**Faculty Senate/Association Meeting Minutes**

Nicholls State University

December 5, 2018

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| **Roll Call** |  |  |  |  |
|  | Arts and Sciences |  | Business Administration |  | Nursing and Allied Health |
| X | Kristina Allemand | X | Kevin Breaux | X | Claire Bourgeois – Recording Secretary |
| X | Scott Banville | X | Luke Cashen | X | Shelly Matherne |
| X | Jeff Brown | X | Shari Lawrence – Parliamentarian  | X | Jennifer Plaisance |
| X | Aimee Hollander | X | Lori Soule – Committee on Committees | X | Shane Robichaux |
| X | Stephen Michot |  |  | X | Bill Thibodaux |
| X | Gaither Pope  |  | Education |  | Ellender Library |
| X | Milton Saidu – Vice President  | A | Dennis Guillot | X | Elizabeth Layton |
| X | Andy Simoncelli  | X | Kimi Reynolds | X | Mark Love |
| X | James Stewart  | X | Gary Rosenthal |  |  |
| X | Michele Theriot |  |  |  |  |
| X | David Whitney – President |  |  |  |  |
|  |  |  | A = absent x = present |

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| AGENDA ITEM | DISCUSSION | RECOMMENDATION/ACTION |

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| 1. Call to Order/Roll Call
 | Meeting called to order at 3:05 PM. | Roll taken. Quorum present. (Sign in sheet attached) |
| 1. Approval of meeting minutes:
	1. November 2018
 | Discussion regarding approval of minutes.  | Moved by Gaither Pope and seconded by Shari Lawrence to approve November minutes. |
| 1. Administration Remarks
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| Dr. Clune  | * There is a reception after the meeting.
* Approving the final staff market adjustment this afternoon
* Everyone approved for 2% increase for unclassified staff and faculty in January. Will need to look at increasing fees to raise this more in the future.
* Textbook affordability – open education resources are getting better to use. Please look into using these when possible.
* Listening tours in the different departments will take place again in the spring.
* Library coffee area is still in the works. Lobby and stairwell is completed. Cannot knock down walls because no sprinkler system.
* Three to 3½ million will be invested for Babington for student and faculty incubator.
* Campus Master Plan – will finish Barker Hall renovations and indoor practice facility. Will continue work on Peltier and Gouaux.
* Programs – have support from UNO to do a joint Civil Engineering degree. Also looking into adding something in the computer science area.
* Commencement – Charlotte Bollinger will speak at the first 2 sessions and Dr. Westbrook will speak at the 3rd session.
* Thanks for the support during my first year.
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| 4.Officer’s Reports |  |  |
| President – David Whiney | * Faculty Morale – submitted recommendations for adjunct pay. Requested amount to be the median amount of $2200. Also requested overload pay to be at 5% or at least adjunct pay. Parental leave – working on proposal and will have policy for faculty to look at. Promotion – looking at percentage increase for promotions. Sustained performance – for full and associate professors have a 5 year cycle and if meet performance get a raise and if not, faculty member can be put on a remediation plan
* College reorganization – actively looking at college reorganization. May get someone from outside to look and talk to people and present recommendations. Faculty Senate would like to make sure departments that are affected would be contact
 | Motion by James Stewart and second by Luke Cashen – Resolution that programs, departments and/or colleges affected by reorganization be formally involved in the process once a plan is made. Unanimous vote |
| 5.Committee Reportsa. Course and Curriculum | * Minutes were sent out.
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| 6. Old Business |  |  |
| 1. Time of student Evaluations – Renee Hicks
2. Open Education Resources – Elizabeth Batte
 | * Date of evaluations is based off of the drop date. Evaluations are performed after the drop date. Open to moving the date but there are ramifications if the date is moved. The GAs help with these and we try to get these back to faculty by Faculty Institute. Can move the date back, but faculty may not get them at Faculty Institute. Faculty Senate would like a little more flexibility in dates. Electronic evaluations have not been done due to costs and a decrease in response rate. In the spring will try to do evaluations the week before and after spring break.
* Elizabeth can be a liaison. Working with LOUIS for common core education classes. There is a grant to help with this. Task force was created for textbook affordability. Looked at ways to save money. Hope to decrease cost of books by 20% by 2022 campus wide. David Whitney will email the plan.
 | Motion by Luke Cashen and seconded by Scott Banville to Recommend to Provost to adopt last 3 weeks of class as the window to do evaluations. Unanimous vote |
| 7. New Business |  |  |
|   | * Class limits – limits on how many courses faculty can teach as overload for Nicholls Online was recommended.
* Should P&P state that a stipend is given for program coordinators?
* There is an emphasis to update the PPM
* The calendar was sent out. If you have any questions, email Kelly Rodrigue.
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| 8. Other Business | * Swearing in of new senator.
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Meeting adjourned at 4:09