

UNO Faculty Senate Minutes

October 27, 2016, 3:00pm (University Center Innsbruck Room)

President Cherie Trumbach opened the meeting and asked Secretary Jim Mokhiber to call the roll.

Roster of Faculty Senate Members, 2016-1017						
Roll/Attendance October 27, 2016 Meeting						
ATT?	#	Representation	First	Last	Term	
Y	1	1 Administration Rep.	Norm	Whitley	(16-17)	Interim pending Provost appt.
Y	2	1 Staff Council Pres.	LeeAnne	Sipe	(16-17)	
	3	1 SG President	Antonio	Torres	(16-17)	
	4	1 Alumni Assoc. Rep.		TBD	(16-17)	Faculty Senate President appt.
	5	1 Adjunct Rep.		TBD	(16-17)	Faculty Senate President appt.
Y	6	1 Business	Dinah	Payne (SE)	(13-16)	
Y	7	2 Business	Joe	Beams	(16-19)	
Y	8	3 Business	Christy	Corey	(16-19)	
Y	9	4 Business	Cherie	Trumbach (Pres., SE)	(14-17)	
	10	5 Business	James	Logan	(15-18)	
	11	6 Business	Tarun	Mukherjee	(15-18)	
Y	12	1 Education	Matt	Lyons (SE)	(14-17)	
	13	3 Education	Ivan	Gill	(14-17)	
Y	14	4 Education	Kenneth	Farizo	(16-19)	
Y	15	1 Engineering	Edit	Bourgeois (SE)	(14-17)	
	16	2 Engineering	Dimitrios	Charalampidis	(16-19)	
	17	3 Engineering	Ting	Wang	(15-18)	
Y	18	4 Engineering	Guillermo	Rincon	(16-18)	replacing Christy Ikeda (16-18)
Y	19	1 Liberal Arts	Nancy	Easterlin (SE)	(14-17)	
Y	20	2 Liberal Arts	D. Ryan	Gray	(16-19)	
	21	3 Liberal Arts	Chris	Day	(14-17)	
Y	22	4 Liberal Arts	David	Beriss	(14-17)	
Y	23	5 Liberal Arts	James	Mokhiber (Sec'y, SE)	(14-17)	
Y	24	6 Liberal Arts	Peter	Schock	(14-17)	
	25	7 Liberal Arts	Elizabeth	Steeby	(16-17)	replacing Steve Striffler (14-17), on leave
	26	8 Liberal Arts	John	Kiefer	(15-17)	replacing Pam Jenkins (15-17), retired
	27	9 Liberal Arts	Ed	Chervenak	(16-18)	replacing Vern Baxter (15-18), retired
Y	28	10 Liberal Arts	John	Hazlett	(16-18)	replacing Beth Blankenship (15-18), now admin.
Y	29	11 Liberal Arts	Robert	Dupont	(15-18)	
Y	30	12 Liberal Arts	Juliana	Starr	(15-18)	
	31	13 Liberal Arts	Cheryl	Hayes	F 2016	replacing Jeffrey Ehrenreich (15-18), on leave
Y	32	1 Sciences	Nicola	Anthony (SE)	(15-18)	
	33	2 Sciences	Melanie	Stiegler	(15-18)	
Y	34	3 Sciences	Kenneth	Holladay	(15-18)	
	35	4 Sciences	Wendy	Schluchter	(14-17)	
	36	5 Sciences	Greg	Seab	(14-17)	
Y	37	6 Sciences	Elliott	Beaton	(14-17)	
Y	38	7 Sciences	Joel Andrew	Webb	(14-17)	
Y	39	8 Sciences	Vassil	Roussev (VP, SE)	(15-18)	
Y	40	1 Library	Connie	Phelps (SE)	(15-18)	
Y	41	2 Library	Lindsey	Reno	(16-19)	

SE= Senate Executive Board Member

Approval of September Minutes

Trumbach then turned to consideration of the Minutes from the September Faculty Senate meeting. A motion to approve the Minutes was heard and seconded. The Minutes were approved.

Senate President's Announcements: Nicklow portrait, email business, Faculty Council Meeting

Trumbach noted that Senators have been asked to attend the unveiling of the official portrait of UNO President John Nicklow, scheduled for Tuesday at 10:00 am. The event has been organized by Bobby Eason and the Investiture committee, and will feature presentations by the presidents of the Staff Council, Faculty Council and Student Government, as well as past UNO Chancellor Tim Ryan.

