

# FACULTY SENATE

## Meeting Minutes Tuesday November 12, 2024 3:30pm-5:00pm, CSRB-563

#### Those present included:

Allied Health - Luther Gill, Brittany Hall, Megan Majoue, Brandon Walker, Amber Weydert (also proxy for Andrew Catling (SOGS))

Dentistry - Diedra Brewer-Hohensee, Thomas Lallier, A. C. Liles, Molly Rosebush, Charles Taylor

Graduate Studies - Sonia Gasparini

Medicine - Suresh Alahari (also proxy for Maria Reinoso), Allison Augustus-Wallace, Sanjay Kamboj (also proxy for Jennifer Cameron), Michelle Korah-Sedgwick (also proxy for Jennifer Hart), Brian Lochlann McGee

Nursing - Shelly Dolan (also proxy for Jolie Harris), Sam Mauldin (also proxy for Jessica Teeter) Public Health - Mei-Chin Hsieh, Chih-yang Hu, Henry Nuss, Susanne Straif-Bourgeois, Tung-Sung Tseng

Library – Sharon Duffy

Ex-Officio - Rebecca Bealer, Aimme McCauley (also proxy for Laura Bonanno (SON))

#### Welcome and call to order by President Lallier at 3:30PM

In accordance with the Louisiana Constitution, Article 12, Section 3, and La. R.S. 42:11-28, the Faculty Senate Meeting for the Louisiana State University Health Sciences Center – New Orleans is hereby convened.

## Administrative Updates

Alicia Edwards - Assistant Vice Chancellor Office of Community Engagement

- DEI-related resolution passed by Louisiana Board of Supervisors on 10/10/2024 to eliminate usage of DEI language from the LSU system. (Resolution is included with the minutes.)
  - 90 days to comply and remove DEI words from job titles, departments, committees, websites, signage, etc.
  - There is an exception to this requirement for curriculum, student organizations, and accreditation materials and resources that are required to include DEI language.
  - Questions about this change should be sent to Alicia Edwards
  - She is focusing on removing DEI language from front-facing materials by 1/2/2025; she is seeking additional guidance and direction from LSU-Baton Rouge.
  - Question about how this impact federal grants that require DEI components:
    - Should be ok and not impacted because this is a state level resolution
- Staff Senate
  - Two meetings have been held with 14 members
  - Plan to get it running in the next semester
  - October elections will be held to add 14 more Senators; each will be a two-year term
  - Staff senators will be invited to observe Faculty Senate meetings
  - Faculty Senate Executive Committee will visit and speak at the Staff Senate meetings to offer guidance

Ken Boe – Assistant Vice Chancellor for Information Technology

Moodle support

- Faculty support for Moodle will move forward when the final agreement is finalized and signed
- Not sure of timeline but should be in the coming weeks and before the start of next semester
- Faculty will be able to contact LSU Moodle support staff in Baton Rouge
- Details will be shared when the service is available
- There is no version update to Moodle planned; support will be provided for our existing version
- Canvas as a platform is continued to be explored by the LSU system; cost per student would be low if the entire system adopts it. All other SEC and Louisiana schools use it.
- Question about Windows 11 rollout on campus computers:
  - October 2025 is timeline for Windows 10 to be retired
  - All computers will be transitioned before that date
- Question about support for Mac computers on campus:
  - There are ~120 Mac computers on campus
  - There are no plans to provide additional support for them

#### Dr Janet Southerland – Vice Chancellor of Academic Affairs

- SACS Accreditation
  - On site visit will be in March 2025
  - Our off-site report has been sent and we are awaiting their feedback. We will have the opportunity to respond to issues that have been identified as deficient.
  - QEP committee has been formed: Student Success & Wellness
    - Will focus on wellness in four areas: financial, academic, mental, physical
    - Academic area needs the most support initially
    - Financial needs to add counseling and debt management resources
    - Campaign will encompass both campuses and be accessible to all students and Topuro
- Promotion and Tenure
  - The CV template for applications for all tenure packets has now been standardized and uses the School of Medicine form.
  - Next year, all promotion as well as tenure packets need to use this template.

**Ben Lousteau** - Interim Vice Chancellor for Administration and Finance and Jill Fragoso – Chief Human Resources Officer were also present to answer questions:

- Question about why there is a 10 day window for time certifications
  - To allow processing of all necessary documents
- Reminder that open enrollment for benefits for 2025 end on 11/15/2024. If no action is taken, then all benefits from 2024 will continue with no changes for 2025.
- Question about Leave Bank for sharing unused leave
  - Jill reported that a committee is being formed to manage a leave pool and they are getting close to making it available
- Comments that the Leadership Courses offered from HR were high quality and well received
  - Jill responded that more Supervisor courses will be offered and soon on a monthly basis
  - She is open to ideas for additional courses that faculty would like to see offered.

