

Lamar Institute of Technology's

# Faculty Senate Meeting

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**22 November 2024 / 12:30 PM / PATC 108**

**Called to Order @ 12:31**

## ATTENDEES

Attended: Dexter B, Peter W, Connie G, Bryan N, Steven J, Chris S, Missy M, Brian P, Trazarra S,

Absent: Tena C, Stanley S, Dr. Barron

## AGENDA

1. Approve September minutes
  - a. **1<sup>st</sup> Bryan 2<sup>nd</sup> Steven, all in favor**
2. Approve October minutes
  - a. **1<sup>st</sup> Bryan 2<sup>nd</sup> Dr. Grass, all in favor (correct spelling of Bryan)**
3. Faculty handbook upload to employee website page
4. PO's approval turnaround time
5. Advising Committee meals, Dept. Chair and Dean only
6. Open floor

## **OLD Business**

- Debriefing from meeting with Executive Team 11/15/24
- Request from all Departments for Full-time Faculty/Student Ratios
- Full-time Faculty Recruitment/Marketing touchpoints by program
- Cellphone Allowances
- Zone Thermostats not working in MPC

## NOTES

Allied Health and Science, 6 weeks minimum to process PO, we need to reduce the requirement of signature. Meal signatures should require dean only.

6-week PO turnaround time is causing serious constraints on faculty/program abilities to function efficiently. The faculty senate recommend a two-week turnaround with priority on catering and repairs.

1<sup>st</sup> Bryan

2<sup>nd</sup> Dr. Grass

### **Advising Discussion**

Can responsible departments be proactive in removing completed financial aid and title 9 holds. Is it possible for automatic system message that notifies students an appointment is scheduled to also list outstanding holds? Could this be a touchpoint?