

MINUTESLOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM
BOARD OF SUPERVISORS REGULAR MONTHLY MEETINGWEDNESDAY, APRIL 13, 2011
10:00 a.m.Elaine P. Nunez Community College
3710 Paris Road
Arts and Sciences Tech Building, Room 120 (Music Room)
Chalmette, LA 70043-1306

** 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. 42.6.

NOTE: *A tour of Nunez Community College campus took place at 9:00 a.m.*

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, April 13, 2011, at Nunez Community College, 3710 Paris Road, Arts and Sciences Tech Building, Room 120, Chalmette, LA. Board Chair Vincent St. Blanc, III, called the meeting to order at 10:00 a.m.

B. PLEDGE OF ALLEGIANCE

Board Supervisor Tim Hardy led the assembly in reciting the Pledge of Allegiance.

C. ROLL CALL

Ms. Bonni Blouin, Coordinator of Board Services, called roll and a quorum was established.

Members Present

Edwards Barham
Robert Brown
Helen Bridges Carter
Keith Gamble
Valerie Gaspard
Timothy W. Hardy
Brett Mellington
Michael Murphy, *1st Vice Chair*
Woody Ogé, *2nd Vice Chair*
Ivy Poreé-Marco
Paul Price
Vincent St. Blanc, III, *Chair*
Mike Stone
Scott Terrill

Members Absent

Deni Grissette
Stephen Smith
Stephen Touns

Staff Present

Dr. Joe May
Bonni Blouin
Allen Brown
Leah Goss
Jan Jackson
Dr. Derrick Manns
Bill Obier
Kizzy Payton
Jimmy Sawtelle
Dr. Monty Sullivan
Angél Tetrick
Joel Watkins

Board Chair St. Blanc thanked Dr. Warner and his staff for hosting the April 2011 Board meeting. He commented that the board visited the campus by bus not long after Hurricane Katrina hit the area. He stated that it is an honor for the Board to be in attendance at the campus today and to see how far the college has come as a result of a lot of hard work.

Dr. Tommy Warner, Chancellor, Nunez Community College, welcomed members of the Board and LCTCS staff to the campus. He introduced Mr. Craig Tafaro, President, St. Bernard Parish. Mr. Tafaro welcomed the Board and guests to Nunez Community College and St. Bernard Parish. He thanked the Board for their commitment to the constituents of Louisiana and especially St. Bernard Parish. He stated that the parish continues to grow and they are proud of the growth in the parish and Nunez Community College is an integral part of that growth.

Dr. Warner noted that Mr. Tafaro was formerly a Psychology teacher at Nunez Community College and he thanked him of everything that he has done to bring St. Bernard Parish back to pre-Katrina status.

Dr. Warner provided a brief history on Nunez Community College and provided a status update on the progress made with facilities at the college after it was devastated by Hurricane Katrina. He noted that enrollment continues to grow and they have been very successful in job placement. He stated that 45 students graduated from the PTECH program in the spring and 44 of those students were employed in less than three months. He added that approximately \$4 million dollars in workforce grants have been awarded to the college.

D. APPROVAL OF APRIL 13, 2011 AGENDA

On motion of Supervisor Brown, seconded by Supervisor Price, the Board voted to approve the April 13, 2011 revised agenda as presented.

E. APPROVAL OF MINUTES OF MARCH 28, 2011 EXECUTIVE COMMITTEE MEETING

On motion of Supervisor Ogé, seconded by Supervisor Murphy, the Board voted to approve the minutes of the March 28, 2011, Executive Committee meeting as presented. The motion carried.

F. REPORTS

1. Chair of the Board Report

Chair St. Blanc presented the Chair of the Board Report. The following topics were discussed:

- Chair St. Blanc requested a moment of silence in honor of Mrs. Dottie Welch, wife of Dr. Joe Ben Welch, Chancellor, River Parishes Community College.
- Commented on the groundbreaking ceremony held in Greensburg for the new Florida Parishes campus. He thanked Board Supervisor Helen Carter and Judge Carter for her hospitality.
- Commented on the LCTCS 2011 Annual Conference. Chair St. Blanc thanked Leah Goss and Dr. May for a great conference and a great learning experience for the Board.

