

LAMAR STATE COLLEGE PORT ARTHUR
Faculty Senate Minutes
March 3, 2023 12:00 p.m.

I. Attendance.

- A. Present
 - 1. Academic Faculty. Jim Cammack, Dr. Tina Capeles, Caitlin James, Dr. Zach Dailey, Dr. Michelle Judice, Dr. Percy Jordan, Michelle Askew
 - 2. Technical Faculty. Brandon Buckner, Albert Faggard, Carl Richardson, Sarita Medhekar, Helen Fonteno
- B. Absent: Morgan Chaddick, Doneane Beckcom Dr. Blas Canedo, Tonya Harbert, Zeb Lowe, Maurice Abelman
- C. Staff Representative: Dayna Hyatt, Testing Center Coordinator
- D. Adjunct Faculty Representative: Ken Ballou
- E. Guest: Amanda Smith, LSCO

II. Call to Order.

- A. Meeting called to order at 12:00 PM by James Cammack.
- B. The meeting was held in-person and virtually in Student Center 422.

III. Approval of Minutes.

- A. Faculty Senate meeting minutes are available in Teams folder for review.
- B. Motion to approve the February 2023 minutes. Seconded and unanimously approved.

IV. Correspondence.

- A. No correspondence received.

V. Old Business

- A. Blackboard login issues. Error message still appears when attempting to login.
- B. New phone system still not working well.

VI. New Business

- A. On-Course Workshop. Faculty Development days set (mandatory attendance in the Parker Center): April 12, 13, & 14 (faculty required to plan ahead and have someone in the room or give an out-of-class assignment)
- B. ECHS students not college ready. Students possess sub-par academic skills. Faculty state that some are “semi-illiterate and placing them in college classes is setting them up for failure.” Faculty ask if there is any process to vet these incoming students. Topic assigned to Academic Issues Committee.
- C. Food availability on campus after 5 PM. Cafeteria closes at 1:30 leaving those who live on campus and those who must remain for various reasons with no food options. Student Center vending machines not accessible. Topic assigned to Facilities Committee.

VII. Committee Reports

- A. Academic Issues: Chair, Zeb Lowe. No report.
- B. Facilities: Chair, Caitlin James: No report.
- C. Faculty Development/Welfare, Tonya Harbert: No report.
- D. Faculty and Campus Relations: Chair, Dr. Tina Capeles: Student incivility: no reply yet from Dr. Bradford in Student Services.
- E. Finance and Compensation: Chair, Carl Richardson: Committee has met. And reported on these items:
 - Policies for caps of class sizes.
 - Policies for pro-rating payments of classes.
 - Salary transparency
 - Adjuncts given classes before Full-time faculty offered overloads a problem.
- F. LIT Faculty Senate: no report. (New Faculty Senate President, Dr. Valerie Worry, invited but did not attend).

Faculty Senate Meeting
Minutes (3-2023)

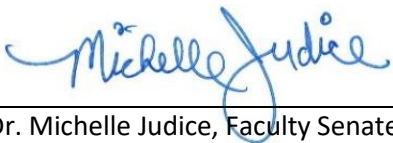
- G. LSCO Faculty Senate: (Faculty Senate President, Amanda Smith virtually attended)
 - Shared services continuing to grow. Speculation of what this arrangement will mean when campuses try to recruit but salaries could be set/agreed upon by the three two-year schools.
- H. Tribute Fund: Brandon Buckner, currently \$163. Senators' dues \$10 a semester.
- I. Staff Report: Dayna Hyatt. No report.

Upcoming events:

- *Expressions* magazine finished and headed to print shop. Reception date and time to be announced.
- Sabine Showdown Golf Tournament (for LSCPA scholarships): Friday, March 24, 2023 at Babe Zaharias Golf Course in Port Arthur; faculty and staff asked to participate
- The Spring Concert, Tuesday, March 28 in the Music Hall, 1:30 and 7:00 PM performances. Open to the public.
 - Faculty Senate Meeting (in-person and on-line) ?????, April 11 on 4th floor of the Student Center, also Teams. (regularly scheduled meeting on the first Friday cannot occur due to Good Friday campus closure)
 - Earth Day: City Cleanup with City of Port Arthur, April 21, 2023
 - 20th Annual Gulf Coast Gala, Saturday, April 29, 2023, in the Parker Center, Matt Vee & The Killer Vees "Celebrate the Music of Neil Diamond"
 - Commencement: Friday, May 12, 2023

VIII. Executive Committee Report (Appendix A)

Minutes submitted by:



Dr. Michelle Judice, Faculty Senate Secretary

March 8, 2023

Date

APPENDIX A

Executive Faculty Senate Meeting Report
Minutes
February 20, 2023

XX. Call to Order (Virtual Mtg.). The virtual meeting was called to order at 3:00 p.m. on Friday, February 20, 2023 by Dr. Pam Millsap.

