

Minutes of the Southeastern University Faculty Senate
Wednesday, August 28, 2002
Alumni Center

- I. The meeting was called to order at 3:05 p.m. New Membership Secretary Senator Mary Sue Ply called roll and requested that senators confirm their phone numbers and campus box numbers via e-mail. Senators absent: Bancroft, Hathorn, and Yergain.
- II. The minutes of the May meeting were unanimously approved as moved by Senator Wills and seconded by Senator Neuerburg.
- III. Invited Guests: Dr. Randy Moffett
Dr. Michael Budden
Dr. Michael Kurtz
- IV. New Business
 - A. Welcome and Introductions.
 1. At the request of Senate President Teri Shaffer, all senators introduced themselves and gave the departments they represented. Senator Wyld informed the Senate of John Yeargain's progress after heart surgery in Boston. Wyld passed around a card for all senators to sign. Senator Shaffer added that, because of his good progress, Yeargain might be back even earlier than expected. Wyld also assured senators that new name cards should be in place by next meeting.
 2. President Moffett then welcomed new senators and addressed the Senate on the following items:
 - He has received very positive comments from the community about SLU's programs, activities, and faculty.
 - Though our fall enrollment was anticipated to continue to be around 14,500 because of higher admission standards, we are now at about 15,250, which shows students like to be here.
 - Our trend matches most of the South Louisiana colleges, all of which have experienced increased numbers of students.
 - Both classified and unclassified staff can expect an average 4% pay raise (at the discretion of the department heads and deans) which should put our salaries slightly above the southern average. The raise could come through in early October but will be retroactive to July 2002 (see Item D under New Business).
 - The Legislature has funded the cost of health insurance and merit increases for civil service employees, which has relieved SLU's budget. Senators are urged to write a note of thanks

to our legislators for their support (a list of names and addresses of legislators is posted on the website).

--SLU students had a 3% tuition increase, in keeping with the rest of the state.

--Southeastern's TV channel is up and running

--Our compressed video and internet classes are proving more popular than ever this semester

--The Board of Regents' Master Plan for higher education has determined that in fall of 2005, students will be required to have at least a 20 on the ACT and have finished the TOPS equivalent requirement in high school to enter a Louisiana university. The Board has contracted with Noel Levette to form an enrollment management and recruitment plan to avoid the loss of students because of the stricter requirements.

--The Faculty Senate and the various departments will begin to be included in these plans for recruitment and retention. The Board of Regents desires a recruitment shift to more qualified students, but administration needs faculty help to implement this master plan.

--President Moffett expressed his appreciation for all the Faculty Senators do in involvement with students and in extra senate duties.

- B. Committee Assignments: Shaffer passed around committee assignments and encouraged any senators who have not yet signed up for a committee to do so, especially on those committees in need of new members. She requested that senators give Mary Sue Ply their choice of committees.

In other business, Shaffer informed senators that the results of the election for Faculty Grievance Committee have been forwarded to the administration. The College of Education and Human Development still needs an alternate member for the Grievance Committee and a representative for the University Planning Committee.

- C. Responses to Resolutions: Shaffer passed around a handout of the Administration's response to last year's Senate resolutions (this attachment and all others mentioned will be posted on the Faculty Senate website). Shaffer reviewed the responses with the senate.
- D. Pay Raises: Shaffer then passed out a handout on the upcoming pay raises for faculty and classified staff (see website). Once given the funds, deans and department chairs can then determine individual raises according to merit.

