

Institutional Mission, Governance, and Effectiveness

GOVERNANCE AND ADMINISTRATION

2. *The governing board of the institution is responsible for the selection and evaluation of the chief executive officer.*

JUDGMENT OF COMPLIANCE

- Compliance
 Partial Compliance
 Non-compliance

STATEMENT OF RATIONALE FOR JUDGMENT OF COMPLIANCE

Part I, Article VII, Section 4 of the *LSU Board of Supervisors Bylaws and Regulations* establishes the authority of the LSU Board of Supervisors to select the Chancellor of the LSU at Eunice campus: “There shall be a Chancellor for each campus or major administrative subdivision of the System who shall be appointed by the Board upon the recommendation by the President, and who shall hold office at the pleasure of the Board. The Chancellor shall administer the division for which he is appointed and shall exercise complete executive authority therein, subject to the direction and control of the President and the Board.”

The Board also establishes the broad responsibilities of the Chancellor: “As the administrative head of a campus, the Chancellor shall be responsible to the Board through the President for the effective execution of: all laws relating to Louisiana State University System; all resolutions, policies, rules, and regulations adopted by the Board for the administration and operation of the System, and for the governance of all of its campuses; and all policies, rules, regulations, directives, and memoranda issued by the President.”

To determine whether the Chancellor is effectively fulfilling these responsibilities, an evaluation of the Chancellor is conducted by the LSU System President every three years. As outlined in *Procedures for the Evaluation of Chancellors*, the evaluation includes a meeting with five groups representing administrators, faculty, staff, students, and community members/alumni. Each group responds to a set of questions dealing with the Chancellor’s leadership and management skills. Following these meetings, the President holds an exit interview with the Chancellor during which he summarizes the group deliberations, asks for a response from the Chancellor, and discusses long- and short-range goals and objectives for the campus. The President then prepares a summary of the discussions and interview and meets with the Chairman of the LSU Board of Supervisors to discuss the evaluation report. Two copies of the report are kept in the President’s files and are available for review by members of the LSU Board of Supervisors. The evaluation report is kept strictly confidential to the extent provided by law.

Source	HC	Electronic	URL
LSU Board of Supervisors Bylaws and Regulations	X	<u>X</u>	
Procedures for the Evaluation of Chancellors	X	<u>X</u>	

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3. *The legal authority and operating control of the institution are clearly defined for the following areas within the institution's governance structure:*
- a. *the institution's mission;*
 - b. *the fiscal stability of the institution;*
 - c. *institutional policy, including policies concerning related and affiliated corporate entities and all auxiliary services;*
 - d. *related foundations (athletic, research, etc.) and other corporate entities whose primary purpose is to support the institution and/or its programs.*

JUDGMENT OF COMPLIANCE

- Compliance
 Partial Compliance
 Non-compliance

STATEMENT OF RATIONALE FOR JUDGMENT OF COMPLIANCE

LSUE's mission is delineated in the *Master Plan for Public Postsecondary Education: 2001* prepared by the Board of Regents, the state's overall coordinating authority for postsecondary education. Authority to develop the plan is provided in Article VIII, Section V, of the *Louisiana Constitution*. In addition, under the *LSU Board of Supervisors Bylaws and Regulations*, the President of the LSU System has the authority to "define the mission of each campus or institution and allocate functions and programs to each." Accordingly, in addition to a mission statement that defines LSUE's role within postsecondary education, LSUE has also developed a more specific mission statement approved by the LSU Board of Supervisors.

Under the *LSU Board of Supervisors Bylaws and Regulations*, Article VIII, Section 4 (g), the Chancellor is responsible to the President of the LSU System for the budget of the campus. The President is responsible for preparing and presenting a consolidated budget for all system institutions that is approved by the LSU Board of Supervisors. The Chancellor is also responsible for execution of the LSUE campus budget and thus is responsible for the fiscal stability of the campus. Chapter V of the *LSU Board of Supervisors Bylaws and Regulations* further defines the procedures for preparing and implementing a budget, maintaining internal budgetary control, and carrying out audits.

