**Faculty Senate Meeting Minutes**

**Date: 4/18/24**

|  |  |  |  |  |  |  |  |  |  |  |
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| **Roster** | | | | | | | | | | |
| **Guests: Staff senate officers Andrew Hardee & Dana Mejia** | | | | | | | | | | |
| **CAES** | | **CBSS** | | | **CHS** | | **COP** | | **Library** | |
|  | Anderson, Jeff\* | |  | Ashworth, Burton\* |  | Davis, Lacy  -Resigned |  | Comeau, Jill |  | Deuber, Melissa |
|  | Ji, Jane  -Excused | |  | Bruce, Paul Robert |  | Glaze, Donna |  | Jackson, Keith |  |  |
|  | Koers, Gregory | |  | David, Blair  -Excused |  | Richardson, Amanda |  | Tice, Hilary\* |  |  |
|  | McGuire, Pat | |  | Harris, Courtney |  | Showers, Jo Ellen |  |  |  |  |
|  | Rowley, Brendan | |  | Johnson, Mark |  | Traxler, Karen |  |  |  |  |
|  | Tresner, Clifford | |  | McDaniel, Janelle\* |  |  |  |  |  |  |
|  |  | |  | Tolleson, Josh |  |  |  |  |  |  |
|  |  | |  | Wiedemeier, Paul |  |  |  |  |  |  |

X=Present; \*Indicates member at large

Agenda

General updates

Reports of Committees

* Academic Standards
* Constitution and By-Laws
* Elections
* Faculty Welfare
* Fiscal Affairs
* Ad Hoc Committees
  + Faculty Handbook

Review of Policies (posted in the Moodle section)

Proposal brought to senate

* IRB tracking system

SB486

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| **Business Type** | **Item Description** | **Action** | **Follow Up Plan** |
| ***Call to order*** | Time: 1230  Presiding: Dr. Jeffrey Anderson  Recording: Hilary Tice |  |  |
| ***Announcements*** |  |  |  |
| ***Approval of Minutes*** | 3/21/24 minutes review | Motion to approve minutes as written by Senator McGuire; Seconded by Senator Wiedemeier; minutes approved unanimously. | Senator Anderson or Tice will send approved minutes to Robert Glaze to post on the ULM Senate website. |
| ***New Business*** | | | |
|  | **Reports of Committees**  -Academic Standards (AS)  -Constitution and By-Laws (CBL)  -Elections (E)  -Faculty Welfare (FW)  -Fiscal Affairs (FA)  -Ad Hoc Committees: Faculty Handbook (FH) | **-AS:** No updates.  **-CBL:** update provided by Senator Tice. Senator Showers volunteered to participate in committee. Meeting could not be scheduled to allow for a quorum of members to attend; therefore, committee business will be reinitiated in the fall.  **-E:** update provided by Senator McGuire. No updates.  **-FW:** update provided by Senator Rowley. Survey results were just obtained, included 80-90 responses, and the committee will meet to review the survey results then draft a workload policy. A senate resolution from last year mentions a ULS policy on teaching hour requirements but that document cannot be found. Senator McDaniel offered to locate it and share it with the committee.  **-FA:** update provided by Senator Bruce. The committee deemed the submitted LGTBQ+ staff senate resolution was not economically feasible and committee wants to complete more research on the matter.  **-FH:** update provided by Senator Anderson. The halfway point has been passed and the committee will meet weekly until done. Once a draft is done at the committee level it will be circulated to the Deans and President for review. | Senator McDaniel offered to find the ULS teaching workload policy and share it with Senator Rowley. |
|  | **Policy Review**  -Instructor promotion policy – Provost responses  -Student preferred name policy | **-Instructor promotion policy draft:** Provost responses were reviewed. Specific areas discussed &/or documented included: multi-year contracts, whether someone could be hired in at the distinguished lecturer rank; years at rank; pay raises; copies of promotion criteria being kept in Academic Affairs in addition to the Deans offices; weighting of the types of workload for the ranking system; time cycle of reviewing promotion criteria and sync with what is done with other ranking systems in the faculty handbook; role of Dean’s offices approving ranks; which offices would define ‘stellar’ in the distinguished lecturer rank and how ‘stellar’ would be defined; 3 year ad hoc committee review cycle and whether it should mirror the program review cycle; and syncing the sequence and timeline for distinguished lecturer applications to those stated in the faculty handbook. Senators voted unanimously for the feedback documented on the policy to be shared with Dr. Arant.  **-Student preferred name policy:** This is not connected to the staff senate resolution on LGTBQ+ but there is some overlap. The discussion included: who decides what is inappropriate and what criteria would be used to determine inappropriateness; change moodle in the list to ‘current LMS’; add ‘all future applicable university systems’ to the list; legal names would not be replaced with preferred names but preferred names would be identified separately in addition to legal names; and exclusions needed for this policy. Senators Bruce & McGuire motioned to forward the feedback to Dr. Arant and senators voted unanimously to do so. | Senator Anderson will share feedback on the instructor policy and preferred name policy with the Provost. |
|  | **IRB tracking system proposal** | Dr. Arant is taking steps to address the IRB process. Senator Harris supplemented the discussion by informing the senators that other institutions have an electronic tracking system that allows applicants to track their submissions threw the cycle at every level of review and see comments; maxient report is already in use and could potentially be used for this purpose as well. A suggestion was made to look at whether the P&T system could potentially be used. Senators Wiedemeier & Ashworth motioned to forward the recommendation to Dr. Arant and senators voted unanimously to have Senator Anderson do so. | Senator Anderson will recommend to the Provost that the Senate voted to support implementation of an electronic IRB tracking system by the fall of 2024. |
|  | **Staff senate resolution** | LGTBQ+ staff senate resolution: this has not been passed by the staff senate but they will be separating it into two separate proposals and once passed at the staff senate level then the proposals will be sent to the faculty welfare committee for review. |  |
|  | **SB486** | This legislation was posted to the faculty senate (FS) moodle site for senators to review. This is geared towards preventing unlawful discrimination and classification of students and employees, primarily deals with DEI or similar programs, and would mainly impact anything named a DEI office and outlaw them. A brief discussion ensued. The senators agreed thru affirmation to withhold having the faculty senate make a resolution on this issue and leave interactions about the issue thru individuals during non-business hours. Senators were reminded that any communication with legislators should be done with non-ULM email/phone accounts and outside of business hours. This will be revisited by the senate at a later time. | Senators were asked to read documents and send Senator Anderson any comments via email or the anonymous link on FS website. |
| ***Old Business*** | | | |
|  | None |  |  |
| ***Adjourn*** | Time: 1359 |  |  |