



**Meeting Minutes**  
**Tuesday April 9, 2024**  
**3:30pm-5:00pm, CSRB-563**

**Those present included:**

Allied Health— Luther Gill, Alanna Glapion, Megan Majoue, Brittney Wright (also proxy for Amber Weydert)  
Dentistry—Thomas Lallier, A. C. Liles, Diedra Brewer-Hohensee, Molly Rosebush  
Graduate Studies— Andrew Catling, Doug Johnston  
Medicine— Allison Augustus-Wallace, Jennifer Cameron (also proxy for Judy Crabtree), Jennifer Hart, Sanjay Kamboj, Michelle Korah-Sedgwick, Brian Lochlann McGee, Stefany Primeaux, Maria Reinoso  
Nursing— Shelly Dolan, Jolie Harris, Aimee McCauley, Jessica Teeter  
Public Health— Mei-Chin Hsieh, Chih-yang Hu, Susanne Straif-Bourgeois, Tung-Sung Tseng  
Library – Sharon Duffy  
Ex-Officio—Rebecca Bealer  
Absent: Sam Mauldin, Henry Nuss

**Welcome and call to order by President McCauley at 3:32PM**

In accordance with the Louisiana Constitution, Article 12, Section 3, and La. R.S. 42:11-28, the Faculty Senate Meeting for the Louisiana State University Health Sciences Center – New Orleans is hereby convened.

**Approval of March 2024 meeting minutes**

Minutes approved in motion by Sen. Tom Lallier. Second by Sen. Jennifer Cameron.

**Administrative Update**

**Ben Lousteau:** Interim Vice Chancellor of Administration and Finance

- Will have an update on Digital Signage request for better visibility of touch screen functionality next month

**Jill Frago:** Human Resources Director

Paid Parental Leave update:

- As of March 19, 2024, [PM-20](#) has been updated to include Paid Parental Leave (PPL) for all unclassified employees. It is retroactive to January 1, 2024.
  - Approximately 10 people may be impacted by the new policy who had qualifying events since Jan 1. HR is reaching out to them to give them the opportunity to change their leave to PPL.
- Leave of up to 240 hours is available after placement of a child under the age of 18. This can be by birth, adoption, foster.
- To qualify, employees must be in a leave-earning position, and have 1 year of service of at least 1250 hours (0.6 FTE).
- It can be taken all at once or intermittently within the first 12 weeks after the event date.
- 12 months must pass before taking it again. The date of qualifying event is used as the time marker.
- This leave is not able to be donated to a Leave Bank.

Leave Bank/Crisis Leave:

- HR is looking into establishing this type of leave for the institution.

**Alicia Edwards:** Special Advisor on Diversity Initiatives

Update on Diversity, Equity & Inclusion legislation and LSUHSC-NO response:

- Two bills have been presented in LA legislature regarding DE&I in higher education
  - House Bill [904](#) (currently tabled): If passed, it would require school-level reporting of all DEI personnel, programs and spending since 2021 at all Louisiana public K-12 schools, colleges and universities.
  - Senate Bill [486](#): If passed, it would eliminate DEI programs, regardless of the name of the program. It seeks to prohibit unlawful discrimination and unlawful classification on the basis of race, color, ethnicity, national origin, or sex on college campuses.
  - The bills will be included with the minutes as attachments.
- She plans to meet with the Deans and DEI committees on campus to discuss how LSUHSC would handle responses to these bills if they get passed.
- She is working with Shreveport campus to create a united response and with Baton Rouge to follow their actions.
- Town Hall meetings will be held in the future to update all on these issues.
- There are no plans to change the name of DEI office because it won't impact the outcomes of new legislation.
- Information will be coming about how employees (as state employees) can respond to the proposed bills.
- Some universities (Univ of Kentucky, Univ of Tennessee, Univ of Iowa) have been successful at minimizing the impact of this type of legislative action and she is in continual contact with her counterparts to learn best strategies.
- She will share resources for faculty to track state actions. The Chronicle of Higher Education's [DEI Legislation Tracker](#) is one tool she mentioned.

### **President's Report (President McCauley)**

From Executive Council meeting with Dr. Southerland:

# 1. Now is a good time for Faculty Senate to review their responsibilities as Senators and faculty representatives. In the formal appeal process, a Senator from an alternate school would be requested to participate in a formal HR investigation. This is also referenced in the Faculty handbook. This is a right of representation for all LSU Health Science Center faculty. Of note, this is only for appeals, and does not pertain to an initial investigation.

# 2. We should also ensure that a Faculty Senate member be present for professional ethics or research integrity committees.

# 3. The faculty handbook should be reorganized to facilitate faculty knowledge of rights and responsibilities. It should serve as a useful guide for faculty and not just a rule book.

#4. VCAA and the Chancellor are currently working on creating a standardized process for promotion and tenure.

- CV's will need to be standardized across all Health Science Center schools.
- Tenure evaluation should be taking place every year.

- Within the first three years of the appointment to tenure track, faculty should be evaluated and supported to ensure they are meeting goals and expectations.
- Senate Member is requested to be a part of the committee with sufficient experience in the promotion and tenure process.
- The Board of Regents is revamping the process for endowed chairs' waivers. A consulting firm will review endowed chair requests from now on.
- Dr. Southerland is still pursuing the creation of an education track and will consider a clinical track for promotion as well.
- This committee will also look at standardizing the nomenclature for appointments, positions, and roles.

