FA Meeting Agenda 3/10/22

Minutes

1. Call to order at 1604
2. Approval of the February meeting minutes
3. Attendance: Regina Zambrano, David Worthylake, Jason Gardner, Judy Crabtree, Hannah Scott, Stefany Primeaux, Suresh Alahari, Ashley Farge, Allison Augustus-Wallace, Jeff Gidday, Jennifer Cameron, Jennifer Simkin, Liz Simon Peter, Mandy Maness, Marcella Houser, Navya Nair, Sanjay Kamboj, Scott Edwards, Shubho Sarkar, Leslie Reilly, LaNasha Sanders, Elizabeth Wisner, Christopher Taylor
4. Absent: P. Prasad, L. Tanner, E. Mathews, J. Hunt, K. Happel, S. Holman, D. Felipe, R. Gomez, Z. Ali. A. Creel, J. Hart, K. Gajewski, C. Leblanc, A. Martin, M. Reinoso, L. Stuke
5. Proxies: Stefany Primeaux led meeting, Hannah Scott- secretary

1. Reports:
	1. Executive Committee
		1. Met with DiCarlo on March 3rd, no updates on animal facilities
		2. Move-ins will start in the summer, starting at the 8th floor with the clinical offices
		3. MEB- top floors reno has slowed down due to animal care floor needs; animal care has decreased from 8000 to 2-3000 sq. feet
		4. Waiting on gates and concrete for meb; waiting on tables and
		5. Faculty:
			1. Surgery 6 semifinalists, interviews by zoom, will narrow to 3 and then do in person interviews
			2. Peds- search committee formed, job hasn’t been posted
			3. Part time position, 2 candidates
			4. New director of admissions, getting worked out now
		6. Merit raises- increases for staff and faculty- looking to do this in summer of 2022; HR has developed a form to evaluate staff; DiCarlo has modified it to make it applicable to staff; bottom-line- we need to match this rating scale out 5 so we are even with faculty and staff
		7. Judy Crabtree- showed the form that is being used; there is a sense of urgency because there is a surplus in the LA budget and it needs to be used now. We need a way to justify merit raises. This form is not a long-term solution. We will move back to online. However, just for this round of merit raises, we need a way to quantify merit raises. The scale is 1-5 which is required by HR. it divides it by several pillars. Different percentages can be assigned to different pillars depending on your job. Key thing, majority of us will be a 3 out 5 if we are doing our job well. All deans have seen and approved. Not sure where the cut off will be. Expect this when you do your annual review which is upcoming very soon. This will justify the merit pages. (It is 2 pages). Again, this is temporary. In the long term, it will be electronic and it will be different.
			1. They are also working on equity and parity raises but that is different
			2. There is a place to sign, but it does not mean that you agree with the assessment; the appeal process is not known at this time
			3. Anyone with a 1 or 5 will have a 2nd level review to see if they deserve the score received
			4. Is this based on 1 or 2 years considering the pandemic? A 1-year merit raise may not be an accurate picture. This feedback was given to Dr. DiCarlo concerning this today.
			5. Salary com
		8. Post doc policies- 2 classes of fellows and researchers. Trying to get all to get paid on the same scale by the NIH scale. Finally come to pass. The fellows are funded by grants. Researchers would be moved to staff scientist, can apply for grants, but would not be faculty. They would be in a transition type of position
		9. Not finalized, but international travel is on the table. Dr. Taylor is looking at it. May include COVID restrictions, potential to have to quarantine after exposure. Haven’t worked out everything yet. Dr. DiCarlo was big on having to agree on this. May have to take annual leave if you have to quarantine. Must have a valid reason for international travel. Maybe not a poster, but maybe yes to a podium presentation. How important is the conference in your field? That will determine if you can go. May need to have the Chair write a letter on your behalf. This is more so for state funding. If the conference is paying for it, it is not as much of an issues. If it is the grant funding it, we are unsure. If NIH money, likely to approve it. Also remember, you have to apply for international travel BEFORE you submit an abstract. That are the rules.
		10. FYI Canada is not considered international
		11. The international travel website should be up and running soon, will no longer be disabled.
	2. SOM Administrative Council
		1. Cancelled this month due to Mardi Gras
	3. Faculty Senate – courtesy of Judy Crabtree
		1. Passed Resolution 22-01 supports paid family leave, resolution on Senate webpage. Senator Cameron to reach out to the BR FS to see if they will consider an updated version of their resolution from 2017 to align.
		2. Reviewed and approved an add-on faculty evaluation form to support merit increases this year
		3. Dress code CM69 placed on hold until new HR Director in place
		4. Strategic planning is underway at the system level, our strategic planning will align
		5. Working with Dr. Porche to get faculty accomplishments highlighted on electronic boards
		6. Safety – will try to get Sen Murray and Chief Joseph to join April Senate meeting. Supportive voice from faculty assembly would further support efforts by Deans and Senate
		7. President Tate recognized Dr. Nelson for his leadership in healthcare services at last BOS meeting
		8. Moodle subcommittee – examining the upgrade that is planned for summer, trying to increase congruency with the LSU main campus to ease the transition for students, and now looking into testing platforms since Moodle was not actually designed to support secure online testing. Please give feedback to one of the SOM Senators if you have opinions regarding Moodle (As a reminder, your senators are Drs. Wisner, Cameron, Hart, Hunt, Crabtree, Gajewski, Kamboj and Primeaux)
		9. Chancellors Excellence Awards – nominations close TOMORROW, so if you wish to nominate, do so soon. As of our FS meeting on Tuesday, we had 110 nominations (75 staff, 35 faculty). There will be 15 awards for staff, 15 for faculty at $1000 each.
		10. Reminder that the SOM Library liaison is Kathy Kerdolff at kkerdo@lsuhsc.edu or 504-568-6102 should you need library support.

1. Old Business:
	1. Faculty Assembly Awards
		1. Nominations were closed on Friday
		2. 5 for DEI, 9 junior faculty, 4 mentor, 4 community service, 1 for institutional service (not eligible)
		3. Before end of day on Wednesday- nominate someone for institution service (no dept chairs, no admin people, can’t be faculty assembly); cannot have had an award in the past 5 yrs.
		4. Judges: Martin, LeBlanc, Hart, Suresh, Cameron

1. Call for New Business:
	1. Guest Speaker:  LSU Foundation in April; Dr. Stephanie Taylor in May
	2. Faculty Assembly Nominations and Election in April
		1. Can self-nominate; will send out email at end of April for the election
		2. If your term is up, we will email you and if you want to self-nominate you can go ahead
	3. Discussion about Parental Leave from Women’s Affairs representatives
		1. Navya- big push to get it on paper
		2. Next step is to meet with Taylor and DiCarlo to review and discuss how to proceed
		3. Drafted a parental leave policy
		4. A slide deck can be disseminated- can circulate that and the resolution from the faculty senate
2. Adjourn
	1. Motion to adjourn by Judy Crabtree, 1657.