

## **Faculty Senate Minutes**

**September 13, 2004**

**12:00 pm A-127**

Members Present: Mete Alpay, Michael Axelrod, Anthony Baltakis, Holly Bell, Maura Cavell, Jennifer Creswell, Nicole Gil, William Henshaw, Gloria Hernandez, Debra McCauley, Judith Pearson, Angela Sonnier, Christina Vick, Noah West, Avery Williams, Steve Guempel (Administrative Representative), Caletta Soileau (Staff Senate Representative)

Guests: Jud Copeland, Ron Wright

Dr. Tony Baltakis called to order the first LSUE Faculty Senate meeting of the 2004 – 2005 academic year at noon in the Acadian Center, Room 127. Dr. Bill Henshaw moved and Dr. Christina Vick seconded the approval of the minutes of the Faculty Senate meeting on May 3, 2004, as submitted by Mr. Ed Deshautelle.

Dr. Baltakis announced that a statement referring students to the student code of conduct on the LSUE website is being created by the Office of Student Affairs to be placed on all syllabi similar to the Americans with Disabilities Act Statement. A Eunice police officer is currently residing at Bengal Village to assist with security measures. Contrary to rumors, he is not a drug dealer.

Dr. Vick addressed the status of the Ad-Hoc Committee on Advising. A report was submitted to the Strategic Enrollment Committee and we are waiting for their response. A discussion followed concerning information given at advising that could assist advisors when working with students. Faculty are concerned about the student knowledge of the catalogue, my.LSUE, and Blackboard™. Dr. Steve Guempel assured the senate that the catalogue is shown to the students and specific information from the catalogue is pointed out to them. Suggestions included a PowerPoint presentation of the LSUE Catalogue and demonstrations of my.LSUE and Blackboard to students during future orientations. Dr. Guempel motioned that the Faculty Senate approach the Orientation Committee about having faculty representation (a faculty senator) in planning orientation. Dr. Vick moved to accept the motion, Ms. Nicole Gil seconded the motion, and it passed unanimously.

Dr. Baltakis announced that Ms. Mary Leslie resigned as Vice-Chair of the Faculty Senate and opened nominations for Vice-Chair of the Faculty Senate for the 2004 – 2005 AY. Mr. Noah West was elected the new Vice-Chair by acclamation.

Mr. Michael Axelrod discussed concerns from Business and Technology regarding the newly announced computer lab printing policy. Nursing and Allied Health have not heard concerns from students. Ms. Gil announced that she is working with OIT with regards to her classes that demand high printer output. Dr. Guempel expressed the amount of waste ranging from students not picking up their printed materials to printing of non-academic material in volume. He provided data from the library lab contrasting the number of pages printed the first day of classes (August 23, 2004 → 8,000 pages) with the number of pages printed since implementation of the policy in the library lab. Dr. Baltakis shared concerns brought to him that included being upset that faculty were not consulted before the policy was announced and the concern that one-size fits all does not actually fit all. Dr. Guempel informed the Senate that \$25 – \$30,000 is taken from the technology fees to pay for paper and ink in these labs. These are funds that are not able to be spent on academic equipment/technology. Mr. West summarized the concerns he's heard as lack of flexibility, control of waste, and lack of communication from the Technology Committee. Mr. Ron Wright asks that faculty discuss their concerns with him as he is willing to work with them while implementation is set forward and is carried out. He has discussed with a few faculty several options as implementation takes place. Mr. Wright also stated that the Technology Committee dissolved through lack of interest/attendance of faculty

representatives. Faculty representation for the technology committee is selected through each division. The Senate asked that either Dr. Guempel or Mr. Wright provide an update on the printer usage with data from September. Mr. Wright wants faculty to know that OIT is flexible in working with faculty and their concerns.

Dr. Henshaw addressed concerns with communication between administration and faculty. Dr. Guempel informed the Senate that the major thrusts on campus are the creation of new academic programs. Faculty have communication avenues with administration through the Faculty Senate Chair.

Dr. Jud Copeland informed the Faculty Senate that they initiated the implementation of the new printing policy in the labs in the library and that OIT has been helpful in making adjustments. The library helps with orientation sessions, BI sessions, reminding students about important events on the university calendar, and continues to update their collection. The library has a new reference librarian, Ms. Shelby Anferon-Comeau. The library hosts URSI sessions where students share their research results, fine arts displays, author visits, and works with distance education.

