

Minutes of the 18 January 2005 AgCenter Faculty Council Meeting

The meeting was called to order at 9:30a by Chairman Steve Harrison

Members present: Don Boquet, Bill Branch, Denyse Cummins, Steve Harrison, Allen Hogan, Clayton Hollier, Linda Hooper, Becky Kelley, Joan King, Brian Leblanc, Debbie Melvin, Ken McMillan, Troy Menard, Krishna Paudel, Todd Shupe, Jerry Whatley, Paul Wilson.

Members absent: Kurt Guidry, Markaye Russell, Cynthia Stephens.

Old Business

Minutes of 12 November FC meeting

Jerry Whatley moved to accept, second by Bill Branch. Approved by vote of the Council.

Steve Harrison pointed out that Jerry Whatley, as vice chair of the AgCenter Faculty Council, was serving as the Council representative to the Board of Supervisors. He recommended that this be changed to an elected position because the AgCenter FC terms of office do not coincide with those of the main campus organizations. The FC agreed and elected Jerry Whatley to be the 2005 FC representative to the Council of Faculty Advisors and Board of Supervisors.

Update on the AgCenter Diversity Survey of two years ago

Steve Harrison reported on emails received from Vallerie Maurice stating that there has been no progress on analyzing the data from the survey.

Steve Harrison asked for discussion on whether we should proceed with the Support Services Survey lacking results from the Diversity Survey.

Krishna Paudel indicated that we should proceed and have a good cover letter explaining that this FC survey was not related to the unreported Diversity Survey.

Brian Leblanc suggested that we ask for the raw data and do our own analysis.

Jerry Whatley thought the data would be meaningless since it was three years old. Our only concern was how the lack of a report will affect the FC Survey on Support Units.

Todd Shupe stated that we would probably have some faculty members use the FC survey to give feedback on the Diversity Survey. The FC should ask Michael Dunn and Richard Vlosky if they will proceed with the survey even though they have often stated they will not proceed until the results of the Diversity Survey are reported.

Jerry Whatley moved that the FC ask Kirk Guidry and the Survey Committee to proceed with the Survey.

Seconded by Bill Branch.

Steve Harrison stated that we should proceed so that the Support Services Advisory Committees will have the feedback from the Survey.

The motion passed.

Jerry Whatley will draft a letter to Kirk Guidry asking the Survey Committee to move on this as soon as possible.

Support Services Advisory Committees

The FC discussed the need to have the Advisory Committees structured with a chair from outside the Support Unit as was proposed and discussed at the November FC meeting. Steve Harrison will draft a letter to Chancellor Richardson with this recommendation.

Continuing Education Policy Statement

Krishna Paudel presented the latest revision of the proposed AgCenter Policy Statement for discussion and vote. The new policy will allow 12-month faculty to increase their skills by attending classes during work hours with a waiver of tuition and fees. The FC approved the proposed PS. Krishna will draft a letter and forward the PS to Ann Coulon.

Comp Time Policy

Denyse Cummins proposed that the AgCenter develop a policy on comp time. There is presently no consistent policy across the regions and units, which results in great inconsistencies in how comp time is perceived and administered. Agents can never get time back when working 60-hour weeks.

Troy Menard stated that the University of Arkansas has a policy of offering shorter work weeks in winter time.

Steve Harrison suggested that 'Flex time' would be a better term than Comp time. Allen Hogan agreed that this would be more acceptable terminology than 'comp time'.

Denyse Cummins said that Ann Coulon had emailed that insurance and workman's compensation might be an issue if an employee was off without official leave status.

Steve Harrison noted that PM20 says there is no comp time policy and denies any comp time leave. A new policy on flex time is needed that would take care of the present problems.

Linda Hooper said that a flexible work schedule is an issue for employee retention as well, particularly with younger faculty members who have a different philosophy than previous generations and may place greater importance on family than on career.

Steve Harrison appointed a committee to write a policy statement on flex time. Committee members are Denyse Cummins, Brian Leblanc, Paul Wilson and Debbie Melvin and Steve Harrison. Ann Coulon will be asked to work with the committee.

