

## **LSU AgCenter Faculty Council Meeting Minutes for March 24, 2006**

**Attendees:** Joan M. King, Jerry Whatley, Dale Pollet, Denyse Cummins, Markaye Russell, Cynthia Stephens, Wayne M. Gauthier, Allen Hogan, Donnie Miller, Debbie Melvin, Paul Wilson, Clayton Hollier, Miles Brashier, Brian LeBlanc, Ken McMillin, Troy Menard, Rich Vlosky, Todd Shupe and Mary Baronet (guest)

**Absent:** Roberto Barbosa, Linda Hooper-Bui

- 1. Call to order at 9:39 AM by Clayton Hollier**
- 2. February 24, 2006 minutes were approved with wording corrections from Wayne Gauthier.**
- 3. IT Policy Issues with Kappie Mumphrey**

Kappie handed out a document on Use of AgCenter Information Technology Resources. Kappie said that the words in the first paragraph last sentence on page 1 “and not for personal use” would be removed from the document. This last copy includes changes that the lawyers suggested.

Debbie asked if the document would become a policy statement. Kappie answered that it will become a numbered policy.

Paul asked if the first line under the section titled “Privacy” on page 1 that states “All computers and the data stored on them, including but not limited to email messages, databases, documents and spreadsheets, are and remain at all times the property of the AgCenter” would apply to personal computers that work is done on. Kappie answered yes.

Wayne asked if the term usenet should be usernet page 1 line 7 under Appropriate Use section first paragraph and whether the word farms should be forms on page 1 line 3 under Appropriate Use section second paragraph. Kappie said farms is the correct word.

Clayton mentioned that an employee stated that they liked the words “not for personal use” in the document so that people do not take equipment home for personal use.

Jerry stated that taking out the words “not for personal use” is good because it provides flexibility.

Clayton asked whether this document went through the IT service advisory committee for comment. Kappie said that the document will be presented and discussed at the IT service advisory committee meeting. She wanted to pass it by the faculty council first.

Richard asked if there was a big brother issue with the statement on page 3, paragraph 3 under Guidelines section, “Anything created or stored in the computer may, and likely

will, be reviewed by others”. Kappie said if a supervisor is concerned about an employee’s work, IT can get files from that employee’s computer to show the supervisor.

Wayne asked about lines of responsibility on page 2. Kappie said to not cross lines of responsibility, i.e. do not share passwords.

Todd mentioned that long dialogs and threads are important in email messages for some groups and page 4, last sentence stated “Avoid long dialogs and threads via email”. Kappie said if emails are getting that long, it may be time to call the person instead because the topic may be getting off the subject. Todd suggested that people should set up keep the thread as the default on their email and asked IT to send an email to suggest people maintain the tread on email. Kappie said this could be a best practice guideline.

Wayne suggested a correction for the word “vane” on Page 4, second paragraph, first line.

Clayton asked how to deal with an overloaded inbox and if more space can be provided. Denyse, Troy and Allen all said that if the email is being accessed through the intranet, then the inbox emails can not be moved to the local archive. Kappie answered that IT is working on a system for sharing large files with people through a website in conjunction with LSU by a password only method. This will help keep email boxes from getting overloaded by attachments. Some companies can not delete any emails. IT is looking into software to increase box size or allow people to keep lager emails in the near future.

Richard asked if we can go into the system to see how much space we have. Jerry said we can see this by right clicking on inbox list properties.

Troy stated that in the SPAM quarantine box, emails classified as SPAM that are cleared do not go into the delete box. Kappie said people need to classify emails as not SPAM also to help the system differentiate between the two types.

Richard asked what the difference was between whitelist and SPAM. Kappie said whitelisted emails always go through to inbox and those blacklisted do not come through. Classified as SPAM or not is a Baysian filter, which is a logical system. The system will figure out what is SPAM or not, but sometimes SPAM emails get through. Kappie explained how to find choices in the system including classified, whitelist and blacklist areas.

Allen asked if junk emails should be classified as SPAM instead of deleting them, because all the emails in the SPAM box are junk. Some junk gets through to the inbox. He never opens junk mail, he just deletes them.