Article VIII, Section 4 (b) of the *LSU Board of Supervisors Bylaws and Regulations* states that the Chancellor "shall be responsible to the Board through the President for the effective execution of: all laws relating to the Louisiana State University System; all resolutions, policies,

rules, and regulations adopted by the Board or the administration and operation of the System, and for the governance of its campuses; and all policies, rules, regulations, directives, and memoranda issued by the President. The Chancellor's discretionary power shall be broad enough to enable him to meet his executive responsibilities." Chapter VIII of the *LSU Board of Supervisors Bylaws and Regulations* establishes specific policies governing affiliated organizations and foundations.

Source	HC	Electronic	URL
Board of Regents Master Plan for Public Postsecondary Education: 2001	X	<u>X</u>	
LSU Board of Supervisors Bylaws and Regulations	X	<u>X</u>	

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4. *The board has a policy addressing conflict of interest.*

JUDGMENT OF COMPLIANCE

- Compliance
 Partial Compliance
 Non-compliance

STATEMENT OF RATIONAL FOR JUDGMENT OF COMPLIANCE

The LSU Board of Supervisors is the governing body responsible for all the campuses that comprise the LSU System. While the Board's bylaws do not include an explicit conflict of interest policy, the Board does follow established policies that fully cover potential conflicts of interest. All members of the Board are appointed Officers of the State of Louisiana. As such, they are subject to the laws of the State as defined by the *1974 State Constitution, Article 10: PUBLIC OFFICIALS AND EMPLOYEES*, and the *State Code of Ethics*, which govern their conduct and responsibilities. The creation of an additional policy specifically for the bylaws was determined by the Board to be preempted by state law and redundant.

Source	HC	Electronic	URL
LSU Board of Supervisors			http://www.lsusystem.lsu.edu/boardmembers.htm
1974 State Constitution			http://senate.legis.state.la.us/Documents/Constitution/
1974 State Constitution, Article 10: PUBLIC OFFICIALS AND EMPLOYEES, Section §21			http://senate.legis.state.la.us/Documents/Constitution/Article10.htm#§21 . Code of Ethics
State Code of Ethics			http://www.ethics.state.la.us/laws/ethiclaws.htm

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5. *The governing board is free from undue influence from political, religious, or other external bodies, and protects the institution from such influence.*

JUDGMENT OF COMPLIANCE

- Compliance
 Partial Compliance
 Non-compliance

STATEMENT OF RATIONALE FOR JUDGMENT OF COMPLIANCE

As Public servants for the State of Louisiana, members of the *LSU Board of Supervisors* are subject to the laws of the state, which govern their conduct and responsibilities. The *State Code of Ethics* and *Article 10: PUBLIC OFFICIALS AND EMPLOYEES, Section §9* of the *1974 State Constitution*, officially address ethical standards for public servants. Additionally, the *LSU Board of Supervisors Bylaws and Regulations* provide guidelines protecting the institution from influence and conflicts of interest with regard to grant administration, the management of distributable royalties, LSU personnel officers, other influencers, or with regard to a corporation in which LSU holds and/or acquires stock.

Source	HC	Electronic	URL
LSU Board of Supervisors			http://www.lsusystem.lsu.edu/boardmembers.htm
State Code of Ethics			http://www.ethics.state.la.us/laws/ethiclaw.htm
1974 State Constitution, Article 10: PUBLIC OFFICIALS AND EMPLOYEES, Section §21			http://senate.legis.state.la.us/Documents/Constitution/Article10.htm#§21 . Code of Ethics
1974 State Constitution			http://senate.legis.state.la.us/Documents/Constitution/
LSU Board of Supervisors Bylaws and Regulations	X	<u>X</u>	

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6. *Members of the governing board can be dismissed only for cause and by due process.*

JUDGMENT OF COMPLIANCE

- Compliance
 Partial Compliance
 Non-compliance

STATEMENT OF RATIONALE FOR JUDGMENT OF COMPLIANCE

Members of the *LSU Board of Supervisors* may be removed from office only for cause and by due process as Public Officials of the State of Louisiana. *Article 10: PUBLIC OFFICIALS AND EMPLOYEES, PART I, Section §2*, of the *1974 State Constitution* establishes types of service, and *PART III, Section §24* addresses the impeachment and removal of elected and appointed officials.

