



MINUTES
LSU AgCenter Faculty Council Meeting
October 17, 2014
Sullivan Conference Room, Parker Agriculture Coliseum
9:30 a.m.

Members Present - Mandy Armentor, Jeffrey Beasley, Mariah Bock, Esther Coco Boe (proxy Mandy Armentor), Edward Bush, Cynthia Clifton, Thomas Dean, Adriana Drusini, Jennifer Duhon (proxy Mandy Armentor), Tina Goebel, Kenneth Guidry, Karl Harborth (proxy Ken McMillin), Joan King, Layne Langley, Ken McMillin, Deborah Melvin, Kori Myers, Ioan Negulescu, Charles Overstreet, Diane Sasser (proxy Charles Overstreet), Neely Walker (proxy Ken McMillin)

Members Absent - Luis Escobar, Kurt Guidry, Dave Picha, Michael Stout

Call to Order - Meeting was called to order at 9:00am by Ken McMillian

Vice President and Dean's Report – Dr. William B. Richardson

- 1) Update meetings have been held across the state.
- 2) Encouraged us to visit Hill Memorial Library for the 100th Year Exhibit. It will close October 31. 100th year celebration is coming to a close.
- 3) Liberia: we have no employees in Liberia working on this project. No employees will be sent till a clearance that is safe. Liberia wants us to reopen the project but that will not occur will a safe all clearance is given to Dr. Richardson. This has been an ongoing project since the mid 60's. Requested we form an international program committee through faculty council.
- 4) Budget situation is the same and we won't hear much until December. He will send updates as he receives them.
- 5) Board of Supervisors meets Friday.
- 6) 4-H night at LSU football game. 4-H kids will be on the field at 6 pm. Dr. Alexander will be in attendance.
- 7) WISE Program. Joan asked and Dr. Richardson responded that the AgCenter is projected to receive 480,000. 1 million will go to ULM, 1 million to Pennington and 7 million to main campus. Ag Center will use these funds for capital outlay for maintenance to current facilities and some to the general fund. These are being treated as reoccurring dollars as of now.
- 8) Ken Guidry asked about insurance. The response was to continue to watch group benefits and encouraged employees to make wise choices. All up to date information has been given employees. If you have questions contact Delores in HRM. They are trying to get as much

information to employees as possible. There are concerns about group benefits, motives, and retirement.

- 8) Tina asked about the logo. It will be approved officially by the VP of Communications when that individual comes on board. Main Campus would like us to make more changes but we are sticking with the logo. The letters are now squared into the Geaux font.
- 9) Joan asked about new Hires. Dr. Richardson said that every position is looked at to determine if it is critical position that must be filled. We are under no hiring freeze. If parishes can generate funds positions have a greater chance of being filled. Staffing plans are required.
- 10) Coliseum Barn Bathrooms: working to secure funds to renovate these facilities.
- 11) Joan asked about unit head evaluations. These will be done. Faculty input is encouraged in the process.
- 12) Dual Enrollment: 9 students currently enrolled and the courses will continue in the Spring. Schools, teachers, and students are very pleased thus far.

Guests – (invited)

Dr. Michael Burnett, Executive Associate Dean, College of Agriculture-no response received.

Mr. Kevin Brady, Director, Ag Center Human Resource Management- he is looking forward to attending and plans to attend on November 21st.

Business

Joan moved and Charles seconded approval of the September 19, 2014 minutes which were approved unanimously.

Reports

Dr. Burnett was invited to attend; a second invitation will be issued.

It is not known who reviews the staffing plans and recommends hires.

Jane Cassidy met with the Faculty Senate Executive Committee and several A&M campus policies will be reviewed and revised.

It has not been announced who is on the faculty P&T committees. Five council members should be included. There is not a faculty representative from every department or unit. Tom asked, since we are technically separate, should committees be separate?

Mr. Kevin Brady, the new Director of HRM, will attend November meeting.

Board of Supervisors meetings October 24, 2014- Diane will be attending. Agendas will be sent via email when available. They met on October 1st to revise the Health center contracts. President Alexander is responsible for carrying these out. Private Companies want guarantee payments. Medicare does not work this way. Currently private Companies can cancel their contracts with 60 days notices. They are working on a compromise.

Council of Faculty Advisors October 24, 2014-Diane Attending. No new news to report.

Association of Louisiana Faculty Senates and Louisiana Statewide Colleagues Collaborative Summit Meeting (Alexandria) Oct. 4, 2014- Speakers included Lynn LaMotte with LSUHC, John Bel Edwards on the future of higher education, Kevin Cope about OGB, Thomas Miller

about Southern University, and Sonya Hester about Southern University in Shreveport. Southern University is searching for a new system president. Southern is more problematic than the LSU System .