Clayton stated that there is a problem with sending large emails and posters. Kappie said IT can temporarily allow large emails in or out for 3 days at a time up to 25 MG in size.

Richard mentioned that sometimes someone says they sent an email, but it went into the SPAM system and we may not see it until the next day when the new email from the system is sent. Kappie said we can change the frequency that we receive the emails from the SPAM system. (Note: Joan asked IT how to get into the system to check for emails and this can be done by opening up <https://cuda.lsuagcenter.net> and putting in your login id and password. Note that it has https not http in the address.)

Joan asked why we can not get emails from LSU sometimes. Kappie said LSU A&M is considered outside to the AgCenter system.

Richard asked if we can set up large group lists. Denyse said it was an outlook issue, that subsets can be set up to send information out. Dale added that a special box can be set up to send mass email. Kappie said that Simone probably sends mass emails for groups in the AgCenter.

#### **4. CMS System Concerns Discussion with Kappie Mumphrey and Fred Piazza**

Denyse stated that outsiders have problems finding publications because there are too many links in the CMS system. She had to wander for a long time before finding one. The old site was better because it had a single list of all publications, ex. under lawn and garden there should be a link to a master list of publications.

Allen said if a search engine is used, Horticulture Hints pops up for each parish. To get a base level article it takes going down three layers to find it.

Denyse stated that a link to all publications in a list would be helpful to find articles.

Fred said that the previous lists were organized by communications. Faculty members now organize the sites and in charge of pages on sites. For example, Dan Gill is content reviewer for horticulture information. Denyse said that Dan Gill's newspaper articles are on the front list and are not specific information to help people.

Fred said IT has a list of faculty supervising CMS sections.

Denyse asked if there could be a soil test link to all related areas such as agronomy, horticulture, and others. Fred said a link could be added.

Jerry stated that it was a gatekeeper issue, not a quality issue, but where the content was obtained from. IT needs to determine how content can be accessed easier. It is not an issue about what the content is, but more about how to find content.

Kappie said people can go to publications on the site. If a person clicks on publications in Lawn and Garden, they should be able to click on publications on the side. Faculty have to decide what publications are in the list.

Jerry asked if the color of the words in the publications can be changed.

Allen said that in the cotton area all publications are easy to find. Kappie said that the faculty got together to decide about publications and planned out the website under each commodity. Horticulture has an issue.

Fred asked the communications person, Ms. Ringe, to work closely with faculty on publication issues.

Denyse stated that there is a sunset issue for CMS postings, because no notices are given about coming sunsets. She asked if publications can have no sunset time. Kappie said it is better to have a sunset time to keep people updating information.

Kappie said if anything is deleted from CMS it can be restored.

Allen said emails should be sent out about 15 days before sunset so people are aware of the situation.

Brian said that we get emails about who can help with specific issues through CMS. There are point of contact names on the CMS website so that a person can find help by sending an email.

Debbie said that the current mission statement of the AgCenter can not be found with a search. Fred will check on it with Frankie Gould.

Ken asked if a specific title is known, why does a big list show up when searching in the CMS system. Fred said that google ranks those more searched in the list. IT will check on it.

Mary: Staff are not listed on pages in regions.

Brian asked about how to choose the target audience. Some basic information is over kids' heads. The answer was when creating a document in CMS use the metadata tab to choose the audience. Debbie said the latest word version also allows this option.

Jerry asked how people who are coming and going are corrected on the web pages. Kappie said HRM gets behind on this. Personnel directory changes will eventually be made by particular areas. Jerry said he was against sending this matter to lower levels.

Mary said all personnel forms start at the regional level and HRM is supposed to make changes.

Jerry said there is a lag for webpage information on new employees.

Richard said he checks periodically on their list and some can be outdated.

Kappie said HRM doesn't know about telephone changes or movement to new offices. Individuals will be able to do that soon to keep their own information up to date.

Wayne asked which help desk were AgCenter people supposed to call? Kappie said the AgCenter desk.

Richard asked what issues would be considered LSU. Kappie said PAWS, mainframe and other related areas.