Ms. Gloria Hernandez agreed to wait until the October meeting to discuss the Student Code of Conduct. Dr. Henshaw moved to adjourn, Dr. Guempel seconded, and the meeting was adjourned at 1:00pm.

*Respectfully submitted,  
Gloria P. Hernandez*

## **Faculty Senate Minutes**

**October 4, 2004**

**12:00 pm A-127**

Senators Present: Mete Alpay, Michael Axelrod, Anthony Baltakis, Holly Bell, Angela Buchanan, Maura Cavell, Jennifer Creswell, Nicole Gil, Gloria Hernandez, Debra McCauley, Judith Pearson, Angela Sonnier, Christina Vick, Avery Williams

Representatives Present: Jim Cordes (Academic Policies Committee), Stephen Guempel (Administrative Representative), Caletta Soileau (Staff Senate Representative)

Guests: Jason Ambrosiano, Althea Jackson, Atina Wright

Dr. Tony Baltakis called to order the October LSUE Faculty Senate meeting at noon in the Acadian Center, Room 127. Dr. Christina Vick moved and Dr. Maura Cavell seconded the approval of the minutes of the Faculty Senate meeting on September 13, 2004, with the noted correction in spelling (Ms. Shelby Anfenson-Comeau).

Board of Supervisors meeting report was forwarded to Dr. Baltakis from Mr. Noah West. He reported that there is still a discussion about tuition waivers for faculty, spouses, and dependents to attend any school in the LSU system. The main source of opposition is coming from the LSU (Baton Rouge) Faculty Senate. They are concerned with the money that they will lose from waivers. The administration is not in opposition of the proposal. Networking between campuses was also discussed. Communication, transferring of credits between campuses can be improved through seamless computer system linking all LSU campuses for easy transfer of credits. Faculty and staff were notified about problems with healthcare options and the state's Definity program funding. LSUE will be assessed approximately \$67,500 to maintain the Definity program solvent. Mr. Ogden stepped down from his position on the Board. He relinquished his seat after twelve years on the Board because he recently learned that he resides in District 2, and not District 1 (the District he was assigned). He recommended that a minority be appointed to the Board for more diversity and to reflect the make-up of Louisiana.

Mr. Michael Axelrod informed the Senate that Courses and Curriculum reviewed a number of proposals from the Division of Business and Division of Sciences. They were approved.

Dr. Jim Cordes announced that Academic Policies will meet October 18, assuming that there is something forwarded to them.

Waiting for more concrete information, after midterms, the update on the computer printing will be put on the November meeting agenda.

Ms. Gloria Hernandez suggested that students could electronically recognize that they are expected to abide by the Student Code of Conduct as part of the registration process. A motion was made by Dr. Cavell and seconded by Dr. Vick to accept Ms. Hernandez's proposal and to recommend that OIT place a "Terms and Conditions" button as part of the student registration, whereas students would acknowledge and accept to abide by terms of the LSUE Student Code of Conduct. A link would provide immediate access to the code. Beginning next semester, there will be a required boiler plate statement to be placed on syllabi that inform the students of the Student Code of Conduct and its location. The boiler plate is being devised in Student Affairs. Dr. Althea Jackson informed the Senate that students receive a one-page summary of the LSUE Student Handbook, which included excerpts from and the location of the code, at Orientation. After much discussion on the wording and technicalities, the Senate agreed to table the motion so as to give time to discuss the process, detail a smooth process of

implementation. Dr. Stephen Guempel will discuss the proposal with Mr. Ron Wright and Mr. Ron Ryder. Dr. Guempel and Mr. Wright will report back at the November Senate meeting the feasibility of implementation.

Dr. Baltakis summarized the recent history of concerns involving the Faculty Professional Development Funds Committee (FPDFC). Most of the concerns have been resolved. The concerns originated when the committee reduced the maximum funds from \$1500 to \$1000 per academic year and several faculty attended conferences prior to the change. The committee decided to approve those faculty who submitted proposals prior to the change (on September 15) up to \$1500 for those trips, but would review future proposals up to \$1000 for the academic year. The committee realized that after approving over \$12,000 of the \$30,000 budgeted at their first meeting, that funds could be gone before Christmas. The committee is trying to "equally" distribute the funds to more faculty within the limited budget. Dr. Baltakis made a few suggestions to the FPDFC that they will consider in the spring concerning the functioning of the committee. Dr. Guempel informed the Senate that the committee will change how the committee will be functioning so that the committee will review at the end of the spring semester any changes that will be made as opposed to making changes at the beginning of the fall semester. The fund has accomplished what it was supposed to in that more faculty are becoming active in professional organizations by attending meetings, presenting, reading papers, and attending conferences. Unfortunately, the budget for funds has not been able to keep up as more faculty utilize the funds and the rates to travel increase.