XXI. Attendees.

- A.** Present: Brandon Buckner (Vice President, Faculty Senate), Jim Cammack (President, Faculty Senate), Dr. Michelle Judice (Secretary, Faculty Senate).
- B.** Absent: None.
- C.** Guests: Dr. Pam Millsap (Vice President for Academic Affairs), and Dr. Betty Reynard (President).

XXII. Approval of Minutes.

- A.** Members were asked to submit changes and/or corrections to Judy Hoffpauir.

XXIII. Academic Affairs (Pam Millsap).

Dr. Millsap provided an update from Academic Affairs.

- The SkillsUSA high school level competition and closing ceremony was held on our campus last week. A committee will be formed to try and make the event a more successful recruiting event for the campus.
- The Executive Committee Members will be attending the Board of Regents meeting this week in Austin on February 23rd and 24th.
- Ebony Simpson is our new Director of Online Learning. She will be reconvening an Online Education Committee.
- Liz Kleinrock, guest speaker, will be coming to the campus on March 28th at 3 p.m. to speak on Diversity, Equity, and Inclusion. She will speak and then there will be a question and answer period.
- Busy with some SACS related items. Dr. Millsap and Dr. Zach Dailey are meeting to discuss the QEP and the campus response to the recommendation from the onsite committee feedback. Five questions will be added to the existing student evaluation starting next fall. The onsite committee wanted the students view which will be incorporated into a slightly tweaked evaluation plan for the QEP. The campus response is due on March 27th along with our response to their feedback on Standard 8.2A.
- Working on a prospectus for Emergency Medical Technician Program due to SACSCOC in March. Also working on a prospectus for the Prison Education Programs for SACSCOC related to federal regulations dealing with prison education programs.
- Ashley Taylor of Culinary Arts was nominated for an award by the Association of Black Chefs and won an Award of Excellence this past weekend from the association.

XXIV. President's Office (Betty Reynard).

Dr. Reynard provided an update from the President's Office.

- The last basketball game of the season will be on February 25th in Victoria, TX.
- Dr. Ben Stafford is making a presentation in San Antonio for the Bellwether Award on February 26th to 28th.
- Spring break is March 13th to 17th.
- The Sabine Showdown Golf tournament is scheduled for Friday, March 24th.
- March 25th is the Lamar University Le Grand Bal.
- Several faculty will be attending the American Technical Education Association National Conference in April.

Faculty Senate Meeting
Minutes (3-2023)

- The campus has signed up to participate with the City of Port Arthur on Earth Day, April 21st, which is a cleanup event.
- The Port Arthur Higher Education Gala is Saturday, April the 29th.
- Graduation is May 12th.
- The Summer semester will start on June 5th.
- The Donald T. Bouman Foundation Crawfish Boil will be held on April 13th. This is a fundraiser for one of the scholarships that the campus awards. The event will be held at Associated Builders and Contractors Construction on Twin City Highway in Nederland.
- The Systems Office Foundation is hosting a fundraiser that is scheduled the evening of February 22nd with a special tribute to Texas House Speaker Dade Phelan for his support of the Texas State University System.
- The campus is receiving applicants for the Chair of GEDS position and currently have 10 applications.
- Chris Baur has replaced Sharon Thibodeaux. We have a new Director of Student Activities that will start on March 1. The candidate has accepted the position and the background check is in process.
- Dr. Pamela Millsap is busy developing schedules and budgets and responding to SACSCOC.
- Susan Cook is working on the new website. May be October or November before the website is finished.

XXV. Shared Services (James Cammack).

James Cammack provided an update on Shared Services.

James Cammack stated that faculty have asked questions about Shared Services. Faculty have asked if there will be a Search Committee and can faculty be on the Search Committee. Dr. Reynard stated that the committee includes the three Presidents and the three Vice Presidents for Finance. There has also been some discussion about doing Shared Services for Title IX between just the Lamar campuses.

James Cammack noted that faculty would like involvement in the Shared Services area. Coordination of these services is concerning to some faculty. Coordination of Information Technology Services with Sam Houston has not been a very good experience because there are still some issues that are not being addressed. Faculty worry that the more that infrastructure is taken up the ladder, the less responsive they might be to each individual campus. The more of these Shared Services between campuses, the less each campus can really have input into it. Faculty are also interested in cost savings and how the money might be spent. Dr. Reynard stated that there should be some cost savings. Shared Services will allow campuses to move people to fill in the gaps when there's a void when somebody's out sick. Dr. Reynard suggested writing down questions that Faculty may have and maybe Mary could be included on the next meeting and be able to provide more detail on what the work groups are going to be doing, who the work groups are going to include, and what things are going to be shared.