Trumbach urged Senators to keep the work of the Senate and its Board processes moving both by scheduling regular meetings and by reviewing matters electronically via email. The entire group does not need to participate in every initiative, or they may bog down.

A short Faculty Council meeting, Trumbach announced, will need to be held in conjunction with the November Faculty Senate meeting. We must have a quorum, she noted, in order to approve two sets of bylaw changes. She anticipates that this meeting and the necessary votes will take no more than 15 minutes. There will be some discussion of the bylaws today as well, she noted, in anticipation of next meeting's vote.

Trumbach then introduced Senator Dinah Payne, who also serves as the president of Privateer Athletic Foundation. Given that UNO is classified as a Division I school, she said, how can we make athletics a recruitment and retention tool? She urged Senators to become involved, and to make the PAF into a fundraising tool. She hopes that Senators will support the group by considering buying season tickets. We need the support of a critical mass of faculty to make this a success, she said. Consider those of your students who are athletes, and how you might want to support them. Two people here, Jacob Ludwikowski, the Associate Athletic Director, and Matt Zingoni, the faculty's Athletic Advisory Representative, are here to answer any questions you may have questions too.

Address by Alea Cot, Assistant Provost for International Education and Director of the Division for International Education

Trumbach then invited Alea Cot to address the Senate. Trumbach noted that Cot had been invited to meet with the Senate Executive Board recently. This meeting was very informative and useful, Trumbach noted, and included discussion of the document that Cot is distributing today and which will be appended to our Minutes as well. Given the importance of the Division of International Education for our Quality Enhancement Plan (QEP) and other key initiatives like recruiting, Trumbach noted, the SEB felt it was important that Cot address the full Senate as well.

Cot thanked Trumbach and gave a brief overview of the DIE's activities and relations with various units on campus. In January 2015, she noted, UNO opened the International Center, just across from the University Center, to house the Division as well as Latin American Studies,

Center Austria: The European Studies Center, the Bachelor of Arts in International Studies Program (BAIS), and the World Affairs Council of New Orleans (WACNO). She invited Senators to visit the IC if they have not already done so.

Cot then discussed the various elements of the DIE, noted in her report, including the summer- and year-long Study Abroad and exchange programs and the Office of International Students and Scholars, which provides visa, immigration and other advice and assistance to the UNO community. International Admissions, run by Jorge Franco, operates from the IC as well. Also located at the IC is the Intensive English Language Program (IELP), which is marking its twentieth anniversary on campus, and which helps international students to learn English and prepare them for entry to the university

Regarding the impact of IELP, she noted that it holds five sessions a year of non-credit courses, typically hosting a diverse crowd of 50-70 students representing 25 to 30 different countries. This semester, Fall 2016, we reviewed the approximately 500 international enrollments at UNO, and found that 73 of them started in the IELP and then moved on, accounting for about a \$3million impact in tuition and fees. Extend this kind of impact back over 20 years and you can see the recruitment value of this program. The IELP is a self-funded program.

Of our 500 international students, Cot continued, about 214 are undergraduates and 282 are graduate students. We are also responsible for about 176 additional students on Optional Practical Training, a status extended by the government to students who are allowed to stay, in some cases, for up to 3 years. We also work with about 40 international scholars on campus.

Regarding Study Abroad, we have a wide reach, Cot said. Last year we took about 400 students abroad. Of those about 1/3 are from UNO, and 2/3 from other universities, especially SEC schools, but also from schools ranging from Harvard and MIT to Texas A&M and Alabama. Last summer we were affected by terrorism and that did hurt us a bit, but we are hoping for a better summer coming up. This year we plan to take students to eight programs in 7 different countries, employing about 50 different faculty. Study Abroad programs are funded completely by self-generated revenue. We work hard to make our Study Abroad programs within reach of our UNO students, helping to coordinate about \$70,000 in institutional aid from the Foundation and other sources that is available to them. It is not always easy, but we've seen great success for over 40 years now.

Trumbach thanked Cot and urged Faculty Senators to review Cot's report, to become more familiar with the DIE programs, and to consider ways to get more faculty involved in overseas programs and opportunities. (Regarding the latter, the recent change in the UNO summer academic calendar may be useful, she suggested, offering faculty an "extra" month in the summertime so that they can continue to earn money for on-campus activities during the rest of the summer.) Trumbach noted that DIE/International Education's programs are "sort of caught in the crosshairs of a number of initiatives that are going on right now," including the Budget Review process and the Academic Board's upcoming review of programs and units.

