

## Faculty Senate Minutes - July 20, 2004

President Jacob called the meeting to order at 3:35 PM in the Chancellor's Conference Room. Members present: **Allied Health** – Robert Rowe, Andy Pellett, Larry Broussard; **Dentistry** – Cathy Springstead, Johnny Porter, Don Layman, Carrie Mason; **Graduate School** – Kurt Varner; **Library** – Jennifer Lloyd; **Medicine** – Jeffrey Green, Bob Richards, Jean Jacob, Peter Winsauer, Michael Levitzky; **Nursing** – Ann Byerly, Jane Sumner; **Public Health** – Tom Houston, Cathy Correa.

**Members absent** – Jim Cade, Jay Hunt, Brian Barkemeyer, Paula Gregory, Patricia Beare, Claudine Dufrene, Susan Rick, Charlene Coco.

**Guests:** Vice Chancellor Joel Chatelain and Mr. Tony Casus

The June minutes were unanimously approved by voice vote.

President Jacob welcomed the two new senators from the School of Public Health, Drs. Tom Houston and Cathy Correa.

Then Vice Chancellor Chatelain was invited to speak on various parking issues:

1. Mr. Chatelain notified the Senate that there will be an increase in parking fees of \$5/ month for regular and \$8/ month for reserved parking beginning October 1, 2004. This represents a 25% increase in parking fees for faculty and staff. There is no state funding for the parking facilities at HSC. All monies to cover maintenance of the parking lots (including gate arms, signage, etc.) and new lot construction must be self-generated. Mr. Chatelain stated that the increase in parking fees is needed to acquire additional real estate for future parking facilities. This need was emphasized with the loss and redistribution of several hundred parking spaces due to re-striping the first 4 floors of the parking garage, the future needs of the Cancer Consortium, and the current needs of the Charity hospital system. Currently, there are enough parking spaces for the faculty and staff of the HSC provided not all employees show up to work on the same day. The system is oversold by about one-third to make the most efficient use of the parking spaces since on any given day there are spaces available. Mr. Casus has the responsibility of monitoring the availability of parking in the various lots to make sure all employees have parking.
2. Several senators voiced concern that the staff is being squeezed out of HSC parking due to its high cost. Some felt that there should be a sliding scale for parking based upon ones salary and ability to pay, or that surface parking fees should be less. Mr. Chatelain suggested that these issues could be brought up for future consideration by the administration. However, it would be fiscally irresponsible of the administration to incur a financial loss in order to provide low-cost parking. Employees at neighboring medical facilities downtown currently pay significantly more for parking than HSC employees.
3. With regard to the drainage of the parking lot at the dental school, it appears that little can or will be done to improve the situation unless the administration is willing to spend the money. The Dental School faculty and administration have a parking

committee, headed by Dr. Barsley, that is responsible for prioritizing dental school parking issues. Unless that committee pursues the current problems, nothing will be done.

4. Representatives of the School of Public Health voiced concerns about security in parking lots and the safety of their students taking late evening classes. University Police can and do escort students to their cars as a stopgap measure, but safety concerns of these students need to be addressed. A shuttle was proposed to take students to their cars, as well as, a more readily accessible lot for these students. These concerns will be examined by Mr. Chatelain.

#### **New Business:**

President Jacob then proposed the assignment of the new senate members to the various committees per the following:

**Professional Rights, Responsibilities, and Faculty Welfare Committee** – Michael Levitzky, Chair; Ann Byerly, Carrie Mason, Jeffrey Green  
**Research Committee** – Jean Jacob, Chair; Jay Hunt, Kurt Varner  
**Clinical Education, Service, and Patient Care Committee** - Brian Barkemeyer, Chair; Cathy Springstead, Paula Gregory, Rob Rowe, Tom Houston  
**Constitution, Bylaws, Resolutions, Nominations, and Elections Committee** – Kurt Varner, Chair; Larry Broussard, Patricia Beare, Don Layman  
**Facilities, Safety, and Security Committee** – Andy Pellett, Chair; Jim Cade, Susan Rick, Cathy Correa  
**Electronic Communications Committee** – Jennifer Lloyd, Chair; Bob Richards, Charlene Coco

The recently issued LSUHSC-NO Code of Conduct was then discussed. None of the members knew anything about its origin or issues involved. Mike Levitzky contacted Mr. Clay to determine the issues involved. Below is Mr. Clay's reply to Dr. Levitzky's inquiry.

