



As approved on 12.13.23

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

LCTCS BOARD OF SUPERVISORS MINUTES

Wednesday, October 4, 2023
9:00 a.m.

The Louisiana Building
Baton Rouge Community College
201 Community College Drive, Baton Rouge, Louisiana 70806

Meeting will be broadcast live for public interest.

For live streaming, visit this link: <https://www.youtube.com/GoLCTCS>

There is an opportunity for public comment prior to an item being considered on the agenda. Public comments may be made in the following ways: (1) Prior to the meeting until 5:00 p.m. on Tuesday, October 3, 2023: via email to mediarelations@lctcs.edu or by this [online form](#) or (2) During the meeting via open conference call at (877) 810-9415; Access Code 6499147#.

Any public comments received virtually will be read during the meeting by the board secretary or a designee. All public comments must include an agenda item number, a name, and a brief statement. Public comments are limited to three minutes per comment.

In accordance with the American Disabilities Act, if you need special assistance, a request may be submitted to erickapoole@lctcs.edu providing the name, telephone number and email address of the agency representative by one week prior to the meeting.

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

A. CALL TO ORDER

Chair Mount called the October 4, 2023, LCTCS Board of Supervisors Meeting to Order at 9:05 a.m.

B. PLEDGE OF ALLEGIANCE

Chair Mount asked that Supervisor Jackson lead the Pledge of Allegiance.

C. ROLL CALL

Ericka Poole called roll with the following results:

Members Present

Willie Mount
Cynthia Butler-McIntyre
Joseph Hollins
Alterman "Chip" Jackson
Patrick T. Johnson
Jennifer Lee
Mickey Murphy

Absent

Ellis Bourque, III
Stanton Salathe
Paul Price, Jr.
Stephen Toups
Erika McConduit

Staff Present

Monty Sullivan
Joseph Marin
AcQueena Grant
Toni Wilson
Susana Schowen
Gena Doucet
Ericka Poole
Katie Waldrop
Landon Corbin
Erin Landry
Jeff Fleming
Renita Williams
Bill Tulak
Amber Blair

**Changing Lives,
Creating Futures**

Monty Sullivan
System President

Officers:
Willie L. Mount
Chair

Alterman L. "Chip" Jackson
First Vice Chair

Vacant
Second Vice Chair

Members:
Ellis Bourque III
Tari T. Bradford
Cynthia Butler-McIntyre
Joseph Hollins
Patrick T. Johnson
Jennifer Lee
Erika McConduit
Michael J. Murphy
Paul Price, Jr.
Stanton W. Salathe
Stephen C. Smith
Stephen Toups
Matthew Wood

Student Members:
David Payne
Jamie Zeringue

Louisiana
Community
& Technical
College System

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Baton Rouge, LA 70806

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David Payne
Stephen Smith
Matthew Wood
Jamie Zeringue

At the time of roll call, a quorum was not established due to Supervisors Payne, Butler-McIntyre and Zeringue being delayed. Ericka Poole noted that she would let Chair Mount know when a quorum was established. Dr. Sullivan noted that we would skip items D and E until the Supervisors' arrival.

D. APPROVAL OF MEETING AGENDA FOR OCTOBER 4, 2023

On motion by Supervisor Jackson, seconded by Supervisor Hollins, the Board voted to approve the October 4, 2023, meeting agenda. The motion carried.

E. APPROVAL OF MEETING MINUTES FROM AUGUST 9, 2023

On motion by Supervisor Butler-McIntyre, seconded by Supervisor Wood, the Board voted to approve the August 9, 2023, meeting minutes. The motion carried.

Dr. Sullivan presented the Consent Agenda Items for consideration by the Board.

On motion by Supervisor Smith, seconded by Supervisor Butler-McIntyre, the Board voted to approve the Consent Agenda which consists of agenda items F.1. through F.3. The motion carried.