Five Minutes with the President

Trumbach noted that Dr. Nicklow could not be with us today, so Dr. Norm Whitley spoke for the Administration in his stead. Whitley noted that he had attended a UL System meeting of academic officers earlier in the morning and Jeannine Kahn, the provost of the system, ran the meeting and communicated some good news to attendees. Regarding program review and low completer thresholds across the state, it seems like the Board of Regents is not “going to be any more draconian about this in the current year than they have been in the past.” Whitley noted that it was positive that Kahn had said that, as the academic officer of the UL System, she “would be willing to fight for any academic program that seemed reasonable to her, if it wasn’t much below the minimum.”

Whitley also discussed the Elevate Louisiana program recently initiated by the Board of Regents, and related that no clear plans for implementation are ready yet. Moreover, in the Spring 2017 four members will rotate off the Board of Supervisors, and the Governor will be charged with appointing new board members who presumably will have a different vision and approach from those appointed by the last governor.

A Senator noted his understanding that, under the Elevate Louisiana plan, the prescribed timeline already seemed to stretch out for a period of years and would allow programs to raise their low-completer numbers. Should we consider this latest news even more encouraging, he asked?

Whitley replied that the Elevate Louisiana document has a section that discusses mergers, closures and other potential actions worth considering. However the Board of Regents has no power to carry out actions like closing or merging institutions, which is under the purview of the State Legislature. In Baton Rouge the general feeling is, Whitley noted, that “there is no legislator that’s going to vote for closing an institution that’s in his political arena.” Whitley said he could not foresee this or any legislature closing an institution of higher education in the state of Louisiana. Even merging institutions imposes high costs and does not save any money. So Whitley said he does not see that as a realistic expectation of Elevate Louisiana.

Old Business: Upper-level Course Ratio for Minors

Trumbach then returned to matters previously discussed by the Senate. She invited Christy Corey to the podium, noting that the Academic Board is proposing a motion regarding a change to the Catalogue to resolve an issue regarding the ratio of upper-level courses that are required by minors.

Corey indicated that seven programs currently are out of compliance with regard to this issue. She explained that most Minors require about 18 hours of coursework, though some Minors require as many as 30 hours of coursework. To require 50% of all coursework to be at the 3000-level or above would thus result in great disparities between Minor requirements. The Academic Board is proposing to insert the words “or 9 credit hours” into the existing description of a Minor. As proposed, the description would now read:

“A Minor is that part of a Degree program which consists of a specified group of courses in a particular discipline or field, consisting usually of 15% or more of total hours required in the Program of Study. A minimum of 50% or 9 credit hours of the courses

included in the minor requirements must be at the 3000+ level. A minimum of 50% of the credit hours used to satisfy the Minor requirements must be taken at the University of New Orleans.”

The Board is recommending that the Majors requirement be left as it stands without this amendment, requiring 50% of all coursework at 3000-level or above.

Discussion of specific programs affected by the change ensued. Senator John Hazlett, Director of the BAIS program, clarified that a supposed 30-hour requirement for Asian Studies and European Studies was an error. He has already submitted a Courses and Curriculum Change request for both, he noted. Corey said she would follow up on this front as well, so as to confirm the Academic Board’s numbers.

A Senator asked if any courses can be double-counted or “double-dipped?” Can a course count for both a Major and a Minor, and, if so, how many? Both Whitley and Rajni Soharu, the Director for Catalogue and Curriculum in the Office of the Registrar, responded that such courses cannot be double-counted, and indicated that wording to this effect was in the Catalogue in the University Regulations section. She will confirm this, however. Discussion indicated anecdotal evidence that there had been exceptions to this in the past, with, for example Engineers being awarded Math minors.

Trumbach asked if there was any further discussion regarding the proposed insertion in the Catalogue. A motion to end discussion was heard, seconded and passed. A motion to accept the proposed change was made and seconded. The motion passed unanimously by voice vote, with no abstentions.

Before leaving the podium, Christy Corey made another announcement regarding the development of a mobile app for the administration of student evaluations of courses. Norm Whitley has indicated that some money from Distance Education may be available to create the mobile app. The Academic Board very much wants to see such an app made available to improve participation rates, which currently topped out at about 35%. Corey indicated that important decisions, including tenure decisions, are based in part on such evaluations, and we need to keep that in mind.

