

LAMAR STATE COLLEGE PORT ARTHUR
Faculty Senate Minutes
September 2, 2022 12:00 p.m.

I. Attendance.

- A. Present
 - 1. Academic Faculty. Jim Cammack, Dr. Tina Capeles, Caitlin James, Dr. Michelle Judice, Zeb Lowe, Ragayle Yates
 - 2. Technical Faculty. Maurice Abelman, Doneane Beckcom, George Bohn, Brandon Buckner, Morgan Chaddick, Dr. Zack Dailey, Albert Faggard, Helen Fonteno, Sarita Medhekar
- B. Absent. Dr. Percy Jordan, Dr. Blas Canedo, Tonya Harbert.
- C. Staff. Ruth Nelson present.
- D. Adjunct Faculty. No adjunct faculty present.
- E. Guests. None.

II. Call to Order.

- A. Meeting called to order at 12PM by James Cammack.
- B. The meeting is in-person and virtual in SC 422.

III. Approval of Minutes.

- A. Faculty Senate meeting minutes are available in Teams folder for review.
- B. Motion by Ms. James to approve the May 2022 minutes. Seconded by Dr. Capeles. Minutes were unanimously approved.

IV. Correspondence.

- A. No correspondence was received.

V. New Business

- A. Committee Assignments.
 - 1. Academic Issues: Zeb Low (Chair), Sarita Medhekar, Dr. Blas Canedo, Chelsey Galloway
 - 2. Facilities: Caitlin James (Chair), Albert Faggard, Morgan Chaddick, Brandon Buckner.
 - 3. Faculty Development/Welfare: Tonya Harbert (Chair), Dr. Michelle Judice, Dr. Zachary Dailey.
 - 4. Faculty and Campus Relations: Dr. Tina Capeles (Chair), Ragayle Yates, Dr. Percy Jordan, Helen Fonteno.

5. Finance and Compensation: Carl Richardson (Chair), Jim Cammack, Maurice Abelman, Doneane Beckcom.

VI. Old Business

- A. Resolved conflicting statements: By-laws of the Faculty Senate to be changed to eliminate the following sentence in Section II Officers: "Officers shall be elected annually in May by the members of the following year's Senate."
- B. Student incivility issues: to be discussed with Dr. Millsap and Dr. Bradford
- C. Other Old Business covered in Executive Faculty Senate meeting.
- D. Student Surveys: Faculty have several assigned. Administration agrees they can be given to faculty sooner in the semester.
- E. Final Exam Schedule: Faculty advised to put more assessment grades earlier in the semester. No changes to final exam calendar have been made.
- F. Blackboard transition: Encountering a few glitches. Overlapping services problems between LSCPA and SHSU (e.g. Information Technology and Distance Education). Faculty with issues/questions advised to contact LSCPA IT first, Samir or Kash, before SHSU. LSCO, Application Support Analyst, Kevin Petitjean another shared IT services personnel. Blackboard Ultra use scheduled to begin next year, Fall 2023.
- G. Seahawk Book Bundle: Not hearing as much about student confusion/complaints as last two semesters. Madison Monroe vending machine, Scantrons, etc., frequently does not operate. Students and faculty have voiced desire for an on-campus book store presences, at least for couple weeks at start of each semester.

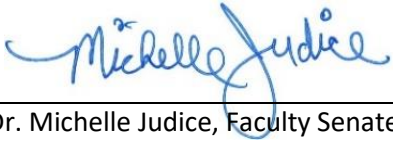
VII. Committee Reports

- A. Academic Issues: no report.
- B. Facilities: Chair, George Bohn: no report.
- C. Faculty Development/Welfare: Chair, Ms. Harbert: no report.
- D. Faculty and Campus Relations: Chair, Tina Capeles: no report.
- E. Finance and Compensation: no report.
- F. LIT Faculty Senate: Chelsey Galloway, no report.
- G. LSC-O Faculty Senate: Michelle Judice, no report. President Cammack will contact Amanda Smith at LSCO.
- H. LSCPA Staff: Ruth Nelson: Admissions & Records: normal first of the semester activities.
- I. Tribute Fund Report: VP Brandon Buckner, currently has \$63. Faculty Senators reminded to pay \$20 for the new year.

