

# Meeting Minutes Tuesday August 13, 2024 3:30pm-5:00pm, CSRB-563

#### Those present included:

Allied Health - Luther Gill, Brittany Hall, Megan Majoue, Brandon Walker, Amber Weydert Dentistry - Thomas Lallier, A. C. Liles, Molly Rosebush (also proxy for Diedra Brewer-Hohensee), Charles Taylor

Graduate Studies - Andrew Catling, Sonia Gasparini

Medicine - Suresh Alahari, Allison Augustus-Wallace, Jennifer Cameron (also proxy for Sanjay Kamboj), Jennifer Hart, Brian Lochlann McGee (also proxy for Michelle Korah-Sedgwick), Maria Reinoso

Nursing - Laura Bonanno (also proxy for Sam Mauldin), Shelly Dolan, Jessica Teeter (also proxy for Jolie Harris)

Public Health - Mei-Chin Hsieh, Chih-yang Hu, Henry Nuss, Susanne Straif-Bourgeois, Tung-Sung Tseng

Library – Sharon Duffy

Ex-Officio - Rebecca Bealer, Aimme McCauley

## Welcome and call to order by President Lallier at 3:30PM

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 June 2024 meeting minutes**

Minutes approved in motion by Sen McGee, Second by Sen. Liles

#### Recognition of Past-President and Secretary and Welcome to new Senators

Past-President Aimme McCauley and 2023-24 Secretary Sharon Duffy were presented with plaques in recognition of their service to the Senate.

New Senators were welcomed and received their Faculty Senate pins. New senators are: School of Allied Health - Brittany Hall, Brandon Walker

School of Dentistry - Charles Taylor

School of Graduate Studies - Sonia Gasparini

School of Medicine - Suresh Alahari

School of Nursing - Laura Bonanno

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

From Executive Council meeting with Dr. Southerland. The Executive Council also met with Dr. Nelson.

#### 1. Dean Hires – (From Dr Nelson)

- Consider them permanent (will review in a few years)
- No immediate plans for National Searches
- Order and speed will be determined by success of current Deans

#### 2. IPE/TeamUp

- Tina Gunaldo, IPE Director, was let go, last day 2024-0808
- Search ongoing for a Coordinator
  - Mina Hogan (Nursing) is the temporary Coordinator
  - Tate Roussel is re-applying after quitting
- Redesigning Tina's position as a "Director of Student Success"
  - Include TeamUp/IPE
  - Add other areas from QEP (academic, study Skill, Financial, mental health)
- This is still being defined
  - · Possible Psychology or Behavioral Science background
  - Or Student Success
- For now, TeamUp for students is still running as in the past. Faculty engagement will be the same as in the past, as well.

#### 3. SACSCOC - Accreditation

- Document Due September 9<sup>th</sup> (w/o QEP)
  - 90% of data has been collected
  - Need a Data Research Plan in the Strategic Plan
- Document with comments expected December
- Document Due February with responses and QEP
- Plan is to collect data on continual basis to prepare for future accreditations

## 4. Strategic Plan

- Distributed to site on 2024-0801
- Need Benchmarks and Goals
- Need to Hire someone to handle data collection and management
- Dr. Tate has a Vision for increase Transparency and Accountability

#### 5. Alumni Database

- There is no organized database in place to track status of alumni.
- Would like to track locations, positions, etc
- Plan is to start with most recent graduates
- Maintain in "Lightcast" system
- Goal is to increase donations from alumni for the institution.

## 6. Communications such as recent Boil Water Advisory

- Need to improve system of notifications, especially safety alerts
- Hiring a Media Director in the next few weeks (Nelson)
- Executive Council has been invited to final candidate interviews to voice needs of faculty regarding communications

#### 7. 25 Live – Room Reservation System

- Rolling out before Christmas (hopefully)
- Still don't have all rooms in the system

## 8. Moodle Support

- Full support of Moodle from Baton Rouge campus has been approved by Senate and Academic Deans; costs have been approved
- Senate wants Baton Rouge IT to manage all aspects of Moodle (technical and faculty assistance)
- Process is being held up by IT
- Dr Nelson was unaware of the delay
- Working on getting update from Ken Boe on cause of delay; may be a technical integration problem but getting more information

## 9. Faculty Handbook

- New version was distributed on 2024-0718
- Did not include any text changes from Faculty Senate
- Only changes made were to CMs, PMs, and updated links
- The process for handbook updates needs to be clearly defined as there are currently no written policies for making changes. No ownership of the handbook has been defined
- Dr Southerland wants the Senate to play a bigger role and wants yearly updates.
- Discussion by Senators about confusion for faculty applying for promotion and tenure if handbook continually changes and process is redefined frequently.
- The Senate plans to actively pursue this initiative this year and provide clarity on the handbook change process.

