

LSU AgCenter Faculty Council
Minutes of meeting held February 26, 2003

1. The meeting was called to order at 10 am. Members in attendance included:

Cathy Williams	Stephen Harrison
Arthur Villordon	Bill Branch
Becky Kelley	Allen Hogan
Nona Fowler	Kenneth Sharpe
Debbie Bairnsfather	Chris Clark
Donald Boquet	Carl Motsenbocker
Kurt Guidry	Denyse Cummins
Jerry Whatley	Marybeth Lima
Krishna Paudel	

2. Gene Baker and Mike Carl were present to discuss restructuring and electronic technology survey, web site, and Sharepoint Team Services.
 - a. Gene Baker discussed the Information Technology (IT) restructuring. He presented a handout which showed the layout for proposed changes in IT. The Chancellor wanted the council to be aware of the changes and the need for them. Gene indicated that the 5 year plan implemented several years ago has been effective. Internal assessment has resulted in the recognition of the need for restructuring. He said the new structure will realign the program and allow them to better serve the AgCenter's IT needs. In this new structure, they plan to move Web Application and Web Development into one area (presently these are under different internal structures within IT). Gene also said that they support a huge network of offices in the state. The statewide network is not comparable to other programs in the state. He said this has presented challenges due to the constantly growing demand for services from IT. The proposed new structure includes the major area titled "Support and Infrastructure", with subdivisions including "networking and telecommunications", "training", and "technical support." A third area in the new structure is Distance Education. Gene said that this new structure should reflect the needs for the next few years and will better serve the IT needs of the AgCenter.
 - b. Gene answered council members' questions on various topics such as accessing library databases from the research stations, format of the web pages and the difficulty in finding data or information, and increased security for computers.
 - c. Mike Carl updated the group on the status of the Faculty Council Web Site and Sharepoint Team Services.
 - i. There is now an eCenter portal with a link to our site. Under the link "Other Resources" at the bottom right, there are several links. The link to the Faculty Council web site is one of these. Mike will work with anyone who needs to post material on this site.

- ii. The Team Services site is ready for use. This tool will allow internal discussion for the council. This will be useful for discussion about the policy statements and other issues the council will be addressing in the future.
 - d. With no further discussion about IT and the web site, Gene Baker and Mike Carl left the meeting.
- 3. The next order of business was approval of minutes from the meeting held on January 10. The motion was made by Steve and seconded by Jerry to approve the minutes as presented. The motion carried. The minutes will be posted on the Faculty Council's web site.
- 4. Old Business
 - a. Evaluation of Administrators: Our recommendations were taken with the exception of one concerning evaluation of support group heads. This will be a component of the new Staff Council's business. The recent email evaluation document was part of this new evaluation system.
 - b. Policy Statements 38, 39, and 42: The subcommittees each reported their progress on revision of these statements. Each group presented their recommended changes or additions and took suggestions from the council. Once changes are complete, the subcommittee chairmen will send drafts of each policy statement to all council members. Share Point Team Services will be used for discussion as we finalize the revisions to these policy statements.
 - c. Proxy Voting: In terms of Roberts' Rules of Order, any organization can make any rule they want concerning this issue. He (Robert) doesn't like it, but he said people can use proxy voting if they so choose. There are also descriptions of voting by mail and absentee voting in the book. The descriptions (proxy voting, voting by mail, and absentee voting) were photocopied and handed out to the council to facilitate discussion on this topic. It was moved and seconded that we allow proxy voting on issues for which a vote has been scheduled at a previous meeting. However, approving this change would require a change in the bylaws. Then it was suggested that we consider rewording this motion to include proposing a change in the bylaws. So, a revised motion was made and seconded and is as follows: "to vote on a proposed motion to change the bylaws to allow proxy voting on issues for which a vote has been scheduled at a previous meeting." The motion passed (11 in favor, 3 opposed) to vote on the proxy voting bylaws change issue at our next meeting.
- 5. New Business
 - a. Administrative Council Meeting: Bill Branch attended the meeting on February 10. This meeting was an informational meeting for AgCenter unit heads to report on what they were doing in each unit. The main item on the agenda was the

report of the survey by Dr. Vloskey to assess the use of information technology by faculty. He reported that only 46% of faculty responded. There were no differences in net use between Research Faculty and Cooperative Extension Service Faculty.