- Executive Committee meeting was held at the Northeast Louisiana Technical College – Delta Ouachita Campus in Monroe, La., on Monday, March 28th. The main purpose of the meeting was to appoint an interim Regional Director for the Northeast Louisiana Technical College to replace Ms. Norene Smith who will be retiring March 31st. Dr. Luke Robins was appointed interim Regional Director.
- Commented on the groundbreaking ceremony held for the new Shelby Jackson campus in Ferriday, La. He thanked Board Supervisor Paul Price and his wife for their hospitality.
- Chair St. Blanc noted that he has a speaking engagement next week at the St. Mary Parish Chamber of Commerce.

2. President's Report

Dr. Joe May, System President, presented the President's Report. The following topics were discussed:

- Special Session Update. Regular Session to begin in two weeks. Dr. May provided a status report on current legislation that is being worked on.
- LCTCS commencement activities. A document containing the commencement dates of all LCTCS institutions was distributed to the Board. Dr. May asked Board members to notify Bonni Blouin if they plan to attend any of the LCTCS commencement activities.
- The LCTCS, along with Phi Theta Kappa International, hosted a luncheon and recognition ceremony honoring the All Louisiana Academic Team. Nineteen high-achieving community and technical college students were recognized this year for academic excellence. The students had grade point averages ranging from 3.3 to 4.0 with majors crossing a wide spectrum from culinary science, to process technology to criminal justice. The PTK award recipient from Nunez Community College, Angie Arnold, was in attendance at the meeting. Dr. Warner introduced Ms. Arnold and she thanked the Board for the opportunity. Dr. May thanked Kizzy Payton and Dr. Derrick Manns for this wonderful event.
- Acknowledged and thanked Board Supervisors Bob Brown and Woody Ogé and former Board member Lee Giorgio for hosting a community/legislative meeting in Metairie.
- LCTCS Conference. Dr. May acknowledged Leah Goss, Executive Director of System Advancement, the staff and many volunteers for another successful annual conference in Baton Rouge. Next year's conference will be held in Shreveport, March 7-9, 2012. He stated that in an effort to enable more faculty/staff participation for future conferences, the LCTCS has designated Thursday, March 8, 2012, as a statewide professional development day and no classes will be held at LCTCS campuses that day.
- AACC Conference. The 2011 annual American Association of Community Colleges (AACC) conference was held in New Orleans, April 7-11. Dr. May stated that every LCTCS college participated in the conference by providing volunteers to work the conference. He noted that Dr. Walter Bumphus, former LCTCS President currently serves as President of AACC. He added that Dr. Bumphus has been asked to serve as the keynote speaker at the LCTCS 2012 Annual Conference.