Ms. Hernandez reported to the Senate that amongst the complaints from faculty about the hours available for recreation in the Health & Physical Education Building, she asked Dr. Jackson about the possibility of having two weight rooms, one for academics and one for recreation. Most of the equipment was purchased through Liberal Arts and therefore has primary function towards academics, creating limited access for recreation. Space is also limited. Ms. Nicole Gil offered the suggestion to look into a grant that might be available to tie in with the current Wellness Program to help employees feel better and increase productivity. If we could find the space, then possibly we could buy our own equipment. Dr. Jackson added that since classes come first, with the addition of more coaches and more classes being taught during the day hours, the availability is limited. An outdoor walking/running trail was also mentioned.

Ms. Atina Wright announced the upcoming Career Day Expo on Wednesday, October 20<sup>th</sup> and the Resume Writing/Interviewing Skills Workshop on Tuesday, October 5<sup>th</sup>, and Wednesday, October 6<sup>th</sup>. She asked faculty to remind students of the Career Expo. Many companies are coming from far away and we would like to provide a good turn out to make their trip worth it. Students who will be graduating this semester or next semester are strongly encouraged to attend.

The meeting was adjourned at 12:50 pm.

*Respectfully submitted,  
Gloria P. Hernandez*

**Faculty Senate Minutes**  
***November 11, 2004***

Senators present: Mete Alpay, Michael Axelrod, Anthony Baltakis, Holly Bell, Angela Buchanan, Maura Cavell, Jennifer Creswell, Cinderella Hayes, William Henshaw, Gloria Hernandez, Debra McCauley, Judith Pearson, Christina Vick, Noah West, Avery Williams

Representatives present: Stephen Guempel (Administration), Jim Cordes (Academic Policies), Coletta Soileau (Staff Senate)

Guest: Ron Wright

Dr. Anthony Baltakis opened the meeting at noon on Monday, November 1, 2004. Dr. Christina Vick moved to approve the minutes as revised with typographical corrections. Dr. Maura Cavell seconded the motion and the Senate approved the minutes.

Mr. Noah West gave a report from the Board of Supervisors meeting. In summary:  
FAC-No meeting (not enough for quorum) Dr. Rasmussen gave a presentation on PM 24 about the LSU System Council of Faculty Advisors.  
Health and Education Committee topic was on compliance and that compliance was to expand beyond H EPA and Human Resources to become compliant in all matters that fall under compliance issues (EPA, OSHA, etc.)  
Definity insurance premiums will go up because of claims; LSUA had a proposal for student athletic fee (\$3.50 per credit hour) but was withdrawn when brought to the Board of Supervisors Meeting; Board of Regents is reviewing operating budgets for the Academic Institutions in Louisiana; Property and Facilities-Mike the Tiger is being moved to the Baton Rouge Zoo and approximately \$2 million will be spent to refurbish his cage for a natural habitat in two phases that will also be used for a learning center. Independent donations and the Tiger Athletic Foundation are providing the funding. Compliance claims on individual facilities that are not satisfactory met at that facility can be brought to the Board of Supervisors with campus/whistle blower protection. Each institution will be responsible for their compliance issues. Issues were discussed concerning ways Definity could stabilize clams for the rest of this year and the future. Each campus needs to look at innovation and reduce costs while enhancing productivity.

Mr. Michael Axelrod reported that Courses and Curricula approved all but 4 items that were curricula changes and they were waiting for one course to be added. Dr. Jim Cordes reported that Academic Policies have nothing to meet about.

Mr. Ron Wright reported printing usage in the library with regards to the new policy concerning printing in computer labs. Beginning of the semester last year, 56000 pages compared with this year, 19000; other labs have increased a little my be by having higher class demands; science lab 18,600 pages this year 22,000. The word has now spread that there are other labs on campus where as many students thought that the only computers

were in the library. Some usage may be less from the community Most of it seems to be reduction in waste. There has been over 150% reduction in overall use. Once the policy is fully implemented, other abuses (such as printing and then leaving offending material for others to discover) can be tracked. Mr. West reported that Mr. Wright is being regarded at Faculty Advisory Council as an expert in what he does. Angela Buchanan commented that the student attitude about their printing responsibly has improved. Students are being choosier in what they print and/or are printing at home.