Mary said students were very helpful at the IT help desk.

Denyse asked if there can be a temporary increase for 2 weeks in her mailbox. Kappie said yes.

Wayne asked what new technologies were coming. Kappie said email areas, horse show program, personnel directory, broadcast voice mail messages in which information can be tracked. The messages cost 7.5 cents per 30 sec message per completed call.

Richard asked if IT can support palm products. Kappie said IT can support Triose and Blackberry and that IT is evaluating Triose 700W. Blackberries are great for email.

Brian asked if IT could do distance education training. Kappie said IT used to do once a month training, but no one attended, so they stopped. HRM, IT and Communications are trying to coordinate on different topics each month.

Brian asked if monthly emails could be sent to all AgCenter on updates. Kappie said IT was trying to do tips of the week emails and also trying to have Marty record 5 minute video tips or articles. IT also wants information about what we need.

Denyse asked for a list of steps for training on CMS. Kappie said Marty and Troy are working on the list of steps on how to use CMS.

Jerry suggested coordination with regional directors on how to put information on CMS. Training could be about two hours through long distance education and also there could be a quick sheet of instructions on how to place information on CMS.

Debbie stated that a person has to do CMS steps as being trained so distance education may not work.

Cynthia said people have questions now after having used CMS for a while.

Fred said both a quick sheet and training can be done. There could be a train-the-trainers session as Mary and Jerry suggested.

#### **4. Mary Baronet from LSU AgCenter Staff Council**

Mary works at the Rice Research Station with Steve Linscombe.

Clayton said we may also bring in service group chairs to visit with us.

Staff Council was formed July 2003 at the Chancellor's request. Their mission is to serve and advise the Chancellor on policies related to staff and to propose enhancements for staff in the career and educational development areas. There were several new members just last month. New members come from all areas, departments, regions, are unclassified and most are located close to the Baton Rouge. Only one meets by distance education.

Mary wanted to form a unclassified and civil service support organization which became a sorority. Mary is the President. The sorority adopted a community service project for kids from broken homes that are placed in foster homes.

Two staff awards were developed but a member must be new to get the award.

Similar issues to faculty council issues discussed. The chancellor visits regularly and vice chancellors visit often.

The staff council is looking for specific training for all staff on various topics.

Mary asked the faculty council members for suggestions for topics that would help our support staff do their jobs better.

The staff council will do video taping and streaming and distance education training. No one is more than 3 hrs away.

Staff felt like second class persons in the AgCenter before, so staff council has helped moral among staff.

Clayton asked how staff council members were chosen. Mary said an outgoing person nominates a person from their demographics and the group votes on them.

Denyse asked who pays for staff council members travel for meetings. Mary said there was no expense account for travel, that only meals were paid. They meet from 9 Am to 11Am and everyone is close by so far. Mary uses the research station van to attend meetings.

Denyse asked how the staff council could get more representation from areas further away. Mary said there was one member from Claiborne parish who uses the distance education facilities for meetings in lieu of traveling to the meetings.

Clayton suggested getting staff from the northern areas of LA .

Jerry suggested that the staff council go ahead and request that northern people come with paid travel.

Cynthia asked if professional society had plans for a retreat. Mary said yes the sorority has plans for a retreat meeting for professional development for the 65 members.

Allen said that it should be a policy decision that staff can get work leave and travel for the meeting.

Mary said that membership dues were \$10 and the conference costs were \$57 per person. It starts at 1 PM on Friday and ends at 1 PM on Saturday to minimize costs. Regional staff persons were asked to post and announce the meeting.

Allen asked if there was any participation from branch stations. Mary said there were a few and that they were trying to get more males involved.

Allen asked how information on actions was disseminated by the staff council. Mary said they were posted like faculty council on a staff council web page.

Clayton asked Joan to let Mary know who posted Faculty Council material on our website.

Denyse stated that it was important for the information to get out to people working in the fields.

Mary said that the LSU system also has a staff council and that Bonnie Mann from the Food Science department was the representative and liaison to the AgCenter staff council

The new performance appraisal system has issues with review and planning at the same time. This information was shared with the other campuses. Trainings will also be shared with other campuses.

