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System President

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First Vice Chair

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Second Vice Chair

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Willie L. Mount
Michael J. Murphy
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Paul Price, Jr.
Stephen C. Smith
Craig Spohn
Vincent St. Blanc, III
Charles T. Strong
Stephen Toups

Student Members:

Sommer Brown
Jennifer Burgess

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Minutes of June 24, 2016 as Approved on October 19, 2016

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

LCTCS BOARD OF SUPERVISORS EXECUTIVE COMMITTEE MEETING

DRAFT MINUTES

**Friday, June 24, 2016
9:00 a.m.**

LCTCS Board Conference Room
265 South Foster Drive
Baton Rouge, LA 70806

*** The Board of Supervisors of the Louisiana Community and Technical College System reserves the right to enter into Executive Session in accordance with R.S. 42.16-17.*

A. CALL TO ORDER

Chair Ogé called the June 24, 2016, LCTCS Board of Supervisors Executive Committee meeting to order at 9:01 a.m.

B. PLEDGE OF ALLEGIANCE

Supervisor Stephen Toups led the attendees in the Pledge of Allegiance.

Chair Ogé appointed Supervisors Paul Price, Vinney St. Blanc and Stephen Toups to the Executive Committee, for the purposes of the days meeting.

C. ROLL CALL

Board Coordinator, Sara Landreneau Kleinpeter, called roll with the following results:

Woody Ogé, Board Chair	Monty Sullivan	Joe Marin
Timothy W. Hardy, 1 st Vice Chair	Sara Kleinpeter	Quintin Taylor
Paul Price, Jr.	Joel Watkins	Katie Waldrop
Stephen Smith	David Helveston	Paul Carlsen
Vincent St. Blanc, III		
Stephen Toups	Andrew Boyne, Fletcher Technical Community College	
	Leo Hamilton, LCTCS Executive Counsel	

D. APPROVAL OF MEETING AGENDA FOR JUNE 24, 2016

On motion by Supervisor Toups, seconded by Supervisor Hardy, the committee voted to approve the June 24, 2016, Executive Committee Meeting Agenda as presented. The motion carried.

E. APPROVAL OF MINUTES OF OCTOBER 5, 2015, LCTCS BOARD OF SUPERVISORS EXECUTIVE & PERSONNEL COMMITTEES MEETING

On motion by Supervisor Toups, seconded by Supervisor St. Blanc, the committee voted to approve the October 5, 2015, Executive & Personnel Committees meeting minutes as presented. The motion carried.

On personal privilege, Chair Ogé invited LCTCS President Monty Sullivan to address the Committee.

President Sullivan provided a report on the following topics:

- ❖ The 2nd Special Session of the Louisiana Legislature was beneficial to the LCTCS System and its colleges. President Sullivan thanked the Board of Supervisors and the LCTCS Leadership Tea, for their work in telling the story of LCTCS to legislators. He noted the extraordinary work of LCTCS staff members, Tommy Williams and David Helveston, in communicating with the legislators.
- ❖ Thanked Governor John Bel Edwards for his diligence in filling the LCTCS Board with outstanding members of the community, and supporting LCTCS.

Chair Ogé thanked President Sullivan, on behalf of the Board, for his tireless work with the three legislative session since the start of 2016, and for accurately representing the Board, the faculty, staff, and students of the LCTCS colleges.

On motion by Supervisor Hardy, seconded by Supervisor St. Blanc, the committee voted to suspend the rules and enter into Executive Session for the purpose of discussing Item 3: Potential Litigation Discussion and Item 10: the Appointment of an Acting Chancellor at Louisiana Delta Community College. The motion carried.

Board Coordinator, Sara Landreneau Kleinpeter, called roll with the following results:

Yeas - 6

Nays - 0

Woody Ogé

Timothy W. Hardy

Paul Price

Stephen Smith

Vincent St. Blanc

Stephen Toups

The committee entered into Executive Session at 9:08 a.m., following a unanimous vote.

The committee reconvened from Executive Session at 10:04 a.m. A roll call vote was taken to reestablish a quorum. The following Supervisors were in attendance:

Woody Ogé
Timothy W. Hardy
Paul Price
Stephen Smith
Vincent St. Blanc
Stephen Toups

Chair Ogé stated that no votes were taken and no consensus was reached during the Executive Session.

F. GENERAL ACTION ITEMS

Supervisor Price presented the Academic and Student Affairs Agenda Items.

Academic and Student Affairs Actions

1. For Review and Advisement: New LCTCS Policy #2.017, International Education Policy: Travel, Planning, and Logistics

The committee accepted, for review and advisement, the attached new LCTCS Policy #2.017, International Education Policy: Travel, Planning, and Logistics.” No action was taken.

2. Board Resolution: Act #401 of the 2016 Regular Legislative Session

On recommendation by Supervisor Smith, seconded by Supervisor Toups, the committee approved the resolution below addressing compliance with Act #401 of the 2016 Regular Legislative Session.

Act #401 LCTCS Board Resolution

The technical and community colleges in the Louisiana Community and Technical College System remain proudly committed to providing students with the tools they need to meaningfully participate in the democratic process in the State of Louisiana and the United States of America.

Voting is the bedrock of democracy, and the Board of Supervisors of the Louisiana Community and Technical College System applaud Representative Randal L. Gaines for authoring, the Louisiana Legislature for approving, and Governor Edwards for signing into law Act #401 of the 2016 Regular Legislative Session.

Act #401 requires that higher education student identification cards, effective 01/01/2019, contain each required element for a generally recognized picture identification card specified in R.S. 18:5629(A)(2) and an expiration date so that the holder of the identification card may use the identification card to vote in all elections.