A Senator added that Annual Faculty Evaluations are also based on evaluations, and are essential to Department Chairs. The last round of annual evaluations was very difficult, and the Senator noted that “my hands were tied” because of the low participation. For in-person classes we had almost 100% participation using Scantron sheets, he noted. Corey said that such high participation was never the case with regard to Distance Education classes, but agreed that an app was desperately needed. There is little chance it will be in place for the Spring, Corey noted, but possibly in the summer. She promised to keep the Senate apprised, and hoped to come back to the Senate with better news for the November meeting.

Tenure Revocation Policy

Trumbach asked if someone from the Administrative Board could provide an update regarding the Tenure Revocation Policy discussions. A Senator said there is no update at this point, but work is continuing.

New Business: Faculty Council/Faculty Senate Bylaw Alignment and Revisions

Trumbach then turned to the issue of changes to the Faculty Council bylaws. Trumbach strongly encouraged Senators to provide input over the next few weeks so as to allow for the incorporation of any changes over the next few weeks, so we can vote in November. She invited Connie Phelps, Faculty Council President, to go through the changes for the Senate.

Phelps reviewed the context for the bylaw changes. In 2012 when we left the LSU System and joined the UL System we went from a University Senate to a Faculty Senate. In the same process we lost the longstanding Policy Committee, whose responsibilities have now been taken over by the Senate Executive Committee (now called the Senate Executive Board.)

There was, at the time, some discussion as to whether Faculty Council should be retained. Some administrators on campus were not even aware of its existence. The Council actually has existed since the founding of the University, predating the Senate. The Council is the body representing all full-time faculty and the equivalent ranks of librarians, as was specified under the LSU Faculty Council bylaws.

In 2012 we discussed the advisability of maintaining the Faculty Council for occasions when it might be advantageous to call for a meeting of all the university faculty, and not just the Senators. So we kept the Faculty Council as a mechanism for calling such a meeting. We then had some “mission creep.” Dr. Andrew Goss argued for the insertion of the General Education Committee under the Faculty Council, and so that was included in 2014.

When Dr. Sharpton later sought to streamline the UNO committee structure, we convened a “Committee on Committees.” This Committee consisted of Norm Whitley, John Nicklow, Cherie Trumbach, me and two representatives of the faculty, Greg Seab and Vern Baxter. After meeting every other Monday for an extended period we devised the Board Structure – Cherie Trumbach’s brainchild – and we also worked to figure out the responsibilities and reporting requirements for various committees.

After we as a Senate approved the new Senate Board structure we had to go back and review the Faculty Council bylaws, because there were things that no longer aligned. Phelps and Chris Day, who is also one of the last remaining officers of the Faculty Council, discussed what the necessary changes to the bylaws might look like. A draft of these bylaws was sent to the Senate Executive Committee, whose comments have been incorporated. What Senators now have before them is the result. The Faculty Council is now stripped down to simply be the body that would allow all the UNO faculty members to meet. It takes away other responsibilities and assigns them to the Senate.

To illustrate how the Senate and Council bylaws needed to come into line, Phelps then read portions of each. She noted the minor quality of many, indicating inheritances from the LSU era.

Phelps showed how the Senate's bylaws reflected the new structure of the Board system. More important are discrepancies with regard to the number of Faculty Council votes required to overturn an action of the Faculty Senate. Is a majority or 2/3 vote required? It is important to make the documents match, as you will now see they are.

Regarding the Faculty Council bylaws specifically, Phelps reviewed the "tightening up" and alignment that is necessary. Some of the language with regard to Council meetings should be struck, given that the Senate will be vested with everyday business. Regarding the written request for the convening of the Faculty Council, Phelps changed the threshold from 50 to 40 members or 15% of the Faculty Council. (According to the IPEDS numbers submitted last November 1, this would correspond to 40.1 faculty members.) We want to try to track the overall number of UNO faculty. We changed the advanced notice required for holding a meeting from seven days to five days. We changed the quorum from 25% of the membership of the faculty, or 60-some people, to 20%. We changed some text regarding the selecting of university administrators to align with other documents. We then struck other text regarding the General Education Committee, standing committees, and *ad hoc* committees. Regarding the overturning of a Faculty Senate action, the text requires a 2/3 vote of the Faculty Council present and voting, provided a quorum is met. Language indicating the LSU system and Robert's Rules of Order have also been altered.

