

**LSU AGCENTER FACULTY COUNCIL
MEETING MINUTES
JUNE 19, 2009**

Members Present: Joan Almond, Mandy Armentor, David Blouin, Wayne M. Gauthier, Dianne Glasgow, Mary Grodner, James Hendrix, Natalie Hummel, Joan King, Donna Lee, Diane Sasser, Ed Twidwell, Deniese Zeringue,

Members Absent: Andrew Granger, Mike Hebert, Jeff Hoy, Collins Kimbeng, Johnny Saichuk, Philip Stouffer, Adrienne Vidrine and Richard Vlosky.

Proxies: Joan King for Phil Stouffer and Mandy Armentor for Adrienne Vidrine

Guests: Chancellor William B. Richardson, Dr. John Barnett, Dr. Regina Bracy, Ms. Lyda Gatewood, Mr. Mark Legendre and Dr. Ken McMillin.

HIGHLIGHTS

- . **Budget Situation Remains Uncertain (2)**
- . **Significance of Nine Million Dollar Appropriation to the LSUAC (2-5; 9)**
- . **No Personnel Action Plans to be Submitted to BOS Until July or August, 2009 (4)**
- . **Early Retirement Program Under Consideration (5)**
- . **Ninety (90) Day and Twelve Month Notifications Dictated by Type of Appointment (7)**
- . **Use of Stimulus Money to Offset Mid-Year Budget Cuts Is A Rumor (8)**
- . **Conditions for Avoiding Declaration of Financial Exigency (9)**
- . **Funding Formulas Work for Budget Allocations But Not For Budget Reductions (10)**
- . **No National Agricultural Funding Formula (10)**
- . **No National Rankings of Colleges of Agriculture (11)**
- . **Restructuring Actions and Timetable for LSU-BR Campus in Revised, but Unknown Status (12)**
- . **Reports from Sponsored Programs and Accounting Services Unit Heads and Committee Chairs (13-22)**
- . **Gatewood's Interpretation of Fed's "Paperless System" (15)**
- . **Rules and Regulations Governing Grants and Contracts Are "Moving Targets" Differing in Pre and Post Award Periods (15)**
- . **Feds Want A Single Principal Investigator To Be Accountable for the Money (17)**
- . **Sponsored Programs and Accounting Services Wish to Return to Report on Dissemination Mediums (18)**
- . **Grant & Contract Statistics as Between LCES and LAES (19)**

- . **Sponsored Programs Report on Awards and Accounting Services Reports on Expenditures (22)**
- . **Clayton Hollier Assumes Grodner's Position on Council (23)**
- . **Coreil Seeking to Verify Before Disseminating Gate Pass Information (24)**
- . **Council Members Need to "Push" for Advisory Committee Meetings (26)**
- . **CMS Requested to Identify Number of "Hits" (27)**
- . **Coulon's E-Mail Addressing Promotion & Tenure Documentation Prompts Council's Recision (28)**
- . **Coulon on RFP Process for Health Insurance and Other Employee Benefits (30)**
- . **Coulon Identifies Reasons for Differences in Comparing Compensation Packages (30)**
- . **Request to HRM: Post "Retirement Eligibility Charts" On-Line (31)**
- . **Direct Questions Regarding 403(b) Plans to Dr. Kevin Cope, President, LSU-BR Faculty Council (32)**
- . **Information Technology (IT) and Communications Awards Noted by Council (33)**

Call to Order

Chairperson Joan King called the meeting to order at 9:30 a.m. on June 19, 2009 in the Sullivan room of the John M. Parker Coliseum.

1. A motion to approve the minutes of the April 17, 2009 and May 15, 2009 meetings was made, seconded and approved on a voice vote.

Chancellor William Richardson's Report

2. Chancellor Richardson indicated that today's report was shrouded in uncertainty and it could essentially change at anytime. His sense was of a political divide between the House and the Senate. The vote by the House to concur with the Senate on the budget had the effect of avoiding a budget compromise, but of creating a political stalemate. The political stalemate creates an unresolved concern regarding a nine (9) million dollar amendment for the LSU Agricultural Center (LSUAC). Chancellor Richardson has been verbally assured that the nine million dollars will be appropriated for the LSUAC, but it remains questionable until the budget is approved by the Governor. The House Appropriations Committee is scheduled to meet at 3:00 p.m. on Sunday, June 21, 2009, followed by a meeting of the entire House of Representatives for purposes of voting on the budget. Chancellor Richardson observed that greater certainty about the status of the budget may be known after that meeting. The action of the House means that all options with regards to the budget now depend upon the Governor.