Although the Louisiana Community and Technical College System is exempt from Act #401, the Board of Supervisors of the Louisiana Community Technical College System is committed to promoting the participation of students in the democratic process. Voluntarily complying with Act #401 will provide more opportunities for LCTCS students to participate in the democratic process and will ultimately enrich both our state and country.

By this action, the members of the Board of Supervisors of the Louisiana Community and Technical College System do hereby direct the leadership to comply with all aspects of Act #401. This will require that each college, by 01/01/2019, issue identification cards containing the student's name and signature along with an expiration date that does not exceed four (4) years.

3. Potential Litigation Discussion **

No action was taken.

Supervisor Smith presented the Facilities Action Agenda Item.

Facilities Actions

4. Cooperative Endeavor Agreement between Northwest Louisiana Technical College and Joe Leblanc Food Pantry, Inc.

On recommendation by Supervisor St. Blanc, seconded by Supervisor Toups, the committee voted to authorize the President and the Director of the Northwest Louisiana Technical College to negotiate and execute a Cooperative Endeavor Agreement between the LCTCS, on behalf of the college, and the Joe LeBlanc Food Pantry, Inc. at the former site of the Minden Campus to provide a food bank for the citizens of Northwest Louisiana. The motion carried.

Supervisor Toups presented the Finance Action Agenda Items.

Finance Actions

5. Academic Year 2016-2017 Tuition and Fee Schedule

A motion by Supervisor Price was seconded by Supervisor Hardy to approve the assessment of an Excess Credit Hour Fee. The Excess Credit Hour Fee shall be assessed on all student credit hours taken by a student that are 1) over fifteen hours in a fall or spring semester, 2) over nine credit hours in a summer semester, and 3) over an equivalent number of hours in a non-traditional semester. The fee amount assessed shall be equivalent to the per credit hour amount of tuition and the Student Services and Enterprise Resource Planning fees. Staff also recommends that the Board authorize LCTCS colleges to assess a fee for any program that is delivered in compressed timeframe, not to exceed twice the tuition and mandatory fee amounts of a traditional semester. Staff further recommends that five percent of any revenue realized from fees imposed by this Board action go toward need-based financial assistance to students.

Following a discussion, and on motion by Supervisor Smith, seconded by Supervisor St. Blanc, the committee voted to amend the original motion to include “subject to System President approval” before “...to assess a fee for any program...” The motion carried.

On motion by Supervisor Price, seconded by Supervisor Hardy, the committee voted to approve the assessment of an Excess Credit Hour Fee. The Excess Credit Hour Fee shall be assessed on all student credit hours taken by a student that are 1) over fifteen hours in a fall or spring semester, 2) over nine credit hours in a summer semester, and 3) over an equivalent number of hours in a non-traditional semester. The fee amount assessed shall be equivalent to the per credit hour amount of tuition and the Student Services and Enterprise Resource Planning fees. The Committee voted to authorize LCTCS colleges, subject to System President approval, to assess a fee for any program that is delivered in compressed timeframe, not to exceed twice the tuition and mandatory fee amounts of a traditional semester. The Committee further approved that five percent of any revenue realized from fees imposed by this Board action go toward need-based financial assistance to students. The motion carried.

6. LCTCS Policy #5.007, Tuition Refund Policy

On recommendation by Supervisor St. Blanc, seconded by Supervisor Price, the committee voted to approve the revisions to the attached Policy #5.007, “Tuition Refund Policy.” The motion carried.

7. Social Services Contract between Fletcher Technical Community College and Prime Time Training, Inc.

On recommendation by Supervisor Smith, seconded by Supervisor St. Blanc, the committee voted to approve a social services contract between Fletcher Technical Community College and Prime Time Training, Inc., effective July 25, 2016 to July 24, 2017. This contract is subject to the approval of the Office of State Procurement. The motion carried.

8. Professional Services Contract between Fletcher Technical Community College and Audubon Engineering Company, LP

On recommendation by Supervisor Smith, seconded by Supervisor St. Blanc, the committee voted to approve a professional services contract between Fletcher Technical Community College and Audubon Engineering Company, LP, effective May 23, 2016 to May 22, 2017. This contract is subject to the approval of the Office of State Procurement. The motion carried.

Supervisor Hardy presented the Personnel Action Agenda Items.

Personnel Actions

9. Reduction In Force for Fletcher Technical Community College

On recommendation by Supervisor Smith, seconded by Supervisor St. Blanc, the committee voted to approve the reduction in force/layoff plan as presented for Fletcher Technical Community College in accordance with LCTCS Policy #6.026. This measure is proposed for approval to address an existing structural budget deficit where expenditures are exceeding revenues by approximately \$650,000, with no substantive change in total revenues anticipated for fiscal year 2016-17. The motion carried.

10. Appointment of Acting Chancellor at Louisiana Delta Community College **

On recommendation by Supervisor Price, seconded by Supervisor Smith, the committee voted to appoint Mr. Dennis Epps as the Acting Chancellor of Louisiana Delta Community College with a compensation package consisting of his base salary of \$162,000, a housing allowance of \$20,000, a car allowance of \$5,000 or the use of a state vehicle, and a \$2,500 civic organization allowance, effective August 1, 2016 through July 31, 2017 with an option to extend by six months as necessary. The motion carried.

G. OTHER BUSINESS

President Sullivan provided a brief update on the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Accreditation.

H. ANNOUNCEMENTS

President Sullivan announced that Supervisor Murphy brought each of the committee members a Washington Parish watermelon to take home.

I. ADJOURNMENT

On motion by Supervisor St. Blanc, seconded by Supervisor Smith, the meeting adjourned at 10:31 a.m.