A Senator inquired if it would not be useful to retain the Faculty Council's power to appoint *ad hoc* committees? Might that power not be necessary in exigent circumstances? Phelps noted that a similar point had been made in 2014, when the previous revisions had been carried out. Trumbach agreed that she could see the utility of such a function in such situations, and said she saw no problem with the Council retaining the power to appoint *ad hoc* committees. She stressed that the Faculty Council would probably only be convened in two instances: first, when the faculty sought to speak with a "resounding" voice on an issue, and, second, when there is a disconnect between the Council and the Senate, and then the Council might want to appoint an *ad hoc* committee to further investigate a matter. Another Senator voiced support for retaining the Council's *ad hoc* committee capacity. Phelps agreed to return to the matter in the draft that will be submitted for consideration at the November meeting.

Several Senators expressed thanks to Phelps for her work and time.

Finally, related to the "Committee on Committees," Trumbach noted that the Senate's graduate assistant is working diligently on the public "UNO Committees" website. (This is not the Senate Moodle site, which is for internal use.) The new website will link to every single committee, and note its charge, membership and membership requirements. The Senate's public webpage is being updated too, she noted. Trumbach aims to have these tools up and running better by the end of the year. It takes far too long, under our current processes, to update our websites, she noted.

Old Business: UNO Budget Reallocation Formula Process

Regarding other old business, two Senators inquired regarding updates concerning the internal UNO Budget Reallocation Process. The president, Trumbach indicated, has not yet had the

opportunity to provide us with the summary document he indicated he would share, but intends to do so in the days ahead. Both President Nicklow and Senate Budget Chair (and University Budget Review Committee member) Jim Logan want to provide a summary form of the draft report, she said. Trumbach then indicated that various factors are still under discussion, such as how the Budget Formula's data will be collected (i.e. on the basis of 14th day enrollments?), what percentage is to be assigned regarding majors and instructional SCHs (i.e. 50% and 50%?), and so on.

A Senator asked for clarification regarding the timeline and the timeliness of budgeting. Are we to wait until the fall's 14th day reporting deadline to know about budgets? Trumbach noted that it was the data from the previous fall that would be used in the formula, with adjustments should enrollments climbed, but agreed that this and some other matters were not yet clear.

Senator Bobby Dupont, also a member of the UBRC and the Senate's Budget and Fiscal Affairs Board, suggested that the Budget Reallocation Formula issue should be included in the agenda for the Senate's next full meeting. The Senate Budget and Fiscal Affairs Board needs to be tasked with helping the Faculty Senate make sense of the new process and its significance. As of now, unless one is on the committee, it is difficult to understand the implications of some of these serious issues. Real dollar figures need to be put on the table, and we need to discuss a number of underlying assumptions and provisions, such as the place of program-specific fee revenue and other issues.

Trumbach noted a number of factors have gone into the UBRC's budget discussions and formula involving weighting, majors, instructional SCHs and the portion that is a direct state allocation to UNO. Dr. Nicklow has made some specific decisions regarding these issues and will announce these himself, she noted. Other issues that need to be discussed, she continued, include stipends, overhead, academic/nonacademic distinctions, and so on.

In response to Dupont's request to add the Budget to November's agenda, Trumbach noted that it was up to the Budget and Fiscal Board to bring any agenda item for discussion to her. She is willing to present anything the Board puts forward to President Nicklow, she said.

Another Senator reiterated that it is hard to understand what is clearly an important change in our budgeting process without better information. While it may not be necessary for all faculty members to know about this change, their elected representatives should know. Trumbach said she agreed, and believed Nicklow and Logan should be in a position to better inform us soon.

Another Senator asked if we might be able to expect the written summary for the Senate Executive Board next week, and Trumbach said she thought that would be the case. Some smaller details and decisions still have not been made, she said.

Another Senator said the Senate Executive Board is just looking for more clarity regarding the basic framework of the new budget formula and its various options. Trumbach noted that was what the discussion about the percentages assigned to instructional SCHs and Majors was about, as well as any role weighting would play, etc. Every change affects each College differently, so President Nicklow has had to make some decisions. But President Nicklow wants a decision to

be made about the philosophy behind the formula, and then Trumbach's understanding is that the numbers will shape the implementation. The Strategic Mission Fund aspect, she noted, will be available given whatever decisions Nicklow makes.

Finally, Trumbach noted, Interdisciplinary Studies (IDS) will have its own budget, like the Colleges, based on their majors. Their budget will come out of Academic Affairs' budget, which is a good thing because in the initial calculations we in the UBRC were not counting IDS in that way. This way IDS gets more support, but it is not coming out of what we were using as our starting point.

Motion to Adjourn

A motion to adjourn was heard, seconded and approved.

[Adjourned]