

**LSUAgCenter**  
**Faculty Council Meeting**  
**July 15, 2011**  
**Sullivan Conference Room**  
**9:30 a.m.**



**Members Present:** Joan Almond, Sharman Charles, Hallie Dozier, Dianne Glasgow, Allen Hogan, Clayton Hollier, Jeff Hoy, Natalie Hummel, Robin Landry, Nikki LeMaire, Ken McMillin, Boyd Padgett, and Johnny Saichuk, Dr. William B. Richardson (*ex officio* Vice Chairman; Chancellor, LSU AgCenter (LSUAC)).

**Members Absent:** Lisa Benoit, Wayne Gauthier, Joan King, Ross Pruitt, Ed Twidwell, John Westra.

**Proxies:** Joan Almond for Quincy Cheek, Ken McMillin for Rich Vlosky

**Guests:** Wade Baumgartner, Interim Director, Office of Sponsored Programs, LSUAC; Ann Coulon, Director, Human Resources, LSUAC.

### **HIGHLIGHTS**

- **AgCenter Financial Status summary by Dr. Richardson (1-2)**
- **Potential Exigency Declaration (3)**
- **Capital Outlay for Animal and Food Sciences Laboratory Building (4)**
- **Questions answered by Dr. Richardson (5)**
- **Wade Baumgartner mission of Office of Sponsored Programs (6)**
- **Proposals handled (7)**
- **Institutional agreements (8)**
- **Negotiated agreements (9)**
- **Royalty income (10)**
- **Questions answered by Wade Baumgartner about OSP (11)**
- **Reports by Natalie Hummel on Council of Faculty Advisor and Board of Supervisor meetings (12)**
- **Possible discussion of Council versus Senate (13)**
- **Other business, primarily formation of Exigency Committee (14)**
- **Ann Coulon distribution of draft sexual harassment policy and stress management program (15)**

**Call to Order**

Chairman McMillin called the meeting to order at 9:30 a.m. on July 17, 2011 in the Sullivan Room of the John M. Parker Agricultural Center. It was requested that in the absence of Secretary Wayne Gauthier, a Council member volunteer to assist Ken McMillin in taking notes. Sharman Charles agreed to assist with the meeting minutes. An attendance sheet with space to indicate presence and proxy by Council members in attendance was circulated for signing.

## **New Business**

### **Chancellor's Report.** Dr. William B. Richardson, Chancellor, LSU AgCenter

1. The financial status of the AgCenter was discussed. A short description of the financial difficulties since July 2008 to present was developed by AgCenter administrators, discussed with the faculty Oversight Committee and System President Lombardi, and will be presented to the Board of Supervisors (BoS) at the July 15 afternoon meeting. If the Board appears receptive, a plan for financial exigency may be presented at the August 26 Board meeting. This will require a resolution and a detailed plan. It was announced last week that an additional \$680,000 was owed to Office of Group Benefits by the AgCenter of the \$4 million billed to the LSU System. This was an unexpected addition to unfunded mandates and other fiscal responsibilities that place the AgCenter in a dire financial status at the beginning of the budgetary year. It may be that the OGB funds will be given back later in the year.
2. The State Revenue Estimating Committee will meet and provide a revised estimate in December. There is a real possibility for mid-year budget cuts. A target number will be a real challenge. The term limit restrictions and election cycle will play a factor in the exigency process for the AgCenter.
3. Exigency will require faculty involvement and will be consistent with BoS policy, American Association of University Professor (AAUP) guidelines, and System counsel requirements. The advisory committee will be reactive to the Chancellor and Vice Chancellors' plans and decisions. Tenure and contracts are major issues in planning. Due to concerns with exigency at the current time, Chancellor Richardson will meet with Office of Administration personnel next week. The timeline for exigency is not definite. It could be anywhere from 1 month to December. The \$5 million in one-time monies was kept in the budget for the AgCenter while being removed for other agencies by the Governor.
4. The Capital Outlay Budget included the new Animal and Food Sciences Laboratory Building. It is anticipated that the groundbreaking will be within 60 to 90 days at a time when the Governor can attend.
5. In response to questions, eliminations of positions will be proportional among faculty and staff. Larger cuts or exigency for two years will be needed if exigency is not declared until December. If it is delayed until December, layoff notices will not then be given until after the holidays. The Oversight Committee may be involved in long term planning as the Exigency Committee and plans progress.. The plan sent to the Board of Supervisors was a two page short plan and not the extended plan with financial data that was

reviewed at the Oversight Committee meeting with copies returned to the Chancellor at the end of the meeting.

