School of Medicine Faculty Assembly

Minutes

September 5, 2019

Attendance:

Proxy:

Absent:

Meeting started: 4:01pm

1. Approval of the August meeting minutes (motion, M. Levitzky; second J.Crabtree)
2. Reports:
	1. Executive Committee
		1. CM-67
			1. This policy applies to all faculty and unclassified exempt staff (Employees). For the purpose of this policy, hourly employees (unclassified non-exempt and classified employees) shall be excluded from the maximum 120 hours provided to faculty and unclassified staff. The employees excluded from this policy who engage in Work-Related Off-Campus Activity, should seek required approvals from their supervisor and follow all applicable policies and laws. Supervisors should consult with Human Resources to discuss how to handle any potential overtime implications in accordance with FLSA and appropriate codes to use in Time and Labor.
			2. LSUHSC-NO Employees may request up to fifteen (15) days each fiscal year (eight hours per day, for a maximum total of 120 hours per fiscal year) to conduct Work-Related Off-Campus Activity, which does not reduce the Employee’s annual or sick leave balances. Any Work-Related Off-Campus Activity taken beyond the allowed fifteen (15) days shall be considered annual leave unless approved as an exception pursuant to paragraph III (3) below. Such activity does not include (1) any Educational Privileges, Educational Leave, Sabbatical Leave governed by PM-12, (2) other off-campus activities related to grants, contracts, or other revenue producing activities, or (3) any outside employment, which is governed by PM-11.
			3. If a faculty member needs more than 15 days then can request more from their Department Chair and/or Dean Nelson
		2. Construction Updates
			1. Building at 1542: Delgado wants to move in there and renovate space into kitchen space and other teaching space. There will be faculty spaces on the 3rd and 4th floors with cubicles being constructed. Tentative renovations will start in January.
			2. MEB – construction in the MEB will likely not begin until there is a better understanding of the impact of the CSRB construction. This construction will be done is stages and mostly involve renovation of the 5th through 7th floors.
			3. ILH – construction on this $42-45 M project will start in late summer or fall. This will be a really nice addition to our campus and it will have a testing center, office space for our clinical faculty, new simulation center, and a large fitness area.
			4. CSRB: Renovations starting in January 2020 and will last for at least 2 years. Will be moving some of the primates to the dental school.
			5. Bridge over Tulane continues to be discussed
		3. Raises
			1. 3% cost of living raisers have to be approved. Board of Supervisors are meeting the 2nd Friday in September. The cost of living raises will cost $7 million for LSUHSC; School of Medicine is helping cover the cost for this raise. Merit raises are still being discussed
		4. Evaluation system
			1. Human Resources (HR) has developed a lengthy process for evaluating unclassified staff. The process is demanding enough that several hours of training is required for anyone who uses the system. Dr. Nelson acknowledged that the process is a headache, but that it may ultimately help with providing ready-made justifications for merit raises.
		5. Rolling Tenure
			1. Dr. DiCarlo is currently working on some modifications to the guidelines that should make them easier to promote faculty whose focus or main mission is teaching. Part of these changes could also be the addition of “rolling tenure,” whereby faculty receive tenure, but their tenure is reviewed every 7-10 years. This would serve several purposes, one being that the Dean would have an easier time offering tenure to faculty as part of their recruitment – particularly when that individual has already had tenure at another institution. These changes to the tenure system would *not* affect anyone who is currently tenured.
		6. Meeting with the new CEO’s of the LCMC system
			1. Dean Nelson has met with the new administration at the LCMC systems
	2. SOM Administrative Council
		1. Meeting was canceled
	3. Faculty Senate
		1. Board of Supervisors
			1. As per earlier discussion, Board of Supervisors to vote on cost of living raises the 2nd Friday in September.
		2. Department of HR: Terry Cunningham developing a committee to look at faculty performance packages
3. Old Business:
4. Call for New Business:
	1. Nominations/Elections for President Elect (2020-2021)
		1. Stephanie Primeaux nominated and will be president elect for 2020-2021
	2. Guest speakers
		1. Dean Nelson – October meeting
		2. Other suggestions:
			1. Kirk Deslattes from construction
5. Adjourn (motion M.Levitzky, second J. Gardner)

Time: 4:20pm