HIGHLIGHTS FROM FACULTY SENATE MEETING, February 15, 2002

Comments from Chancellor Emmert: The Chancellor has begun the search for a new provost with an “aggressive schedule,” hoping one can be named by June. Senators from the College of Arts and Sciences asked the Chancellor about the mid-year budget cuts.

Comments from Executive Vice-Chancellor and Provost Fogel: Provost Fogel described changes in the upcoming SACS review process. He explained that Academic Affairs will be post the IT Master Plan and ask for feedback. He described a recent gift of $7.5 million from Gordon Cain to fund the Gordon A. Cain Center for Scientific, Technological, Engineering and Mathematical Literacy and the Gordon A. Cain Communications Project at LSU. Provost Fogel was also questioned about budget cuts in A&S.

Admissions and Grade Submission Issues: Karen Denby, Dean of Enrollment Management, reported on admissions for Fall 2002 when standards are being raised. Although admissions are now down 17%, she anticipates a drop of only 2-3%. Robert Doolos, Registrar, and Kathy Sciacchetano, Director of Student Aid & Scholarships, announced a new procedure to gather data on students who receive federal financial aid and fail all of their courses.

Comments from President Kestner: The "Codification of Graduate Council Policies," has been approved by the Provost, the Graduate Council, and the Dean of the Graduate School. Senators received copies. The Committee to Review Administrators has begun its work. Group Benefits is reviewing proposals related to the new health care plan described by Forest Benedict at our last meeting. The Faculty Senate Executive Committee is proposing that a policy statement be written on the contents of syllabi. Nominees for Faculty Senate officers for next year will be presented at the March meeting and voted on in April. Also, the Committee on Committees will be filling vacancies on Faculty Senate standing committees.

Report from the Committee to Revise PS-36 and Related Subcommittees: Mary Lou Cutrera, chair of the Ad Hoc Committee on Instructors, presented “Report on ‘Chapter 3: Instructors’ in PS36 Revision,” to be posted on the PS-36 website. Nan Walker, chair of the Ad Hoc Committee on Non-tenure Track Professorial Faculty, summarized its report, also posted on the PS-36 web site. Karl Roider, chair of the Committee to Revise PS-36, reported significant progress in reshaping the document in light of criticisms of the current draft.

Old Business: Resolution 02-03: "Concerning Job Dossier Management for Doctoral Students at Career Service” was adopted. Action on Resolution 02-04: "Contracts for Instructors and General Librarians” was postponed.
New Business: None

The next Faculty Senate meeting is on Thursday, March 7, 2002. Full minutes are available at the Faculty Senate website.

Faculty Senate Meeting Minutes

The meeting was called to order at 3:07 p.m. A quorum was present; proxies were announced. Minutes of the January 24, 2002 meeting were approved as corrected. They may be viewed at the Faculty Senate website, best accessed through Faculty Senate under the LSU A-Z Directory.

Comments from Chancellor Emmert

The Chancellor has initiated the search for a new provost with an ad in the Chronicle of Higher Education and through direct mailings to academic organizations and to administrators at other campuses. He has met with members of the Faculty Senate Executive Committee (FSEC), the Staff Senate, and the Student Government Association (SGA) to solicit names for a search committee and input on the hiring process. He has set an “aggressive schedule,” hoping to bring candidates to campus in late April or early May. If a new provost can be named by June, an interim provost will not be appointed. However, he assured Senators that if the process cannot be concluded in that time with the best candidate possible being named, then it will be carried over to fall. Heidrick and Struggles has been contracted to aid in the search. The Chancellor will announce the search committee soon—a dozen or so members with faculty, staff, student and community representation. He encouraged Senators to forward names of candidates whom they think should be invited to apply.

Senators from the College of Arts and Sciences asked the Chancellor about the mid-year budget cuts they are facing. He explained that A&S had a very aggressive plan for faculty and staff salary savings that didn’t come to fruition and that the college carries a large service load with variable costs. Thus, the dean and department chairs are addressing a 2–4 % budget gap.