## Approval of October 2024 meeting minutes

Minutes approved in motion by Sen Kamboj, Second by Sen. McCauley

## President's Report (President Lallier)

The Senate Exec Committee met with Dr. Southerland on Thursday, November 7, 2024

- SACS Update
  - o SACS Visit is starting March 24, 2025
  - o In September the Report to SACS and QEP outline were submitted for Review
  - o The Offsite Report is expected back on or about November 20th
    - This will list any concerns
  - o Focus Report responding to the Offsite Report is due in February 2025
    - This will include the QEP Student Success
    - QEP Committee is working on Draft report

# • New CMs

- o CM-11 Pregnancy, Childbirth Parental Leave
- o CM-50 FMLA Policy
  - Both are going through the Approval process with the Council of Deans and Chancellor
- CM-65 Global Health Education Opportunities has been drafted and is open for review.
- More CM revisions are in the works; many are being updated to comply with federal laws

# • The Academic Council

- o Was formed and had its First meeting on Monday, November 4, 2024
- o Made of Academic Deans, Registrar, and Faculty Senate Rep (Lallier)
- o The Council will work on Academic Policies
  - Specifically focusing on codifying existing procedures and updating and standardizing academic processes
- o New Academic Policies were approved
  - AA-12 Chapter 33 VA Benefit Calculations
  - AA-13 Replacement Diplomas
  - AA-14 University (Latin) Honors
- o The Registrar stated he has about 15 policies to work through
  - SOM will have Policy on Faculty treating students in clinic
    - Senate has Faculty Handbook Change Policy (below)
    - Al policy
- Faculty Handbook Change Policy
  - o Proposal approved by VCAA
  - o Vote-Approved by Senate
  - o Next step is to bring before the Academic Council for approval

# • Faculty Promotion and Tenure Committee (LSUHSC)

- o Has not met since our last Senate meeting
- o CV changes
  - Med School Format
  - Add Impact Factors to recent Pubs
  - Add H index
  - Is being used currently (this cycle: 2024-2025)) for the ten faculty going up for tenure
  - Will be used for everyone next cycle (2025-2026)
  - This has not been updated on any website yet, but has been distributed to the Deans
    - Not Changed on the SOM, SOD, SOAH websites, still have the old templates

- Not Found on (SON, VCAA)
- Problem with File (SOPH)
- Suggest that this be placed on the VCAA website, and the Schools link to that one site to ensure uniformity
- o Committee set to discuss the Promotion forms, and standardizing criteria
- Faculty Rank Name changes (Tabled last meeting)
  - o The Provost has proposed to the BOS a new faculty Track "Instruction"
    - BOS may have voted to approve at last meeting (awaiting confirmation in their minutes)
    - Similar to Clinical and Research Tracks
  - o The Provost will be working on Revising PM-23
  - No guidance yet on transitioning faculty to the new track
    Promotion criteria will need to be defined.
  - We are waiting to see where this lands and if the Senate needs to take any action.
- Moodle Progress
  - o Current Plan
    - No LSU Hosting or Update (Old version in current use at HSC)
    - \$100K for LSU support only
    - MOU agreement could be implemented by Jan 25'
  - o Conversations about converting to Canvas

## • Potential IT changes in the works

- o PeopleSoft to WorkDay (Financial, HR and Student Records)
- o Kuali to Cayuse (Research)
- o Moodle to Canvas (Academics)
- LSUHSC AI Policy
  - o From SON
  - o Requested Information from Schools, only SOPH has responded.
  - o This will be going to Academic Council
- Regalia Follow-up
  - o Still Not ready for this Fall, likely for the Spring

# Board of Supervisors Report (Senators Kamboj and Nuss)

- Meeting was held on October 10, 2024
- Full report is attached with the minutes
- HSC relevant sections:
  - Approved faculty rank designations as follows: Full-time faculty whose primary responsibility is conducting research and who normally are paid from grant or contract funds are to be appointed as Assistant Professor-Research, Associate Professor-Research, or Professor- Research or Assistant Professor-Extension, Associate Professor-Extension, Professor-Extension. Full-time faculty whose primary responsibility is instruction are to be appointed as Instructor, Assistant Professor—Instruction, Associate Professor—Instruction, or Professor—Instruction. Full-time faculty in the clinical sciences with responsibility to teaching and service programs and who are essential for patient care are to be appointed as Assistant Professor of Clinical (discipline), Associate Professor of Clinical (discipline), Extension field faculty employed primarily to conduct educational programs are appointed as Assistant Agent, Associate Agent, and Agent. The faculty in these ranks do not acquire tenure.
  - Approved amendment to Article III, Sec. 1 to allow each LSU institution more flexibility in determining which faculty ranks are eligible for sabbatical consideration.

