

Faculty Senate Meeting Minutes

Date: 1/16/25; 12:30 pm, College of Pharmacy Bienville room 110 and Zoom

Roster									
Guests: Dana Meija; Pharmacy faculty: Gina Craft, Andrew Bolinger, Kevin Baer, Ashley Barbo, Angela Moore									
CAES		CBSS		CHS		COP		Library	
<input checked="" type="checkbox"/>	Anderson, Jeff*	<input type="checkbox"/>	Ashworth, Burton*	<input checked="" type="checkbox"/>	Glaze, Donna	<input checked="" type="checkbox"/>	Comeau, Jill	<input type="checkbox"/>	Pilcher, Heather -excused
<input checked="" type="checkbox"/>	Ji, Jane	<input checked="" type="checkbox"/>	Bruce, Paul Robert	<input checked="" type="checkbox"/>	Hardy, Tyesha	<input checked="" type="checkbox"/>	Jackson, Keith		
<input checked="" type="checkbox"/>	Koers, Gregory	<input checked="" type="checkbox"/>	David, Blair	<input checked="" type="checkbox"/>	Jones, Ashanti	<input checked="" type="checkbox"/>	Tice, Hilary*		
<input type="checkbox"/>	McGuire, Pat -excused	<input checked="" type="checkbox"/>	Johnson, Mark	<input checked="" type="checkbox"/>	Richardson, Amanda				
<input type="checkbox"/>	Murru, Siva	<input checked="" type="checkbox"/>	McDaniel, Janelle*	<input checked="" type="checkbox"/>	Showers, Jo Ellen				
<input type="checkbox"/>	Rowley, Brendan -excused	<input checked="" type="checkbox"/>	Tolleson, Josh	<input type="checkbox"/>	Traxler, Karen -excused				
<input checked="" type="checkbox"/>	Tresner, Clifford	<input checked="" type="checkbox"/>	Traweek, Adam						
		<input checked="" type="checkbox"/>	Wiedemeier, Paul						

X=Present; *Indicates member at large

Agenda

- 11/21/24 FS minutes approval
- Dana Meija, Staff Senate President
- Policy considerations (posted in the CANVAS course)
 - Performance adjustment raises
 - In-person course policy
- Use of Senate budget discussion
- Committee reports
 - Actions on constitution and bylaws

Business Type	Item Description	Action	Follow Up Plan
Call to order	Time: 1231 Presiding: Dr. Jeffrey Anderson Recording: Hilary Tice		
Announcements	Senator Melissa Deuber left ULM, Heather Pilcher has been selected to replace Melissa. Several senators commented positively on Heather's past experience with the senate. Motion to accept Heather to the senate was made by senator McDaniel and seconded by senator Showers. All senators voted to accept Heather into the senate.		
Approval of Minutes	11/21/24 minutes review	A motion to approve minutes was made by Senator Comeau; seconded by Senator Jones; minutes approved by a majority vote with 1 abstention.	Senator Anderson or Tice will send approved minutes to Robert Glaze to post on the ULM Faculty Senate website.
Unfinished Business			
New Business			
	Dana Mejia, 24-25 Staff Senate President	Senator Mejia introduced herself. She is the assistant director for housing operations for residential life. She provided a review of the composition of the staff senate: there are 15 senators total; 3 new positions were added due to an increase in unclassified staff; senators represent numerous areas, 10 new senators started due to expiring terms and the newly added positions. The staff senate has chosen to focus on service for the year; senators are required to complete at least 10 service hours/semester or 20 hrs per academic year (completed outside of normal job duties); during the fall semester, 230 service hrs were completed both on and off campus in various areas including involvement in committees, attending conferences, forums & workshops, involvement in the Presidents leadership academy, and they won 2 nd place in the Don Weems chili cookoff. There will be a 'love the boot' event in April hosted by Keep ULM Beautiful. The event includes a community service day, normally held on a Saturday, for RSOs and students to participate in, and there is talk that there will be an event for faculty and staff to	Senator Anderson requested that Senator Mejia send him more information on the Love the Boot via Keep ULM Beautiful initiative.