Comments from Executive Vice-Chancellor and Provost Fogel

Provost Fogel updated Senators on changes in the upcoming SACS review process. In place of a self study, SACS is calling for a Quality Enhancement Plan which the Provost hopes to link to the University Planning Document. Teresa Summers is leading the reaffirmation effort with an Advanced Leadership Planning Team in place, with each member responsible for a particular Strategic Direction. The Provost believes the process should be faculty driven, leading to the creation of a more effective institution. The last SACS review identified outcomes assessment as an area for improvement, and the Provost thinks that assessment of student needs and learning outcomes is likely to be our largest challenge in this next review. Therefore, on February 28 and March 1, a Provost Seminar will focus on assessment of academic degree programs, and Assessment
Coordinators will meet with Professor Philip Way, University of Cincinnati, to review their plans for regular assessment of learning outcomes.

Academic Affairs will be posting the IT Master Plan and asking Senators and other faculty to respond to it. The plan will eventually support a process of resource allocation.

Gordon Cain has emerged as the university’s leading donor with a gift of $7.5 million in part to fund the Gordon A. Cain Center for Scientific, Technological, Engineering and Mathematical Literacy to reform the teaching of undergraduate science and math through improving primary and secondary teacher education. $2.5 million will be used to establish the Gordon A. Cain Communications Project at LSU, designed to develop the written and oral communication skills of students in basic sciences, engineering and agriculture. The university will expand this project to establish a Communications Across the Curriculum program for all undergraduates.

The Student Technology Fee Committee is reviewing proposals and will announce awards in early March.

Provost Fogel was also questioned about recent budget cuts in A&S, especially their relationship to the large number of services courses taught by A&S for colleges university wide. The Provost will ask staff in Budget and Planning to see if projections of the budget shortfall are reasonable. The cuts being discussed are 30% of discretionary money which would come from support and operation budgets. The Provost offered to discuss the matter with Dean Collins and the A&S Faculty Senate.

Admissions and Grade Submission Issues

Karen Denby, Assistant Vice-Chancellor of Academic Affairs and Dean of Enrollment Management, updated the Senate on admissions for Fall 2002, a semester when standards are being raised to a 2.8 academic GPA and a composite ACT of 20. Furthermore, for the first time, applicants were allowed to apply for scholarships and the Honors College, if interested, as part of the regular application process. As a result, many applications arrived later than usual, and more time is needed to process them. Although admissions are currently down 17%, Dean Denby anticipates a drop of only 2-3% once applications have been processed, about the same decline LSU experienced the last time higher standards went into effect.

Robert Doolos, Registrar, and Kathy Sciacchetano, Director of Student Aid & Scholarships, explained plans for a new procedure to gather data on those students who receive federal financial aid and fail all of their courses. To participate in the federal financial aid program, LSU must determine and report whether a student who receives all Fs for the semester has “earned” the Fs because of failing work or received the Fs “by default,” meaning that the student never attended or stopped attending class. If a student receives all Fs by default, LSU must determine the date the student stopped attending. If the student did not attend at least 60% of the classes, then LSU must repay the funds and seek repayment from the student. LSU must investigate cases and submit paperwork
Within 30 days of the end of the semester. (Students receiving federal aid are informed of these rules.)

Currently, staff in Student Aid & Scholarships gather data by sending a form to faculty, but it is impossible to meet the 30-day deadline. Compliance can affect the $85 million in funds LSU students receive. A new procedure is being designed to capture this information when a teacher submits grades by PAWS. Records and Registration plans to enhance the grade submission process by adding a pop-up panel that will appear when the teacher enters an F grade. It will ask if the grade was earned or awarded by default, and if by default, a second panel will appear asking the teacher to record the last day the student attended class. Student Aid will use the data collected from all the student’s teachers to comply with the federal reporting requirements.

This process will not apply to midterm grades because only final grades concern the federal government. (It is, however, possible to report a student who is not attending at midterm. Records and Registration staff forward this information to the dean of the student’s college.)

More than 73% of the faculty submits grades by PAWS. The Registrar asked Senators to encourage all colleagues to do so. He hopes the plan can be implemented for spring grades.

