

**LSU AgCenter
Faculty Council Meeting
November 19, 2010
Sullivan Conference
Room
9:30 a.m.**



Call to Order

Chairperson King called the meeting to order at 9:30 a.m. on November 19, 2010 at 9:30 a.m. in the Sullivan Room of the John M. Parker Coliseum.

Members Present: Mandy Armentor, Hallie Dozier, Wayne M. Gauthier, Dianne Glasgow, Clayton Hollier, Jeff Hoy, Natalie Hummel, Joan King, Nicole LeMaire, Ross Pruitt, Johnny Saichuk, Dianne Sasser, Ed Twidwell, and Deniese Zeringue.

Members Absent: Andrew Granger

Proxies: Mandy Armentor for Joan Almond, Lisa Benoit and Adrienne Vidrine, Jeff Hoy for Guy Padgett, and Joan King for Richard Vlosky

Guests: Dr. William B. Richardson, Chancellor, LSU Agricultural Center (LSUAC); Ann Coulon, Director, Human Resource Management (HRM), LSUAC; Allen Hogan and Ken McMillin, Incoming Council Members.

Highlights

- . **Ronnie Anderson : Member, LSU Board of Supervisors and LSUAC Champion (1)**
- . **Functions Performed By the Revenue Estimating Committee (REC) (2)**
- . **Richardson Cautiously Predicts No Mid-Year Budget Reduction (2)**
- . **Potential Stimulus Fund Redirection Initiative, If Realized, To Help HE (3)**
- . **La's University Presidents Queried By JBC Members on Accountability Issues (4)**
- . **New Animal Science Building Process Moving Forward in 2011 (5)**
- . **LSUAC May Realize Monies From Land Leasing (6)**
- . **LSU-BR To Send LSUAC \$1.6 Million Dollar Tuition Bill (7)**
- . **Council's Guests To Be Advised About Options For Their Remarks (8)**
- . **Identification of Off-Campus LSUAC Units by Vice-Chancellors (9)**
- . **Voting Classification Designations of Service Unit Employees (10)**
- . **Election Manual Is on the WEB (11)**
- . **Selection Process of Service Unit Advisory Committee Members (12)**
- . **Changes to Promotion & Tenure Guidance Document, AGCENTER PS-42 (13)**

- . **Source of Salary Distinguishing Tenure and Non-Tenure Track Criterion (14)**
- . **State Hatch Project Required of An Employee With A Research Appointment (15)**
- . **Tenure Track Appointment Required For Faculty Council Membership (16)**
- . **Experience and Education Rqts. For Extension Agent Promotion Identified (17)**
- . **No Merit Increases in 2010 (18)**
- . **Promotion Raises Deemed Priority (19)**
- . **New Human Resource Management System To Be Implemented in Early 2011 (20)**
- . **HRM Experiences Reduction in Personnel (21)**
- . **Changes to the LaCarte Card (22)**
- . **Summit Conference Anticipated By the Assn. of La. Faculty Senates (ALFS) (23)**

10/19/2010 Minutes Approval

A motion to approve the minutes of the October 19, 2010 meeting was made, seconded and passed on a voice vote.

Chancellor's Report

Dr. William B. Richardson

1. Chancellor Richardson observed that Mr. Ronnie Anderson, President of the Louisiana Farm Bureau Federation, had strongly defended the LSU Agricultural Center (LSUAC) against the levy of a nine million dollar budget reduction to offset the shortfall in the state's FY 10 (July 1, 2009-June 30, 2010) budget .
2. The mid-December meeting of the Revenue Estimating Committee (REC) is of critical importance to the LSUAC. The REC undertakes two tasks which have critical implications for the finances of the LSUAC. First, it advises the Governor as to the correspondence between revenues and cost projections in the current FY 11 (July 1, 2010 –June 30, 2011) budget. If there is a revenue shortfall, then the Governor generally implements a mid-year budget cut which generally falls most heavily on higher education and the Department of Health and Hospitals. Negative impacts to higher education translate into negative impacts to the LSUAC. Chancellor Richardson cautiously predicted that there might be the possibility of no mid-year budget cut in FY 11. Secondly, the REC forecasts revenues and costs for the coming FY12 (July 1, 2011-June 30, 2012) budget year. These forecasts are then used by the Governor in formulating the FY 12 executive budget. The executive budget must be submitted to the legislature at least 25 days before the start of the scheduled legislative session. Although the executive budget can be modified by the legislature, it does provide some indication of the direction and magnitude of the coming FY funding of the various state agencies. The date of the REC meeting is unknown.
3. The Chancellor observed the possibility that \$147 million dollars in federal stimulus funding may be diverted from Elementary and Secondary Education funding to offset future cuts to the budget of higher education (HE). He observed that there is interest in keeping HE from experiencing drastic budget cuts going forward.