Source	HC	Electronic	URL
LSU Board of Supervisors			http://www.lsusystem.lsu.edu/boardmembers.htm
Article 10: PUBLIC OFFICIALS AND EMPLOYEES, PART I, Section §2			http://senate.legis.state.la.us/Documents/Constitution/Article10.htm#§1. Civil Service Systems
1974 State Constitution			http://senate.legis.state.la.us/Documents/Constitution/
Article 10: PUBLIC OFFICIALS AND EMPLOYEES, PART III, Section §24			http://senate.legis.state.la.us/Documents/Constitution/Article10.htm#§24. Impeachment

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7. *There is a clear and appropriate distinction, in writing and practice, between the policy-making functions of the governing board and the responsibility of the administration and faculty to administer and implement policy.*

JUDGMENT OF COMPLIANCE

- Compliance
 Partial Compliance
 Non-compliance

STATEMENT OF RATIONALE FOR JUDGMENT OF COMPLIANCE

Louisiana State University at Eunice is governed by the Louisiana State University Board of Supervisors, who set policies for the campuses throughout the LSU System governing academic and administrative organization; appointments, promotions, and tenure, as well as other terms of employment; financial and business procedures; and other matters involving financial relationships. The Louisiana Board of Regents has overall responsibility for coordinating the roles of postsecondary educational institutions in the state, including final approval of new degree programs, elimination of existing degree programs, establishment of statewide core curricular requirements, and other policy-making responsibilities under the 1974 *Louisiana Constitution*. The *Constitution* provides that all duties and responsibilities not specifically vested in the Board of Regents be assigned to the respective management boards, including the LSU Board of Supervisors.

The distinctions between the duties of the LSU Board of Supervisors and the responsibilities of the administration and faculty are clearly delineated in the *Bylaws and Regulations of the Board of Supervisors of Louisiana State University and Agricultural and Mechanical College*. Faculty and administrative personnel actions, budgets, and other major decisions are subject to approval by the LSU System President and by the Board of Supervisors, but the *Bylaws and Regulations* give authority to the Chancellor and to the Faculty Council to administer and implement policy on the LSUE campus. Throughout its history, LSU at Eunice has been allowed by the Board of Supervisors to exercise appropriate internal authority over its operations without interference from the Board in implementing policies.

The authority and responsibilities of the LSUE administration and faculty are described in *P.S. 3: Responsibilities and Concerns of University Personnel*.

Source	HC	Electronic	URL
LSU Board of Supervisors Bylaws and Regulations	X	X	
“What Do the Regents Do?”			http://www.regents.state.la.us/Board/regentsdo.htm
P.S. 3: Responsibilities and Concerns of University Personnel	X	X	

Institutional Mission, Governance, and Effectiveness**GOVERNANCE AND ADMINISTRATION**

8. *The institution has a clearly defined and published organizational structure that delineates responsibility for the administration of policies.*

JUDGMENT OF COMPLIANCE

- Compliance
 Partial Compliance
 Non-compliance

STATEMENT OF RATIONALE FOR JUDGMENT OF COMPLIANCE

Part I, Article VII of *The Bylaws and LSU Board of Supervisors Bylaws and Regulations* enumerates the rights, duties, and responsibilities of the principal officers of the University System. Section 4 of Article VII of the *Bylaws* delineates the duties of the Chancellor on each LSU System campus. Article VIII establishes the rights, duties, and responsibilities of the academic staff. Chapter 1 of the *Regulations* establishes the academic and administrative organization for the campuses in the LSU System, including the structure of the Faculty Council and the Administrative Council. The Faculty Senate is an elected standing committee of the Faculty Council.