F. CONSENT AGENDA

1. Review and Reaffirmation of Mission Statements
 - a. Nunez Community College
 - b. Central Louisiana Technical Community College
2. SOWELA Technical Community College
 - Program Additions
 - a. Career and Technical Certificate (CTC) in General Clerk-Accounting (CIP 52.0302) with an Industrial Based Certification in Office Pro - **3 STARS**
 - b. Career and Technical Certificate (CTC) in General Clerk-Business Administration (CIP 52.0101) with an Industrial Based Certification in Office Pro - **2 STARS**
 - Program Terminations
 - a. Career and Technical Certificate (CTC) in General Clerk (CIP 52.0401) - **2 STARS**
 - b. Certificate of Technical Studies (CTS) in Word Processor Operator (CIP 52.0401) – **2 STARS**
 - c. Certificate of Technical Studies (CTS) in Office Assistant (CIP 52.0401) – **2 STARS**
 - d. Technical Diploma (TD) in Office Systems Technology (CIP 52.0401) – **3 STARS**

- e. Associate of Applied Science (AAS) in Office Systems Technology (CIP 52.0401) – **3 STARS**
- 3. Northshore Technical Community College
Program Terminations
 - a. Certificate of Technical Studies (CTS) in Management Trainee (CIP 52.0101) – **5 STARS**
 - b. Career & Technical Certificate (CTC) in Emergency Medical Responder (CIP 51.0904) – **2 STARS**

G. REPORTS

- 1. Chair of the Board Report

Chair Mount provided the following report:

Chair Mount congratulated Chancellor Aspinwall and SOWELA Technical Community College for their acceptance of the aircraft. She noted that it was a beautiful ceremony and that everyone is very proud of Chancellor Aspinwall and the college.

Chair Mount congratulated Chancellor Smith on his Inauguration Ceremony and BRCC's 25th Anniversary Celebration on Friday, September 22nd.

Chair Mount welcomed Ericka Poole as she conducted her first Board meeting.

Ericka noted that Supervisor Payne arrived at 9:06 a.m.

- 2. President's Report

Dr. Sullivan provided the following report:

Dr. Sullivan noted how incredible it was to be at the LCTCS Conference with everyone who shares the same mission. He noted the Board's representation at the conference and applauded their dedication. Dr. Sullivan noted that LCTCS celebrated 25 years with over 1200 participants and 35 vendors in attendance. He thanked the team at large for putting together a successful conference.

Dr. Sullivan recognized BRCC for winning the bowling tournament at the sold out bowling alley. He noted that LCTCS plans to buy a trophy with the logo that can travel from college to college to create memories together.

Ericka Poole noted that Supervisor Butler-McIntyre arrived at 9:11 a.m.

Dr. Sullivan invited Dr. Jim Carlson from Northshore Technical Community College to the table to talk about the donation received from Ms. Jeanette Thomason of Watson, LA for \$250k to establish scholarship endowments in Construction Trades and Teacher Education. Dr. Carlson explained how the donation came to be and that it will benefit construction trades, teacher education and first generation students.

Ericka Poole noted that Supervisor Zeringue arrived at 9:12 a.m.

Dr. Sullivan provided college updates.

Dr. Sullivan noted that Louisiana Delta Community College has three industry sponsored CNA programs on the Bastrop and West Monroe campuses through St. Francis Medical Center and Delta Care Management. All students are already employed with the facilities, they are receiving stipends from the facility while going through the training to offset any additional costs, and Workforce Development Board 83 is providing wrap around services to eliminate any additional barriers. For SNAP eligible recipients, LDCC is also providing transportation and additional support.

Dr. Sullivan noted that the Winnsboro campus is hosting a line locating training for our Adult Education students. He noted the one-week training provides a nationally recognized IBC through Staking University and tuition and fees are being 100% covered by the Workforce Division scholarships. All students will meet with industry partners during the week to interview for positions.

Dr. Sullivan noted that in partnership with BioMADE, Delgado Community College has secured a \$510,000 grant from the National Science Foundation (NSF) Advanced Technological Education (ATE) program. The NSF-ATE funding will be used to support the “Advancing Progress in Industrial Biomanufacturing to Accelerate Workforce Readiness” project being launched by BioMADE and Delgado Community College’s Science Laboratory Technology Program.

Dr. Sullivan congratulated Chancellor Larissa Littleton Steib who has been honored by CitiBusiness through its annual ICON Awards, which honors business leaders who have had a lasting influence on the region’s economic development.

Dr. Sullivan noted that SOWELA will celebrate its 85th anniversary with a week of events beginning Oct. 30 – Nov. 3. He invited Dr. Aspinwall to the table to share about the history of the college, and that in 1941 SOWELA began to run 24 hours a day for 4 years to train workers for the war. He noted that 6,000 workers were trained from 1941 to 1945. Dr. Sullivan noted that through the stories of history, our colleges were right there at the forefront of work.

Dr. Sullivan noted that during the month of September, SOWELA received a \$25K (\$75K total) donation from PPG, Phillips 66, and CSE Federal Credit Union for student scholarships and program equipment.

