had been handled in the past. She said the way it used to work, the faculty senate president and vice-president would determine what vacancies were coming up on which committees and email the faculty in that particular school and ask for volunteers. That way everyone had an opportunity to serve. Among the volunteers, the faculty senate executive committee would choose someone and make a recommendation to the full faculty senate body. That way everyone had a chance to serve on every committee except Policy and Personnel, which is completely different as previously stated. President

Garcie observed that this year we had a large number of faculty rolling off their positions. It would have been a large task for one person, so that is why the deans were included. He asked if the vice president would handle even a large number of openings? Assistant Vice Chancellor Burden said that would be the case in some years, but the schedule should be staggered so that only a few people come off each committee at any given time. She believes retirements and other factors made this last time unusual, and she hopes we will not see that again for a while. She wants to make sure all the faculty has opportunities to serve on the committees of their choice. She does not want past precedents to be ignored. Senator Bible said the procedure had not worked out well in the College of Business the past few years. President Garcie said since only half the senators were present, he would like to table the matter until the full senate could consider it. Senator Bible moved to table the discussion. Senator Gifford seconded. The discussion was tabled.

VII. NEW BUSINESS

A. Committee elections—President Garcie recognized the new member-at-large of the Policy and Personnel committee, Chengho Hsieh. Senator Williams moved to accept the nomination. Senator Gifford seconded. The nomination of Chengho Hsieh as member-at-large to the Policy and Personnel committee was approved. President Garcie noted that the tenure requirement for Policy and Personnel limited the number of people on campus right now who could serve on that committee, so there was still an opening on that committee. President Garcie said the committee membership had been updated on the Faculty Senate website, and Dr. Hsieh would be added to that list. All the committee members and committee chairs can be viewed on the Faculty Senate website.

VIII. OBSERVATIONS AND CONCERNS

A. Graduation attendance—The provost thanked those who attended [summer] graduation but noted that there were not very many faculty. She asked the faculty senators to help think through how she could encourage faculty attendance at graduation. The requirement is that faculty attend at least one graduation a year. While she does not want to burden faculty, it is hard for her to explain to parents why there are so few faculty. She asked the senate for ideas to improve the rate of attendance. She mentioned the possibility of a sign-in sheet. Senator Gifford said she did not think a sign-in sheet was necessary. She suggested holding graduations by college. The provost agreed but said there was a problem of imbalance in the number of students in different programs. If we did graduations by colleges, the smaller graduations would have to be held in the University Center. Senator Salvatore noted that the summer graduation occurred on a day when faculty were in classes. He asked if that were unavoidable. The provost said that it was. A large number of graduates in AP1 and AP2 were not finished until the week before the 15-week fall semester started. The timing resulted in the ceremony being moved back three weeks and into the fall semester. No one liked it. Senator Zaidi suggested moving graduation to the end of finals week. Some schools allow students to walk for graduation and send out diplomas later. Provost Taylor said some faculty objected to allowing students to walk before their grades were confirmed. Senator Zaidi said it was a common practice in his experience. Many colleges and universities handle graduation that way. The provost thanked everyone for their good suggestions. She noted that we are to an extent tied to what LSU does, but she would pass on the suggestions to the committee. Senator Gifford asked if lunch could be provided as an incentive. Roger Zhao mentioned that the 2:00 p.m. graduation deterred some faculty who must pick their children up from school on weekday afternoons. He suggested morning graduations to avoid that conflict. The provost said other considerations that affected the time were the length of the ceremony and varying numbers of graduates each time. President Garcie asked whether there was going to be a third graduation every year going forward. The provost replied that the graduation was necessary because there was a large cohort finishing in the summer. The students did not want to wait until December.

President Garcie asked if there had been any thoughts about holding graduation for smaller cohorts at LSUS. The provost said that students in smaller cohorts might complain about not getting to walk across the stage at Brookshire's arena. She said they were trying to please the students primarily and then the faculty. The administration tries to come up with a graduation ceremony that pleases the greatest number of people. She promised to share any ideas offered by faculty to the Registrar and Vice Chancellor Lessiter.

President Garcie brought up the mixer on October 5 at Stacks. He acknowledged Trish Farnsworth-Smith who put the event together for faculty and staff. He said the turn-out was good, about thirty or forty people. He would like to see more similar events for faculty and staff, at least once a semester.

IX. ADJOURNMENT--There being no further business, the meeting was adjourned at 11:53 a.m.

Respectfully submitted,

Laura L. McLemore, Secretary