**#5. Regarding discretionary spending for Alcohol:**

- Alcohol spending must go in discretionary spending. If you don't have a discretionary spending account, then you can't purchase alcohol for events.
- You may just need to put alcohol on a separate ticket. Rather than bundling expenses, alcohol should be ticketed separately.

**#6. Health Science Center Strategic plan is complete and needs to be disseminated to the schools.**

- Waiting for President Tate to release LSU A&M Strategic plan, and ensuring our plan is in alignment.
- Plans are especially important for SACS accreditation and individual school accreditations.
- Dr. Nelson will hold a Town Hall to roll it out campus wide.

**Board of Supervisors Report (Senators Kamboj and Nuss)**

Next meeting is 4/26.

**Old Business:**

**Faculty Handbook Revision Committee Update – Sen. Augustus – Wallace**

- The subcommittee held their final meeting on 4/4/24.
- Slides from her presentation on suggestions for handbook revisions will be sent with the minutes for review
- It was clarified that we are only voting on bringing the suggested revisions to Dr Southerland for further discussion. The Senate is not voting on specific language of revisions to the handbook at this time.

Motion by Sen. Primeaux to vote on the suggestions via email. The voting will also allow the opportunity to provide input to the suggestions. Agreement from Senate.

- President McCauley will send an email later this week with the opportunity to vote on each suggestion.

**Vot-ER Update:**

- This initiative has been approved by all levels within LSU, including Baton Rouge.

- It will be added to the Digital Signage around campus. Vot-ER materials will be handed out on campus to promote voter registration.

### **Hunger Free Campus Designation:**

- A survey is being prepared to assess needs on campus.

### **Moodle:**

- Still in progress; Conversations between IT and Moodle in Baton Rouge are ongoing.

### **New Business:**

#### **Bylaws and Parliamentary Procedures:**

- Discussion of whether this is still a needed agenda item
- There are still a few questions regarding the timeline of procedures and special meetings.
- President McCauley will provide information at the next meeting.

#### **Covid-19 Guidelines on Campus:**

- The issue of how to manage students who test positive for Covid was raised.
- LSUHSC website has [guidelines](#) dated June 27, 2023
- Chancellor Nelson and Dr. Winters are in the process of updating campus guidelines based on the latest CDC update, but for now, we are still following the posted guidelines.

#### **Call for LSUHSC Faculty Senate Representative on AP&T Committee (Appointments, Promotion, & Tenure):**

- Dr. Southerland has requested a Senator sit on this committee
- No specific faculty level is required but must be familiar and knowledgeable about promotion and tenure process.
- Dr. Lallier has volunteered for this position.

#### **Call for Nominations for 2024-2025 Faculty Senate:**

- President Elect
  - Nomination of Sen. Augustus-Wallace by Sen. Liles was made. Second by Sen. Straif-Bourgeois. Sen Augustus-Wallace accepted. Her name will be on the ballot.
- Secretary
  - Nominations are needed. Send to President McCauley.
- No Board of Supervisors representatives are needed now.
- Schools should be working on succession plans for new Senators to replace those with terms ending.

### **Reports from Assemblies**

#### **Allied Health:**

- Research Day was held on 4/8
- Partner Day will be held on 4/18
- Subcommittee still working on guidelines for Promotion & Tenure

#### **Dentistry:**

- Faculty Assembly meeting next week
- Town Hall with Dr. Southerland was held last week

- Still awaiting final report from accreditation visit

#### Graduate Studies:

- Assembly meeting tomorrow

#### Medicine:

- Faculty Assembly moved to send a letter of support from School of Medicine faculty to LSUHSC Faculty Senate regarding creation of Crisis Leave Bank for faculty.
- Faculty Assembly meeting is next Thursday 4/18 at 4pm and annual awards will be presented.

#### Nursing:

- Sigma Theta Tau International Linda Corson Jones Research and Scholarship Day was held at UMC in April.
- Nurses Day will be celebrated in the first week of May
- Currently realigning syllabi and content in all courses according to feedback received from curriculum review

#### Public Health:

- Students recently presented their research

#### Library:

- Now offering classes on an on-going basis to all faculty, students, and staff. There will be at least two per month on rotating topics.
- The April schedule is Database Searching Strategies on 4/18 at 2pm and Poster Design Basics on 4/24 at 2pm. Classes will be available via Zoom and in person in the Library. They are not being recorded but will be offered on a rotating basis. Contact the Library to register or to request a topic for a future class.
- The library is changing the proxy system that is used to access our online subscriptions. This means that old links in Moodle and other places will no longer work. The timeline is end of April for turning off the old system. Specifically:
  - If you have a link that begins with <https://ezproxy.lsuhs.edu> you will need to swap that bit out with <https://lsuhscno.idm.oclc.org>
  - The Library website has updated all of the links to resources so instructors can get updated links from the website and use them going forward.

**Public Commentary:** No members of public in attendance.

#### **Adjourn at 4:57 PM**

Motion by Sen. McGee, Second by Sen. Primeaux.