

LSUHSC
School of Allied Health Professions
Faculty Assembly Delegates Meeting
Minutes
6/14/11

Present: Rennie Jacobs, Scott Rubin, Jo Thompson, Theresa Nicholls, Erin Dugan, Tina Gunaldo, Laurie Schmidt, Kirk Nelson, Lauren Giovingo, Michele Zitzmann (secretary)

1. **Call to Order @ 12:05 pm**
2. **Approval of Minutes**
May minutes were approved as written.
3. **Dean's Report**
 - A. State legislation session is about to end; Dr. Cairo will keep the delegates informed of any changes or new information as he receives it
 - B. SAHP 2nd floor construction is moving along; completion date has been extended to Sept/October; will resemble the Mezzanine area of MEB
 - C. New HDC building plans have reached the Facility Planning stage; bids should go out in July, with construction to hopefully begin in the fall;
 - D. Family Day was a huge success; Dr. Cairo thanked everyone who helped plan the event
4. **Elections**
Kirk Nelson and Jan Case were elected to fill the 2 vacant delegate positions. Theresa Nicholls was elected as President-Elect & Jan Case was elected as Secretary.
Scott Rubin will replace George Hebert as Senator.
5. **Faculty Assembly Newsletter**
Should be distributed this week
6. **Family Day**
Discussion about whether to move the food to the cafeteria or move the desserts to the Chancellor's room. Since the Chancellor's room has the refrigerator and sink, it was decided to have all food & desserts in the Chancellor's room. The drinks will remain in the cafeteria. Furniture may need to be moved to allow extra room for the desserts.

There was also a suggestion that we have someone stationed at the drinks & desserts the entire time. It was suggested that we ask for faculty volunteers to help with some of the shift work (registration table, food, drinks, etc.)

A request was made to purchase additional easels, linens and ice chests for future events.

5. **Adjournment – 12:45 pm**