Dr. Cordes expressed concern about the dirt and dust that he has noticed on the smart boards and smart carts in the classrooms. The question came up with who is responsible for cleaning and maintaining equipment. Dr. Stephen Guempel will talk to Mr. Michael Broussard about cleaning equipment.

Dr. Guempel reported that it is possible to have a button to accept/decline terms and conditions the Student Code of conduct through My LSUE.

Dr Vick report that a student was ganged up on campus in September. Security issues are serious and she believes that we have a great deal of responsibility. The chancellor is keeping Dr. Baltakis informed as the chairperson of the Faculty Senate. Part of the problem is that the company has not selected a manager yet. Tenants should be held responsible for their guests. Action is being taken when trouble occurs. Students are unaware of appropriate ways of reporting problems and then take things on their own. Instances are rare and are being handled promptly and legally. The campus is attempting to be proactive in campus security. Faculty Advisory Council new compliance initiative will require a hotline-contact person for these issues. A set procedure needs to be composed outlining the exact course of action with regards to contacting security when problems arise. A PS is in place concerning violence in the work place. The discussion will be tabled until the next meeting.

Adjourned 12:57.

*Respectfully submitted,  
Gloria P. Hernandez*

**Faculty Senate Minutes**  
**November 29, 2004**

**Senators present:** Michael Axelrod, Anthony Baltakis, Angela Buchanan, Maura Cavell, Jennifer Creswell, Nicole Gil, Cinderella Hayes, Gloria Hernandez, Debra McCauley, Judith Pearson, Angela Sonnier, Christina Vick, Avery Williams

**Representatives present:** Stephen Guempel (Administration), Jim Cordes (Academic Policies)

**Guest:** Linda Langly, Malcolm Vidrine, Sanford Wood

Dr. Anthony Baltakis opened the meeting at noon on Monday, November 29, 2004. The minutes from the November 1<sup>st</sup> meeting were approved as submitted.

Dr. Jim Cordes informed the Senate That Academic Policies is developing a checklist/outline for the procedure for safety on campus and in the classroom. Academic Policies recommends that workshops on safety and discipline be provided to faculty during the week prior to classes each semester. The committee also suggested that the campus security office phone should automatically rollover to the cell phone if there is no answer.

Courses and Curricula did not meet since the last senate meeting and therefore had nothing to report. The committee will meet at 2 pm Monday, November 29.

**Campus Security.**

The Senate discussed whether additional resources are needed for a safer campus or if there are ways that we could more efficiently use our current resources. In order for security to carry firearms, additional training and additional salaries (Civil Service) would be needed. Discussion continued to reflect that LSUE is a safe campus, but others are concerned about future incidents that could possibly hold the campus liable. The chancellor has expressed concern to Dr. Baltakis that the company that owns the apartments has dropped the ball in terms of effective management and safety. An experienced and effective manager will be returning in December. Part of the problem appears to be that faculty and staff are unaware of what steps to take in potentially hostile situations, what safety resources are available, and the improvements that have been made.

Academic Policies is looking at a lot of these issues, including how to diffuse hostile or potentially hostile situations. A suggestion was made that a list of what is being done on campus in terms of security could be posted readily available for faculty and staff.

A reminder that LSUE already has a policy for a Violent Free Workplace (PS-67) and that faculty should make themselves aware of it.

**Vitality Magazine**

After discussion, a motion passed to recommend that the magazine not be renewed. Comments reflected that the money budgeted for the subscription could be used to fund a fitness trail or a recreational fitness room

**Chancellor evaluation**

Concern was expressed that faculty were not made aware of Dr. Jenkins' visit to evaluate Chancellor Nunez. Dr. Baltakis and Dr. Guempel informed the Senate that procedures set by the LSU System Board were followed.

The meeting was adjourned at 12:50 pm.

*Respectfully submitted,*  
*Gloria P. Hernandez*

**Faculty Senate Minutes**  
**January 31, 2005**

**Senators present:** Mete Alpay, Michael Axelrod, Anthony Baltakis, Holly Bell, Angela Buchanan, Maura Cavell, Jennifer Creswell, Nicole Gil, Cinderella Hayes, William Henshaw, Gloria Hernandez, Debra McCauley, Angela Sonnier, Christina Vick, Noah West

**Representatives present:** Stephen Guempel (Administration), Jim Cordes (Academic Policies)

**Guest:** Diane Fisher

Dr. Anthony Baltakis opened the meeting at noon on Monday, January 31, 2005. The minutes from the November 29<sup>th</sup> meeting were approved with correction of name spelling, Linda Langley.