b. Regional Meetings:

- i. Southeast Regional meeting held on February 6 was attended by Kenneth Sharpe. Approximately 50% of the faculty in the region attended. Chancellor Richardson and Vice Chancellors Brown and Coreil were in attendance. The Chancellor gave a budget overview and discussed prioritizing the organization. Vice-Chancellors Coreil and Brown gave some comments, and reports were given from the various programs in the region. The Southeast Research Station researchers presented individual reports.
- ii. North Central Regional meeting followed a similar format as the Southeast Regional meeting. Reports highlighting programs in the region were presented. Becky Kelley was introduced to the group as the North Central representative to the AgCenter Faculty Council.
- iii. Central Region: Allen Hogan and Jerry Whatley were in attendance. They reported that Parish Chairs were asked to give a 5 minute presentation on programs in their respective parishes. Researchers were asked to present a short summary of their research programs. The 3 administrators (Chancellor and Vice-Chancellors) wanted to find out 3 things: (1) what everyone is doing, (2) what problems people are having, and (3) what needs do the faculty have.
- iv. Southwest Region: Allen Hogan and Jerry Whatley were in attendance from the Faculty Council. The format was different than the others in that the Resident Coordinator designated different presentations from the major areas. He combined research and extension rather than having all faculty present information. The Administrators had the same attitude as in the Central Regional meeting. They wanted to know what people are doing, what are their problems, and what are their needs? Both the Central and Southwest Regional meetings were considered reviews. The various regional meetings were handled differently depending on the regional directors' instructions.

c. Executive Committee meeting: The Chancellor asked to meet on February 25. Five council members were in attendance, including Bill Branch, Steve Harrison, Jerry Whatley, Allen Hogan, and Don Boquet. Chancellor Richardson had several items to discuss and bring to the Faculty Council.

- i. Budget is questionable. He is not sure where the Legislature is going.

- ii. Dismissal. A faculty member is subject to dismissal. The Chancellor wants a committee to meet with the faculty member. There will be faculty council members on the committee. Council members can decline to participate.
 - iii. Priorities. The AgCenter will be cutting back in certain areas. He wants the council to be part of setting priorities and helping decide what to cut.
 - iv. 5 Year Plan. An email document was sent in December, and now this document must be revised. He did emphasize that the situation has gone from bad to worse. Before changing or making budget adjustments, he would come to us first..
- d. Academic Affairs Committee of the LSU Board of Supervisors: Jim Griffin will continue serving in this role until his term is completed in August. At this point, the Faculty Council representatives will begin serving. The council representative is Bill Branch, with Steve Harrison as alternate and Cathy Williams as second alternate.
- e. More Regional Meetings: The Northeast Region will meet March 6, the South Central meeting will be held on March 13, and the Northwest Region will meet on March 14. The final meeting will be the Crescent Regional meeting on March 24.
- f. Departmental Reviews will be held starting in March and continuing through May. No dates have been established yet. Once a schedule is determined, the dates will be emailed to the Faculty Council so that members can be in attendance as representatives.
- g. Rapid Response. The Chancellor is concerned about how we will communicate. To be effective, the council must be able to respond rapidly. Those personnel with AgCenter cell phones will have their numbers published. An overview of items for which the Chancellor would like rapid response included:
 - i. Committee to award the AgCenter Distinguished Fellow
 - ii. Reorganization of IT
 - iii. LSU Master Plan
 - iv. Feedback from the Annual Conference
- h. The next meeting is scheduled for Friday, March 28 at 10:00 am. The motion was made by Steve Harrison and seconded by Bill Branch that we adjourn. The motion carried, and the meeting was adjourned.