

# LSU



LOUISIANA STATE UNIVERSITY BOARD OF SUPERVISORS

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BYLAWS

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## ARTICLE III. MEETINGS

### Section 1. Regular Meetings

The Board of Supervisors shall hold at least six regular meetings in each calendar year, but at least one regular meeting shall be held in each quarter of the calendar year. Other meetings of the Board may be called and held as provided by any rule, regulation, or resolution adopted by the Board. All regular meetings shall be held at meeting places designated by prior action of the Board.

### Section 2. Special Meetings

Special meetings of the Board may be called by the Chair of the Board at any time, or by the Secretary upon

In exceptional circumstances, which should be rare, the Chair, in consultation with the Chair-Elect and the President, may authorize a later submission of a proposal, but in no event should such submission be made less than two (2) business days prior to the meeting of the Board or Executive Committee, or such other period of time necessary to allow appropriate review, whichever is greater.

In the event of a special Board meeting, the Chair shall dictate the timing of the preparations for an agenda.

The Board shall not act upon any matter not embraced in the notice for a meeting except upon unanimous vote consistent with La. R.S. 42:19.

When a major project is contemplated by a campus, such as construction of a new facility, major renovation of an existing facility, or creation of a new program, the campus shall notify the President and the appropriate University Officers well before making a formal submittal of the matter for approval, and prior to making any public announcement of the project. The President shall, in the President's discretion, promptly notify the Chair, the Chair-Elect, the immediate past Chair, and the chair of the relevant Board committee of the contemplated project. Contemplated major projects should not be pursued to near completion, or announced publicly, by a campus without this prior notice to and approval of the President.

#### Section 7. Required Information for Matters to be Approved by the Board or President

All matters submitted to the President for approval either by the President or by the Board shall be submitted timely by the Chancellor or, for LSU, the President's designee(s), to the President. The President and officials designated by the President or the University Officers shall review all such submissions. If Board approval is required, the President and University Officers designated by the President shall prepare a proposal, including a recommendation to the Board, regarding the submission. The President and the University Officers will, in consultation with the Chancellors, prescribe specific templates and related information requirements for different types of matters.

All proposals for matters which may be approved by the President without Board action shall be submitted to the President no less than ten (10) business days prior to the date by which approval is needed. In exceptional circumstances, the President may, upon written justification, authorize in writing later submission of a matter which may be approved by the President. In exceptional circumstances when a later submission is requested, all information must be submitted to, and received by, the President at least three (3) business days prior to the date by which approval is needed. The President and University Officers may establish consultation or review requirements that must be met prior to submission of such matters to the President, and timelines for such consultations and reviews.









E. Finance Committee

Normally, to this committee shall be referred all matters related to administrative, financial and facility matters in support of issues or policies promoted or addressed by other committees. This committee shall develop strategies for revenue enhancement and diversification, expenditure efficiencies, revenue reallocation, and diversity supplier programs. The committee in addition shall devise and coordinate employee benefit packages, oversee administrative operations and regulations, and approve scholarship programs. The committee shall also oversee the relationship with affiliated organizations and business partners.

1. Partners and Affiliates Sub-Committee

Normally, to this committee shall be referred matters related to the oversight of contractual relationships with entities outside the direct control of the University, but may be or perceived to be representatives of LSU or representing LSU's interest. Examples of such ancillary matters include organizations with affiliation agreements with the University, fundraising entities using LSU names and marks, property operators, and vendors of significant projects and relationships.

F. Healthcare and Medical Education Committee

Normally, to this committee shall be referred matters concerning the education and training of students, the operation and management of the LSU Health Sciences Centers, including all components of the Health Care Services Division. This committee shall also focus on the state's healthcare delivery, training of health professionals to serve the need, to diversify the health professional workforce, and cover matters related to serving underserved areas.

G. Property and Facilities Committee

Normally, to this committee shall be referred all matters related to capital improvements, policies of management of all properties of the University, purchase or sale of land, lease or grant of rights in property, construction of buildings and other facilities, diversification of services used to maintain the assets, and other matters concerning the properties of the University.







## ARTICLE VII. AUTHORITY OF THE BOARD

### Section 1. Matters Requiring Approval by the Board

The following matters shall require approval by the Board, regardless of any delegations of authority otherwise provided for in these Bylaws or the Regulations of the Board. Except as set forth herein, no such matter shall be undertaken or approved by or for any campus or the University without prior review by the President and appropriate University Officers and express, formal approval by the Board.

