

## LSU Agriculture Faculty Council Meeting

9:30 am, October 18, 2019

Room 212 Efferson Hall



**Call to Order:** Called by Sun Joseph Chang at 9:39 a.m. The September minutes were approved by Mark Wilson as presented with minor corrections if needed. Dr. William B. Richardson was unable to attend.

**Members In Attendance: (16)** Mandy Armentor (proxy Becky Gautreaux), Joseph Chang, Richard Cooper, Betsy Crigler, Becky Gautreaux, Stephen Harrison, Blair Hebert, Shatonia McCarty, Ken McMillin, Bob Mirabello, Ashley Powell, Gene Reagan, Brandon Reeder (proxy Ashley Powell), Kristin Stair (proxy Mark Wilson), Mark Wilson, Wenqing Xu.

**Members Absent (9):** Zhiyuan Chen, Hope Guidry, Bin Li, Chuanlan Liu, Teresa Raley, Claudette Reichel, Subramaniam Sathivel, Mark Schafer, Shannan Waits.

### **Invited Guest-**

Mrs. Ann Coulon, Assoc. VP came and talked to the council about how to make it easier and better understood when a professor should submit their Promotion and Tenure (P&T) document. She is in the process of creating better guidance on this. The council agreed the offer letter for new employees should include their tenure date and P&T submission date. A larger variety of sample packets will be available for those employees whose time is split between the teaching, research, and extension. For any employee working on their P&T document, they can “submit” their document a year earlier to obtain feedback and comments for improvements. Information on prior work experience and the role it plays in the P&T document is going to be added into the policy. Mrs. Coulon assured the council that less than 20 people actually report to Dr. Richardson.

Hampton Gunewald encouraged everyone to attend an ADA Compliant training in-person. He added all employees need to be trained on ADA Compliance. Trainings are happening around the state until February 1. After that, the trainings will be recorded and posted on the website for easy access. After April 1<sup>st</sup>, new information on the website has to be ADA compliant. SiteCore is the software that will help this process. For the documents that need to be updated in archives, IT is going to send the document back to the author or appropriate personnel to update. Communications and IT are in the process of creating seven templates for everyone to use to be ADA compliant. Mr. Gunewald urged each parish to update their parish profile. He uses those to highlight each parish to the legislators. He is open to promote parish and departmental programs and success stories. He is in the process of working with US Representatives and Senators to have access to more federal grants to assist with Roseau cane research. He urged each parish agent to highlight their program and have conversations with their local representatives and senators.

### **Business –**

- On and off campus elections of new council members will occur before the November meeting.
- Dr. Chang met with Dr. Richardson. He will send us an organizational chart. Dr. Chang stressed we need to have inclusion, diversity, and excellence in our strategic plan. The letter with which Dr. Chang went to the meeting was sent to the executive committee for its approval before the meeting and then distributed to all council members.

## **Announcements**

- Employees have to fill out the new PS-29 Significant Financial Interest (SFI) disclosure if they receive grants.

Ashley Powell made a motion to adjourn the meeting at 12:33 p.m. Mark Wilson seconded it.

Lunch was served.