- Approved differential tuition and mandatory fee amounts pursuant to Act 790 as of Aug.1, 2024:
  - S Establish differential tuition for graduate, professional, specialized, or undergraduate high-cost programs. • Establish mandatory fee amounts and control and consolidate separate fee amounts. • Increase the differential tuition and mandatory fee amounts by no more than ten percent over any two-year period.
  - S The following table provides the proposed maximum differential tuition and fee increases over a two-year period for full-time students at each campus as well as the estimated revenue projected to be generated by these increases.

Institution	Maximum Differential Tuition Increase Fall 2025	Maximum Mandatory Fee Increase Fall 2025	Estimated Fiscal Impact
LSU	10%	10%	\$21,725,000
LSU Law	10%	10%	\$790,000
LSU Vet	10%	10%	\$1,944,000
LSU Alexandria	10%	10%	\$376,000
LSU Eunice	10%	10%	\$464,000
LSU Shreveport	N/A	N/A	N/A
LSUHSCNO	10%	10%	\$3,553,000
LSUHSCS	10%	10%	\$2,584,000
Total			\$31,436,000

## Faculty Handbook Senate Subcommittee update – Sen. Augustus-Wallace

- Committee met on 10/21/2024
- Working to clarify language and definitions in handbook
- Meetings scheduled for 11/18 and 11/25/2024 to prepare revisions for presentation to Senate in December

## **Old Business**

## Moodle

• As per Ken's update, we will be getting Faculty support for Moodle in the near future

# Faculty Ranks and PM-23

- New Instruction track will be created
- President Lallier presented his interpretation of the new track and how it compares to existing tracks
- He also shared data from HR about number of faculty positions in each school
- Slides are included with the minutes
- Since the Provost has plans to modify PM-23, the Senate will ask for expansion of voting authority on academic matters to all Faculty. At this time, it is worded in a way that does not allow the majority of faculty to vote on academic matters at any level including Assemblies and the Senate. In 2023, the Senate passed a resolution to override this wording and allow all Faculty to vote in the Senate on academic matters.
- The Senate will draft a resolution to request this clarification.
- Notes from discussion of PM-23 and faculty ranks:
  - Only 10 people are applying for Tenure this year

- No statistics are kept on the success rate of tenure applications. Only approved tenures are recorded.
- Faculty have to apply to switch track; no details have been given yet about how the new Instruction track will be implemented and how people will transfer to it
- Promotion criteria are set at the school level for all tracks, including Instruction

#### Hunger Free Campus Designation

- Sen Dolan shared her slide presentation that was shared with the Hunger Free Campus committee
- The roster of the committee and the slides are included with the minutes

# New Business

## AI Policy

- Policies were shared from School of Public Health and Allied Health Communications Disorders department
- Please continue to share any AI policies that are in use so they can be sent to the Academic Council which will work towards creating a policy for all
- Al policies are included with the minutes

#### **Reports from Assemblies**

#### Allied Health:

- Strategic Planning
  - o Draft of Strategic Plan developed using HSC as a guide
  - o Strategic Planning Retreat Dec 9 & 10th with all faculty and staff
- Duplication of Course Offerings
  - Looking to consolidate course offerings across schools (Ethics, Research, Development across the lifespan)

#### **Dentistry:**

- Architects are meeting with Executives at Dental Campus to plan renovations
- No details have been shared yet

#### **Graduate Studies:**

- Advisor Open House is being held as a recruitment event
- The 38th Annual Graduate Research Day will take place November 14th, 2024.
- Dedication of the Moerschbaecher Commons will be held in the Ische Library on November 14 at 4pm.

#### Medicine:

- Strategic Plan has been drafted and is being reviewed
- There are DEI requirements in SACS and LCME accreditation materials. Any concerns should be brought to Alicia Edwards
- Construction of a crosswalk to CALS has been delayed due to use of parts of the campus for the Super Bowl activities in January 2025.
- Instructors are asking to switch to Zoom classes during the Super Bowl activities due to severe limitations in student parking

## Nursing:

- The Nursing School continues to be recognized as a National Center of Excellence.
- Strategic plan was completed last week & will be ratified soon

#### Public Health:

- Accreditation process is in progress
- Faculty Assembly meeting will be held on Friday where they will discuss revision of by-laws
- New faculty are being hired

#### Library:

- Upcoming Classes:
  - How the Libraries can support Scholarly Publishing on Wed Nov 13 at noon inperson and via zoom. This session will be recorded.
  - Introduction to CINAHL on Wed Nov 20 at noon in-person and via zoom
- Two new Librarians have started this month:
  - Matt Folse is our new Scholarly Communications Librarian
  - Elizabeth Holt is our new Digital Initiatives Librarian
  - The Library is now fully staffed.

#### Public Commentary (2 minutes) - none

Adjourn at 4:59 Motion by Sen McCauley, Second by Sen Mauldin