# **Administrative Update from Ben Lousteau** – Interim Vice Chancellor for Administration and Finance

- Clarified that the new Communications and Marketing Director will report to the Chancellor and not to his office
- Informed about plans to lease 3 parking lots along Poydras to the Greater New Orleans Sports Foundation for use by the NFL during the Super Bowl
  - Will generate income for the institution (~\$250,000)
  - These lots are desirable to the Sports Foundation due to their proximity to the Superdome.
  - Plans involve construction of temporary building for events
  - Displaced students will be able to park in old 1542 garage and surface lots along Galvez St.; plan to fully secure additional parking areas and provide 24 hour security patrol
  - Superbowl is Feb 9, 2025 (Expect Lot closures from 1/6/25 to 3/1/25)
  - Looking for incentives to provide to students for lengthy displacement including raffling off a couple Super Bowl tickets; is aware that student experience needs to be considered
  - LSUHSC is not pursuing other opportunities to lease our space to private organizations due to the additional impacts to our campus. The project involving the 3 parking lots is a requirement by the NFL for cities that host Super Bowls to provide venues in close proximity to the stadiums.
- A new chef has been hired for the cafeteria and prices continue to be lower than market rates.
- Discussion about need for signage during safety events such as the recent boil water advisory; perhaps utilize digital signage or physical signage at fountains. There are logistics to consider but agrees that more should be done to improve communication.

## **Continuation of President's Report**

## 10. Tenure and Promotion Committee

- Working on a single CV format and basing it on the one used by Medicine, Public Health, and Graduate Studies
- Working on additional information for Tenure Packets which will include such things as:
  - h-index/publication Impact Factors
  - Faculty rank clarification (Professor Clinical vs. Clinical Professor of X)
- Teaching (Instruction) Promotion track is being discussed

## 11. Center for Teaching Excellence

- Being led by Dr Dugan and Dr Porche (chairs)
- There is a committee, but they have not met in a while. A few Senators are on the committee so they will keep the Senate updated as needed.

#### 12. VotER Initiative

- Table outside Cafeteria on Fridays beginning August 16<sup>th</sup>
- Plan to run through mid-October when voter registration ends
  - Online deadline is Oct 15, 2025
  - In person and mail-in deadline is Oct 7, 2025
- Purpose is only educational about voter registration process; can provide QR code to others to scan and learn how to register to vote
- State law is in place that only allows family members to help with completing paperwork to register to vote. It is ok for us to provide a QR code because electronic materials are not covered by the law. All need to be aware of laws regarding handling papers for voter registration.
- Inquiry from Senate about having tables set up in the hospitals. That cannot be done at this time because they have not responded to requests to become a VotER site. Lanyards can be worn at the hospitals by LSUHSC people with the QR code for scanning. Contact Dr. Augustus-Wallace for obtaining lanyards and VotER information. See attachments.
- August 19 is National Patient Advocacy Day Additional information provided by Dr Augustus Wallace is attached.

#### **Board of Supervisors Report (Senator Nuss)**

Report from June meeting:

#### Academic Committee:

- All LSU campuses had Three Year academic plans approved
- LSU-Alexandria had changes to its Academic Departments and Colleges approved
- LSUHSC-Shreveport established the Dr Richard J Courtney Endowed Professorship in Virology
- LSUHSC-New Orleans had new mission statement approved:
  - We educate the future health professions workforce, lead advancement in research and scholarship, provide exceptional and equitable health care, and partner and advocate to build healthy communities.

#### Finance Committee:

 Approval to prohibit all LSU institutions from withholding student transcripts due to outstanding debts. They can continue to prevent students from enrolling in new classes with outstanding debts.

## Property and Facilities Committee:

- Approval of a cooperative endeavor with the City of New Orleans for street improvements related to the campus stormwater infrastructure capital outlay project. This will involve increasing drain sizes and other measures to help address flooding issues.
- Approval of lease agreement with the LSU Foundation for University House in Baton Rouge to serve as house for University House. It will serve as the house for the President of LSU.