Dr. Diane Fisher reported from the ALFs December meeting:

The meeting opened with two speakers addressing desegregation issues within the universities. The desegregation order for K-12 public schools involves busing students to other schools. This is not an option for higher education so they are looking at programs that would interest people in moving from one school to another. There was also a speaker geared toward LCTS, discussing tenure and academic freedom in their system

Dr. Baltakis reported from the FAC meeting:

LSU Senate was not happy with the hiring of Sean O'Keefe, particularly giving him tenure with a master's degree. Although not publicized, LSU did bring 4 other candidates to campus.

Board of Regents told LSUE that we have to give up approximately \$118,000 from the budget. Since two-thirds of the budget has already been spent, money will come out of travel, supplies, and nursing faculty have two part-time faculty instead of a full time faculty member to maintain the student-teacher ratio in clinicals (this will also prevent LSUE from expanding the nursing program).

Next year we will have to give up approximately \$547 thousand-approximately 8.1% of our current budget. Currently 80% of LSUE's budget is used for faculty salaries. Faculty that are leaving / retiring will be filled with adjunct. We will be looking at possible cuts in paper usage and will possibly have larger class sizes. We will have to wait for better times to hire full time faculty in these positions. As tuition increases to supplement these cuts, we lose enrollment in part-time students; also the government is raising criteria for federal grants which will also affect our student's ability to afford coming to LSUE. The state provides 23% of our current budget. The only source of increased funding is from self generated funds. A suggestion was made that we should share with students programs available to them from outside resources that could assist them financially. Higher education appears to be a political toy.

Courses and Curricula is meeting at the same time so there is no report at this time. Academic Policies has not met so there is also no report.

PS-56 (dealing with workload) was approved by Academic Council. The Faculty Senate made suggestions in the wording to clarify teaching workload and coordinator duties. PS-56 was accepted as amended. Dr. Stephen Guempel will post the amendments.

The meeting was adjourned at 12:40 pm.

*Respectfully submitted,  
Gloria P. Hernandez*

## **Faculty Senate Minutes**

***March 7, 2005***

**Senators present:** Michael Axelrod, Anthony Baltakis, Holly Bell, Maura Cavell, Jennifer Creswell, Cinderella Hayes, William Henshaw, Gloria Hernandez, Judith Pearson, Angela Sonnier, Christina Vick, Noah West

**Representatives present:** Stephen Guempel (Administration), Jim Cordes (Academic Policies), Caletta Soileau (Staff Senate)

**Guest:** William Chernecky, John Couvillion, Charlie Flynt, Huey Guagliardo, Dustin Hebert, Jackie Hughes, Mary Leslie, Art Schroeder, Sanford Wood

Dr. Anthony Baltakis opened the meeting at noon on Monday, March 7, 2005. The minutes from the January 31<sup>st</sup> meeting were approved with recognition of a good job being done.

Dr. Baltakis reported that there was not much discussed at the last Council of Faculty Advisors meeting other than several people are still upset over the hiring of Sean O'Keefe. The Board of Supervisors meeting was mostly concerned with the charity hospitals. They are considering dropping the association with the Earl K. Long name, as it has a reputation as being a poor hospital.

Courses and Curricula Report – Mr. Michael Axelrod reported that everything brought up was approved, there were a few items returned for technicalities

Academic Policies Report – Dr. Jim Cordes reported that the committee reviewed PS 67. They believed that the policy is written ok, and believe that the lack of understanding of what to do in case of an emergency or disturbance is because faculty and staff may not have read the policy. The committee asks that the Faculty Senate be more specific in terms of what they are to look at. Dr. Baltakis stated that he would like to have a standardized procedure to follow should an incident occur. There is concern that faculty are left with catching help if or when they can. Evening classes are especially of concern considering most offices are closed. Safety issues are relying on “good Samaritans” who may have a cell phone or may help in some other way. The question was brought up as to liability and what to do within the classroom while awaiting help. There were instances in the fall in which faculty were scurrying in the hall to try to find help. Meanwhile, the class was left unattended. Dr. Stephen Guempel stated that he believes that an outline is contained in the current statement and, as a result of previous discussions of the senate, the Emergency Procedures posted in the classrooms were changed to provide faculty, as well as anyone else in the classroom, with what to do, including phone numbers. Dr. Guempel believed that it had all been taken care of. Dr. Christina Vick asked that the Emergency Procedures be sent out on e-mail since the postings in the classroom are small print and are difficult to read, especially in an emergency. She also requested that the documents be kept updated. Dr. Vick noted that she has seen one that contained outdated information. Dr. Cordes expressed his concern that sending out these summaries would create a crutch in which faculty would not familiarize themselves with the complete policy statement which gives more detail of what to do in specific circumstances. Dr. John Couvillion will post the Emergency Procedure that is in the

classrooms on email. Dr. Guempel stated that faculty are to use common sense since it is impossible to outline every situation that will occur. It will take a human being making a decision and taking appropriate action.