Dr. Reynard noted that the Vice President of Shared Services would be in charge of the Business Services on the three campuses. The campuses would report to the VP of Shared Services and the VP of Shared Services would report to the President's on each of the campuses.

James Cammack stated that one of the concerns of faculty was salaries. The faculties desire would be that each campus would still be independent and that faculty and salaries would be independent of each other. Dr. Millsap stated that it was her understanding that the Shared Services should not impact instruction.

XXVI. Texas State University System Council of Faculty Senate (James Cammack).

James Cammack provided an update on the Texas State University System Council of Faculty Senate.

James Cammack noted that the Executive Committee of the Texas State University System Council of Faculty Senate met a few weeks ago to review dates to meet face to face with the Chancellor. James inquired if there was money still available for travel in the budget. Dr. Millsap stated that travel money has been very tight and efforts are being made to prioritize travel. She suggested to James to submit the proposal to see if money is still available. James stated that he is the Vice President of the Executive Committee. The President, Vice President and Treasurer met and suggested a Friday in early April to meet with the Chancellor. The meeting has previously been in conjunction with the Council Faculty Senate. The President of the Executive Committee of the TSUS Council of Faculty Senate will contact the Chancellor and the Vice Chancellor to see if they are available in April.

Decision: Dr. Reynard will notify James if she learns anything about the meeting at the Board of Regents meeting this week.

XXVII. Surgical Technology Virtual Site Visit (Brandon Buckner).

Brandon Buckner provided an update on Surgical Technology Virtual Site Visit.

A virtual site visit for the Surgical Technology Program is scheduled for March 23rd-24th. On February 28th, a technology check will be done. A walk through with classrooms and labs will be on February 28th. March 23rd-24th is the actual site visit. Dr. Armentor is scheduled to meet with the virtual site visit committee on March 23rd. Another walk through the classrooms and labs will be done on March 23rd. The virtual site visit committee will also interview some of our current students.

XXVIII. CDL Training Center (Betty Reynard).

Dr. Reynard provided an update on CDL Training Center.

Dr. Michelle Judice noted that the CDL Training Center is progressing. Dr. Reynard mentioned that rain has been a major roadblock to that project but progress is finally being made. The project should be finished by mid to late summer. Furniture was recently picked out for the Training Center.

XXIX. Generators (Betty Reynard).

Dr. Reynard provided an update on Generators.

The Parker Center will have a larger generator installed in March. Generator delivery for the Physical Plant is scheduled for May. A generator will be installed in the Ruby Fuller Building in June or July.

XXX. Industry Training Facility Parking Lot (Betty Reynard).

Dr. Reynard provided an update on the Industry Training Facility Parking Lot.

Dr. Reynard stated that due to the condition of the parking lot at the Industry Training Facility and also inadequate parking at the Industry Training Facility an Open House has not been done. Valero is currently holding some training classes in the Industry Training Facility until mid-April. As soon as Valero has completed their training, the asphalt will be redone on the Industry Training Facility parking lot. An Open House will be held when the parking lot is finished.

XXXI. Campus Improvements (Betty Reynard).

Dr. Reynard provided an update on Campus Improvements.

The campus met with the City of Port Arthur and asked the City to do some improvements around the campus which includes picking up some rubble, cleaning out some of the ditches around the campus to improve drainage, especially on Memphis St. between Proctor and 5th Street, and resurface Augusta. Another meeting will be scheduled to meet with the City and the architects and the contractor for the Allied Health and Science Building to begin planning for utilities to the building.

XXXII. Allied Health and Science Building (Brandon Buckner).

Brandon Buckner provided an update on the Allied Health and Science Building.

Brandon Buckner noted that most Allied Health Care Buildings never seem to have adequate female toilet facilities. Dr. Reynard stated that Shirley MacNeill will bring up at the building meetings that the majority of nursing programs are females and the building needs to have more capacity than just one stall.

XXXIII. Scholarship Manager Tile on LSCPA Website (Pam Millsap).

Dr. Michelle Judice noticed some imperfections on the webpage and how the scholarships were presented, including some misspellings and some inconsistency of formatting. Dr. Reynard suggested sending the corrections to Susan Cook and CC Dr. Bradford and Chris Baur.

Decision: Dr. Reynard will send corrections to the Scholarship Office.

Meeting adjourned at 3:54 p.m.

Minutes submitted by:



Judy Hoffpauir, Executive Assistant

February 20, 2023

Date