Section 4 of Article VII charges the Chancellor with preparing an organizational chart: “He shall prepare an organizational chart of the major divisions of the campus and shall designate such duties and responsibilities as he deems proper.” The overall organizational structure of the LSUE campus is illustrated in an organizational chart that is published in the *Employee Handbook*. Academic policies are administered by the Vice Chancellor for Academic Affairs. Policies related to the business of the college are administered by the Vice Chancellor for Business Affairs. The Vice Chancellor for Student Affairs implements various policies related to non-academic pursuits of students. The Chancellor has final campus responsibility for the administration of policies consistent with the authority given by the LSU Board of Supervisors. The responsibilities of the faculty and administration are delineated in *P.S. 3: Responsibilities and Concerns of University Personnel*. The responsibilities of the Faculty Senate are defined in the *Faculty Senate Constitution*, published in the *LSUE Employee Handbook*. *P.S. 55: Policy Statements* describes the procedures for implementing new policy statements and revising current statements. *P.S. 55* also gives administrative officers “the responsibility for reviewing annually the policy statements which affect their areas of responsibility and for making recommendations for changes through appropriate channels to the Chancellor.”

Source	HC	Electronic	URL
LSU Board of Supervisors Bylaws and Regulations	X	<u>X</u>	
Employee Handbook	X	<u>X</u>	
P.S. 3: Responsibilities and Concerns of University Personnel	X	<u>X</u>	
P.S. 55: Policy Statements	X	<u>X</u>	

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9. *The institution has qualified administrative and academic officers with the experience, competence, and capacity to lead the institution.*

JUDGMENT OF COMPLIANCE

- Compliance
 Partial Compliance
 Non-compliance

STATEMENT OF RATIONALE FOR JUDGMENT OF COMPLIANCE

Administrative and academic officers are appointed to their positions as a result of rigorous nationwide searches that follow procedures established in *P.S. 11: Search and Selection of Faculty, Administrative, Professional, and Classified Staff*. The performance of administrators and academic officers is monitored on an annual basis using procedures established in *P.S. 64: Annual Evaluation of Administrators*. As a result of these procedures, Louisiana State University at Eunice has been able to employ highly qualified and competent administrative officers who are subject to annual evaluations that help provide them with appropriate guidance so that they can continue to improve their performance. *P.S. 9: Performance Evaluation of Professional and Administrative Personnel* establishes procedures under which immediate supervisors annually evaluate administrators, including academic officers, as well as other professional and non-teaching academic personnel. *P.S. 64: Annual Evaluation of Administrators* establishes procedures under which administrators and academic division heads who supervise five or more faculty members or professional employees are evaluated annually by their faculty and/or professional staff.

A review of the résumés of the Chancellor, Vice Chancellors, and Academic Division Heads demonstrates that all are highly qualified with many years of experience. Their achievements confirm that they have the competence and capacity to lead Louisiana State University at Eunice.

Source	HC	Electronic	URL
P.S. 9: Performance Evaluation of Professional and Administrative Personnel	X	<u>X</u>	
P.S. 11: Search and Selection of Faculty, Administrative, Professional, and Classified Staff	X	<u>X</u>	

P.S. 64: Annual Evaluation of Administrators	X	<u>X</u>	
Employee Handbook	X	<u>X</u>	
Résumés of Administrators	X	<u>X</u>	

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10. *The institution defines and publishes policies regarding appointment and employment of faculty and staff.*

JUDGMENT OF COMPLIANCE

- Compliance
- Partial Compliance
- Non-compliance

STATEMENT OF RATIONALE FOR JUDGMENT OF COMPLIANCE

Article VII, Section 4 of the *LSU Board of Supervisors Bylaws and Regulations* describes the authority under which faculty and staff are appointed: “The Chancellor, after consultation with the appropriate academic and/or administrative staff, shall make recommendations to the President for appointments, suspensions, and dismissals of all campus administrative officers holding positions at the pleasure of the Board. He shall make all other appointments, promotions, transfers, suspensions, and dismissals of all academic, administrative, and professional employees subject to the approval of the President and confirmation of the Board. He or his designated agent is authorized as the appointing authority to take and approve personnel actions relating to classified and unclassified personnel in positions exempt from the classified service by special action of the State of Louisiana, Department of Civil Service, including disciplinary actions.”