6. The Vice Chancellors have met with the School of Animal Sciences and School of Plant, Environment, and Soil Sciences faculty members and will begin internal AgCenter searches for directors of those schools.

It was moved by Allen Hogan and seconded by Boyd Padgett to accept the May meeting minutes with corrections. The motion was passed by a voice vote of the council.

**Mr. Wade Baumgartner, Interim Director of the Office of Sponsored Programs (OSP) and Director of Intellectual Property, LSU Ag Center**

7. The mission of the OSP was reviewed in regards to intellectual property and grants and contracts. Wade was named Interim Director of OSP about a year ago when Lyda Gatewood retired. He meets with her almost each month. The philosophy of OSP is slightly different, with higher emphasis on professional development of the staff and arriving at conclusions after a sequence of deliberate steps. Personnel will be shuffled as needed to meet faculty needs.
8. Over the past year, the number of proposals submitted for external funding doubled and the number and amounts of awards have increased. Over the past 4 years, OSP has doubled the number of proposals for external funding; the past year has been the best for the number of awards ever. There were about 800 proposals overseen by two staff, Amy Hester and Michelle Miller, which is exceptional considering that deadlines for submission are not flexible. This was the best statistical year for OSP except for the year after Katrina when there were many one-time funds. A database was created to increase efficiencies on the entry of general institutional data was developed.
9. Tammy Guillot and Janet Lingo are staff overseeing institutional agreements with about 424 award agreements for more than \$30M. There were 37 other agreements such as memoranda of understanding (MOU), parish agreements (Cooperative Agreements), and others. Sponsored programs rely heavily on the intellectual property group because of needed discussions of intellectual property rights on contracts and grants. It is a continuing educational process for the office in working with different agencies and companies. There is a trend toward a shift of all risk back on the university and for the grantee or donor to have all intellectual property rights, but the risk must be balanced with the rewards, which takes time as approval must be obtained through two or three levels at the AgCenter and the sponsor agency or company.
10. There were more than 105 negotiated agreements, with about 57 material transfer agreements; about 36 nondisclosure agreements, MOUs, and lease agreements; and about 17 license agreements. Additionally, a venture capital fund was established from 1 of the agreements. There were two start-up companies based on institutional research. Wade spent much time on the sweet potato project with Con-Agra which brought in \$70,000 last year and will probably increase to more than \$100,000 this year.

11. Royalty income is more than \$10 million to the AgCenter, mostly from Clearfield rice technology. This license was renegotiated. There are very few nonmedical universities that reach this level of royalties. There are 2 ½ positions paid on royalties or indirect costs instead of state funds so OSP is self-supporting in many ways.
12. Wade answered questions about staffing needs, indicating that reorganization will help cope with the workload expected with more grant applications and agreements. The CAPS grant could tie up one person. Some agreements do not typically have overhead charges allowed or associated with them, including commodity board funding. The federally mandated indirect cost rate is 42% and can be as high as 47%; however, the rate can be reduced under certain circumstances and Wade determines this in consultation with the Vice Chancellors. The negotiated indirect costs might be increased. There are sometimes problems in distinguishing between a grant and a gift when a donor just sends a check so the difference between a gift and grant must be obvious, with a gift having no obligations of the university or investigator(s) back to the donor. Audits of agreements and grants take much time, but are necessary. Accounting of grants is now in main campus sponsored programs by Patricia Territo. Once a contract is executed, then a request for a budget is made from main campus. Requisitions are through the AgCenter, and then sent to the main campus for payment and accounting. OSP checks the agreements and established the budget codes. Training is from Human Resources and Accounting. In answer to a question on encumbrances, access to the PRO system allows an investigator or awardee to check on specific expenditures. Donna Haney usually handles extension budgets. It is planned to recognize licenses and new members of the patent club. This was delayed for a couple of years because it was desired to highlight work and accomplishments in an evening reception that would also provide publicity and BoS recognition of AgCenter achievements, but lack of funds have prevented this. It was pointed out that additional information on the website that would assist faculty members in informing potential donors of the AgCenter requirements and paperwork might be beneficial. Stable funding would allow hiring of additional staff. It has been deemed unfair to hire grant writers since they would have to work with more than 200 faculty members of varied disciplines. The varied funding sources and disciplines would minimize the value. International Programs is under a mandate to be self sufficient. OSP supports the mission of the university, which primarily involves working with faculty members. Wade emphasized that he is always willing to listen and resolve any issues.