- Introduced and welcomed new LCTCS employee – Kristine Strickland. She will serve as Director of Student Services and Financial Assistance. She is currently working as Dean of Student Affairs at Fletcher Technical Community College.
- LPB will broadcast a special on the anniversary of the Deepwater Horizon/BP explosion and oil spill on Thursday, April 14th. The special features the training efforts of the South Central Louisiana Technical College, in particular the Morgan Smith campus. Greg Garrett participated in the production of the special expanding on the pivotal role that graduates of the campus played in the safe evacuation of the rig and the clean-up efforts following the spill.
- Congratulated Dr. Andrea Miller, Chancellor, SOWELA Technical Community College on the receipt of a \$100,000 donation from the H. C. Drew trust for the enhancement of their dual enrollment program.
- Congratulated Phyllis Mouton, Vice Chancellor of Economic Development at Baton Rouge Community College on her recent award from the Louisiana Legislative Women’s Caucus Foundation. Ms. Mouton was awarded the 2011 Women of Excellence Award in Education. The award recognizes exemplary achievements and contributions in leadership, professionalism, academics, community service, character and integrity.
- Congratulated Dr. Luke Robins, Chancellor, Louisiana Delta Community College for receiving a continued investment of a \$20,000 grant from Angus Chemical.
- Acknowledged Jim Henderson, Chancellor, Bossier Parish Community College, for their successful accreditation of their Respiratory Therapy, Occupational Therapy & Cyber Technology programs. The certified cyber programs are in accordance with CNSS national cyber security standards qualifying BPCC to be named as a National Security Center of Academic Excellence.
- Dr. Jerry Pinsel, President, National Association of Community College Teacher Education Programs (NAACTP), and former Vice President of Academic and Student Affairs, LCTCS, was in attendance to introduce Kristie Stuard. Ms. Stuard is a student of Delgado Community College and is serving as a student board member on the NAACTP Executive Board this year. Ms. Stuard was unable to make it to the meeting.
- Announced that Allen Brown, Director of Internal Audit, has accepted a position with the State Auditor’s Office and will be leaving the LCTCS. Dr. May expressed his appreciation to Mr. Brown for his contributions to the LCTCS.

G. GENERAL ACTION ITEMS**

Committee of the Whole (for ratification by the Full Board)

Chair St. Blanc presented the Committee of the Whole agenda items for consideration by the Full Board.

1. South Louisiana Community College – Request for Approval of New Mission Statement

On motion of Supervisor Murphy, seconded by Supervisor Mellington, the Board voted to ratify the new mission statement as requested by South Louisiana Community College and approved by the Executive Committee on March 28, 2011. The motion carried.

2. Approval of LCTCS Policy #5.029 – LCTCS Foundation Support of Annual Conference Events

On motion of Supervisor Hardy, seconded by Supervisor Carter, the Board voted to ratify the action of the Executive Committee on April 28th to waive the policy of review and advisement consideration and take final action on LCTCS Policy #5.029, LCTCS Foundation Support of Annual Conference Events. The motion carried.

On motion of Supervisor Gaspard, seconded by Supervisor Price, the Board voted to ratify proposed Policy #5.029, LCTCS Foundation Support of Annual Conference Events, as approved by the Executive Committee of the Board on March 28, 2011. Policy #5.029 allows the LCTCS Foundation to provide various gifts/benefits to System employees as an incentive for attending the annual conference. The motion carried.

3. Acceptance of Report: An Assessment of the Community College Service Needs on the North Shore

On motion of Supervisor Murphy, seconded by Supervisor Carter, the Board voted to ratify the action of the Executive Committee and accept the report as delivered to the Board of Regents at its February 23, 2011 meeting and authorize the System President to work with the Board of Regents and any other relevant party to carry out the appropriate recommendations contained in the report. The motion carried.

4. Appointment of Regional Director for Northeast Louisiana Technical College

On motion of Supervisor Price, seconded by Supervisor Poreé-Marco, the Board voted to ratify the appointment of Dr. Luke Robins as Interim Regional Director of Northeast Louisiana Technical College, effective April 1, 2011 through December 31, 2011, as approved by the Executive Committee of the Board on March 28, 2011. Dr. Robins will retain his current responsibilities as Chancellor of Louisiana Delta Community College along with the Interim Regional Director role and will retain a \$20,000 housing allowance, a \$5,000 car allowance or use of a state car and a \$2,500 official function and civic organization expense allowance. Effective April 1, 2011, Dr. Robins' annualized salary will be \$150,888 through the end of his term as Interim Regional Director for Northeast Louisiana Technical College. The motion carried.

Facilities Actions

Supervisor Barham presented the Facilities Actions agenda items for consideration by the Board.

