



STAFF SENATE MINUTES

MINUTES

NOVEMBER 18, 2015

10:00AM

**UNIVERSITY LIBRARY,
ROOM 622**

ATTENDEES	Jarrold Breithaupt, Arely Castillo, Kelli Cole, Kristi Davis, Michael Davis, Katie Dawson, Chance Eppinette, Amy Estes, Russell Hollis, Treina Landrum, Meghan Mazza, Sabrina McClain, Mary Schmeer
ABSENT (EXCUSED)	Jason Dunavant, Richard Duran
VISITORS	Dr. Eric Pani – Vice President for Academic Affairs

Agenda topics

CALL TO ORDER	A regular meeting of the Staff Senate was held on November 18, 2015 in the University Library, Room 622 and called to order at 10:00 am by Kelli Cole, President. A quorum was present.
MINUTES	<p>Minutes of the September 2015 meeting were reviewed by the committee.</p> <p>Senator Landrum moved to approve the minutes; seconded by Senator M. Davis. Motion passed.</p>

DISCUSSIONS	<ul style="list-style-type: none"> ❖ Roll Call ❖ Guest Speaker: Dr. Eric Pani, Vice President of Academic Affairs <ul style="list-style-type: none"> - Dr. Pani's office is working on the strategic plan and is working on trying to be more innovative. The College of Business and Social Sciences is working with Chase Mortgage to offer a program in mortgage analytics. This program would include an 18 hour internship at Chase. This will be a post-baccalaureate program. They are thinking about moving the program online. The College of Arts, Education, and Sciences has submitted a proposal for a cross-discipline Native American humanities course. The capacity for the course will be 120. The course will consist of break-out sessions (3 groups of 40). This idea was presented to the administration by Dr. Michael Camille after seeing something similar at William and Mary University. - General Education Curriculum - A committee has been created
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to look at proposed changes. The idea of critical thinking is what has driven these changes. From a critical thinking point, we would like to evaluate information on its level of usefulness, trust, and relativity. Info is being assembled from different areas and will be used to make a unified, logical conclusion.

- **Prospectus into SACS** – ULM has been pressed to produce graduates quickly. The administration has proposed creating a 90 hour degree program. The degree will be called a certificate of undergraduate degrees in either financial services or information technology. The degree will consist of 39 hours in general education requirements, 30 hours in major courses, and 31 hours in connection courses. This degree will benefit ULM because it will give us more completers, will increase enrollment, and will be an attractive solution for those who do not want an associate degree, but can't complete a 120 hour bachelor degree. This degree will give people the skillsets needed for a job. Since those in the program will be paying tuition, it will count towards our SCHs. There will be a prior learning assessment done. The program will also include a 30 hour apprenticeship. Chase is willing to hire and work with these students. This program will also work for international students.
- **Course Availability for Athletes** – They are going to try and spread the courses out more. The NCAA does not allow us to pay for 2nd 8 week courses, but sometimes these are the only choices offered to complete major requirements. Lots of areas don't have course rotations. The Administrative Fellow is working on data to more accurately predict course demand.
- **Higher Degree Program** – We are looking at implementing a Curriculum and Instruction higher degree program here at ULM. LA Tech already has one in Educational Leadership.
- **Faculty Member Dress Code** – Do we have a dress code in place for faculty members? Dr. Pani feels that we are all professionals and we should dress as such. He feels that business casual dress is appropriate. It's something that we should model for our students. We need a campus-wide dress code policy.
- Julia Letlow is looking to update the Student Learning Outcomes on degree program pages.
- **Faculty Handbook** – Dr. Pani attended a webinar which focused on the legal issues dealing with faculty handbooks. Next semester, Dr. Jessica Dolecheck, who will be the administrative fellow, will take the ULM faculty handbook apart and redo it completely.

❖ Approval of September 2015 meeting minutes

Corrections:

- The company that the bookstore is contracted with currently is Follett, not Neebo.
- Dean Berry's title with the United Way is Chairman of the Board for United Way of Northeast Louisiana.

**UNFINISHED
BUSINESS**

**NEW
BUSINESS**

- ❖ Committee Reports
 - Staff Welfare Committee – Senator Dunavant created a memo to be approved by President Cole. However before she can approve it, the committee needs to meet. Also, Dr. Pani plans to send President Cole information that may be useful to the committee.
 - Communications – 5 days prior to a meeting, the agenda for that meeting will be sent out.
 - Elections – No Report
 - Constitution and Bylaws – No Report

- ❖ Louisiana gubernatorial election update - The Edwards campaign was on board to attend the debate, but the Vitter campaign never responded. Effort was made to reach out to both parties.

- ❖ Open floor discussion
 - **Tuition and Fee Policy** – The revision that was done to the policy in August was not well received. A committee headed by Senator Landrum and Camile Currier has been looking at revising the policy again. The revisions still have to be approved by President Bruno.
 - **United Way Campaign** – We were able to meet the 35% participation goal for the United Way Campaign. People have emailed President Cole saying that they were interested in serving on the United Way cabinet next year. We would like to be a pacesetter for next year. This would mean that ULM would lead the campaign and that the campaign will be held during the Spring semester. This will ensure that it does not run concurrently with the SOAR campaign. President Cole still needs to meet with President Bruno about being a pacesetter. She would like for the university have an official United Way committee next year.
 - **Green Dot Bystander Prevention Program** – Dr. Robert Hanser will be having a presentation from 5:30 - 6:30 in SUB Ballroom C tonight.
 - **Timeclocks** – The question was asked if exempt employees have to use the timeclocks. There are peak times when some employees need to work extra hours in order to keep up with their workload. Supervisors need to be aware of when to draw the line when it comes to employees working additional hours.
 - **Policy Changes** – We are still facing the issue that there is a lack of communication when it comes to campus wide policy changes. When time allows, it would be nice if proposed policy changes are shared with faculty and staff giving them a chance to do research or ask questions. Open meetings with faculty and staff would also be a good idea. Another idea would be to have a communications liaison who could share information between the VP's and the ULM faculty and staff.

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| | <ul style="list-style-type: none">❖ Guest speaker for the December 16, 2015 meeting will be Dr. Bruno, ULM President.- Please send points that you would like for Dr. Bruno to cover to President Cole. |
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Next Regular Meeting December 16, 2015 at 10:00am

CONCLUSIONS	There being no further business Senator M. Davis made a motion to adjourn; Senator Landrum seconded. Motion passed. The meeting adjourned at 11:25 a.m.
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