

LSU Agriculture Faculty Council Meeting Minutes

March 20, 2015



Call to Order-Ken McMillin called the meeting to order in room 212 Efferson Hall at 8:50 am.

In Attendance: Mandy Armentor (proxy Jennifer Duhon), Jeff Beasley, Dorin Boldor, Margo Castro, Cynthia Clifton (proxy Ken McMillin), Thomas Dean, Adriana Drusini, Jennifer Duhon, Kiki Fontenot (proxy Jeff Beasley), Andrew Granger, Kenneth Guidry, Joan King, Ken McMillin, Debbie Melvin (proxy Jennifer Duhon), Chuck Monlezun, Kori Myers, Ioan Negulescu, Charles Overstreet, David Picha, Neely Walker, and Becky White

Absent: Jeff Davis, Kurt Guidry, Gerald Roberts, Diane Sasser, Mariah Simoneaux

Ken explained to new members the proxy system and welcomed all our new members to the Faculty Council.

Guests – Ms. Ann Coulon, Vice Chancellor for Administration

Graduate Faculty Status:

Graduate Faculty Status has been resolved so that 100% AgCenter faculty can now gain full Graduate Faculty Status. Field faculty can have a gratis appointment in an academic department and apply for graduate faculty through the regular submission process. The procedures are pretty simple. Graduate Faculty Status will not affect promotion and tenure.

If a faculty member has full faculty graduate status, they must be evaluated by the academic department in which they have an appointment. The primary unit head will not be able to sign off on an evaluation till the department head has had input on evaluating the faculty member.

Joint Appointment Evaluations:

Flags will be placed on evaluations for AgCenter employees who have joint appointments. These flags will ensure that all unit heads have input on their evaluations.

Evaluation System

A change to the evaluation system will now allow an employee to set dates in the system for information to be pulled from Dynamics into the evaluation. This feature allows more control over what information is pulled from Dynamics into the evaluation. Another new feature is that reviewers can upload documents into the evaluation. This feature will help with multiple reviewers' evaluation of an employee.

New Tuition Waiver -PS 25, System PM 12

The updates to the education policy regarding faculty and the new tuition exemption are now in place. The intent of this policy change is to improve the professional development of our faculty. Faculty members can receive tuition waivers for LSU system schools only. The waiver is for tuition only and it does not cover fees. The policy takes effect for the summer 2015 semester. An employee can take up to 6 hours a semester from an LSU system school after being employed for a year. Courses must be job related and must be approved by the direct supervisor. If the supervisor approves the coursework then it is considered job related. The policy current has no letter grade requirement for the courses taken; if the employee takes a class and receives a failing grade then it is very likely that another course will not be approved.

These courses will be paid through a different system from the current two required extension courses. The time off faculty are allowed to complete this coursework

Committee Approval

Two committees were appointed as of March 19th, 2015. The committees are:

- 1) Parish Chair Criteria
- 2) Unit Head Evaluations (Ken McMillin, Diane Sasser, Mariah Simoneaux, Ioan Negulescu, Kori Myers, Gerald Roberts, Dave Picha, Kevin Brady, Christopher Green, Vinny Moreira, Lanette Hebert, Ann Coulon). The Unit Head Evaluation Committee will work to increase input from faculty members.

Questions asked by Faculty Council, Ann will return feedback to us:

- 1) Can the tuition waiver for faculty be applied to campuses other than the LSU Systems?
- 2) Can faculty work on a course work for a tenured faculty degree in their own department?
- 3) If you are enrolled in classes through the tuition waiver program and your position is dissolved, can you complete the courses?

Business

Minutes of the February Meeting- Motion was made by Neely Walker and seconded by Charles Overstreet to approve the February meeting minutes. Motion passed.

Reports

Board of Supervisors meetings March 20, 2015

Ken will represent the faculty, agenda was sent to the faculty council members. At the February meeting, the new LSU Foundation Executive Director was named as Stephen Moret. This position was not advertised and the individual was selected by administration. It has been discussed that Mr. Moret will become head of all other foundations on all other campuses after he takes over this new role. Items for discussion for the Board of Supervisors will be the higher administration evaluation system, more transparency of searches and interviews for position candidates.

Council of Faculty Advisors - will meet March 20, 2015 at lunch between Board of Supervisor committee meetings and the main meeting.