Debbie asked if nutrition educators could join. Mary said yes, any support staff, civil service classified or unclassified employees. The Staff Council by-laws are on their website.

Clayton suggested that training for staff should include safety issues and CMS training should be repeated through distance education.

Mary said potential topics for training included civil service rules, character development, EEO, FMLA, breaks, workers comp, and success in the workplace.

Allen stated that a website exists to see retirement benefits calculations.

Mary said that staff council is looking at best practices for different jobs. Personality differences in the workplace was a suggested topic similar to HRM training.

Denyse asked how many people were on the staff council. Mary said 9.

Clayton said the process for membership determination had issues. People who are going off staff council will pick people they know rather than someone in a different area who might be a good representative.

Denyse encouraged Mary to contact the chancellor about monetary issues if its hindering an expanded membership.

Mary said the retreat will be April 7<sup>th</sup> to 8<sup>th</sup>. Mary mentioned there were issues with raise difference between classified staff and faculty. Staff gets a 4% raise no matter what whereas faculty can get 2% or 4% or other raises. Allen said some people erroneously think that faculty get raises every year of 4%.

Denyse said that some non-staff people get raises and some don't, but staff gets them every year.

Mary said she was on the advisory committee for exigency with Richard, Clayton and Jerry.

Mary said the chancellor was very open and honest with the staff council. A staff person from another LSU campus sat in on a meeting and thought the chancellor was great because at her campus the chancellor is not open.

Wayne asked if all staff know about the staff council. Mary said she will try to get more people knowledgeable.

Denyse observed that research associates are not on faculty council and not on staff council. The RAs and EAs need to be organized somehow.

Wayne said we needed an ombudsman to listen to issues and concerns that people had and who could go to inform the department heads, directors, chancellor about what was being said by the people. Such a position had been encouraged by President Jenkins at an earlier annual conference. Instead we got a diversity office. An ombudsman is better because they come back to tell the people about the responses that were provided to their issues and concerns by the department heads, directors, and chancellor and the people giving voice to issues and concerns are known only to the ombudsman. Wayne encourages the creation of ombudsmen for both faculty and staff .

Ken said the LSU Faculty Senate asked for an ombudsman before and never got one. Ken asked who the person should be and stated that a volunteer would be best, but that it depends on what we want that ombudsman position to be and to do.

Wayne asked about staff moral . Mary said it's worse right now with the financial situation and with the concerns about jobs. Last year was not too bad, but moral is worse this year. KES members feel better about the AgCenter in general.

Todd said the 20 to 30 year civil service people should feel comfortable. It's the newer ones who are more concerned.

Jerry said civil service people's location is more of an issue than time of service.



Todd said people who have been around longer can bump people who have less years of service for equivalent positions.

Mary said KES is a chapter of a larger organization. The other organizations were for extension staff only, but the LSU AgCenter's is for both research and extension staff. Now other chapters are doing the same. The Ohio State University started the first KES chapter and they would have their meetings during annual conference to save money.

## **5. Board of Supervisors Meeting Update by Jerry Whatley**

As the chancellor announced, the exigency plan was approved. At the full Board of Supervisors meeting, few questions were asked about the plan. Specific questions were asked about what was needed to declare exigency and we fit all the criteria except budget increases. Ken said we loosely fit criteria based on AAUP rules. The plan is not related to infrastructure or personnel related budget issues.

UNO will request financial exigency, but it may not be approved. From the faculty advisors council meeting, we know Boudreaux resigned. The student organizations had sent a letter asking for Boudreaux's position to be filled with another student representative or recent graduate. Bill Daly is the chair of the faculty advisors council which met after the meeting to suggest that a faculty member replace this person (Boudreaux) since there is already a student member on the BOS. The faculty advisors passed a resolution to submit to President Jenkins and the Governor requesting a permanent faculty representative on the BOS, whether that is by an internal agreement with the Governor or an increase in the size of the BOS. There are force majeure vs. financial exigency issues. The state AAUP conference was set for April 9. Roger Bowdin is general secretary. There are national concerns about the issue. The spring meeting of the Southern Association of AAUP will be held at Southern University on April 22. Faculty that have not been furloughed will be speaking.

