



Faculty Council

LSU AgCenter Faculty Council

Minutes of meeting held September 25, 2003

The meeting was called to order at 10:30 A.M. Members attending included:

Debbie Bairnsfather	Nona Fowler	Carl Motsenbocker
Bill Branch	Kurt M Guidry	Krishna Paudel
Donald Boquet	Stephen A Harrison	Kenneth Sharpe
Chris Clark	Allen Hogan	Cathy Williams
Denyse Cummins	Becky Kelley	Paul Wilson
Lane Foil	David Y. Lanclos	Jerry G Whatley

1. **Approval of minutes** from August 27, 2003, meeting:
 - A. Minutes were reviewed by members.
 - B. It was moved (by Becky Kelley) and seconded (by Allen Hogan) that the minutes be approved as handed out. The motion carried. The minutes will be posted on the Faculty Council web site.
2. **Old Business**
 - A. PS 42 has had some editorial changes made by Don Boquet and Steve Harrison. There may be a need for including directions for weighting extension and research assignments. If a faculty member is hired who has industry experience rather than academic experience, the lack of journal articles and teaching experience needs to be taken into consideration.
 - B. PS 35 has been forwarded to Ann Coulon by Steve Harrison.
 - C. Carl Motsenbocker discussed the LSU Master Plan. A campus map showing proposed changes was provided by Roger Husser. The building locations on the map are considered generic and long range and do not necessarily indicate where specific units will be housed. Husser expects to receive an electronic version of the map which should be more up-to-date. The committee will continue to pursue portions of the plan which affect AgCenter facilities and operations.
 - D. Debbie Bairnsfather presented the job description developed for 4-H Agents and Allen Hogan presented his job description. AgCenter faculty is teaching classes without having a College of Agriculture appointment. The Plan of Work used by extension needs to include teaching. Steve Harrison and Don Boquet presented a draft job description policy statement and will revise it based on discussion.

- E. The need for evaluation of research coordinators and parish chairs by faculty under their supervision was discussed.
- F. There are apparently 10 different state contracts with cell phone service providers. Cingular, Nextel and SunCom/AT&T contracts are state-wide. The other contracts are not state-wide. Sam Rollason has Verizon phones in use in South Louisiana in a test.

3. **New Business**

- A. The nomination process is behind schedule because the software and list of faculty has not been updated since last year. An effort was made to eliminate faculty already on the Council from the nomination process but that would have prevented them from participating in the nomination and election process without a revision to the software. It was decided to go ahead with the names of thirteen existing members on the list of those eligible for nomination. At least one such case has already been nominated. There are presently twelve Full-On Campus, ten Full-Off Campus, one Associate-On Campus, two Associate Off-Campus, two Assistant-On Campus and one Assistant-Off Campus nominees who have accepted. There are several more faculties who have either declined nor accepted or declined nomination. This is similar to last year's results - a lot of participation by Full rank faculty and very little by Associate and Assistant rank faculty. No additional nominations have occurred in the past week. Members agreed to leave nominations open for one more week until Friday October 3. The Chair will arrange for another message to be sent to faculty. Elections will be held in late October. New members will assume their duties in January when officers will be elected. Faculty are not represented on the Council in proportion to their numbers. The by-laws would have to be changed to reflect actual numbers.
- B. PS 24 pertains to research associates. Bill Brown has raised a question about it covering extension associates. One provision calls for the recipient of a terminal degree losing the associate status. There is at least one case where an extension associate has received the PhD degree but is still employed as an extension associate.
- C. Forty-six applications were received for the VC and CIO position. Eleven applications were reviewed by the selection committee. Five were chosen to be interviewed. The last of the five applicants will be interviewed October 1 and the committee recommendation will be submitted to the Chancellor October 6.
- D. Ann Coulon reviewed the PS 38 and PS 39 changes recommended by the Faculty Council and asked for clarification of several points. The revisions to PS 38 were intended to allow the process to start with either the unit head or the Vice-Chancellor and go to the Chancellor. It appears that the Vice-Chancellor is left out of the loop. It calls for a pool of eight faculty from which five are to be selected. The present process begins with three pools of 30 or more eligible faculty from which 16 are selected. At present, the faculty member can challenge four members without cause and four with cause. The final committee needs to include

alternates who are part of the entire process. Recommended time frames are very short. It is difficult to get the faculty, administrators and attorneys together. In some cases, it might be advisable for the Faculty Council to intercede if it appears that a “face to face” meeting is problematic. Documentation needs to be better defined. The Faculty Council could be involved in any request for change or exception. Chris Clark, Lane Foil, Carl Motsenbocher and Paul Wilson will work on changes to PS 38.

The revisions to PS 39 call for two unsatisfactory reviews before action is taken. There are situations where an illness exists with no expectation of recovery. In these instances, policy needs to allow action to be taken without waiting for two unsatisfactory reviews. There was also discussion about an intermediate review so that the faculty is not surprised late in the five-year cycle. In the case of illness and other similar problem, it may be advisable for the Chancellor to go to the Faculty Council to get a waiver. Nona Fowler, Kenny Sharpe, Kurt Guidry and Becky Kelly will work on changes to PS 39.

- E. Ag Economics has proposed a Center for Natural Resource Economics and Policy. The proposal was explained by Krishna Paudel.
- F. Electronic approval of the minutes was discussed. Steve Harrison moved and Allen Hogan seconded a motion that called for minutes to be sent electronically to all members for approval. Motion passed. Jerry Whatley moved to amend the by-laws to allow minutes to be approved by electronic vote by a majority of the members who were present at the meeting covered by the minutes. The motion was seconded by Chris Clark. The motion passed. Jerry Whatley moved that Article 5 item 2 in the by-laws be amended to strike the work “at” and add the words “no later than”. Steve Harrison seconded the motion. The motion passed. Jerry Whatley moved that minutes be approved by members within five working days after electronic transmission to members. Paul Wilson seconded the motion. The motion passed.
- G. Chris Clark discussed a proposal that overhead funds for indirect costs be distributed back to the units that generated the funds. Boethel, LeJeune, Gatewood, Clark and Harrison are on a committee which will discuss this proposition.
- H. Lane Foil discussed the need for more assistance from Grants and Contracts with budgets.
- I. The Chancellor provided information regarding future summits scheduled for Food Science and Human Nutrition, Ag Economics and Ag Business, Bio and Ag Engineering, and Agronomy. Faculty from those departments were not aware of summits being planned.
- J. The five year plan for the AgCenter was discussed. Jerry Whatley moved that the Chancellor should provide us with an update on what has been done in regard to the five year plan and give us assistance in getting information so we can have input. Motion was seconded by Nona Fowler. The motion passed.

- K. Kenny Sharpe raised several questions about parish program reviews.
 - L. Allen Hogan and Becky Kelley reported on the committee making recommendations on the faculty evaluation document. The instrument is considered to be very good. The problems have been computer hardware and software related.
 - M. The next meeting will be scheduled for November 13th. Preferred meeting sites include the Sullivan Conference Room, Nelson Memorial, and the Burden Research Center. The Executive Committee will meet October 16th.
4. The meeting adjourned.