Association of Louisiana Faculty Senates next meeting May 2, 2015

Last meeting the keynote was the Commissioner of Higher Education Joseph Rallo. Ken sent Faculty Council the notes from this meeting. Faculty governance has received lots of statewide support from all other campuses; all campuses have been represented at the last couple of meetings. Ken represents the AgCenter at these meetings.

Louisiana Statewide Colleagues Collaborative Summit Meeting (Alexandria) May 2, 2015

Announcements

- A statewide forum will be held at Southeastern next month to discuss the budget.
- Ken and Kevin Cope, President of the LSAU A&M Faculty Senate, will be meeting with the Vice President for Finance next week to discuss the status of the budget and travel issues.

- Campus Travel Service- employees can buy their own travel tickets and give Danielle at the Shorts Travel an opportunity to find cheaper rates, but they need about 6 weeks to make the comparison. Ken will continue to work on the issues with Shorts Travel.

Discussion Items

Committees

- Unit head evaluations – Executive Committee (Ken McMillin, Diane Sasser, Mariah Simoneaux, Ioan Negulescu, Kori Myers, Gerald Roberts, Dave Picha) plus Kevin Brady, Christopher Green, Vinny Moreira, Lanette Hebert, Ann Coulon as members added by Human Resource Management
- Council representation review – Adriana Drusini, Mandy Armentor
- P&T and PS-42 review- Mandy Armentor, Jennifer Duhon, Kurt Guidry, Andrew Granger, Adriana Drusini. Other members are Tina Goebel, Michael Blazier, Collins Kimbeng, Theresia Laverne, and Allen Owings.
- Annual conference – Kori Myers; we will recruit 2 more members
- Service Unit Advisory - council members signed up for committees (Accounting Services, Information Technology, Sponsored Programs, Communications, Human Resource Management, Faculty Services). Ioan Negulescu and Neely Walker previously were named as Council Representatives to the International Programs advisory committee.

Additional Discussion Items

- Travel- There are 2 service fees of \$24.00 charged by Shorts Travel if flights are booked on 2 separate airlines.
- 4-H Department Head Appointment- Janet Fox has been named Department Head for 4-H. Clarification is requested on her duties and the duties of Program Leader for 4-H, Dr. Mark Tassin. It was asked if salary increase were given or just title changes. It was also asked if the Associate Department Head Position would be filled. Ken will ask about these concerns.
- Organizational Chart for the College of Agriculture has been requested, but Ken will request this document again from Dr. Richardson.
- Interim Unit Heads- they will serve in their roles until our budget issues are resolved
- McNeese is increasing their programming, including some programming that was previously offered by LSU. LSU will continue to work as they gain the reputation of being the Ag College for Louisiana.
- Target Date for New Web Launch is April. It will launch April 1st. No communication to faculty has been sent out by IT to date.
- Our faculty council website is out of date, IT will assign a person to us or Ken will work to learn the new system when it's launched.

- Personnel actions are only brought before the Board of Supervisory if salary is over \$250,000 a year, a coaching position, or an administration position.
- Kori requested greater communication from 4-H department heads to 4-H agents.
- An organization chart is needed so employees know who they must report to for specific activities.
- Dr. Richardson is director of extension and of research. Program leaders are over departments and research stations that fall under their programming responsibilities.
- On Campus Faculty-report to Unit Head, Off Campus Faculty report to the parish chair or unit head or regional director.
- The System Central Administration rescinded the Policy Statements on Property Distribution of Royalties and combined it with other policies, which left this policy up to the general counsel for interpretation. Interpretation of policies is difficult, for example: outside employment policy. Clarification is based on the job area. Individuals own their intellectual abilities so PM 11 needs clarification. An income level also needs to be added to PM-11 on outside employment activities.
- Administration personnel need to attend more events so they actually know what happens at those events.
- Online Courses--online courses--after a semester or two these courses can be managed by masters level graduate students
- Position Ranks above Full Professor or Full Agent - this needs to be consider and discussed by the P& T committee.
- Sabbatical Status- can still be taken; it's a 6 months process for approval.
- Tenure Stop Clock -tenure committees should be respectful of maternity leaves and medical conditions of agents when reviewing packets.

Meeting was adjourned at 10:11 am.