		<p>participate in the day before the event. Senator Mejia highlighted her wishes to see the staff and faculty senate work together to participate in the event as one unit and offered to coordinate that with Senator Anderson. Senator Anderson requested that senator Mejia send him more information on this initiative. The staff senate has begun accepting requests for the departmental supplemental funding that is open to all unclassified staff, there is a \$250 cap. The funds can be used for anything that will benefit the staff member &/or department such as training, travel, equipment, etc. The staff senate communications committee is putting together an effort to increase social media presence and make them more approachable/transparent. The staff senate welfare & handbook committee are working to establish an event to show appreciation for staff. The staff senate is also working on updating its handbook. Senator Mejia closed by inviting senators to share any ideas or make suggestions on where the two senate bodies can work together to make an impact. The floor was opened to questions. Items discussed included the date for the Keep ULM beautiful event (answer: probably 1st weekend in April), and a suggestion was made about the possibility of wearing swag collectively as a group to help raise awareness of the groups. Ms. Mejia mentioned that the staff senate provides name tags and usually a top annually to its members. This led to a discussion on potentially using the swag to ID the senators by senate on the back and the pros, cons and previous barriers of trying to implement this in the faculty senate in the past. The discussion was tabled with a few senators voicing support for purchasing and use of swag.</p>	
	<p>Policy considerations (posted in the CANVAS course) -Performance adjustment raises -In-person course policy</p>	<p>Adjustment raises: Senator Anderson mentioned that the final version of this item submitted from the senate last semester raised concerns from one or more of the Deans, dealing mainly with the incorporation of all faculty being eligible for a raise. Another concern made by a Dean was that this could affect raises made in other areas (eg. state raises); however, Dr. Arant made assurances that this</p>	<p>Senators were asked to submit feedback on the in-person policy to senator Anderson by next TH 1/23.</p>

would not affect any raises that come from the state or other processes. Dr. Arant requested that the senate officers readdress the issue and reword the section to reflect the original intent, which was for use as a post-tenure review raise for faculty at the highest regular faculty rank, not counting the distinguished ranks, that do not have additional promotion opportunities. A large driver for needing to adjust the section is the loss of budget from the state.

Senator Anderson also informed the senators that additional wording was added to the updated section to describe how the raises are funded, which is a modification of a statement in the University of Louisiana Lafayette (ULL) handbook.

The floor was opened to questions and a senator asked whether faculty with tenure, going through tenure review every 3 years, but not at the needed rank would be ineligible. Senator Anderson confirmed that as written those ranks would be ineligible; however, this would hopefully act as a catalyst to spur faculty to move to the highest regular ranks. Senator Anderson then addressed the potential for the University to be held to rank percentages defined by the board of regents (BOR); however, these typically do not come into play, and ULM is not close to meeting the rank percentages. Senator Anderson also highlighted that the last line of the second paragraph was included to allow other ranks to be captured in the future as budget allows. Another senator asked if the inclusion of the instructor and distinguished ranks in the performance adjust raise section is based on these ranks being implemented, and Senator Anderson shared that the instructor and distinguished ranks have been added to the faculty handbook but that the distinguished ranks are more unique positions. Senator Johnson provided additional commentary that Dr. Arant stated he is committed to the incorporation of all ranks at some point

in the future. Senator Anderson supported this and clarified that the budget and administrative concerns hinder its application to all ranks, but placing this in the handbook opens the door to having faculty fall in a system comparable to what is done in athletics. Senator McDaniel also mentioned that this would not get in the way of equity raises, which was confirmed by Senator Anderson. Senator McDaniel also stated that the current suggested rewording is probably the only way raises are going to be kept in the handbook. A senator asked what the alternative is. Senator Anderson was unsure if there was another alternative, but options could include removing the section altogether or making more wording adjustments. Senator Anderson shared that input from the Deans against having this included is that 1) it commits the University to a certain set amount every 5 years, with an estimate of ~1.2 million, and 2) that using percentages would lead to differences in the dollar amount received between the various Colleges. A senator asked about using a flat rate to address the concern about using percentages, and Senator McDaniel mentioned that the current administrative team steers away from flat rates because it usually causes salary compression. Senator Anderson also interjected that Dr. Arant didn't like flat rates because they don't get changed very often. Senator Johnson mentioned that the legislature mandated rates had to be a percentage and not a flat rate. Senator McDaniel brought in the idea of using caps on raises. Senator Anderson mentioned market rates with McDaniel sharing that the University has used different 'markets' depending on the field and accrediting needs of the programs, which would still lead to differing application of the raises. Senator McDaniel shared that it is better to have the opportunity for raises to be given than to have the section taken out with no opportunity for raises to be provided. She also reminded everyone that issues like this can be readdressed annually when the handbook is updated. Senator Anderson mentioned the next handbook update cycle will begin in Feb. Senator Johnson also added

