**Faculty Senate/Association Meeting Minutes**

Nicholls State University

October 9, 2013

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| **Roll Call** |  |  |  |  |
|  | Arts and Sciences |  | Business Administration |  | Nursing and Allied Health |
| X | Richmond Eustis | X | Luke Cashen | A | Angele Davis |
| X | Brian Heck – Vice President | X | John Lajaunie – Committee on Committees | A | Amanda Eymard |
| X | Michael Jeffress | A | Randy Ryker  | X | Donna Fitzgerald-DeJean |
| X | Stephan Michot - President | X | William Neese | X | Brigett Scott – Recording Secretary |
| X | Gaither Pope |  | Education |  | University College |
| A | Balaji Ramachandran | A | Dale Norris | X | Ray Giguette |
| X | David Schultz | X | Kimberly Reynolds - Parliamentarian | X | Milton Saidu |
| X | Andy Simoncelli | X | Angelle Hebert | X | Lori Soule |
| X | Duane Smith | X | Gary Rosenthal |  | Ellender Library |
| X | Shana Walton |  |  | X | Hayley Johnson |
| A | Ianna West |  |  | X | Anke Tonn – Corresponding Secretary |
|  |  |  | 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 3:00 PM. | Roll taken. Quorum present. (Sign in sheet attached) |
| 1. Approval of meeting minutes:
	1. September 11, 2013 minutes
 | Discussion regarding minutes approval.  | John Lajaunie motioned that we accept the Sept 2013 minutes as presented. Gary Rosenthal seconded. Unanimous vote to approve. |
| 1. Administration Remarks
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| * 1. Bruce Murphy – Incoming President
 | * Dr. Murphy explained to the senate that he will be on campus November 4, 2013 for a transition meeting in order to make the administrative transition a smooth one. Specifically, this meeting will serve three purposes, 1.) to find out issues and what’s on people’s minds, 2.) team building, 3.) to allow him to express what is on his mind. He stated that this meeting will not be a strategic planning session. He plans on implementing more targeting SWOT analysis later.
* He also stated that he will be here on January 15, 2014 for Spring Faculty Institute.
* He spoke about his “vision of a vision.” This include: 1.) student opportunity, 2.) entreprenurial spirit, 3.) internationalization.
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| * 1. Laynie Barrilleaux - VPAA
 | * Dr. Barrilleaux spoke about Career Day. She stated that it was very successful.
* The academic calendar for 2014-2015 has been drafted by Kelly Rodrigue. She asked that we take a look at it and provide feedback.
* Institutional research is sending out requests for faculty to complete the service hours survey. It should be completed by October 26.
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| * 1. Larry Howell – Interim President
 | * Spoke regarding compromise on University Budget Committee (see handout attached).
* Mr. Howell spoke about faculty appointment letters. He stated that he did not see the need to provide faculty with appointment letters, but understood that we wanted them. They haven’t been issued yet because of a transition between FOCUS to BANNER/ACCESS. He was unsure of when the letters would be issued. He stated that letters for faculty with changes (promotions, etc…) are ready for distribution.
* He stated that the final payment for Session A of Nicholls Online for Fall 2013 will be paid out on the next paycheck.
* John Lajaunie asked Mr. Howell the status of the contingency money in the budget. Mr. Howell stated that there was no indication if the money will be moved into the budget. He stated that he will not know until mid-November. He also spoke about the $10 million (one time) money that was allocated to each system. Nicholls share is $625,000. It must be spent on one-time expenses (ex. Deferred maintenance.)
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| 1. New Representatives
 | Milton Saidu (University College), Angelle Hebert (Education) and Hayley Johnson (Library) were sworn in by Stephen Michot.  |  |
| 1. Officer Reports
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| a. President’s Report | Stephen Michot discussed the Faculty Senate’s Executive Committee’s meeting with Dr. Murphy. He stated that he will be attending the Faculty Council for the UL Board of Supervisor’s meeting on October 22, The top issue will be a shared governance policy that will be system wide.  |  |
| 6. Committee Reports |  |  |
| a. Faculty Welfare Committee | Kimberly Reynolds stated that the Faculty Welfare Committee elected Shari Lawrence as their new chair.  |  |
| 7. Old Business |  |  |
| a. Faculty Salary Concerns  | Michael Jeffress presented a first draft of a resolution to ask Administration to address faculty salary issues on campus.  | Senate representatives were asked to go back to their colleges and illicit feedback for edits to the resolution. |
| b. Budget Committee  | John Lajaunie presented a copy of the restructured University Budget committee (attached). Discussion ensued. Brian Heck called attention to the fact that Management and Marketing faculty were not included in the structure. The faculty representatives present for that department stated that they trusted their College of Business peers to serve on the committee.  | A motion to accept the new structure was made by Luke Cashen and seconded by Eustis Richmond.Unanimous voted to accept. |
| 8. New Business |  |  |
| a. Shared Governance Concerns | Ray Giguette addressed the senate regarding some faculty members approaches to shared governance, salary issues, and the presidential search. General discussion of Ray’s statements ensued.  |  |
| b. Discussion about office hours and sabbaticals | Shana Walton spoke about two concerns that were brought to her by the faculty in Arts and Sciences. She stated that faculty feels that office hours required should be based on the number of on campus courses being taught by a faculty member. She also stated that faculty have been told by administration that they can’t go on sabbaticals. She called the UL System office and she was informed that the system’s policy on sabbaticals has not changed.  | Stephen Michot asked Shana Walton to provide a recommendation for amending the office hours policy and to present a proposal at the November meeting.  |
| 8. Other Business |  |  |
| a. Calendar Committee | The 2014-2015 calendar has been drafted and is out for feedback. | Stephen Michot has appointed Gaither Pope as the faculty senate representative to that committee. |
| b. Letters of Appointment | General discussion ensued regarding letters of appointment.  | A vote was called to determine if the senate felt that letters should be provided to faculty. Vote Tally:12-Yes, 2- No, and 3 AbstainMembers stated that instructors and non-tenured faculty should be given priority in receiving letters of appointment.  |

Meeting adjourned at 4:30 PM (Brian Heck –motioned to adjourn; seconded by Richmond Eustis; unanimous vote to adjourn)