There is potential for Clausen to replace Jenkins. Jenkins said last summer at a BOS retreat that he brought up to the BOS that he was in his twilight years of service so the process to find his replacement needed to start soon. .

Boudreaux had already put the committee together. Also, the discussion about combining LSU-Shreveport with ULL was to make the LSU system better, but this was just seen as a political maneuver to downsize the LSU system so as to increase the UL system and its budget..

Charles Weems presented a resolution stating that Jenkins will be president until a new person is found. The BOS hired an outside firm to evaluate the character of a good president and then after their evaluation a new search committee would be appointed. He also said there were instructions to look for a president for the LSU system, as it is currently configured; that is, not fragmented. Bill Daly also sent a letter of support on the use of a consulting firm and requesting to have faculty representation on the search committee.

Politically, LSU is a target. Up to this point, LSU has weathered the storm. About six or seven BOS's members terms are up for renewal or replacement. There is concern about whether they will be replaced since many of those members with expiring terms are supportive of the Agricultural Center as a separate campus, such as Laura Leach and Ronnie Anderson whose terms are up in June. The BOS recognizes that the LSU AgCenter is limited in our ability to raise funds which makes it different from other campuses which can raise student tuitions.

Allen mentioned that a newspaper quote by Senator Barham suggested that Boudreaux may still have some influence.

Wayne said we need to be worried about the Board of Regents because they control the budgets of all public universities in the state.

Jerry said that Savoie compares the Agricultural Center's budget to the budgets of other land-grant institutions in southern states. However, the comparison is not really comparable because of the criteria being used in making the comparisons. As a consequence, the BOR claims we are over-budgeted by 11% when compared to other schools.

### **Comments about Faculty Advisory Committee for Exigency Plans**

Jerry said he is pleased about the tone of the chancellor and the seriousness shown about our situation by members of the exigency advisory committee. The chancellor is concerned about the effects on the College of Agriculture. The process is very fair. The 2004 priority reports are the main source of information being used in formulating the Agricultural Center's recommendations for changes in its structure and operation given anticipated changes in its budget.

Clayton said that no document has been given to members of the advisory committee as to what the overall plan for the year is. Information is being given out in a piecemeal fashion.

Jerry said the BOS agenda is being set by its Executive Committee now. The LSU systems office meets to determine which agenda items are to go to the executive committee of the BOS. Thus, the first round of changes that we will have in the AgCenter will first be made public in June at the earliest.

Wayne said the April 1 date was to give the people impacted by adjustments at least a 90 days notice before the July 1 effective date. Otherwise the AgCenter would have to cut its budget even more in the 2006-07 fiscal year to adjust for the cost of having the impacted people on the payroll beyond July 1, 2006.

Jerry said due process and BOS actions need to take place first before anything becomes effective. Financial exigency doesn't mean help in balancing the budget. It is more

about becoming a more effective and efficient organization in serving the people of Louisiana. Every year the budget has to be balanced by law.

Denyse asked if notice can be given to someone before the BOS approves it.

Jerry said the information about the exigency plan can be found on the web.

Todd said that the chancellor stated he would not do furloughs. He asked why it was stated in the exigency plan.

Allen said that furloughs were defined in the plan.

Donnie asked if the reverse would be done of telling people in programs that are not slated for cuts that they can go ahead with their plans for making commitments entailing the expenditures of monies.

Allen said some program changes will happen no matter what cut level occurs, some will depend on cut level.

Mary said that faculty want to know the full plan so they can plan ahead and regardless of whether they will be affected or not.

Ken stated that AAUP guidelines say that we can not reorganize programs unless it was already planned ahead of the exigency plan.

Jerry said there should be staffing plans for programs.

## **6. Outside Employment Issues by Ken McMillin**

Ken said that his committee is finding out what other campuses are submitting as outside employment. Ann looked through materials for the committee and her conclusion was that we follow the rules more than other campuses. The LSU AgCenter reports word for word what we report on PM-11 forms. Other campuses summarize in brief concise statements what the employees want to do. Ken's committee or the faculty council will come up with broad categories related to field vs. not related to field of the employee. Other campuses are less specific than us.

