

**LAMAR STATE COLLEGE-PORT ARTHUR FACULTY SENATE
MINUTES – October 7, 2014
STUDENT CENTER, ROOM 422**

Attendance:

Academic

Michelle Askew
Sally Griffin Byrd
Jim Cammack
Jamie Clark
Michelle Judice
Zeb Lowe
Mark Knowles
Grace Megnet
Mavis Triebel

Technical

Carolyn Brown
Brandon Buckner
Toni LaGrone*
Shirley MacNeil
Robert Peeler*
Ed Quist
Amanda Smith
Lisa Smith
Tanya Woods

Guest

Christine Wilbur

Adjunct Representative

Albert Faggard

Staff Representative

Karon Jackson

*Denotes Absence

Before the meeting was called to order, Michelle Askew welcomed our guest attendees Christina Wilbur and President Dr. Betty Reynard.

Dr. Reynard discussed several short and long term goals for the college:

- The current online budget system is excellent
- Samir is working to revise the Web page for a more modern look—possibly closer to the look of the Athletic page
- An advertising agency has been hired to create new commercials. The agency will likely use a drone (an unmanned aerial vehicle) to film the campus grounds.
- Expansion of continuing education classes, workforce classes, online classes, co-enrollment classes as well as night classes to increase contact hours
- Revision to the class schedule to allow it to be printed on standard 8 ½" x 11" paper

Call to Order

Michelle Askew, President, called the meeting to order at 2:58. Michelle announced that Amanda Smith decided to step down as Secretary of the Faculty Senate and Mark Knowles volunteered to replace her.

Approval of Minutes

The minutes were accepted as printed.

Correspondence None

Committee Reports

Academic Issues: Zeb Lower reported that a suggestion has been made to use the “73” suffix for 16 week courses, the “74” for first 8-week courses and “75” for second 8-week courses. This has met with enthusiasm among the department heads addressed.

Awards Nominations: Ed Quist reported that Grace Megnet will be our Piper Professor Award nominee.

Facilities: No Report.

Faculty Development/Welfare: No Report.

Faculty & Campus Relations: No Report.

Finance/Compensation: Jim Cammack reported that the committee was asked to clarify faculty pay distribution, especially pertaining to course overloads and courses with non-standard lengths. When contacted, Karen Duvall (LSCPA Payroll Director), directed the committee to a document currently on the Payroll Office web page called the Payroll Distribution Schedule. This document identifies pay distribution for long semesters as well as summers, including the month the pay will be received. The committee reviewed the document and offered a few suggestions. For the 8-week classes, Karen created an additional document, the 8-week Payroll Schedule, which clarifies pay distribution for the 8-week classes. Dr. Stretcher will be directing faculty members to this site each year during the opening convocation to help make pay disbursement clear to new and returning faculty members.

LSCPA Educators’ Memorial Scholarship: Members will begin their work earlier in the spring to allow the process to conclude prior to final exams in May 2015.

Ad-hoc Committees:

Social Committee—Jamie Clark will chair this committee and will be organizing a gathering for faculty and staff this fall. Topics and dates will be discussed at the next meeting.

Relay for Life: Adriane Champagne is the new chair of this committee. Adriane could not attend the meeting but asked Zeb Lowe to report for her. He reported that Relay for Life t-shirts order forms were e-mailed to all faculty and staff with a picture of the shirt. The deadline for ordering is October 9. Discussion of a fundraiser and ways to get more men involved ensued.

LUB Faculty Senate: Mavis Triebel reported that the Lamar Beaumont Faculty Senate met on Wednesday Oct. 1, 2014. They discussed the new commencement procedure, and the new Vice President for Engagement's new plan for involving students.

LIT Faculty Senate: No report

LSCO Faculty Senate: No report

TCCTA Fall Leadership Conference Report: September 26-27, 2014 Zeb Lowe reported that he, Michelle Askew, Jamie Clark, and Mavis Triebel, attended the conference. Session topics included "Faculty Senate Best Practices," a Higher Education's Legislative Report, "Meaningful Collaboration," and "Changing Roles of Adjunct Faculty."

Executive Committee Report: The Executive Committee (Michelle Askew, Jamie Clark and Amanda Smith) met with Dr. Reynard and Dr. Stretcher on Wednesday October 1, 2014, at 2:00 p.m. in the Conference Room in the President's Office.

Items discussed included:

- The search for an advertising agency for new commercials in November prior to beginning spring registration.
- There will be a new look for the LSC-PA web page currently being worked on by Samir
- First week of September, presented campus budget request for a new building
- New Title IX enrollment survey mandated by the Federal government
- Nederland High School co-enrollment down 40%

Old Business None

New Business

Tribute Fund Report: Funds are still being collected.

Committee Assignments: A few changes have been made to the original list and a new list will be provided.

Refreshment List: No changes needed

Announcements:

- Ron Suskind Lecture, Wednesday, October 8, 2014. Reception from 5:30-6:30, followed by the lecture at 7:00 in the Parker Center.
- Grace Megnet invited the Faculty members to the Art Show reception on Thursday, October 9, 2014, from 6-8 p.m.

Field Trip to Madison Monroe Building

Senate members moved to the Madison Monroe building to observe the technology equipment currently in use on the second floor. Darren McIntire, Distance Learning Coordinator, demonstrated the use of the monitor in MM 221, then the use of the projection system on the large screen in MM 203. Faculty members voiced their opinions of each. Afterwards the faculty members were asked to fill out a survey conveying their opinions of how each system could or could not be used to teach their courses.

Adjournment

The meeting was adjourned at 4:00 p.m.

Respectfully Submitted,

Amanda Smith
Secretary