5. Cooperative Endeavor Agreement with St. Martin Parish School Board

On motion of Supervisor Mellington, seconded by Supervisor Brown, the Board voted to authorize the System President to accept the transfer of a parcel of land measuring approximately 3.5 acres from the St. Martin Parish School Board for the use and benefit of the Acadiana Technical College, Evangeline Campus. Staff

also recommends approval of an associated Cooperative Endeavor Agreement between the St. Martin parish School Board and the Louisiana Community and Technical College System regarding use of the facility for postsecondary education. This acquisition will be recorded with the State Land Office. The motion carried.

6. Cooperative Endeavor Agreement with Claiborne Parish School Board

On motion of Supervisor Ogé, seconded by Supervisor Brown, the Board voted to authorize the extension of a Cooperative Endeavor Agreement between the LCTCS on behalf of the Northwest Technical College, Northwest Campus in Homer and the Claiborne Parish School Board. The effective date of the agreement will be July 1, 2010 through June 30, 2012. The motion carried.

7. Cooperative Endeavor Agreement with St. Mary Parish Public Library

On motion of Supervisor Ogé, seconded by Supervisor Stone, the Board voted to authorize a Cooperative Endeavor Agreement with a lease component between the St. Mary Parish Library and the LCTCS/South Louisiana Community College at the Franklin Campus. This agreement is contingent upon approval by the St. Mary Parish School Board. The effective dates of the agreement will be May 1, 2011 through June 30, 2011. The motion carried.

8. Right of Way Agreement for Baton Rouge Community College

On motion of Supervisor Brown, seconded by Supervisor Hardy, the Board voted to authorize a right-of-way to East Baton Rouge Parish for the relocation of Community College Drive, formerly Rebel Road, on the campus of Baton Rouge Community College. If approved, the right-of-way authorization must be recorded in the State Land Office. The motion carried.

9. Utility Line Easement for SOWELA Technical Community College

On motion of Supervisor Stone, seconded by Supervisor Poreé-Marco, the Board voted to approve granting an easement to Entergy Gulf States Louisiana, L.L.C., to relocate the overhead power lines to underground service on the campus of SOWELA Technical Community College. The motion carried.

Finance Actions

Supervisor Stone presented the Finance Actions agenda items for consideration by the Board.

10. System President Authority for Board Approved Contracts

On motion of Supervisor Brown, seconded by Supervisor Ogé, the Board voted to delegate signature authority to the System President for all grants, contracts, understanding or agreements approved by the LCTCS Board of Supervisors. The motion carried.

11. Settlement Authority for Litigation; Leslie Rogers v. LCTCS (*will require Executive Session*)

On motion of Supervisor Murphy, seconded by Supervisor Brown, the Board voted to enter into Executive Session for the purpose of discussing agenda item G.11. Settlement Authority for Litigation; Leslie Rogers v. LCTCS.

The Board entered into Executive Session at 11:00 a.m.

The Full Board reconvened at 11:22 a.m. Bonni Blouin called roll and a quorum was re-established.

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

On motion of Supervisor Ogé, seconded by Supervisor Price, the Board voted to authorize the System President and Board Legal Counsel to negotiate a settlement in the case of Leslie Rogers v. Northshore Technical College, Florida Parishes Campus. The motion carried.

12. Professional Services Contract between L. E. Fletcher Technical Community College and Alford Safety Services, Inc.

On motion of Supervisor Brown, seconded by Supervisor Gaspard, the Board voted to approve a professional services contract between Fletcher Technical Community College and Alford Safety Services, Inc., effective February 14, 2011 through February 13, 2012. This contract is subject to the approval of the Office of Contractual Review. The motion carried.

13. Professional Services Contract between LCTCS, on behalf of the Technical Colleges, and Allen, Green and Williamson, LLP

On motion of Supervisor Barham, seconded by Supervisor Price, the Board voted to approve a professional services contract between the LCTCS, on behalf of the technical colleges, and Allen, Green and Williamson, LLP, effective June 1, 2011 to May 31, 2012. This contract is subject to the approval of the Office of Contractual Review. The motion carried.