		<p>that this helps the University address some of its strategic plans. A senator clarified whether the instructor ranks would be included in this raise scheme, with Senator Anderson confirming that instructor ranks have been added to the handbook and the senior lecturer rank would apply to the instructor system. Senator Johnson motioned to accept as written, which was seconded by Senator Wiedemeier; the results of the vote were 17 in-favor with 2 abstentions.</p> <p>In-person course policy: Senator Anderson mentioned this was submitted for senate review shortly before the meeting. He clarified that the inclusion of the word 'summer' is a mistake and should be removed. This policy deals mainly with international students and their need to take 2/3 of their courses in person. There is a difference between SACSCOC and the ULS definition, with the ULS requiring 50% in-person attendance. This policy is trying to provide guidance to programs indicating they must offer enough in-person courses to accommodate international students.</p>	
	<p>Use of Senate budget discussion</p>	<p>Senator Anderson shared that the faculty senate does have a budget and that part of the budget was used to purchase small gifts from the ULM bookstore for faculty that were tenured &/or promoted. The floor was opened for senator Tice to present additional options for the use of the remaining funds. Options presented included the following:</p> <p>Development sessions:</p> <ol style="list-style-type: none"> 1) GiANT leadership seminar. Dean Gina Craft at the College of Pharmacy has a personal working relationship with a lead trainer for GiANT worldwide leadership training. 2) AI. During the Spring of 2024 the College of Pharmacy held a retreat and the speaker was Jeff Cain, EdD, MS, Associate Professor Director Office of Teaching Innovation & Scholarship. This was hugely eye opening for all 	<p>Senator Anderson will try to get general and budget information out to the senators next week for consideration.</p>

		<p>Pharmacy faculty participating and may be of interest for the senators.</p> <p>Networking: -Holding a 'meet and greet' for senators to intermingle, potentially allowing them to glean information on the areas of teaching, service and scholarship they are involved with and hopefully foster interdisciplinary work.</p> <p>Senator Traweek mentioned that the CBSS will be hosting a speaker on AI and suggested that the session might be able to be opened to other senators to attend but was unsure. Senator Anderson mentioned that individuals from across campus, such as Chris Blackburn, could be invited to share their experience and application of AI with the senators. Another senator felt that any development provided should be carried out to accommodate varying schedules, so offerings should allow for multiple sessions or providing multiple days that senators could use to attend. Both the leadership and AI training garnered interest among the senators. During the course of this discussion, a senator suggested tabling the discussion of providing swag tops to the senators so that interest amongst the faculty senators could be gathered. Senator Anderson offered to gather general and budget information for the various ideas then post it for senators to consider.</p>	
	<p>Committee Reports -Academic Standards (AS) -Constitution and By-Laws (CBL) -Elections (E) -Faculty Welfare (FW) -Fiscal Affairs (FA) -Ad Hoc Committees: **Faculty Handbook (FH) **P&T (PT)</p>	<p>-AS: no update provided.</p> <p>-CBL: Senator Anderson provided a summary of the senate's previous discussion on changing the ratio of faculty to senators from 20:1 to 15:1, providing reasons to do so. These reasons include 1) increase faculty opportunity to participate in the senate and 2) increase the pool of senators available to sit on senate subcommittees. A question was asked as to how many new senators would be added, with Senator Anderson unsure of the specific numbers but estimating it might be 1-2 senators/College. A</p>	<p>For next executive meeting with Dr. Arant, discuss having the definition of general faculty added to the handbook.</p>

motion was made to change the ratio to 15:1 by Senators David, Tolleson & Glaze, and seconded by Tolleson. The vote was 17 in favor, 2 abstentions.

The senate then discussed the definition of general faculty, which delineates who is eligible to serve on the faculty senate. Senator Anderson provided background on how a question arose as to whether a program director could serve on the senate and the current definition leaves ambiguity because of the use of the term 'administrative officer' which inadequately addresses whether program directors without a budget are eligible to serve. The proposed wording change should decrease the ambiguity. Senator McDaniel supported that the proposed change and stated it correlates to what she was told originally many years ago. Senator McDaniel did bring up that a minor problem could arise with program coordinators since they set up course schedules which could affect selection for overload pay. Another senator mentioned that in their college, program coordinators/directors can be responsible for space allocation and faculty & course times/scheduling w/o garnering input from the faculty; therefore, they would lean towards not including them in the senate. A senator asked if the definition of general faculty could be placed in an appendix with the response being that the current text the senate is discussing is located in the CBL but Senator Anderson made a suggestion to have the definition of general faculty put in the next version of the faculty handbook. A motion was made to table the discussion by Senator Tresner, seconded by Senator Johnson. Senator McDaniel suggested that this be discussed with Dr. Arant during the next executive meeting with him. The vote to table was 18 in favor with 1 abstention.

Senator Anderson has proposed to Dr. Arant and the executive council of the University that program directors be added to the school director's council or for the creation of a new council just for program directors.

		<ul style="list-style-type: none">-E: no update provided.-FA: no update provided.-FH: no update provided-FW: no update provided.-PT ad hoc: no update provided.	
Adjourn	Time: 1350		