Jerry said he thinks that not everything should be included on the forms, such as hobbies for selling flowers.

Ken said the AgCenter is good at informing us about the rules regularly. Other campuses do not remind their employees.

Ann said this BOS will want more information from other campuses vs. us giving less information.

Jerry said we are doing it correctly.

Ken said HRM is doing training work with supervisors so they could explain the forms and procedures and how to smooth the process out for PM-11.

## **7. Comments by Chancellor Richardson**

Meeting with various program personnel about exigency plan was finished. The plan was well received by faculty and staff in meetings. A list of frequently asked questions will be placed on the website.

The chancellor is in rumor control mode. He asked that we call administrators if we hear rumors and they will explain the issues to us.

The exigency plan passed and was said to exceed guidelines.

The AgCenter submitted the first proposal to the BOS last Friday regarding the dairy area. It will go on the agenda for the Executive Committee and he was certain it would get on the full BOS agenda.

The chancellor took special care to get people from faculty council on the exigency plan advisory committee. The committee asked very good questions.

Any action that starts today will take 4 to 6 weeks to get to the LSU BOS . The next items would not make it to the BOS until June.

The dairy issue is moving forward and, once approved, will be implemented. If it deals with personnel the AgCenter will follow regular personnel forms.

Administrative support will be downsized.

The committee is advisory only, not for making or implementing policy . The AgCenter does provide documents to the committee. Remember the committee is only advisory, they are not there to make decisions or policy.

UNO will come up with a similar plan. Someone had published a plan for reducing faculty and staff at UNO already.

The AgCenter learned from the medical school and UNO learned from us.

The legislative session starts March 27, 2006. In mid-May, there will be a revenue estimating conference. After the conference things will go quickly. The AgCenter has registered lobbyists there who are also representatives from the Farm Bureau. At 3:30 PM the Chancellor was going to meet with Chancellor O'Keefe about the tuition bill. The legislators seem not to be interested in a tuition increase, due to \$400,000 being found by the governor and her request for a 5% faculty pay increase.

The LSU AgCenter wants to level the playing field for budget issues. These issues will come before the Higher Education Committee around April 4th and usually no major decision is made until after the revenue estimating conference meeting.

The chancellor will support the faculty salary increase as much as possible if approved.

At the Revenue Estimating Conference there is a public meeting to announce the budget estimate. The committee usually meets 4 times a year beforehand. They will wait as long as possible to get an estimate. They may not meet until May 15 or 30, 2006.

Todd and Joan asked about whether tenure and promotion issues were going forth. Ann said those from last fall are going through and there will be no effect on those going up this fall, 2006.

Richard asked about the raise issue. The Chancellor said the BOS was not interested in looking at raise issues before. It used to be that the chancellor had the last say. The AgCenter made clear to the BOS that they planned to give raises and may hire people under exigency. The BOS acts differently now, one BOS member goes through every single case now for personnel issues. Some places abused the PM-11 policy. One time a position here was held up because of the salary being over \$100,000. These must be approved by the BOS first before the search process for the person begins. .

Jerry said that the advisory process was fair and he brought up the point that not one whole plan has been put together. There was a question about how we can carry forward on plans to recruit graduate students.

The chancellor said he is trying to be deliberate. The budget has gone from cutting 16% to a 6% cut and a salary increase. It may change again. He doesn't want to put changes out that would be perceived as doing too much too soon. Dairy Science was an old issue and already done. Programs are different because we do not know the outcome in the next 60 days for the budget. The changes made will be very strategic. We also need a long term plan and want to know if we can get more money for agents, equipment and other issues if money becomes available.

Jerry said Valerie of the Diversity Committee is leaving. He wanted to know if the faculty council could have the survey results from 3 years ago. The chancellor said he would try to get them.

Allen said that there were soil and water conservation district funding cuts, but that \$600,000 would be available for farmers for equipment and watershed projects. For the AgCenter there would be a 5 to 6% cut. Salaries are mandated so they are different than operating expenses.