Annual Conference discussion committee- Kori Myers, chair, Karl Harborth, Kurt Guidry, Mariah Bock, Cynthia Clifton

Committee proposed 2 options to rotate on odd and even years. (Proposal is attached. Committee also provided copies of the Mississippi State Annual Conference Agenda for members to review. Recommendations included:

- We need to establish the objectives of annual conference and be specific
- Faculty Council Input and Faculty Input is needed in the planning process
- Need to fit everyone's needs
- No reimbursements for those who travel to annual conference in LSU vehicles
- Research and Teaching faculty have no reason to attend annual conference
- Have an separate research and extension only conference everyone other year
- Specific objectives for each year
- Faculty still occur on campus
- Joan suggested more time be added to option 1.
- Chancellor's reception (no reimbursement for dinner).
- Use LSU A for conference when held in Alex.
- Tom suggested using LSU vehicles, include more research oriented activities. Need clear purpose for conference. What do we want to accomplish?
- Ken suggested doing separate research and extension meetings in odd years.
- Tina suggested adding objectives and goals.
- Tom stated it is more effective for RNR to meet every other year.
- Charles suggested allowing time to meet and mingle
- Debbie suggested a committee to form objectives.
- Charles stated the group is very broad.
- More topics that apply to all.
- Should consider input from field faculty

The committee will take the recommendations to redo their proposal and resubmit to Ken by October 23rd. Ken will submit to the Chancellor on behalf of Faculty Council.

Announcements - Ken will doodle poll members to decide on December meeting date.

Discussion Items

1. P&T: Ken Guidry, Mandy Armentor, Debbie Melvin, Charles Overstreet and Ioan Negulescu will all serve on the P& T Committee on October 28th on campus. Thomas Dean requested we follow up on the P & T process for campus and the ag center, how are the two processes being aligned into one.
2. Staffing: If a position is not considered critical and not filled can that decision be appealed by a parish or department? Clarification on who is responsible for hiring remains unanswered is it the Program Leader, Regional Director, Unit Head or the Chancellor. Ken will have this clarified for us. Faculty Council is going to once again request an updated organizational chart for the AgCenter and the College of Agriculture.

3. Insurance: Clarification is need on whether or not classified employees and secretaries can take part in LSU First. Parish funded agents are allowed to choose LSU First.
4. Election of Executive Committee member-Karl Harbroth has resigned from the LSU Ag Center. Motion was made by Mandy Armentor and seconded by Kori Myers to have Ioan Negulescu replace Karl. Motion passed.
5. Faculty Senate election – Jim Ottea, Entomology and Sabrina Taylor, RNR were elected. Faculty Council Senate presidents on other campuses received stipends.
6. Faculty Council election progress – election of 2 off campus full, 1 off campus associate, 1 on campus assistant/instructor, 1 full/associate from Entomology, 1 full/associate from Experimental Statistics, 1 full/associate from Nutrition and Food Sciences will take place. The process we have for off campus works very well. We nominate, accept/decline and vote online. This process does not work as well on campus. It was clarified that Communications faculty members cannot run. The on campus process will be tweaked with 2 departments with open positions receiving emails to make nominations, emails to accept/decline and email to then vote. Ken is working with Jeff Ivey on setting up the elections. Council members who are rotating off Council in 2014 have their last meeting in December. Ken will follow up to start this process ASAP.
 - Unit head evaluations: Ken will continue to work to start this process. Faculty Council recommends that employees have the opportunity to evaluate Unit Heads. Program Leaders, Regional Directors, State Specialist, Parish Chairs and Regional Coordinators. The areas we will evaluate these employees on will include Time Management, Communications, Content Knowledge, Availability, Job Duties and Responsiveness. We want to rank each area and overall using a scale from 1 to 5: 1-very dissatisfied. 2-unsatisfied 3-satisfied 4-extremely satisfied 5-exceeds expectations. If ranked at 3 or below give an opportunity to leave comments. Encourage everyone to participate. Survey results will be shared with administrations to evaluation all individual listed above. The evaluations should include administrators and specialists and should evaluate individuals and programs. Need to insure that people will participate. Questions are who is privy to information? Do the evaluations carry any weight? What happens if someone gets a poor review? Would associate unit heads be evaluated? The 4-H camp manager should be included. Are specialists meeting the needs of agents?
7. International programs committee- will be established. Dave Picha will discuss at the November meeting. International Programs is moving from Sugar Station to Hatcher Hall.
8. Program leaders and program directions- will be evaluated soon. A list of names of who will review what evaluations is needed.
9. It is not known where Biological and Agricultural Engineering fit since teaching is in College of Engineering and research is in the Ag Center.
10. It is not known what happened to the Ag Climate Network and the Lee's Forrest reporting station.

Adjourn

Motion was made Kori Myers seconded by Mariah Bock and Charles Overstreet. Meeting was adjourned at 11:45 am.