Dustin Hebert, Staff Senate Chair, shared with the Faculty Senate the concerns that were brought up at their meeting about smoking around buildings on campus. The problem has annoyance factors in addition to health factors. The Staff Senate believes that there are enough entrances that are convenient to each academic building that we could dedicate selected passages as non-smoking. This issue was brought up last year in Faculty Senate in which the handicap ramp to the Science Building was of concern. It was noted that people would have to squeeze through the congregation of smokers. In addition to the cloud of smoke, a traffic jam is often created. Dr. Guempel suggested that we also include the SGA on this initiative. Mr. Hebert mentioned that there are several other student organizations that could address this issue as well. A motion was passed that Dr Baltakis, as Faculty Senate Chair, would join Mr. Hebert, as Staff Senate Chair, in approaching the SGA and Administration about the issue of smoking around buildings. There was one objection.

Dr. Vick informed the Senate that she is aware of an alleged rape at Bengal Village. Ms. Jackie Hughes stated that the resident wants privacy and has chosen not to press charges. Ms. Hughes stated that the event turned out not to be rape. Ms. Hughes stated that the majority of the residents of Bengal Village need to be educated in many ways. She noted that she regularly tries to teach them the little things that many of us take for granted in everyday life. For instance, she reminds them to lock their doors, lock their windows, go to class, study, don't let just anybody into their home, clean their room, and so on. Roy Jones is no longer living in the complex, but another officer makes patrols twice a week. Much of what we are seeing is the reality of apartment/neighborhood living. Ms. Hughes was open to the suggestion of having rape prevention workshops in addition to the workshops that are already hosted by the apartment complex. Flyers given to each resident was another suggested resource that could educate/inform them about residential concerns.

Dr. Vick also expressed concern about the proposed reorganization of the current academic structure that is slated to take place July 2006. She asked the Faculty Senate to make a committee that would look at all aspects of the restructure. Dr. Vick suggested that the committee could include two tenured faculty members elected from each division. Dr. Guempel expressed his displeasure with the formation of a committee since he was unaware that the faculty had concerns about the reorganization. He stated that he heard from only two faculty members. Several Faculty Senators were upset with this information. The Division of Liberal Arts and Division of Sciences were under the impression that their concerns were forwarded to Dr. Guempel through their respective Division Heads. Business and Technology stated that Dr. Guempel should be getting a summary of their concerns shortly. Some faculty are upset because they believe that they weren't informed and that it felt like a top-down implementation. The success of the Q.E.P. was often noted because of it being a joint effort of faculty, and administration; the faculty bought into something that they helped create. Dr. Guempel put together what he considered to be a framework of reorganization based on what is standard operating procedures at other colleges and universities with two year schools. This was intended to provide a beginning for the discussions and we wouldn't have to begin

from scratch like we did with the QEP. Dr. Guempel stated that the Academic Council was aware because their jobs are directly involved; the restructure would not impact the instructional side of campus in any way, shape, or form. He was hoping to get information back from the divisional meetings. There is urgency in the time line because of the Nursing situation. Dr. Guempel asked the Faculty Senate to postpone the formation of a committee to allow time for him to hear the criticism and have time to address those issues. Several Faculty informed Dr. Gumpel that they expressed their concerns through their respective Divisions and were under the impression that those concerns were forwarded to him by the Division Heads. Dr. Baltakis insisted that Dr. Guempel find out immediately from the Division Heads what happened to the comments sent to them by faculty.

Dr. Vick motioned that the Faculty Senate form a committee of full time tenured faculty (2 faculty elected from each division) to look at the realignment of the divisions. The motion failed 8-4. Dr. Guempel thanked those Senators who supported this (voted against the motion). He assured the Senate that he is willing to work with faculty and will contact the Division Heads. Dr. Baltakis expressed frustration with the communication breakdown between faculty and administration.

The meeting adjourned at 12:55.