LSU System policies governing the appointment and employment of faculty and staff are defined in Chapter II of the *Regulations of the Board of Supervisors*. Permanent Memoranda 23 of the LSU System, *Ranks, Provisions, and Policies Governing Appointments and Promotions*, establishes administrative policies for the LSU System. The specific policies used on the LSU at Eunice campus are enumerated in detail in *P.S. 11: Search and Selection of Faculty, Administrative, Professional, and Classified Staff*. The statement lists detailed procedures that search committees must follow, including a Search Process Checklist that specifies steps that must be completed at each stage of the process and that requires signed authorization by the EEO officer and appropriate administrators before additional steps in the process can be taken. *P.S. 12: Recruitment, Retention, Promotion, and Tenure of Faculty Members* establishes additional specific policies that are implemented in faculty recruitment. LSUE Policy Statements are readily available campuswide on the local area network. A listing of policy statements is included in the *Employee Handbook* on page 54.

Source	HC	Electronic	URL
LSU Board of Supervisors Bylaws and Regulations	X	X	

LSU System Permanent Memorandum No. 23: Ranks, Provisions, and Policies Governing Appointments and Promotions	X	<u>X</u>	
P.S. 11: Search and Selection of Faculty, Administrative, Professional, and Classified Staff	X	<u>X</u>	
P.S. 12: Recruitment, Retention, Promotion, and Tenure of Faculty Members	X	<u>X</u>	
Employee Handbook	X	<u>X</u>	

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11. *The institution evaluates the effectiveness of its administrators, including the chief executive officer, on a periodic basis.*

JUDGMENT OF COMPLIANCE

- Compliance
 Partial Compliance
 Non-compliance

STATEMENT OF RATIONALE FOR JUDGMENT OF COMPLIANCE

As provided in *P.S. 64: Annual Evaluation of Administrators*, administrators with five or more professional employees are evaluated annually as a means of improving administrative effectiveness and leadership capability. All academic division heads are evaluated as part of this process. Evaluations are completed by faculty and/or professional staff and/or division head secretaries who have been employed for at least four months at their current position under the administrator being evaluated. Faculty evaluating administrators must have been employed with an instructional load of at least 50% for that period.

The standard evaluation form covers personal characteristics, administrative leadership and planning, work efficiency, human relations, and general performance. The form also provides space for written comments.

In addition, each vice chancellor evaluates administrators under his or her authority, and the Academic Council evaluates the Vice Chancellor for Academic Affairs.

Furthermore, *P.S. 9: Performance Evaluation of Professional and Administrative Personnel* establishes procedures under which supervisors annually evaluate administrators over whom they have immediate supervisory authority.

Copies of administrative evaluations are housed in the appropriate supervisor's office.

The Chancellor is evaluated by the LSU System President every three years. The evaluation is conducted with input from LSUE faculty, administrators, students, and community members.

Source	HC	Electronic	URL
LSU Board of Supervisors Bylaws and Regulations	X	X	
Employee Handbook	X	X	

P.S. 9: Performance Evaluation of Professional and Administrative Personnel	X	<u>X</u>	
P.S. 11: Search and Selection of Faculty, Administrative, Professional, and Classified Staff	X	<u>X</u>	

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12. *The institution's chief executive officer has ultimate responsibility for, and exercises appropriate administrative and fiscal control over, the institution's intercollegiate athletic program.*

JUDGMENT OF COMPLIANCE

- Compliance
 Partial Compliance
 Non-compliance

STATEMENT OF RATIONALE FOR JUDGMENT OF COMPLIANCE

Louisiana State University at Eunice established an intercollegiate athletic program in 1999, with competition in women's basketball and men's baseball. As is indicated in the LSUE organizational chart published in the *LSUE Employee Handbook*, the athletic director reports directly to the Chancellor. As is the case with all other programs and activities under his authority, the Chancellor has ultimate responsibility for the intercollegiate athletic program and exercises appropriate administrative and fiscal control over the program.

