

**LSUHSC**  
**School of Allied Health Professions**  
**Faculty Assembly Delegates Meeting**  
**Minutes**  
**1/13/09**

**1. Call to Order/Attendance**

- Meeting was called to order at 12:11pm
- Present: George Hebert, Erin Dugan, Tina Gunaldo, Kevin Brueilly, Michele Zitzmann, Rennie Jacobs, Jan Case, Scott Rubin, Theresa Nicholls, Larry Broussard, Jo Thompson (secretary)

**2. Faculty Senate News**

- The senate meets this afternoon at 3:30pm. Minutes from December meeting were discussed today and will be sent out with the FA meeting once approved. George will ask for clarification from the Senate on an item on that agenda from last month regarding “contact” hours and how those are calculated.

**3. Old Business**

Minutes from Last Meeting December- approved and will be sent to post in the FA folder in U:drive.

- Quarterly Newsletter - Kevin presented a draft of the newsletter with several items included (message from the president, president-elect, several departments). He is requesting all departments submit input by Thursday, the 15<sup>th</sup>. It was suggested that George send out email to department heads asking for input from their department.
- Dean’s Distinguished Lecture Series- tabled
- Plaque for Copping Award Recipients – Tina will meet with to determine if funds are available to purchase a plaque that would display faculty who has been recipients of the award. A description of the award will be sent to Kevin to include in the newsletter.

**4. New Business**

- Committee Reports  
Jan Case provided an outstanding and through report along with handouts from Alumni Affairs Committee. \* a copy of his report is available upon request and is posted under that committee.
- Family Day –Tina will be meeting with the dean and suggest planning for is reviewed near the fiscal year, given current financial challenges.

**5. Dean' report**

- **Dean Cairo has scheduled an Executive Committee meeting next Wednesday, January 20<sup>th</sup> where he will give department heads and program directors updates on school related issues.**

**He announced that Larry Broussard is acting department head for CLS.**

**A reception is scheduled for Dr. Louann Lawrence on tomorrow January, 14<sup>th</sup>. She has retired from the university. All are invited to attend.**

**He encouraged the FA to plan for Family Day, plaques and the Faculty Retreat.**

**The planning for the HDC building is at the level of the architect and Facility Planning of LA.**

**He is expecting to have a General Faculty Meeting in February.**

**The PA Program has passed the Systems Office and there is a site visit planned for July, 2009. Approval is required from the Board of Regents.**

**Next meeting is February 10, 2009 @ 12:00.**