*Respectfully submitted,  
Gloria P. Hernandez*

**Faculty Senate Minutes**  
**April 4, 2005**

**Senators present:** Mete Alpay, Michael Axelrod, Anthony Baltakis, Holly Bell, Angela Buchanan, Jennifer Creswell, Nicole Gil, Cinderella Hayes, William Henshaw, Gloria Hernandez, Debra McCauley, Judith Pearson, Angela Sonnier, Christina Vick, Noah West

**Representatives present:** Stephen Guempel (Administration), Jim Cordes (Academic Policies)

**Guest:** William Chernecky, Huey Guagliardo, Dustin Hebert, Diane Langlois, Susan Lejeune, Mary Leslie, Art Schroeder, Ellen Stutes, Malcolm Vidrine, Sanford Wood

On Monday, April 4, 2005, Dr. Anthony Baltakis called the Faculty Senate meeting to order at noon. The minutes were approved as revised. Revisions were as follows: page 2, 2<sup>nd</sup> full paragraph – *choosen* changed to *chosen*; inserted *Ms. Hughes stated that* in front of *the event turned...*; changed *as* to *us* in the phrase *that many of us take*; inserted *them* and *residential* in the last sentence to read “*educate/inform them about residential concerns.*”; 3<sup>rd</sup> paragraph – inserted *Some* in front of *Faculty are upset...*; 3<sup>rd</sup> page – inserted *the* in front of *Nursing situation*.

There was no Board of Supervisors or Council of Faculty Advisors meeting since the last time the Faculty Senate met; so there is no report. Also, there were no reports from Courses and Curricula and Academic Policies committees.

Dr. Baltakis informed the Senate that each respective division must hold elections in April to fill the senate positions that will become vacant. He also asked for volunteers to take a census within their division of fulltime faculty. This count may include adjuncts if they are full-time. For every four (4) full-time faculty members each division gets one (1) representative. (*Note: this was accidentally misstated, for every five (5) full-time faculty members, each division gets one (1) representative.*) Dr. Baltakis (Liberal Arts), Ms. Gloria Hernandez (Sciences), Mr. Noah West (Business and Technology), and Ms. Judith Pearson (Nursing) volunteered to inform Dr. Baltakis the numbers in the next couple of weeks. Dr. Baltakis also emphasized the importance of having elections and not simply rotating senators, saying it’s now your turn to serve. The Senate will only be as important as we as faculty make it.

Dr. Baltakis and Mr. Dustin Hebert spoke with the Student Government about two weeks ago concerning the smoking around buildings. Dr. Baltakis reported that the SGA said that they would look into it. He got the impression that they would rather not do anything about it. The SGA said that they would hold an election. Mr. Hebert sent the SGA notice from both the Staff Senate and the Faculty Senate that if the Faculty and Staff Senates don’t hear from the SGA by April 15<sup>th</sup>, then the Senates will go on to bring This to administration. Dr. Baltakis and Mr. Hebert would like the support of the SGA in pursuing rearranging the present smoking conditions so as not to offend people entering campus buildings while also not alienating smokers. It was brought to Dr. Baltakis’ attention that we could ban smoking. Dr. Baltakis stated that he thought that this may extreme. Dr. Baltakis and Mr. Hebert will continue to pursue this and Dr. Baltakis will get back to the Senate about this in May.

Dr. Stephen Guempel had the following to say about the proposed academic restructure:

To reiterate the purpose of the proposal – Dr. Guempel had been working on a plan-a proposal- to enhance the organization of the academic side of the institution. The target is to help the functioning of the administration of the individual units become more efficient, more effective, and a plan that would lead us into the future. The goal of the plan is to enhance the growth, cooperation, and development of the academic side of the university. To reach this goal, there are two other forces that are in effect and need to be considered: 1.) we would be replacing at least two (possibly three) division heads in the near future; 2.) there is a looming budget crisis, so any changes would have to fit within the constraints of any potential budget situation. Dr. Guempel sketched a draft framework that does not contain all of the details as a beginning point to start the discussion. The chancellor gave Dr. Guempel some criteria that must be followed if the reorganization is to be considered. 1.) the plan must be consistent with active accepted practice in the organization and administration of academic units in community colleges. 2.) It must be consistent with regional and programmatic accreditation standards and requirements. 3.) It must be budget neutral. 4.) It must not eliminate current personnel. 5.) It must utilize existing facilities. 6.) It must be implemented by fiscal year 2006 (This would be when new division heads would need to be in place). 7.) It must be brought to the faculty for input and discussion.