Dr. Levitzky,

Thank for you inquiry. I apologize for the tardiness of my response but I was tied up in Baton Rouge yesterday. The guidelines of the United States Sentencing Commission state that if an organization has an effective compliance program in place, any penalties arising from violations that may be uncovered by Federal oversight agencies would be reduced. In 1998, the LSU Board of Supervisors decided to take advantage of this and passed a resolution directing all campuses to develop compliance programs. Dr. Trail, at that time, had each school run its own compliance program. When Dr. Rock became chancellor the compliance functions were centralized into one office under the Vice-Chancellor of Administration and Finance. In order for a compliance program to be considered effective, the U.S. Sentencing Commission requires that it must have seven elements.

1. A compliance officer whose is responsible for the compliance program.
2. A written Code of Conduct and policies clearly stating the behavior expected of employees
3. A training program to inform employees of their responsibilities.
4. A method of reporting violations anonymously.
5. The capability to respond to reports of violations.
6. Performance of routine audits to insure compliance with Federal and State laws and regulations.
7. Policies and procedures to insure the workforce is trustworthy including procedures for insuring that Federally sanctioned individuals are not compensated with Federal funds.

The Code of Conduct must meet the following requirements:

1. It must summarize the policies of the institution without restating them.
2. It must be a condition of employment
3. It must require compliance with all Federal and State laws and regulations and institutional policies.
4. It must require that all employees report any knowledge of wrongdoing or suspected wrongdoing.
5. It must require that all employees eschew any conflict of interest.
6. It must require that all employees use their best professional judgment in the performance of their duties.

LSUHSC-Shreveport already has their Code of Conduct in place. It can be found on their website.

I will be happy to attend the next meeting of the Faculty Senate to answer any questions regarding the Code of Conduct or the LSUHSC-NO Compliance Program or some of the more recent regulatory issues such as HIPAA and Stark. The Office of Compliance Programs is a resource for the faculty, staff and students of the university. Please let me know the time and place. If there is anything else I can do to be of assistance, please let me know.

Mr. Clay

The additional security problems which occurred at HSC this past month were discussed. There were two consecutive incidents at the Allied Health building on Monday, July 12<sup>th</sup> and Tuesday, July 13<sup>th</sup>. On that Monday, a faculty member working on the 10<sup>th</sup> floor had their purse stolen. The following day, the same faculty member was accosted by an unknown assailant during the afternoon. The HSC police responded to both incidents. The assailant was not caught. Rumors regarding the incidents spread quickly and were rampant throughout the Allied Health and Nursing schools. Faculty and staff were very uneasy. Late Wednesday afternoon, Dr. Cairo, interim dean of the Allied Health, sent an email to all Allied Health personnel to reassure them. However, the nursing faculty did not receive the email until the next day. Again there appears to be a problem with communication. Security Alert emails need to be issued within 24hours of an incident. A discussion followed about securing the Allied Health Building. It was noted that security personnel neither man the security desk at all times during the day nor does the desk telephone roll over to the main security desk. These issues were referred to the Senate

Facilities, Safety, and Security committee to determine what further security measures can be suggested to the administration.

**Committee Reports:**

**Board of Supervisors- Jane Sumner:** Dr Jenkins stated that a search for the flagstaff chancellor has been started. An LSU brochure is being sent out to hotels and information centers to advertise the LSU system. \$13 million have been awarded to state universities and Tulane for development of Microsystems. There will be a 6% tuition increase with an additional 2% state increase in funding to universities. An affiliation agreement between Lindy Boggs Medical Center, Tenet, and LSUHSC-NO has not been signed, but is waiting for final adjustments and signatures. The budget for the HSC is unchanged from last year. A new Charity Hospital will have a capital need of \$332,320,000 that will be funded with a bond issue. Definity Health insurance represents about 60% of faculty and staff. The LSU system has saved money with Definity and it is projected to increase over time. Regarding the relationship of the Faculty Advisory Council to the LSUHSC Faculty Senate, it was felt that any issues of the HSC should be brought before the Senate for discussion and approval before sending them to the FAC.

**Electronic Communications Committee:** Jennifer Lloyd indicated that if the senate webpage were to include Senate Resolutions, they needed to be stated more clearly by the executive committee. The webpage is still under development and should be up and running by the end of the summer- August-September. It was noted that the ALFS webpage was no longer available due to the loss of people to maintain it.

**Faculty Welfare Committee:** Mike Levitzky reported that the Faculty Handbook is in its 10<sup>th</sup> draft. The current version needs to be reviewed by university attorneys before implemented.

**Reports from Assembly Presidents or their representatives:**

**Medical School:** no report

**Nursing:** no report

**Dental School:** Changes in dental school curriculum was referred to the DS Faculty assembly.

**Allied Health:** no report

**Library:** no report.

**Graduate School:** no report

**Public Health:** Representatives happy to be on board.

President Jacob adjourned the meeting at 5:25 PM.

Respectfully submitted,

Don Layman, Secretary