#### A. General Rule

Any matter having a significant or long-term impact, directly or indirectly, on the finances or the academic, educational, research, and service missions of the University or any of its campuses.

#### B. Academic Programs & Organization

The Board shall approve any new academic program resulting in the awarding of a degree, certificate, or credential, as well as any changes of degree designation or termination of degree programs. The Board shall approve any new institution, department, research center, or institute, or required reauthorization of such.

#### C. Conferral of Degrees and Certificates

The Board shall award degrees. For candidates meeting the faculty's requirements for a degree, certificate, or diploma, the Board approves the conferral degrees and authorizes the President and respective Chancellor to award the degree. Honorary degrees and posthumous degrees are included, and the President shall establish processes for review of honorary and posthumous degrees. Approval by the Board is not required for educational programs regulated by the Board of Elementary & Secondary Education or any non-credit continuing education program.





L. Matters related to personnel:

1. The hiring process, appointment, annual evaluation, and all other personnel actions relating to the President
2. Appointments, salary increases greater than 15%, salary decreases, and terminations for Chancellors and University Officers.
3. Appointments and all other personnel actions relating to varsity athletics coaches and Athletic Directors receiving a salary of \$250,000 or above.
4. Upon approval by the President of a Personnel Action Approval Policy, and in conformance with such policy, the President shall have authority to approve all other actions and to delegate approval to the Chancellors or their designees.
5. The Board authorizes and approves the payment of any salary supplemental benefits to its employees by the support organizations with whom the Board has affiliation agreements.

Except as specifically provided in the Personnel Action Approval Policy established by the President, Board approval is not required for personnel actions which are governed by the laws and rules promulgated by the Department of State Civil Service affecting the Classified Service.

M. Student Charges

The Board shall approve any increase in tuition or mandatory fees.

N. Other Significant Matters

Such other matters that are not expressly delegated herein or hereafter by the Board to the President or a Chancellor and which reasonably should be considered to require Board approval as generally defined above, or which the Board hereafter determines to require Board approval.

O. Amendments and Variations to Agreements or Projects

1. When a significant amendment or modification to an agreement or project already approved by the Board is proposed, the President shall provide written notice of the proposed amendment or modification to the Chair and Chair-elect of the Board and the chair of the relevant Board committee at least five (5) business days prior to executing or approving the amendment or modification. After this consultation with the Board leadership, the President may either (i) execute the amendment or approve the modification or (ii) cause the matter to be resubmitted to the Board for additional consideration.
2. For purposes of this subsection





## ARTICLE VIII. AUTHORITY OF THE PRESIDENT

### Section 1. Grant of Authority By Board to President

- A. The President is authorized to take any action not expressly required to be presented to the Board by these Bylaws and not otherwise required by law, contract, or agreement to be acted upon by the Board. The President is authorized to take action deemed in the best interest of the University.
- B. The President additionally is authorized to delegate to Chancellors or such other officials as the President may designate authority vested in the President when the President deems it to be in the best interests of the University and consistent with the provisions and purposes of this Article. All such delegations shall be made in writing, with formal prior timely written notice to the Board. All prior delegations of such authority not inconsistent with this Article shall remain in effect until amended or supplemented by the President or the Board.

### Section 2. Matters Requiring Approval by the President

D. Capital Improvements

Any contract or series of related contracts for the construction, renovation, or other capital improvement of buildings or other immovable property of the Board for which Board approval is not required. Delegation: The President may, by policy memorandum, establish a process for review of such projects and approval by the Chancellors or other officials where: (i) the projected construction cost does not exceed \$175,000; and (ii) the building or other structure being constructed will not exceed 5,000 gross square feet of space.

E. Design Contracts

Contracts for the design of buildings or other capital improvements. Delegation: The President may, by policy memorandum, establish a process for review of such design contracts and approval by the Chancellors or other officials.

F. Schematic Designs

Exterior elevations of new buildings and of renovations or construction projects that significantly alter the appearance of the exterior of the building or other physical structures, where Board approval is not required.

G. Major Donations of Movable Property

Acceptance of any donation of movable property or a collection of movable property that either: (i) is valued at more than \$150,000 or (ii) would require maintenance costs exceeding \$50,000 annually. Delegation: The President may, by policy memorandum, establish a process for review of such donations and approval by the Chancellors or other officials where: (i) the value of the donation does not exceed \$1 million, and (ii) the maintenance costs do not exceed \$100,000 annually.

H. Use Agreements

Use agreements relating to the granting of rights to any University or campus property or property rights involving a total of \$100,000 or more. Delegation: The President may, by policy memorandum, establish a process for review of such use agreements by the Chancellors or other officials where the agreement does not exceed \$250,000.

