

**LSUHSC**  
**School of Allied Health Professions**  
**Faculty Assembly Delegates Meeting**  
**Minutes**  
**8/12/08**

**Present:** Tina Gunaldo, George Hebert, Erin Dugan, Michele Zitzmann, Larry Broussard, Jan Case, Kevin Brueilly, Rennie Jacobs and Jo Thompson (secretary).

**Absent:** Scott Rubin

1. **Call to order and new members were welcomed** (Rennie Jacobs –OT, Jan Case -Rehab Counseling and Kevin Brueilly-PT)
2. **Dean Cairo** - Announced there are 13 new faculty in the school since '07. Acknowledged that Allied Health Week and Family Day were successful. He is planning for a successful '08 year. There is 20% increase in student enrollment pre-Katrina in several of the departments. A **General Faculty** meeting is planned for September where he plans to give updates to all faculty. There continues to be new construction on campus with the library, new fence surrounding parking lot. Grants and Research Committee is planning a Spring Research Day. The dean would like to see all smart classrooms in all departments and is moving toward that as well as having offices repainted on a rotating basis
3. **Faculty Senate News-** George, Erin, Jo and Scott were present. George gave update to delegates. The Senate meetings can be found on the website for LSUHSC. Kelly is the other AH senator however, remains on maternity leave.
4. **Old Business**
  - **June minutes-** approved.
  - **Family Day-** Successful and over 400 in attendance.
  - **SAHP Mission Statement-** Tina updated committee and is still working with the dean on the image/symbol (the Vitruvian Man). Family Day information is located on the U: drive under the Faculty Assembly folder.
  - **Transfer of Leave-** George stated he spoke with the dean when he and Erin meet and basically it is not something we are able to do.
5. **New Business**
  - **Faculty Retreat** -expect up date from George and Erin at next meeting.
  - **Vitruvian Man-** has been chosen by the dean as the symbol for the school of AH. Tina is still working out the kinks on the design and motto. She referred member to **shutterstock.com** as a site that many images can be downloaded and saved. Faculty Assembly members can notify their department members and serve as a liaison. Liaisons should compile the image numbers and send them to Robert Reinhard. These images can be used for power point presentations, posters, pamphlets, etc. 6-8 weeks is left on the subscription.
  - **Quarterly Newsletter-** George announced that the dean has asked this committee to look into a newsletter for the school. George will send out a layout that could possibly be used for the newsletter. It was mentioned that Scott should be included as being the recipient of the Copping Award for '08. Michelle stated that the Alumni Committee produced this prior to the hurricane and she is willing to provide her input on this as well as Rennie.
  - **Semi-Annual Reports from Committees-** George will contact the chairs of the SAHP committees asking for mid-year reports on progress of charges. He and Erin will meet with committees along with the dean when the charges are given to them.
  - **Dean's Distinguished Lecture Series** – there are 4 lectures planned for the year as announced by Dean Cairo. He is asking if anyone would like to recommend someone as a speaker, please make that known. There are monies available for expenses.
  - **The AH reps for the Senate-** the members are George, Erin, Kelly, Scott and Jo. Rennie has volunteered to attend as needed. If a senator is unable to attend, a proxy must be completed and brought to the meeting.
  - **Allied Health Week is November 2-8<sup>th</sup>. More on this!**
6. **Next Meeting** – September 9th @ noon. Lunch will be provided by the dean as it was today.