**Comments from President Kestner**

- The "Codification of Graduate Council Policies," distributed at the meeting, has been approved by the Provost, the Graduate Council, and the Dean of the Graduate School. Senators are encouraged to read the report.

- The Committee to Review Administrators has begun meeting to set general guidelines for reviewing chairs, deans, and other administrators with an emphasis on faculty input.

- Group Benefits is reviewing proposals related to the new health care plan described by Forest Benedict at our last meeting; they hope the plan can be in place by the open enrollment period.

- The Faculty Senate Executive Committee is proposing that a policy statement be written to cover required contents for syllabi.

- Faculty will receive an informational memo on excused absences for students from Neil Mathews, Vice-Chancellor for Student Life and Academic Services.

- A meeting on campus parking at football games has been called; representatives from across campus will attend.

- The FSEC is meeting with the SGA on “dead week” policies.
• The Information Technology Master Plan Policy Committee met last week to review the plan prior to its circulation for public comment. The Policy Committee is made up of Vice Chancellors and the chairs of two related subcommittees: Academic Technology Advisory Committee, chaired by Neal Stoltzfus, and the Administrative Systems Advisory Council, chaired by Robert Kuhn.

• Nominees for Faculty Senate officers for next year will be presented at the March meeting, to be voted on at the April meeting. Also, the Committee on Committees will be filling vacancies on Faculty Senate standing committees. Faculty who want to serve on a committee should let Kelly Blessinger know which one. The FSEC will remind all committee chairs to submit annual reports to be posted on the Faculty Senate website.

• At next month’s meeting Senators will hear reports from The Commission on the Status of Women and from the Ad hoc Committee on Collective Bargaining. Also Senator Carruth McGehee will introduce a resolution on students earning second majors.

**Report from the Committee to Revise PS-36 and Related Subcommittees**

Mary Lou Cutrera, chair of the Ad Hoc Committee on Instructors, presented “Report on ‘Chapter 3: Instructors’ in PS36 Revision,” with "Detailed Comments on Chapter 3" attached, to be posted on the PS-36 website. Her committee welcomes further comments from the Senate and other faculty; she offered to work with the Committee to Revise PS-36 on Chapter 3.

Nan Walker, chair of the Committee on Non-tenure Track Professorial Faculty, summarized its report, also posted on the PS-36 website. This relatively small group of faculty varies widely in its roles and its funding, making it complex to write policies that fit all cases. In general, the committee recommends three-year rolling contracts at the associate professor level with five-year rolling contracts for full professors. Hard money salaries should be guaranteed for all faculty, with a contracting system that is meaningful for those on soft money. The committee asks to participate in the rewriting of PS-36 as it relates to this group.

Karl Roider, chair of the Committee to Revise PS-36, reviewed its charge: 1) to make revisions as communicated by various committees, faculty and administrators; and 2) to explain the rational of the proposed policy. He said that the committee had taken criticisms of the current draft seriously: It is “too complex, too long, too repetitive, too many and too frequent evaluations, too hostile or insulting. . . . Ongoing Academic Review (OAR) has come under attack. Senior Instructor will be difficult to define.” Therefore, the committee has “cleaned and trimmed” the document to roughly 40 pages. It has finished Part I, the general policies and will release it to the Provost and FSEC soon. It has outlined the responsibility of all involved in the promotion process—the candidate, the faculty, the chair, the dean, and the provost—and explained what is being evaluated. As for OAR, the committee agrees that PM 35 mandates review of tenured faculty, but it also recognizes that we do much reviewing now and questions why we
should do more. The committee is implementing the triggered review process tied to annual departmental reviews described in PM 35. If a faculty member receives an unsatisfactory departmental review for two consecutive years or three in five years, then a system of review with a plan for remediation would be initiated.

As for Chapter 3 on Instructors, the committee asks for a chance to revise it, probably deleting the Senior Instructor rank and returning to the designations Instructor I, II, and III, currently used by some departments. Although no instructors serve on the revision committee, Roider noted that Cutrera’s committee has worked closely with his. Cutrera relayed some instructors’ concerns about how any policy for this rank might be grandfathered in. She stressed that while the revision committee is not concerned with the transition period, the instructors are and their support for Chapter 3 may be tied to how it will be implemented. Roider thinks the restructuring will ease the transition.