PS 44

Steve Harrison proposed adding a sentence to PS 44 to correct a problem in the interpretation of the maximum amount that a faculty member could use for dues in professional organizations. The sentence states that “The \$100.00 restriction (that applies to unit funds) does not apply to grant funds”. This change will allow faculty members with grant funds to pay for all professional dues in organizations directly related to their areas of responsibility.

The FC approved this change.

Grievance Procedures – PS 20

Paul Wilson distributed the revised PS 20 version 1.20 -- that has been under revision by the FC for several months -- for discussion.

Clayton moved to accept the revised version. Seconded by Allen Hogan.

The FC approved the PS.

Paul will forward the document to Ann Coulon and the Vice Chancellors.

New Business

Meeting Dates for 2005

All meeting dates will be on the 4th Friday of each month except when there are major conflicts. Feb. 25, Mar. 18, Apr 22, May 27, June 17, July 22, Aug. 26, Sep. 23, Oct. 28, Nov. 18.

Policies and Practices to communicate with faculty

Steve Harrison reported that the Chancellor will not allow the FC chair to use allagcenter email.

Attendance Policy

Bill Branch stated that absent members are a problem at FC meetings.

Steve Harrison suggested that missing too many meetings should subject a member to replacement.

Steve Harrison appointed a committee of Bill Branch, Allen Hogan and Ken McMillan to write a policy on attendance at FC meetings.

National E-Extension Program

Kappie Mumphrey introduced Dan Cotton the executive director of eextension, who discussed the start up of the program and described how it will function.

The LSU AgCenter will support the national program with a 0.8% contribution from Smith Lever funds.

Several FC members questioned the director as to how the LSU AgCenter web site would function with the national program to ensure that Louisiana citizens received correct information for their local needs. Concerns were expressed about out-of-state information taking the place of more appropriate AgCenter research findings.

Paul Coreil stated that content on the E extension site will be high quality. It will be a competitive entry system and entries will be considered high quality publications.

Discussion with Ann Coulon

Promotion and Tenure Policy – Ann pointed that there are inconsistencies in how the information for documentation of candidate activities are presented between PS 42, the instructions for Promotion and Tenure Review Request and the LSU campus forms. She asked if the FC would look at these between now and April with possible revisions recommended if needed. Steve Harrison appointed a committee of Don Boquet (chair) Todd Shupe, Allen Hogan and Jerry Whatley to come up with recommendations.

Comp time/Flex Time – Ann agreed to work with the FC committee on investigating and developing a PS on Flex time. She recommended calling it an ‘Alternate Work Schedule’.

Tuition Waivers for faculty and dependents

Jerry Whatley presented a report on the progress made since the last FC meeting. The Council of Faculty Advisors had sent letters to all the Chancellors asking for their support. The AgCenter Chancellor has prepared a letter to send to the FC requesting feedback on waivers, which has not yet been received. The present intent appears to be to waive all fees for faculty and only registration for dependents.

Computer Use Policy

Kappie Mumphrey reported on a new policy that is being drafted. It will address primarily data security – internet use, best practices.

Steve Harrison asked about the current AgCenter policy that requires laptops to be signed out if the computer is taken out of the office for use at home.

Ann said this will be changed.

Election of FC officers for 2005

Steve Harrison was nominated for chairman, Jerry Whatley for vice chairman and Don Boquet for recorder. No other nominations were made. All were unanimously elected.

Executive Council members – Clayton Hollier, Allen Hogan and Joan King were nominated for the executive council. There were no other nominations. All were unanimously elected.

Use of distance learning sites for FC meetings

Steve Harrison and Denyse Cummins recommended against using distant sites for meetings because this would likely limit the discussions to members present in Baton Rouge.

Jerry Whatley suggested perhaps using distant sites for every other meeting.

Bill Branch suggested trying distant sites for the February meeting.

Steve Harrison stated that little would be accomplished if only 6 members show up for a face-to-face meeting. Neither the Faculty Senate nor the Board of Supervisors broadcast their meetings.

The consensus seemed to be against having meetings through distant sites at this time.

Dual Citizenship

Todd Shupe asked if there had been any response from Chuck Wilson to the FC letter requesting a change in the policy restricting voting rights of AgCenter faculty members on promotion and tenure on the LSU Campus.

Steve Harrison said there had been no response to the letter.