#### **New Business**

## 1. AED – Automatic External Defibrillator Program

- Email went out with locations for AEDs on campus
- Everyone should review and know where they are located in case of emergencies
- They are designed for public use.
- All police centers on campus have them.
- Additional details are provided in attachment which is also the contents of the email

## 2. Faculty Handbook Updates

- Additional discussion of need to start working now to determine process for updates and start the updating process for the next round of revisions
- Recognition that the Senate needs to provide exact text changes for the handbook to the VCAA
- Timeline: Senate votes on revisions in January to get to VCAA prior to new promotion packet submissions
- The Handbook Committee of the Senate membership is:
  - o Sen. Allison C. Augustus-Wallace (SOM) (Chair)
  - Sen. Amber Weydert (SAH)
  - Sen. Andrew Catling (SGS)
  - Sen. Henry J. Nuss (SOPH)
  - Sen. A.C. Liles (SOD)
  - Ex-Officio Aimme McCauley (SON)
- The Committee is accepting new members and Senators should contact Sen. Augustus-Wallace.

#### 3. Absence of Merit Raises

- Discussion of why merit raises were not given this year
- Dr Nelson said he was conservative with the raises this year due to concerns regarding revenue received from two state sales taxes that are up for renewal. If the taxes are not renewed, then there will be less revenue for LSUHSC.
- Discussion of purpose of evaluations if they are not going to be tied to merit raises annually.

#### **Reports from Assemblies**

#### Allied Health:

- 1. This fall will be updating the strategic plan.
  - a. SAHP Administration will work with SP ad-hoc
  - b. Surveyed faculty, staff, will survey students
- 2. EPIC has been approved within SAHP.
  - a. Increase collaboration and communication, referrals with providers
  - b. Great training environment for students
- 3. Administrative Roles filled Associate Dean of Research, Assistant Dean of Student Affairs, Assistant Dean of Community and Alumni Affairs.
  - a. Still to come Faculty Affairs and Clinical Affairs.

- b. Working with standing committees to move our initiatives forward
- 4. Key items for the year
  - a. Reviewing our Promotion and Tenure guidelines
  - b. Reviewing our course evaluations
  - c. Faculty wellness

## Dentistry:

- New renovated clinic opened on 3<sup>rd</sup> floor about a week ago; first new clinic since 1969
- New Dean appointed by Dr Nelson (Dr. John Gallo); 6<sup>th</sup> Dean in 4 years

#### **Graduate Studies:**

- New curriculum is starting this semester for the Biomedical Science Program; this is the result of several years of planning.
- Requirements to be a member of the Graduate Faculty and the Minimum Guidelines for Dissertation (PhD) Committees have been recently updated

#### Medicine:

- New Faculty Assembly President is Jason Gardner
- Dr Richard DiCarlo spoke at Assembly meeting about his appointment
  - He works at the pleasure of the Chancellor
  - Stability was needed for both LCME and SACS accreditations
- Dr Robin English spoke about new policies that the Assembly needs to approve
  - Policy on Committees
  - o Policy on Policy Development, Revision, and Approval
  - Documents are attached
- MEB updates are on track for completion in December 2025

## Nursing:

- Semester starts 8/14/2024
- Strategic planning is still ongoing; goal of 12/2024 for completion
- Initiating an Off campus instructional site at Baton Rouge
- Applying a competency based education model for all undergraduate courses
- Poverty simulation model is being used in a population course; would be valuable for all faculty to improve awareness of how vulnerable populations live

#### Public Health:

- Strategic planning underway
- Reevaluating how to measure teacher effectiveness; including ideas such as peer review of syllabi, etc.

#### Library:

- 1. New LSUHSC-NO Library Announcements emails.
  - All Senators will be automatically enrolled so they can share the information with their Assemblies.
  - The link to sign up can be found on the Library website in the About section. Look for Library News email signup link.
- 2. August Classes offered in Library and via zoom:
  - How to access library resources on and off campus on August 21 at noon
  - Basics of EndNote 21 on August 28.at noon

- Details are on the Library website.
- 3. EndNote is now available to all LSUHSC-NO faculty, staff, and students.
  - Resources for learning about it are on the Library website.
  - Contact IT for help with installation.
- 4. The Library has put out Suggestion Boxes at both Libraries and also on the website. Please share any feedback for how we can improve services.
- 5. Our Librarian at the Dental Campus is conducting a research study about faculty beliefs and practices toward Peer Review of scholarly research manuscripts. If you have experience with peer review and are interested in participating, please contact Julie Schiavo for more information.

## Public Commentary (2 minutes)

Chris Poche, Director of Planning and Construction, was in attendance and answered questions:

- 1. What is timing of construction of IT server on 5<sup>th</sup> floor of Resource Building in Library space?
  - a. Plan to start around December
  - b. Construction will last 6 months
- 2. What is happening with bathrooms in Public Health building?
  - a. Having issues with the contractor
  - b. Is aware of the situation and working on it

#### Adjourn at 4:58

Motion by Sen Liles, Second by Sen Rosebush.