Dr. Sullivan noted that BRCC has had record enrollment growth for this fall semester of over 11,100 students.

Dr. Sullivan noted that Northshore Technical Community College (NTCC) has been awarded a \$1,499,839 grant from the United States Department of Labor's Workforce Opportunity for Rural Communities (WORC) initiative to establish new programs in Advanced Manufacturing, Supply Chain & Logistics, and Industrial Safety programs. This grant will significantly enhance the educational opportunities and workforce training capabilities at Northshore, ensuring that students are well-prepared for the demands of today's rapidly evolving job market.

Dr. Sullivan noted that Bossier Parish Community College Testing Center received the CLEP® Honors Military Achievement award for being a Top 20 CLEP Military Test Center.

Dr. Sullivan mentioned that BPCC’s LPN and RN Students have earned a 100% passage rate.

Dr. Sullivan noted that Fletcher broke ground on their new Precision Agriculture/Advanced Manufacturing building at the Schriever campus and congratulated the college.

A quorum was established at 9:13 a.m. and Dr. Sullivan deferred to Chair Mount to refer back to items D and E for Board action.

H. GENERAL ACTION ITEMS**

Supervisor Murphy presented the Academics Items for consideration by the Board.

ACADEMICS

1. Accreditation Update

Supervisor Murphy invited Chancellor Sawtelle and Chancellor Spillers to the table to provide updates.

Chancellor Spillers explains that the COE accreditation process was completed. She noted that they were close to resubmitting their SACS application by January 15, 2024. Dr. Sullivan noted that the U.S. Department of Education finally presented what was needed for NLTC to get the information to resubmit the application.

Chancellor Sawtelle shared that there will be a visit from SACSCOC to CLTCC during the week of April 9, 2024. He noted that prior to this visit, they need to have a final application for their review with the legislative audit being done right before that. Dr. Sullivan noted that this is the last step of a decade long process where a decision will be made in June 2024.

Supervisor Murphy and Dr. Sullivan welcome Dr. Amber Blair to the table to walk the Board through item H.2.

2. Review and Advisement: Revisions to LCTCS Policy #2.004 - Student Conduct and Appeal Procedures

Chair Mount recommends that the Board accepts for Review and Advisement the revisions to LCTCS Policy 2.004 Student Conduct and Appeal Procedures. There was no action to be taken.

FACILITIES

Supervisor Smith presented the Facilities Action Items for consideration by the Board.

3. Capital Outlay Requests for FY 2024-2025

On motion by Supervisor Wood, seconded by Supervisor Butler-McIntyre, the Board voted to approve the FY 2024-2025 Capital Outlay list of recommended projects and authorized the President to make any technical corrections to the request that may be necessary before final submission to the Board of Regents. The motion carried.

4. Louisiana Delta Community College Campus Site Selection

On motion by Supervisor Zeringue, seconded by Supervisor Payne, the Board voted to approve the site selected for the Farmerville Campus of Louisiana Delta Community College and authorize the President and the Chancellor of the college to negotiate the

purchase price of the property and execute all documents necessary to acquire the site proposed by the TTR, LLC group. Because Capital Outlay funds will be used, Facility Planning and Control will be the principal entity responsible for the final purchase of the site. A map depicting the location of the proposed site is available in the office of the Vice President of Operations. The motion carried.

FINANCE

Supervisor Chip Jackson presented the Finance Action Items for consideration by the Board.

5. FY 2023-24 Operating Budget for LCTCS Entities

On motion by Supervisor Smith, seconded by Supervisor Zeringue, the Board approved the FY 2023-24 operating budget allocations of the LCTCS colleges and the Board office. The motion carried.

6. Cooperative Endeavor Agreement between Central Louisiana Technical Community College and BDI Datalynk LLC

On motion by Supervisor Lee, seconded by Supervisor Johnson, the Board voted to approve a Cooperative Endeavor Agreement (CEA) between Central Louisiana Technical Community College (CLTCC) and BDI Datalynk LLC, effective January 1, 2024 through December 31, 2024. This CEA is subject to the approval of the Office of State Procurement. The motion carried.

7. Professional Services Contract between LCTCS and Ellucian Company, LP.

On motion by Supervisor Smith, seconded by Supervisor Johnson, the Board voted to authorize the System President to execute a contract between the LCTCS and Ellucian Company, LP for maintenance services, effective December 1, 2023 through November 30, 2024. The motion carried.