- E. Legislative Support of Higher Education. In anticipation of the Chamber of Commerce Luncheon honoring local legislators on Thursday, August 29 honoring our local legislators, Senator Wyld prepared a resolution thanking our legislators for their support to be read at the gathering Thursday (see website). Senator Ramsay moved approval of the resolution with a few wording amendments; Senator Simoneaux seconded. Senator Gillen offered a friendly amendment to clarify wording of the last section of the resolution, and the resolution was unanimously approved.
- F. Proposed Excellence Award Process. Shaffer presented Dr. Mike Budden, Dean of the College of Business and Technology, who chaired the committee reviewing the process of selection for the President's Awards for Excellence. Budden distributed a handout of their proposed guidelines (see website). He explained the committee tried to address dissatisfaction with the former process, and among the changes are an Award of Excellence in Service--Classified Staff (Civil Service employees) and a reduction in the length of the process. Budden acknowledged that members of the committee did a great job of developing recommendations that he believes address the major concerns that were raised. The committee included Michele Hall, Stephen Soutillo, Ann Carruth, Karen Jung, Ralph Shaw, William Robison, Chris Eleser, Teri Shaffer, and David Evenson.
- Senator Rossano asked if the amount of material required to apply for the award was discussed. Budden pointed out that the suggested amount of supporting evidence for the award is no larger than the 3-inch binder used for application for promotion and tenure. His handout gives specifics. Senator Ply inquired about the addition of department heads to the college Excellence Awards selection committee, making the committee "top-heavy." The original intention of the awards process revision was to let peers select peers, she explained. Budden responded the review committee wanted one faculty member and one department head from each department, since the department chair is also faculty. Every department on campus will now have representation on the college selection committee, even if the department has no nominee being considered for the award. Senator Ply then asked that, since the new process eliminates the departmental committee, will the entire department have to vote if more than one member of the department applies for the award. Budden replied that departments are allowed to send more than one nominee to the college committee, so no departmental selection is necessary. Senator Gillen requested clarification of the title "unclassified staff." Budden explained these are heads of various non-teaching departments like Institutional Research. Shaffer informed the senate that these proposed changes must be approved by the Faculty Senate and department chairs. Since the changes are rather lengthy, she suggested senators take the document back to their departments to share with faculty and come back at our next meeting September 11. Senator Ply moved we

table the vote until then, seconded by Senator Sawyer and unanimously approved.

- G. Faculty After Hours. Shaffer reviewed the discussion of the “Faculty After-Hours” gathering first held last spring and organized by Don Marshall. Marshall is no longer at SLU but the gathering was a success and many expressed interest in continuing the activity. Senator Simoneaux volunteered to coordinate the next Faculty After-Hours event.
- V. Announcements.
- A. FAC/BOS Report. Senator Yeargain sent the summary of the BOS June meeting (see website) and in Yeargain’s absence, FAC alternate representative Louise Bostic gave the report of the August 22, 2002 meeting (see website). The FAC did not meet in June due to lack of quorum. Senator Ply commented that the Shared Sick Leave Program is up and running and that she has undergone the process of enrolling in the plan. The plan is designed to enable faculty and staff to contribute some of their own sick leave towards a fund to use for someone with a catastrophic illness whose own sick leave has run out. The recipient must have already contributed at least two days of sick leave to be eligible to receive leave. Ply offered instructions how to apply for the program:
 - Human Resources Web Page
 - Go to “Policies, Procedures”
 - Click on “Policies, Procedures” again
 - Scroll down to “Leave Policy”
 - Under the Unclassified Staff and Faculty you will see the “Shared Leave Policy.” This explains the plan and at the bottom has the form.
 - B. Taking Roll. Shaffer reminded senators to keep good records of student attendance to enable the university to verify financial aid eligibility; she also reminded faculty of the new attendance clarification necessary to assign a grade of “F” (either FN or FY).
 - C. Presidential Investiture and Awards Ceremony. Dr. Michael Kurtz, Dean of the Graduate School, reported on the upcoming Investiture Ceremony for President Moffett. He passed out an Inauguration Schedule explaining events for the week of September 16-19 (see website). Because seating in the Columbia Theater is limited, invited faculty should respond to Kurtz by Tuesday, September 3, if they plan to attend the 7:00 p.m. investiture on Thursday, September 19.
- VII. The meeting was adjourned at 4:35 p.m. The next meeting was set for September 11th, 2002.

Respectfully submitted,

Joan Faust, Recording Secretary