## **Reports**

13. Natalie reported that she would attend the Council of Faculty Advisors and BoS meeting as Ag Council representative later in the morning. It is believed that Joan King attended the last BoS meeting in June and would provide a report. No Ag Council members were able to attend the Association of Louisiana Faculty Senates meeting on June 18. Natalie noted that she had lunch with Kevin Cope, President of the LSU A&M Faculty Senate, and that he has an appreciation for AgCenter personnel and their responsibilities.
14. It was mentioned that Natalie and Kevin Cope discussed why the Ag Center has a Council and not a Senate. If it is necessary or advisable, then the Council can have a discussion of the differences. A description of the differences between a Council and a

Senate was stated in the June 13, 2008 minutes of Dr. Russin's interview with the Council.

### **Other business**

15. Ken McMillin explained that he had met with Chancellor Richardson and that names were needed for consideration by Dr. Richardson for the Exigency Committee that will be developed to advise Dr. Richardson and the Vice Chancellors if exigency is allowed and declared by BoS. The committee will be advisory and will include a member of the Ag Council Executive Committee, a member of the Ag Council, three additional faculty members, a representative of the Staff Council, a Parish Chair, the Vice Chancellors, and the Chancellor. It is desirable for senior faculty members to serve on the committee. Faculty Council members recommended names for those to serve on the Exigency Committee in addition to those who volunteered to serve on the committee. Ken stated that the final committee membership will be determined by Chancellor Richardson. It was noted that the committee members will be representative of individuals with on and off campus appointments and extension and research functions. Ken emphasized that the exigency committee should be prepared to receive criticism and perhaps calls from concerned faculty members. Clayton noted that the committee members did not receive inquiries during the last exigency. The situation this time will be different with terminations of tenured faculty that did not occur in the last exigency declaration. The process of the development of the request for exigency by the Chancellor and Vice Chancellors before they propose program modifications and core programs (and thus positions) was described. Programs that are not determined as core programs will be ones where personnel actions of furlough, lay-off, and termination will occur.

### **Ms. Ann Coulon, Director of Human Resources, LSU Ag Center**

16. Ann presented draft copies of the revised sexual harassment policy to replace the old policy and asked that they be noted as draft and confidential. She requested that comments be sent to her in the next week or so. She indicated that clientele groups can also be covered by the policy and that there may be different levels of inappropriate behavior. There are no longer EEO councilors for off-campus employees; this function is handled by Torii Freeman. The retirement legislation that would have allowed retirees to return to part time work under specified circumstances was vetoed. HRM is working on a stress management session with an EAP component conducted by Steve Robichaux tentatively set for early September. The session of about 3 ½ hours will be delivered by distance education and recorded for later viewing. The employee layoff notices will be accompanied by announcements of the availability of the employee assistance program (EAP). Suggestions for support assistance should be sent to Ann.

A motion to adjourn by Guy Padgett was seconded by Robin Landry and passed on voice vote.

Respectfully submitted,

Kenneth W. McMillin, Chair  
Sharman Charles, Council member