3. The Chancellor indicated that the legislature doesn't want a special session to address an unresolved budget as the Governor dictates the topics to be addressed in a special session. If the nine million dollars are included in the budget, the LSUAC will be facing a deficit of ten (10) million dollars. If the nine million dollars are not in the budget, the LSUAC will have to address a nineteen (19) million dollar budget deficit. The magnitude of the deficits greatly influences the options open to the LSUAC for addressing its deficit.
4. Chancellor Richardson is not considering furloughs or other major options impacting personnel to address a ten million dollar deficit. If the deficit is nineteen (19) million dollars, then options impacting people become necessary. There is a need to place the July 1, 2009-10 FY (fiscal year) budget in place now. Chancellor Richardson indicated that he will not be carrying any proposals to the LSU Board of Supervisors (BOS) in July and August. The Chancellor observed that the LSU-BR campus was considering adopting a furlough plan for its non-faculty employees whose salaries exceeded \$30,000 annually.
5. Chancellor Richardson indicated that the LSUAC is considering offering an early retirement program to those employees who may be eligible for retirement. However, there are many facets associated with the creation and implementation of an early retirement program that need to be resolved before it can even be presented to higher authorities for their consideration. Its biggest challenge, in present time, lies with receipt of the nine (9) million dollar appropriation. It was observed that the last time an early retirement program was offered, forty (40) employees chose it. One of its more involved aspects revolves around employees who are employed under joint federal-state program rules.
6. Chancellor Richardson indicated that the legislature necessarily needs to adjourn on Thursday, June 25, 2008 at 6:00 p.m. In the interim, he is trying to put down rumors.
7. In response to a question, Chancellor Richardson indicated that there is a requirement to notify individuals to be impacted by personnel actions either 90 days or 12 months from the effective date of the action depending upon the type of appointment. The shorter time frame impacts research associates and extension specialists. The administration will be reviewing its notification processes in the summer and fall.
8. The Chancellor indicated that it was just a rumor that stimulus money was going to be used to replace the monies taken from higher education in the mid-year cut.

9. The nine (9) million dollar appropriation and the release of all existing vacant positions will keep the LSUAC from having to declare a condition of financial exigency which, in turn, would necessitate furloughs and/or other personnel actions.
10. Chancellor Richardson stated that there is no national agricultural funding formula. The Board of Regents (BOR) is seeking to establish processes for funding the different institutions under its control. Formulas work for distributing money but not for cutting budgets. The LSU-BR campus is seeking to identify a peer group against which to compare itself for purposes of assessing its performance against the criteria in the BOR formula.
11. Chancellor Richardson indicated that there is no ranking process for Colleges of Agriculture (COA).
12. Regarding the restructuring issue on the LSU-BR campus, notification has been made that the timeframe for implementation of this initiative has been revised.

Sponsored Programs Service Unit Advisory Committee Chair and Unit Head

13. Dr. Regina Bracy and Ms. Lyda Gatewood appeared before the Council as chairperson and unit head of Sponsored Programs, respectively.

Accounting Services Service Unit Advisory Committee Chair and Unit Head

14. Drs. John Barnett and Ken McMillin and Mr. Mark Legendre appeared before the Council as former chairman, present chairperson and unit head of the Accounting Services Unit Advisory Committee, respectively.
15. Ms. Gatewood began her report by advising the Council that the federal government has increased its requirements for a “paperless system”. However, the federal government’s interpretation of a “paperless system” entails increases in the workloads for creating and maintaining files at the local level. Sponsored Programs is experiencing an increase in the numbers of contract and grant proposals being created by LSUAC personnel. They are now negotiating 600 contracts a year. Her experience suggests that the Sponsored Program Advisory Committee is not helpful. There is, however, a need for groups to address specific problems. For example, Vice-Chancellor Coreil wants a parish grants committee.
16. It was reported that accounting services cannot issue an advance accounting number until a contract is in place. McMillin complemented Lyda on the enhancements that

had been experienced between sponsored programs and scientists over the last year. It was acknowledged that the rules and regulations governing contracts are moving targets. Those rules and regulations exist in both pre-award and post award periods. The LSU-BR campus is now handling the administration of the majority of the contracts in the post award period.