The chancellor said that there is more money now than before, but in all target areas, i.e. raises. Raises must be accounted for in a separate line item in the budget. Raises come

from self-generated funds. We always ask when given money to let us decide how to use it. The BOS has total control over cuts. They said there would not be across the board cuts as recommended by the BOR, but they did cut across the board. Budgets cuts for the AgCenter were given to us in November, 2005 but we were asked not to do anything until January, 2006.

Todd said that people ask him if their program is safe or not. He said he tells them every program except 4-H is under consideration for elimination.

The chancellor said he will know more by July 1<sup>st</sup>.

Jerry said every program will be affected in some way. Some programs may be reduced or enhanced, some eliminated.

Wayne asked if the legislature makes appropriations to the LSU AgCenter or to Higher Education where the BOR then decides where the money goes or is it a combination of both. The Chancellor said that the state budget has schedules with one for higher education and with 1 monetary line item for each board and other designated activities. . The BOR administers the budgets of the campuses based on the schedule of line items and are bound to do so. One of those line items is the AgCenter. The BOR has some discretion but will not mess with the individual systems budgets because of politics. In the state constitution, the Agricultural Center is listed as Agricultural Sciences and Rural Development.

Allen said there has been an 11<sup>th</sup> hour increase to the AgCenter of return of cut from the BOR. Some BOR money is discretionary. The AgCenter received \$1.85 million in amendment money. Another pool of money was not shared with the AgCenter. There is statutory dedication money that the BOR can't take but the BOR could cut the AgCenter in other areas.

Jerry asked if notices could be sent to people before approval. The chancellor said first they would sit down with affected people about the issue before the official document occurs and is sent to the Executive Committee of the BOS. The chancellor doesn't want anyone surprised by the newspaper.

## **8. Human Resource Issues with Ann Coulon**

Promotion and tenure training will be done. The department heads should attend.

HR is working on a return to work proposal that is going forward to the legislature, but they were not optimistic about it getting approved. It may not get through the first year. It is written to cover higher education only.

The LSU system proposed paid time off to change the leave system. It does not affect classified or current employees. Currently an employee can accumulate tons of sick

leave and annual leave. The proposal states in general that there should be a flexible leave pool to have PTO leave that can be used for anything and can be accumulated more than annual leave, but will have a cap. Pool can be used for up to six month worth for family or personal illness. The concerns were that a person would earn so much less leave, but not so low that people couldn't use it. There needs to be a balance. The system wants an alternative leave plan. Current employees are grandfathered in the current system unless they want to change to new system. The cap for PTO is 300 hrs and it can be rolled over to others, not to exceed 6 months. More information will come soon. Up to 25% of PTO could be paid out.

Wayne asked if others can donate time to colleagues. Ann said it is authorized for LSU A&M, but the new system may make that less of an option. The AgCenter will have to look into that issue. Ann will cover more at the next meeting.

Todd asked how much sick leave can be taken in a row. Ann said one week.

Todd asked how much annual leave could be taken all at once. Ann said 90 days. An employee can't take more than 24 days before retiring, otherwise they can take a long leave if the person's supervisor approves. Federal people want to take annual leave when close to retirement vs. sick leave, but they should take sick leave so there is not a problem with the feds.

Wayne asked if there was an issue with consulting outside the state vs. inside the state. Ann said all consulting is an issue.

Ken said if a person is asked to consult for a state agency, they must get presidential approval.

Ann said they do not want to approve consulting in areas that a person would normally do for their job.

Todd added that questions must be answered on PM-11. Ken said if they have any question about the consulting they will call even if you answered no to the questions on PM-11.

Richard said some people make more money consulting than with their regular salary.

Allen asked about the fate of our resolution concerning the new president search that was given to Jerry and Clayton to give to the BOS. Jerry said the point was moot now since the BOR is doing what we said anyways now.

The meeting was adjourned at 2:53 PM.

## **9. Meeting Dates**

Meetings time will be 9:30 AM approximately every 4th Friday of each month in Sullivan Conference room. Next meetings: April 28 and May 26.