



**LSU Faculty Senate Policy Committee Meeting**  
**February 23, 2024**  
**2:00 PM, Room E234 Howe-Russell Kniffen Geosciences Building, Louisiana State**  
**University**  
**\*APPROVED\***

Minutes

Committee Members In Attendance:

Liz Lessner  
Ravi Rau  
Jonathan Snow  
Daniel Tirone

A regular meeting of the LSU Faculty Senate Policy Committee convened at 2:09pm on February 23, 2024 in room E234 of Howe-Russell Kniffen Geosciences Building on the LSU campus in Baton Rouge. All four committee members were present and there were no guests or public comments. Minutes from the prior meeting on December 6, 2023 were adopted unanimously following a motion by Lessner.

As its next order of business the committee considered the revisions to PS-36T and PS-36NT discussed in its previous meeting. The committee explained the motivation for taking on this piece of business and the rationale for the changes to its newest committee member Ravi Rau. Chair Snow also noted that in his conversations with faculty about the matter the most consistent element was the belief that teaching courses purchased from outside sources or otherwise developed by others should not be counted as equivalent to develop a course on one's own.

After some discussion, Tirone moved to approve the suggested changes and to have the Chair distribute the proposed language to the individuals with whom he had previously spoken for feedback. If they agreed with the changes the proposal will be sent to the Executive Committee, if they express concerns they Policy Committee will revisit the question.

Snow then shared a draft policy he had developed using assistance from ChatGPT. In the ensuing discussion it was agreed that the general framework was good but it required some refinement. Tirone moved to postpone further consideration to the next meeting and the motion passed unanimously.

The committee then reviewed the proposed International Visitors Policy put forward by Academic Affairs. The proposed policy was as follows:

“To ensure that we have a complete and up-to-date record of international visitors, the Office of International Programs must be notified of all such visitors. International visitors are defined as an individual who is not a US citizen or permanent resident, who is not an LSU employee or student, and who will be on campus longer than 28 days.

The unit head (or designee) of the host unit shall notify the Office of International Programs via email at IntlVisitors@lsu.edu of any such visits no later than one week prior to the beginning of the visit. This notification should include the visitor’s name, nationality, purpose of the visit, LSU host name and email address, expected dates of arrival and departure, and where they will be hosted on campus (e.g., office number).”

The committee made two suggestions to propose to Academic Affairs. First, that the word “official” be added to the policy to indicate that visitors only need to be reported if they are at LSU in some official capacity. Second, that the Office of International Programs create a webpage where faculty may also report international visitors in lieu of sending an email. The proposed policy was unanimously approved following a motion by Lessner.

Tirone moved to suspend the rules and add consideration of PS-22 to the agenda. The motion passed unanimously and the business was taken up immediately. The committee then considered two proposed changes from Snow. The first was to add “attendance at scholarly conferences” as an official excused absence, and the second to also add “Unexpected professional obligations of students who at LSU staff.” Tirone moved to approve the current draft and send it to Josh Duplechain, Staff Senate President, for his feedback and then take the matter up again at our next meeting. Motion was approved unanimously.

The committee then set the date for its next meeting as Friday, March 8 at 2:00pm.

The meeting adjourned at 3:17pm following a motion from Tirone that was passed unanimously.

Daniel Tirone, Secretary