Chapter 1-3.3 of *The LSU Board of Supervisors Bylaws and Regulations* establishes an Athletic Council for each campus having an intercollegiate athletic program. In accordance with this regulation, LSUE has established an Athletic Council that serves as a policy-formulating and regulatory body in all matters related to the intercollegiate athletic program. Actions of the Council are subject to final approval by the Chancellor. The 2002-2003 membership of the Athletic Council is as follows:

Ms. Betty Jo Aguiard, M.S.N., Professor of Nursing
 Dr. Kathy Barlow, Associate Professor of Health, Physical, and Recreation
 Education and Athletic Director
 Ms. Sharon Clark, M.S., Assistant Professor of Mathematics and Committee
 Chair
 Dr. Anthony Baltakis, Associate Professor of History
 Mr. Edwin Deshautelle, M.B.A., Professor of Business Administration
 Ms. Anita Dupre, Office Coordinator I
 Dr. Huey Guagliardo, Professor of English and Area Coordinator (Freshman
 Composition)
 Dr. Stephen Guempel, Vice Chancellor for Academic Affairs and Professor of
 Speech
 Mr. Harland Guillory, M.S., Associate Professor of Biology
 Ms. Arlene Tucker, M.B.A., C.P.A., Vice Chancellor for Business Affairs and
 Assistant Professor of Accounting
 Ms. Anitra Hickerson-Moore, Student

Mr. Eric Lambousy, Student
Mr. Michael Reed, Student
Mr. Eric Reiners, Student

Source	HC	Electronic	URL
LSU Board of Supervisors Bylaws and Regulations	X	<u>X</u>	
Employee Handbook	X	<u>X</u>	

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13. *The institution's chief executive officer has ultimate control of the institution's fund-raising activities.*

JUDGMENT OF COMPLIANCE

- Compliance
 Partial Compliance
 Non-compliance

STATEMENT OF RATIONALE FOR JUDGMENT OF COMPLIANCE

All fundraising is coordinated by the LSUE Foundation. Control of fund-raising activities is delineated in *P.S. 60: Fundraising*:

The Foundation shall act as an umbrella organization for processing all gifts to the campus and its constituent parts, including organizations or groups established to support various campus units or functions. All such funds received by the Foundation are subject to all Foundation rules and procedures--including approvals for disbursement--as contained in the Foundation's bylaws and constitution.

The Executive Director of the LSUE Foundation, who reports to the Foundation Board of Directors, is responsible for coordinating all fundraising efforts of the LSUE Foundation. This includes, but is not limited to, fundraising activities conducted by the LSUE Foundation (annual fund drives, scholarships, endowments, unrestricted gifts), individual academic divisions and programs, the LeDoux Library, and the Alumni Association.

Anyone employed by or associated with LSUE who solicits funds, goods, or services from any individual, organization, company, or federal, state, or local governmental agency on behalf of the LSUE Foundation needs prior approval from the Executive Director, the Chancellor, and the LSUE Foundation Board.

Thus, no fund-raising activity is permitted without the approval of the Chancellor.

The *Bylaws of the LSUE Foundation* establish additional procedures governing the Foundation's fundraising activities. The Chancellor serves as an ex officio member of the Foundation's Board of Directors and of the Foundation's Executive Committee.

Source	HC	Electronic	URL
P.S. 60: Fundraising	X	<u>X</u>	

Bylaws of the LSUE Foundation	X	<u>X</u>	
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Institutional Mission, Governance, and Effectiveness

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14. *An institution-related foundation, not controlled by the institution, has a contractual or other formal agreement that (a) accurately describes the relationship between the institution and the foundation, and (b) describes any liability associated with the relationship. In all cases, the institution ensures that the relationship is consistent with its mission.*

JUDGMENT OF COMPLIANCE

- Compliance
 Partial Compliance
 Non-compliance

STATEMENT OF RATIONALE FOR JUDGMENT OF COMPLIANCE

The *Bylaws of the LSUE Foundation* define the foundation's purpose in relation to LSUE. The foundation is "organized exclusively for charitable purposes" as defined by the IRS with the specific purposes of working "to support programs and activities designed to receive, hold, invest, and administer property and to make expenditures to advance, promote, or otherwise benefit Louisiana State University at Eunice."

Funds raised by the LSUE Foundation are invested through the LSU Foundation, which is defined in Chapter VIII of the *LSU Board of Supervisors Bylaws and Regulations* as being established to promote "the educational and cultural welfare of the University System, its faculty, and students by soliciting, accepting, and administering gifts, grants, and bequests solely for the benefit of the System." Furthermore, the *Regulations* state, "The administrator of the LSU Foundation Development Fund shall be responsible to the chief System officer for alumni affairs in all things relating to the operations within the University System and to the LSU Foundation in execution of policies established by its board."

