



Faculty Council

LSU AgCenter Faculty Council

Minutes of meeting held November 13, 2003

The meeting was called to order at 10:00 A.M. Members attending included:

Debbie Bairnsfather	Carl Motsenbocker	Stephen A Harrison
Bill Branch	Donald Boquet	Jerry G Whatley
Kenneth Sharpe	Cathy Williams	Marybeth Lima
Chris Clark	Allen Hogan	
Becky Kelley	Paul Wilson	
Lane Foil	David Y. Lanclos	

1. Chancellor's Comments.

- a. Dr. Richardson handed out copies of his recent slide presentation "Preparing for the Future". This material is also posted on the web. He will also present this information at the annual conference in December. He discussed the FY 2004 State Budget and his concerns. He said with the current budget situation, the Ag Center cannot continue business as usual. The AgCenter receives a higher amount of state appropriations funding than any other LSU campus, and we can't raise tuition to offset cuts as the LSU campuses can.
- b. Based on the current situation, Dr. Richardson discussed possible changes that will have to be made. Marginal programs will be affected. Some areas lack critical mass, and program quality is not good in others. There is a lack of focus, with too many programs in too many directions. A list of questions on page 2 of the document addresses possible areas to be affected in the future in research, extension, and administration. These are potential criteria for eliminating, consolidating, and enhancing programs. There are programs in which changes can be made. Some could be among the top programs in the country, while others have critical mass problems. Dr. Richardson did say that there are no plans to eliminate jobs, but people may be asked to move to other programs.
- c. The time line includes February 1, 2004 for plan ideas and discussion, and by April 1, 2004, Dr. Richardson wants a plan in place. By then, the new government leadership will be in place.
- d. Dr. Richardson is seeking input from the faculty. He will be asking Faculty Council members to serve on committees. This is the first time faculty have been asked for input.

2. Approval of minutes from September 25, 2003, meeting:

- a. Minutes had been sent by email and were reviewed by council members.
- b. It was moved (by Chris Clark) and seconded (by Becky Kelley) that the minutes be approved as sent. The motion carried. The minutes will be posted on the Faculty Council's web site.

3. Old Business

- A. PS 24 (Research Associates) was handed out and discussed. Extension Associates will be included in this PS, and the title will be changed to "Research/Extension Associates. The document was amended to include both research and extension, so the word "associate" is now the terminology used throughout the PS. Recently, an extension associate received a PhD degree and is still an extension associate. However, individuals with doctoral degrees were not intended to hold the associate rank. The council agrees that this issue needed to be addressed. Therefore, the sentence "Persons possessing a doctoral degree are not permitted to hold the rank of research associate" has been removed. Allen Hogan moved that we accept the changes, and Jerry Whatley seconded the motion. The motion carried. The amended PS 24 will be sent to Ann Coulon.
- B. Ann Coulon returned PS 38 and made suggestions for further revision. These changes were made and presented by Chris Clark. The revised document will be posted on the website for council members to review. Upon completion, Chris will forward the document to Ann Coulon.
- C. The revised PS 39 will be posted on the website for review by the faculty council. Upon completion of the review, the document will be forwarded to Ann Coulon.
- D. PS 42: Changes have been sent to the AgCenter, and it is in review. No changes were included in this copy regarding tenure criteria for faculty with joint research and extension appointments. It was suggested that a statement be added to PS 42 to indicate that a faculty member's evaluation will be weighted based on their assignment to research and extension.
- E. Overhead fund distribution: This is a two phase plan set to begin July 1, 2004. An email describing this plan was sent by Chancellor Richardson to AgCenter employees. This plan is campus wide and will cost approximately \$70,000 per year. The Chancellor is giving up funds during a time when funds are limited (possible deficit) because faculty have been asking for this plan.
- F. LSU Master Plan: The LSU Faculty Senate has passed a resolution to oversee the master plan. The Faculty Council will continue to address issues in which the campus master plan affects the AgCenter. Roger Husser has an electronic map, and the committee plans to discuss the master plan with him.

- G. Job description committee report:
 - i. There was some concern about adding more and more responsibilities to the 4H job description.
 - ii. The PS for job descriptions needs to move quickly if it is to be included in next year's portfolio for faculty evaluations. The other policy statements in review include references to this one. Jerry Whatley moved that we accept the policy statement as corrected and form committees to develop each appendix describing specific jobs. Cathy Williams seconded the motion. The motion carried.
 - iii. Two committees will be formed, one to address job descriptions for tenure track faculty, instructors, and research associates, and the other to address extension positions.
 - iv. The tenure track committee members are Don Boquet (chair), Steve Harrison, and David Lanclos. The extension job description committee members are Debbie Bairnsfather (chair), Becky Kelley, Nona Fowler, and Kenny Sharpe.
- H. Cell phone changes: A search for a new provider is currently underway.
- I. Annual evaluation committee:
 - i. Allen Hogan, Becky Kelley, and Nona Fowler are serving on an AgCenter committee to evaluate the online form used in the annual evaluation process.
 - ii. Fred Piazza has posted a test site for the committee. Allen reported that it worked fine for him, and Becky found it to be very user friendly.

4. **New Business**

- A. The elections have been completed except for one runoff for on campus assistant rank. Of a possible 545 voters, 169 faculty voted in the elections. There were some problems with voting by some faculty. An email will be sent to on campus assistant professors to remind them of the runoff election, and the email will include a link to the voting site on the internet. The voting will close in one week. Winners of the election included:
 - i. Full rank, on campus: Paul Wilson and Clayton Hollier
 - ii. Full rank, off campus: Deborah Melvin
 - iii. Associate rank, on campus: Todd Shupe
 - iv. Associate rank, off campus: Brian Leblanc
 - v. Assistant rank, on campus: runoff between Ann Berry and Linda Hooper-Bui
 - vi. Assistant rank, off campus: Troy Menard
- B. Additional policy statements need revision. These will be presented at the next meeting.
- C. It was suggested that we survey the faculty who have been through the review processes. Kenny Sharpe will chair a committee and will summarize this information for the next meeting.

- D. It was moved by Jerry Whatley and seconded by Chris Clark that the bylaws change to include electronic approval of the minutes be accepted. The motion passed. The new bylaws need to be updated and posted on the Faculty Council website.
 - E. A brief discussion was held concerning the goals and the 10 questions in the “Positioning for the Future” power point document presented by Chancellor Richardson. The council was in agreement with the Chancellor on these items, but several changes were made to questions. The council supports the goals as outlined by the Chancellor. As goals are being pursued, it will be important to get input from all faculty members and not just administrative input. All faculty, agents, and staff must stay informed and be involved.
 - F. The next meeting will be scheduled for December 15th during Annual Conference.
4. The meeting adjourned at 2:30 pm.