Personnel Actions

Supervisor Murphy presented the Personnel Actions agenda items for consideration by the Board.

14. Title Change to Vice Chancellor for Academic Affairs and College Provost at Delgado Community College

On motion of Supervisor Brown, seconded by Supervisor Poreé-Marco, the Board voted to approve the title change for Ms. Deborah Lea from Vice Chancellor of Learning and Student Development and College Provost to Vice Chancellor for Academic Affairs and College Provost. The title change is effective January 26, 2011 and is a change in title only and does not involve any additional compensation. The motion carried.

Supervisor Mellington questioned whether a policy exists that requires the Board to approve a title change.

Dr. May responded that any change below a Vice Chancellor level is handled by the college and anything above that is handled by the Board. He added that he is open to changing this policy.

Supervisor Mellington stated that he felt that this personnel action could be handled at the campus level.

Dr. May suggested bringing back a recommendation to the board to deal with this issue in the future.

15. Appointment of Interim Director of Central Louisiana Technical College

On motion of Supervisor Poreé-Marco, seconded by Supervisor Barham, the Board voted to approve the appointment of James “Jimmy” Sawtelle as Interim Regional Director of Central Louisiana Technical College, effective May 2, 2011 through August 26, 2011. Mr. Sawtelle will retain his current responsibilities as Vice President for Career and Technical Education along with the Interim Regional Director role and will receive an annualized salary of \$128,500 for the period of the dual role. The motion carried.

Academic Actions

Supervisor Mellington presented the Academic Actions agenda items for consideration by the Board.

16. Preliminary Endorsement of LCTCS College Year 1 Reports under the Provisions of Act 741 – Louisiana GRAD Act

Dr. May asked Dr. Monty Sullivan to provide an explanation on this agenda item.

Dr. Sullivan stated that this item requests Board approval of the first year’s GRAD Act report. He noted that the report has been reviewed with each college, item by item, and a score provided for each item and a recommendation made to the Board regarding certification or to continue certification for each institution. He stated that the recommendation will reflect need not only for a request of board approval but also authorization to continue the process of collecting documentation.

On motion of Supervisor Gamble, seconded by Supervisor Terrell, the Board voted to accept the GRAD Act Year One reports and approve each indicating fulfillment of the requirements and continued certification under the provisions of the GRAD Act. Further, the Board approved authorization of the System President to negotiate certification of each college with the Board of Regents as may be necessary. The motion carried.

17. For Review and Advisement: Proposed Policy Change to LCTCS Policy #1.025 – Articulation

Dr. May encouraged board members to review this proposed policy very carefully. He stated that this is an important policy revision for the LCTCS. He added that Act 356 of the 2009 regular legislative session outlined the importance of the development of not only transfer and articulation relationships with 4-years institutions, but it also stressed the importance of articulation between the technical and community colleges and high schools and colleges, as well.

NO ACTION REQUIRED. FOR REVIEW AND ADVISEMENT ONLY.

H. CONSENT AGENDA

On motion of Supervisor Brown, seconded by Supervisor Poreé-Marco, the Board voted to approve the Consent Agenda which consists of agenda items H.1. through H.8. The motion carried.

Academic, Instruction, Workforce Training and Student Affairs Actions

1. Technical Addendum to Louisiana Carl Perkins State Plan

Approved the Louisiana Postsecondary Carl Perkins Technical Addendum (Fiscal Year 2011-12), as presented.

2. Request for Honorary Degree from Baton Rouge Community College

Approved the request from Baton Rouge Community College to present an honorary degree to Ms. Charlotte Placide, at the May 2011 Commencement.

3. New Programs

- a. SOWELA Technical Community College

- Associate of Applied Science program in Culinary Arts (CIP: 120503)

Approved the request from SOWELA Technical Community College for a new Associate of Applied Science (AAS) in Culinary Arts.