The relationships defined in the *Bylaws of the LSUE Foundation* and in the *LSU Board of Supervisors Bylaws and Regulations* are clearly consistent with the mission of LSU at Eunice.

In addition, the Eunice Student Housing Foundation, Inc., was established to serve as the owner of Bengal Village, a privatized student apartment housing complex located on the LSUE campus. The LSU Board of Supervisors has signed a *Ground Lease Agreement* with the Eunice Student Housing Foundation, Inc., in connection with \$7 million in Louisiana Local Government Environmental Facilities and Community Development Authority Revenue Bonds, used to finance Bengal Village. The apartments, which are managed by Century Campus Housing Management, are providing opportunities for students who live outside commuting distance to attend LSUE. The apartments are specifically designed for student use and include a group study area. A full set of legal documents associated with the establishment of Bengal Village is available in the Office of the Vice Chancellor for Business Affairs.

Source	HC	Electronic	URL
LSU Board of Supervisors Bylaws and Regulations	X	<u>X</u>	
Bylaws of the LSUE Foundation	X	<u>X</u>	
Ground Lease Agreement between LSU Board of Supervisors and the Eunice Student Housing Foundation, Inc.	X	<u>X</u>	

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15. *The institution's policies are clear concerning ownership of materials, compensation, copyright issues, and the use of revenue derived from the creation and production of all intellectual property. This applies to students, faculty and staff.*

JUDGMENT OF COMPLIANCE

- Compliance
 Partial Compliance
 Non-compliance

STATEMENT OF RATIONALE FOR JUDGMENT OF COMPLIANCE

Chapter VII of the *LSU Board of Supervisors Bylaws and Regulations* governs intellectual property issues for the LSU System. Policies involving ownership of materials, compensation, copyright issues, and the use of revenue derived from the creation and production of all intellectual property are included in Chapter VII. LSU System Permanent Memorandum 64, *LSU Intellectual Property -- Distribution of Royalties and Other Matters*, implements the policies established by the LSU Board in Chapter VII. In addition, LSU System Permanent Memorandum 15, *Copyright Guidelines Regarding Electronic Learning*, establishes the provisions under which faculty members have copyrights to course materials they prepare for distance learning. LSU System Permanent Memorandum 16, *Technology Transfer*, defines specific policies governing intellectual property issues related to new technologies developed by LSU employees.

On the LSUE campus, *P.S. 23: Copyright Policy* governs ownership and use of copyrighted material: “The University recognizes the right of faculty, staff, and students on their own initiative to generate copyrightable materials to which they have sole rights of ownership and disposition. The University also claims certain rights of ownership over some materials generated by employees within the scope of their employment.” University ownership is further defined in a section on “a work ‘made for hire’” as “(1) ‘a work prepared by an employee within the scope of his or her employment’; or (2) ‘a work specially ordered or commissioned’ for certain uses specified in the statute, (Title 17, USC), but only if there is a written agreement to consider it as a ‘work made for hire.’” In addition, an ad hoc committee of the Faculty Senate has prepared a new policy on intellectual property for approval by the faculty and administrators (*Draft, LSUE Policy on Intellectual Property*).

Under *P.S. 23*, questions of ownership or authorship of copyrightable material are determined by the administrator to whom the employee in question reports. Questions of ownership by students are determined by the Vice Chancellor for Academic Affairs. Appeals may be made to the Chancellor and to the President of the LSU System according to the procedures of *P.S. 8: Appeal Procedures Available to Students*.

Source	HC	Electronic	URL
LSU Board of Supervisors Bylaws and Regulations	X	X	
LSU System Permanent Memorandum No. 15: Copyright Guidelines Regarding Electronic Learning	X	X	
LSU System Permanent Memorandum No. 16: Technology Transfer	X	X	
P.S. 23: Copyright Policy	X	X	
Draft, LSUE Policy on Intellectual Property	X	X	
LSU System Permanent Memorandum No. 64: LSU Intellectual Property— Distribution of Royalties and Other Matters	X	X	
P.S. 8: Appeal Procedures Available to Students	X	X	