Dr. Guempel distributed to the senators two pages from the LSU-Alexandria catalog which he used to illustrate that his proposed plan is consistent with higher education organizations in the state and was not pulled out of the air. Dr. Guempel stated that he put a lot of work, effort, and research into the plan.

To dispel erroneous rumors – *“The idea that this is a done deal”* – both the chancellor and Dr. Guempel are concerned about the implementation of the plan and that is why it was brought to the faculty for input. Creating this plan on a neutral budget was a great challenge. The plan would not go forward if it would require additional funds. *“The idea that it is coming from top down”* – the idea was brought as a proposal to the faculty for discussion and seeking input. *“The idea that there has been no faculty input”* – Dr. Guempel has been upfront and has sought input from faculty when he met with the divisions. The process is still ongoing. *“There is more than one plan”* – There is only one proposal that has been tweaked a little and there is still room for more tweaking.

To address concerns that have been communicated to him from faculty – The proposal comes close to being budgetary neutral. Money doesn’t come from vacant faculty positions, but from the collapse of the division head positions. Structure is consistent within the state. As opposed to thinking of this plan creating another layer of beauracracy, Dr. Guempel suggests to think that this structure will involve more faculty in the administration on campus as full-time faculty will be involved in departmental positions creating more input, and more communication. Dr. Guempel insisted that it is not an “us versus them” situation and that his goal has always been for the faculty and administration to work together. Another concern that Dr. Guempel addressed was the imbalance in size of departments, which is also a fact on other campuses.

Faculty expressed concerns about the salaries and duties of the department heads and deans; if the inequity in supervisory responsibilities would be adjusted through compensation; the

apparent rush to get the plan into effect; the split role of the education department as being both a transfer program and a Perkins funded program;

Dr. Guempel responded that he is sure that there is a difference in pay based on they size and demands of department heads at LSU in Baton Rouge, but with our situation and the budgetary constraints, it isn't possible while remaining budgetary neutral. As it is currently outlined, there will not be a differential between those supervising larger number of people. Dr, Guempel stated that he is open to the suggestion that was made about department heads serving on a rotational basis. The department head and dean positions have not had the duties detailed.

Dr. Guempel informed the senate that the proposed salary for the deans is between \$65-70 thousand and that the deans will be the fine-line leadership of the individual divisions. Their responsibilities will include recruiting of faculty and students and maintaining the budgets. Many of the current responsibilities of the division heads as listed in PS-3 would fall under the domain of the deans. Some of the duties of the division heads that Dr. Guempel believes would become responsibilities of the deans include: to assume leadership in the development of programs in the division; promote excellence in teaching, research, scholarship, and student services of the division; formulate and administer policies for the division; serve as a communications officer for all official business within the division; certify compliance of individual student's requirements for graduation within the division; appoint divisional committees; assume general supervisory responsibility for employees within the divisions; consider appeals by students; annually review the performance of personnel under their supervision; establish and maintain appropriate directors in the divisional finals; supervise university property and facilities assigned to the division; coordinate the recruitment of new employees; recommend all appointments for promotion, dismissals, leaves, salaries, and salary adjustments, and all other personnel actions relating to divisional staff; prepare and supervise operational budget; ensure that divisional course offerings and curricula are accurately reflected in the university catalog; prepare class schedules and assign faculty members teaching schedules- to see that they are prepared.

Dr. Guempel stated that Alumni development and divisional fundraising are currently ignored and could be addressed by the deans.

It has yet to be determined who will be the immediate supervisor of the departmental secretaries.

Dr. Guempel reiterated the many variables that are pushing the timeline, including retiring secretaries and how to handle hiring their replacements.

Dr. Guempel stated that current division heads that are not retiring will have first option of becoming department heads and their salaries would be adjusted to nines months with the option of summer employment.

Mr. Michael Axelrod pointed out that it appears that we are trying to hash out the details and at the previous faculty senate meeting Dr. Vick proposed forming a committee to discuss the details. Dr. Susan Lejeune expressed the concern of the budgetary constraint that Dr. Guempel is working under and thus creating slave labor in the form of department chair. She listed ten obligations of the department chair that cannot be given to the dean including faculty evaluation, troubleshooting problems with students. Dr. Lejeune stressed the need for the department chair to be around year round.

Ms. Gil made a motion that each division, in their election for faculty senate also elect two faculty representatives, at least one must be tenured, to serve on a committee. The motion was seconded and passed unanimously.

The meeting was adjourned at 12:55 pm.

*Respectfully submitted,  
Gloria P. Hernandez*