When asked to explain why LSU needs post-tenure review, Roider said that he could not explain why, but that PM 35 mandates it, and that his committee has been asked to propose a policy to implement it. President Kestner commended the committee for its hard and productive work.

**Old Business**

A motion was made, seconded, and passed to adopt Resolution 02-03: "Concerning Job Dossier Management for Doctoral Students at Career Service," authored by Patrick McGee.

A motion was made and seconded to adopt Resolution 02-04: "Contracts for Instructors and General Librarians," authored by Senator McGehee. Given the request of the Committee to Revise PS-36 for more time to address instructor issues, Senator McGehee moved and the Senate voted to postpone action on the resolution until the March meeting.

**New Business**

None

The meeting was adjourned at 5:02 p.m. The next Faculty Senate meeting is on Thursday, March 7, 2002.

Respectively submitted,

Sarah Liggett

*If you wish to be represented by another faculty member from your college or division, or if you wish to give a proxy vote to another member of the Senate, please give written notice to the Senate President prior to the meeting. Please refer to “Bylaws of the Faculty Senate,” Article VI, in the LSU Faculty Handbook.*
FACULTY SENATE MEETING ATTENDANCE
DATE: February 15, 2002
% =Present, * =Proxy

College of Agriculture (8)

T__Paul Bell
T__John Chandler
T__Abner Hammond
T__Stephen A. Harrison
* __Mark K. Johnson
T__Joan M. King
T__Fran Lawrence
* __Charles L. Shilling

College of Arts & Sciences (17)

* __Jack Beggs
T__Karola Gray
T__Mary Lou Cutrera
T__Irene Di Maio
T__Claire Advokat
__Sylvie Dubois
T__Paul Farnsworth
__James Honeycutt
__Stuart Irvine
T__Christopher Kenny
T__Sarah Liggett
T__Patrick McGee
T__Carruth McGehee
T__James Catano

*__John Rodrigue
T__Jill Suitor
T__William Adkins

**College of Basic Sciences (7)**
T__John Battista
__Andrew Maverick
__Michael Cherry
__Jeffrey Clayton
T__Don Kraft
__Mark Slovak
T__George Stanley

**College of Business Administration (5)**
T__Nicholas Apostolou
T__Don Deis
T__Jim Richardson
T__William J Moore
T__Ji-Chai Lin

**College of Art and Design (3)**
__Cynthia Handel
T__Caroll Mathews
__Anne Spafford

**College of Education (6)**
__Dennis Landin
__Nancy Nelson
__Thomasine Mencer
__Frank Rusciano
__Dianne Taylor
__Michael Welsch

**College of Engineering (5)**
T__Aravamudhan Raman
* __Danny Reible
T__George Voyiadjis
* __Bhaba Sarker
T__Andrew Wojtanowicz

**School of the Coast and Environment (3)**
* __Mark Benfield
T__Margaret Reams
* __Richard Shaw

**Library (2)**
* __Marilyn Christianson T__Kelly Blessinger

**Library & Information Science (1)**
T. Elizabeth Dow

Mass Communication (1)

T. Susan Brown

Museum Complex (1)

Jim McGuire

College of Music & Dramatic Arts (3)

* Andrea Giger

* Lori Bade

Louis Gagliano

School of Social Work (1)

T. Kristin Gansle

Veterinary Medicine (4)

* Pat Crawford

T. Phillip Elzer

* Marge Gill

* David Horohov

Parliamentarian

Andy King

PROXIES:
William Armstrong for Marilyn Christianson
Richard Condrey for Mark Benfield
James Cowan for Richard Shaw
John Chandler for Charles Shilling and Mark Johnson
Phil Elzer for Pat Crawford, Marge Gill, and David Horohov
Karola Gray for Lori Bade and Andreas Giger
Christopher Kenny for Jack Beggs
Tiwanna Simpson for John Rodrique
Andrew Wojtanowicz for Danny Reible and Bhaba Sarker