17. The following questions were raised regarding an approved contract between four principal investigators (PIs): (a) can accounts be split-up between the PIs? and (b) can accounts be split-up between PI's in a department? The response was that the federal government wants a single point of contact who can review all accounts and be held responsible for all expenditures of funds associated with that account.
18. The representatives from Sponsored Programs and Accounting Services requested that they be invited back to a Council meeting in three months to give an update on line data base and web based processing proposals. There is a need for creating a broader medium for disseminating information.
19. Ms. Gatewood provided the following statistics regarding contracts and grants:
 - a. Number of Submitted Proposals: 14% LCES and 86% LAES
 - b. Frequency of Awards: 18% LCES and 86 % LAES
 - c. Proposal Funding Type: 20% to ?
 - (i) Commodity Boards: 14-25%
 - (ii) State
 - (iii) Miscellaneous Restricted: 35-41% LCES and 60% LAES
 - d. Percent (%) of Grants Submitted That Get Funded: 15–20%
20. In response to a question, it was reported that the data needed for Sponsored Programs is not the same as the data needed by Accounting Services because accounting data are based on expenditures while Sponsored Program data are based on awards.
21. King identified an updated membership list for Sponsored Programs and Accounting Services.
22. Accounting Services reported that there had been no meeting of its advisory committee thus far in 2009, but that a meeting had been held in 2008. Accounting Services' staff typically deals with the departmental staff with routine business processes. It was reported that people are okay with accounting services but communication to units

could be improved. Legendre indicated that it would be okay to link Accounting Services to the Council's web site.

Old Business

23. Dr. Clayton Hollier has been identified as the replacement for the retiring Dr. Mary Grodner on the Council. Hollier formally recognized Dr. Mary Grodner for thirty-seven plus (37+) years of service to LSU and the LSUAC.
24. King indicated that the information disseminated at the last meeting regarding access to the campus without the necessity of first going to Efferson Hall for a parking pass had been provided to Dr. Coreil. However, Dr. Coreil wanted to verify that information before disseminating it throughout the state.

New Business

25. Adrienne Vidrine was not present to present reports on her participation at the last Board of Supervisors' (BOS) meeting and at the Association of Louisiana Faculty Senates (ALFS).
26. There were no reports from representatives to the Service Unit Advisory Committees. Members of the Council were advised that it was their responsibility to "push" the chairs of committees in which they hold membership to have meetings.

Other Business

27. It was requested that the Computer Management System (CMS) provide information about the number of unique "hits" it receives.
28. A distribution of e-mails from Ms. Coulon, HRM Director, was made to members of the Council. The first e-mail consisted of extracts identifying the major categories of criteria for promotion and tenure considered by LCES and LAES committees. In her e-mail, Ms. Coulon relayed the concern expressed by department chairpersons that (a) the abstracts might not fully and accurately capture the content of the applicant's package and (b) that promotion & tenure committee members might just read the abstracts and not the entire package. As a consequence, a motion to rescind paragraph 6(a) in the May 15, 2009 minutes providing for a "summary" attachment to the P&T package was seconded and passed on a voice vote.

29. In the second e-mail, members of the Council were advised that since health insurance for employees entailed the expenditure of state funds, there was a requirement that the state's Request for Proposal (RFP) process be used in selecting the administering agency for the chosen plan. Ms. Coulon reported that the LSU System handles the LSU First Plan and that Group Benefits handles the other health insurance plans under their umbrella. Movement of the LSU First Plan to Cigna followed the RFP process. Ms. Coulon also reported that "for other benefits entirely funded by employee paid premiums, at least a comparison of benefits is made and sometimes an RFP process is used. There used to be a standing fringe benefits committee consisting of campus HR staff along with faculty and staff representation. All or most of the campuses were represented. I'm not aware of a committee like that right now."
30. In a third e-mail, Ms. Coulon identified reasons why comparisons of compensation packages between higher education institutions in different states can be misleading. Her e-mail was in response to a request by the Council for identification of any errors or omissions that might be in a compensation comparison report to the LSU-BR Faculty Council. This report was compiled and delivered by a committee chaired by Dr. Roger Laine and it was referenced in paragraphs 8-11 of the Council's May 15, 2009 meeting.
31. The Council requests Ms. Ann Coulon to post the "Retirement Eligibility Charts" attached to her third e-mail on-line.
32. It was reported that the LSU Faculty Senate was going to investigate the particulars surrounding the decision by the LSU System to reduce the number of providers of 403(b) plans to four (4) and to cease the automatic deductions and forwarding of contributions from employees to any one of those four. Anyone wanting additional information about the status of that investigation should contact Dr. Kevin Cope, President of the LSU Faculty Senate. Information can also be requested from Ms. Ann Coulon.
33. The Council recognized the awards made to Information Technology (IT) and Communications. Awards were made for their "First Time Homebuyers" creation.

The meeting was adjourned at 12:00 noon on June 19, 2009.

Respectfully submitted,

Wayne M. Gauthier, Secretary