- b. Baton Rouge Community College

- Certificate of Technical Studies in Graphic Arts (CIP: 500402)
- Technical Competency Area in Transportation Security Administration
- Certificate of Technical Studies in Avionics

Approved the request from Baton Rouge Community College for the following program additions:

- **Certificate of Technical Studies in Graphic Arts (CIP: 500402)**
- **Technical Competency Area in Transportation Security Administration (CIP: 43.99)**
- **Certificate of Technical Studies in Avionics (CIP: 470609)**

4. Program Revisions

- a. Fletcher Technical Community College

- AAS in Office Systems Technology (CIP: 520401), change in hours
- Change in Title and Hours of AAS in Accounting Technology to AAS in Accounting (CIP: 520302)

Approved the request from Fletcher Technical Community College to change the hours of the AAS in Office systems Technology program and change of title and hour in Accounting, as submitted.

- b. Bossier Parish Community College
 - Technical Diploma in Medical Assistant (CIP: 510801)
 - Certificate of Technical Studies in Paramedic (CIP: 510904)

Approved the request from Bossier Parish Community College for the addition to existing programs as presented:

- **Technical Diploma in Medical Assistant (CIP: 510801)**
- **Certificate of Technical Studies in Paramedic (CIP: 510904)**

5. Program Termination
 - a. SOWELA Technical Community College
 - AAS in Occupational Education (CIP: 131319)

Approved the request from SOWELA Technical Community College to close the Occupational Education AAS program.

- b. Acadiana Technical College
 - Civil, Survey & Mapping Technology Program at the T.H. Harris Campus only. TD, CTS, AAS (CIP: 151102)

Approved the request from Acadiana Technical College to close the Civil, Survey & Mapping Technology program.

Facilities Actions

6. Renewal of Lease of Eastgate Facility at Louisiana Delta Community College

Authorized the exercise of a lease option at a reduced rate between Gulf Inland L.L.C. and the LCTCS on behalf of Louisiana Delta Community College. The lease option is effective March 18, 2011 through March 18, 2013. This lease option period must be approved by the Division of Administration.

Finance Actions

7. Approval of Foundation Reimbursement to or on behalf of Employees

Approved the following Foundation reimbursement:

- **March 22, 2011 – LCTCS Foundation – Recipient: Joe May - \$3,752 – Purpose: Travel expenses for trip to Russia with the U.S. President’s Delegation**

8. Incumbent Worker Training Program Contracts
 - Severn Trent Environmental Services, Inc. and Baton Rouge Community College
 - Conrad Industries Consortium and South Central Louisiana Technical College
 - Chevron USA Inc., and South Central Louisiana Technical College (change of company signature authority)

- Barrister Global Services Network, Inc., and Northshore Technical College (modification of dates)

Ratified three (3) new and one (1) non-financial revision Incumbent Worker Training Program contracts as submitted:

- **Severn Trent Environmental SVS Inc./Baton Rouge Community College – Contract Amount: \$82,544.00**
- **Chevron USA, Inc./South Central Louisiana Technical College – Contract Amount: \$305,598.08**
- **Conrad Industries/South Central Louisiana Technical College – Contract Amount: \$198,384.25**
- **Barrister Global Services Network, Inc./Northshore Technical College – Contract Amount: 96,470.00**

I. UPDATES

Chair St. Blanc urged board members to review the Updates/Reports provided.

1. Alternative Financing Projects
2. Report on General Personnel Actions for LCTCS Colleges and System Office
3. Status Report on Capital Projects

J. OTHER BUSINESS

K. ANNOUNCEMENTS

- Annual Financial Disclosure forms are due to Allen Brown prior to May 15th.
- The pens at each Board member's station were provided as a gift from Nunez Community College.

L. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Mellington, seconded by Supervisor Poreé-Marco, the meeting adjourned at 11:40 a.m.