I. Restricted Accounts

Restricting accounts of self-generated revenue, so that the funds can be maintained in the account from one fiscal year to the next.

J. Debt Write-Off

Determining that debts are uncollectible and causing them to be removed from the financial statements of the University or its campuses.

K. Predial Servitudes, Rights of Use or Passage, and Rights to Immovable Property

The President is delegated the authority to grant and execute predial servitude agreements and rights of use or passage, and otherwise to grant similar limited rights to immovable property. Notwithstanding any other provisions of these Bylaws, with regard to any agreements or other documents granting predial servitudes or rights of use or passage, or otherwise granting similar limited rights to immovable property, which are filed in the conveyance records of the Parish in which the immovable property is located, third-parties may conclusively rely on any act, executed by the President, whether by authentic act or act under private signature duly acknowledged, in which the President represents that the President is duly authorized by the Board, pursuant to these Bylaws, to execute such agreements on behalf of the Board. The President may, by authentic

act or act under private signature duly acknowledged, appoint one or more agents to exercise the rights and authority provided by these Bylaws and this subsection K.

ARTICLE IX. RIGHTS, DUTIES, AND RESPONSIBILITIES

- F. The President shall establish and maintain lines of communication with the Chancellor of each campus. The channel for official communications between the President and the various campuses, other than LSU, shall be through the Chancellor in charge of each campus.
- G. The President shall assume and retain control at all times over all budgets of the University.
- H. The President shall have authority to appoint such committees from among the academic and nonacademic staff of the University as deemed desirable for the purpose of advising the President in connection with any problems of the University. The Chancellor of a campus shall be notified of all such appointments of personnel on their campus.
- I. The President shall be a member of all faculties and shall serve as chair of all Faculty Councils. For LSU, the President may designate another official to also serve as a member of all faculties on the campus and to serve as Vice-Chair of the Faculty Council.
- J. For clarity, where the Bylaws or Regulations of the Board or any policy or regulation issued or adopted under the authority of the Board or the President require consultation with or recommendation or approval by the Chancellor of a campus and approval or further recommendation of the President, for the LSU campus the action of the President shall fulfill such requirement, provided that the President may, in the President's discretion, choose to designate other appropriate officials to make recommendations or take other actions for the LSU campus.

### Section 3. University Officers

University Officers shall be the executive officials who report directly to the President and/or the Board and have University-wide responsibilities, and shall include a chief academic officer, a chief financial officer, a general counsel, a chief internal auditor, and such other officers as deemed necessary for the efficient operation of the University, to be appointed by the President with approval of the Board. As designated in writing by the President and approved by the Board, University Officers may have both University-wide and campus-specific duties and responsibilities. The University Officers shall perform the duties outlined in writing by the President and approved by the Board.

### Section 4. Chancellors

- A. There shall be a Chancellor for each campus or major administrative subdivision of the University, other than LSU, 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 the Chancellor is appointed and shall exercise complete executive authority therein, subject to the direction and control of the President and the Board.
- B. 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; all resolutions, policies, rules, and regulations adopted by the Board for the administration and operation of the University, and for the governance of all 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 the Chancellor to meet their extensive responsibilities. In the performance of their duties and responsibilities, the Chancellor shall have direct access to the President. The Chancellor shall be the official medium of communication between the President and all personnel of their campus.



- C. Unless otherwise directed by the President, the Chancellor shall attend the meetings of the Board and its various committees. The Chancellor may invite members of their administrative or academic staff to aid in presentations to the Board.
- D. The Chancellor shall be a member of all faculties on their campus and shall be Vice-Chair of the Faculty Council of their campus.
- E. Within the framework of the functions and programs assigned to each campus by the Board and the President, the Chancellor shall implement educational and administrative policies for their campus. The Chancellor shall prepare an organizational chart of the major divisions of the campus and shall designate such duties and responsibilities as the Chancellor deems proper.
- F. The Chancellor shall be responsible to the President for the budget of their campus. This shall include the functions of review and recommendation concerning the budgets of all divisions of the campus and the preparation of a consolidated bu

ARTICLE X. RIGHTS, DUTIES, AND RESPONSIBILITIES OF THE ACADEMIC STAFF

Section 1. Duties of Academic Staff

Section 5. Responsibilities of Academic Staff

It is a basic principle that every member of the academic staff of whatever rank shall at all times be held responsible for competent and effective performance of appropriate duties. No principle of tenure shall be permitted to protect any person from removal from a po