VIII. Executive Committee Report (Appendix A)

Faculty Senate Meeting
Minutes (9-2022)

Minutes submitted by:



Dr. Michelle Judice, Faculty Senate Secretary

September 2, 2022

Date

APPENDIX A

Executive Committee Report – Jim Cammack, Brandon Buckner, and Michelle Judice virtually met with Dr. Reynard and Dr. Millsap.

Executive Committee meeting: Wednesday, August 31, 2022 2:00 – 3:00 PM

Late semester surveys: instructors wonder if they can be given more advance notice What about students who have already taken the survey?

Dr. Millsap: campus does not choose which section is chosen for some surveys

SENSE: must be administered during first five weeks of semester; other surveys have a wider window for when they can be given

Blackboard: Fall semester rollout of new SHSU services has been rough. Unclear coordination of support services; some overlapping of shared services; unclear delegation of duties

No FAQ link for BB. Samir suggests faculty begin with LSCPA IT, Cash Cox, then will be directed to proper channel for assistance. Administration “expects next semester start to be better.”

Leslie Hale, new LSCPA Instructional Designer and is currently being on-boarded by SHSU.

Book Bundle Issues: Not hearing as much from students as last semester. Learned helplessness for acclimation? Many more students opt out at SHSU, according to book rep. LSCPA third semester dealing with it, so maybe students are learning to work with it and not asking faculty for help.

Students should be encouraged and shown how to use the calculator to figure or if the Book Bundle deal is good for them or not.

Some students struggling to get books for LU campus in Beaumont. Barnes & Noble asked to be here for start of this semester but that did not happen. Unrealistic expecting students with no transportation to get over there.

New Distance Education Director: two applicants but no one has been named.

Partnership with Sam Houston State University: LSCPA faculty and students receiving 24/7 Information Technology Helpdesk support for general services.

Salary increases: Employees given a 3% wage increase. Equity and adjustments made. Ms. Wickland completes the budgets and determines raises.

Grants: Diversity & Inclusion Grant awarded, which will also fund a campus event. HSI Grant, which will fund HIS Week in September. Tableau Grant (Dr. Bradford) will fund data analysis/predictive analytics computer program. Perkins Grant (Dr. Armentor) for equipment.

Large grants possible in near future: Department of Labor to post upcoming grants available.

In 30 days, Dr. Stafford will have results of the Build Back Better Grant applied for. Other agencies now contacting LSCPA about grants. Possible LVN program grant for Jasper.

Enrollment: Contact hours need to increase as this fall semester and the upcoming spring semester are being used to determine the budget (faculty and staff should be stressing this).

Automotive and HVAC have semester start postponed (will run a 13-week semester) so that more students can enroll.

High schools have free tuition for college credit taught on their own campuses. Summer enrollment was healthy due to free classes.

- 2505 students 2022
- 2524 students 2021
- 2566 students 2020
- 2700 students 2019

Covid hit LSCPA enrollment harder than it hit LIT or LSCO.

Traditional students: 1470 last year 1519 today

SACS: On-campus visit **October 24-27, 2022.** Some will arrive Sunday while others fly into Houston Hobby Monday. Logistics still being coordinated.

Mark Knowles and Dr. Millsap sending SACS report in Tuesday, 9/6/22, (Institutional summary, QEP, etc.)

QEP details to be shared with all faculty and staff before upcoming onsite committee visit. Committee wants to meet with instructors and tour prison facilities, have lunch with selected faculty and students, working from back room in Gates Library, walking the campus, talking with faculty and students, QEP presented Tuesday.

Thursday, October 27: Exit conference with Dr. Reynard; learn recommendations then.

Campus safety: Procter Street traffic dangerous due to speeding vehicles. Cross walks not safe; recently there have been a few close calls involving both students and faculty.

Financial Aid Office problems: glitches in computer program causing enrollment issues.

Special Populations: Accommodation/modification letters not sent to instructors yet due to Ms. Marcantel being directed to advise and teach, in addition to duties as Disabilities Coordinator.

Upcoming event: Faculty Senate Meeting (in-person and on-line) **Friday, September 2 at noon** on 4th floor of the Student Center, also TEAMS. Dr. Millsap interested in attending in October.