4. Members of the Louisiana legislature's Joint Budget Committee (JBC) met briefly with all of the Presidents of Louisiana colleges and universities. Those presidents had earlier responded in writing to a specific set of questions which accounted for the abbreviated meeting. However, the presidents did face questions relevant to accountability as it pertains to sabbaticals, teaching loads, and percentage (%) of funds used for administration vs. classroom instruction.
5. Indications are that the construction of the new Animal Sciences Building will resume during the latter part of calendar year 2011 (CY 11) following the conclusion of the bid process and selection of a general contractor. The ground components of the electrical and plumbing infrastructure have been installed. Once construction of the building gets underway, the next phase of the animal science complex entails renovation of the smaller buildings presently in use. Chancellor Richardson observed that the construction of major buildings is generally a 25 year endeavor from validation of the need to occupancy.
6. The next Board of Supervisors (BOS) meeting is scheduled for an unknown day in December. There is some interest among its members in leasing property under the control of the LSUAC particularly in North Louisiana where exploration is underway for natural gas. The negotiations of such leases are handled by the President of the LSU System and the Louisiana Mineral Board. The money from these leases would come to the LSUAC.
7. A recent announcement from the LSU-BR campus suggests that the LSUAC may have to begin paying the LSU-BR campus \$1.6 million annually for the tuitions of graduate students, faculty and staff members.

Old Business

8. The Council represents the LSUAC faculty and not its administration. In order to provide for a correct set of minutes, guests who appear before the Council are requested to review its minutes and advise the chairperson of any errors of fact. Questions have arisen as to when does error detection cross over the line into censoring. To minimize the appearance or act of censoring, the secretary will advise the guest that any information they might choose to share with the Council may well appear in the minutes unless the guest advises the Council that particular sets of remarks are not to be recorded in any medium. The guest will continue to be invited to review the minutes for errors of fact, but not for substance. The secretary is to take care to distinguish comments stemming from the discussion by faculty members from attributions made by the guest.
9. Chairperson King advised the Council that Vice-Chancellors Boethel and Coreil said that LaHouse, Burden, Aquaculture and Central Station were to be classified as off-campus units.

10. Questions arose as to how the holders of professional and academic titles within the service unit were to be classified for voting. There is a need to check with the LSUAC's Staff Council Advisory Committee in the process of resolving these questions.
11. The manual for conducting Council elections has been updated and placed on the LSUAC's website.
12. The selection of faculty members to serve on the various service unit committees begins with the Council's submission of five names for each committee to the Chancellor. The Chancellor also identifies five people to serve. At the present time, the Council needs to identify five persons for each subcommittee. People are to be asked if they would be willing to serve on any particular committee if selected before their name is submitted to the Chancellor.

Discussion with Ann Coulon

13. Ms. Coulon led a review of the document "PROPOSED CHANGES TO AGCENTER PS-42, PROMOTION AND TENURE". Suggested changes that were highlighted during that review are either underlined or ~~crossed-out~~.
 - a. Item IV.A.2. Extension Agents. "... A minimum of one reviewer is required, but three are recommended."
 - b. Item IV.A.8. "~~External~~ Clientele reviewers ..."
 - c. Item IV.A.5. "Only committee members present at the committee meeting will be eligible to vote".
 - d. Appendix A. "Extension Activities #7". The issue regarding where how to classify social networking requires further review.
14. Under the by-laws, some LSUAC employees in the service units hold ranks that are equivalent to that of the professorial rank structure. Non-tenure faculty go through the same process for promotion as tenured faculty. About 20 employees are classified as Professor-Research or Professor - Extension. The core criterion distinguishing a non-tenured employee from a tenured employee is that some fraction of the tenured employee salary comes from state funds while a non-tenured employee's salary comes from funds generated from grants and contracts.
15. If one is on a research appointment, one needs a state hatch project.
16. Ms Coulon indicated that some employees' appointments had been converted from non-tenure to tenure track. All communication professors are now tenure track employees. It would clear up the question of eligibility for membership on the faculty council if the by-laws were to specify that "all people holding tenure track positions" are eligible for Council membership. Ms. Coulon recommended that Ms. Frankie Gould be contacted for additional information.

17. Appendix B: “Experience and Education Requirements For Promotion of Extension Agents” became effective in 2003. Its predecessor document is Interim LSUAC PS-42, Promotion and Tenure.

New Business

Service Unit Advisory Committee Updates

18. The Louisiana Civil Service Commission has decreed that there are to be no merit increases in 2010. The evaluation date for civil service employees is December 15, 2011.
19. Planning session date for all classified employees needs to be scheduled by January 13, 2010. Faculty promotion raises are a priority.
20. A new human resource management system is to be implemented in January or February, 2011 to replace the 1983 system. The new system will make it possible for an employee to access data through their PAWS accounts.
21. Ms. Coulon reported that the reduction in funding has already cost HRM two positions and that the unit will lose one-half of a position and the diversity position in January.
22. McMillin reported that the accounting committee had met, but minutes were not yet available. The LaCarte card limit has been raised from \$1,000 to \$5,000. Individuals authorized to use LaCarte cards and their limits will be determined by the departments. There needs to be someone in each unit who can approve expenditures for massive hotel reservations. The LaCarte system makes it possible to alter an individual’s authorization to obligate up to \$5,000 from time to time, but to maintain it otherwise at \$1,000. The Accounting unit wants to put all charges on the LaCarte system so as to move away from direct charges. Noted problems associated with such a movement is that LaCarte is not linked to all parts of the accounting system and in some areas of Louisiana, vendors are not willing to accept the LaCarte card. McMillin observed that everything except salaries and contracts are audited in Accounting Services.

ALFS Update

23. The Louisiana Association of Faculty Senates announced a summit conference for purposes of helping community college faculty become involved in higher education and to debate and enhance their professionalism.

The motion to adjourn at 11:45 a.m. on November 19, 2010 was seconded and passed on a voice vote.

Respectfully submitted,
Wayne M. Gauthier, Secretary