8. Establishment of a Foundation for Central Louisiana Technical Community College

On motion by Supervisor Butler, seconded by Supervisor Hollins, the Board voted to approve the proposed Articles of Incorporation, Bylaws, and the Cooperative Endeavor Agreement for the formation of a Foundation for the Central Louisiana Technical Community College (CLTCC). The motion carried.

9. Establishment of a Foundation for Northwest Louisiana Technical Community College

On motion by Supervisor Wood, seconded by Supervisor Butler, the Board voted to approve the proposed Articles of Incorporation, Bylaws, and the Cooperative Endeavor Agreement for the formation of a Foundation for the Northwest Louisiana Technical Community College (NLTCC). The motion carried.

10. Modifications to the Act 360 Ground Lease and Facilities Lease Agreements at LCTCS Member Colleges

On motion by Supervisor Smith, seconded by Supervisor Zeringue, the Board voted to approve the authorization of the President to negotiate and execute all documents necessary to modify the Ground Lease and Facilities Lease Agreements at various LCTCS sites, to allow the construction of facilities using Act 360 Funds, and to accurately reflect the proper bond sale, mortgage agreement and indenture agreement associated with the bond sale for these projects. The motion carried.

PERSONNEL

Supervisor Jackson presented the Personnel Action Items for consideration by the Board.

On motion by Supervisor Murphy, seconded by Supervisor Johnson, the Board voted to enter into Executive Session to discuss Items H.11, H.12, H.13, H.14, H.15, H.16 and H.17. The motion carried.

Ericka Poole took a roll call vote with the following results:

Willie Mount	Mickey Murphy
Cynthia Butler-McIntyre	David Payne
Joseph Hollins	Stephen Smith
Alterman "Chip" Jackson	Matthew Wood
Patrick T. Johnson	Jamie Zeringue
Jennifer Lee	

The motion carried.

The Board entered Executive Session at 9:54 a.m. following a unanimous roll call vote in its favor.

A roll call vote was taken to reestablish the quorum. The following Supervisors were in attendance:

Willie Mount	Mickey Murphy
Cynthia Butler-McIntyre	David Payne
Joseph Hollins	Stephen Smith
Alterman "Chip" Jackson	Matthew Wood
Patrick T. Johnson	Jamie Zeringue
Jennifer Lee	

The Board reconvened from Executive Session at 11:28 a.m. Chair Mount stated that no votes were taken, and no consensus was reached during the Executive Session.

Supervisor Jackson continued to present the Personnel Action Items for consideration by the Board.

11. Pending and Potential Litigation or Settlement Authority

For Board information. No vote was needed.

12. Appointment of Chancellor for Northshore Technical Community College

On motion by Supervisor Murphy, seconded by Supervisor Lee, the Board voted to approve to grant an exception to Policy #6.032 and appoint Dr. Jim Carlson as chancellor of Northshore Technical Community College (NTCC), with an employment contract effective October 16, 2023, through December 31, 2026. Staff further recommends a fair and equitable chancellor package consisting of an annual base salary of \$200,000, a housing allowance of \$25,000, a vehicle allowance of \$7,500 (or the use of a college vehicle), a civic organization allowance of \$2,500 and an employer sponsored deferred compensation package of \$20,000, for a total compensation package of \$255,000. The motion carried.

13. Performance Evaluations of LCTCS Chancellors

Dr. Sullivan noted that the Board had a robust discussion based upon Policy #6.013 regarding Chancellor/Director evaluations where part A is Strategic Plan Goal Sheets for the 330,000 graduates and part B is Fulfillment of Position Responsibilities. No action was taken.

14. LCTCS Chancellor Contract Recommendations

On motion by Supervisor Smith, seconded by Supervisor Murphy, the Board voted to approve the following changes to contracts and compensation packages for LCTCS Chancellors with an effective date of October 16, 2023, as follows:

- 1. Neil Aspinwall: Chancellor of SOWELA Technical Community College with an annual compensation package comprised of a base salary of \$234,377, a housing allowance of \$25,000, a vehicle allowance of \$7,500 or the use of a state vehicle, a civic organization allowance of \$2,500 and a deferred retirement contribution of \$35,000, for a total compensation of \$304,377 through December 31, 2028.**
- 2. Douglas Chancellor of Bossier Parish Community College with an annual compensation package comprised of a base salary of \$213,022, a housing allowance of \$25,000, a vehicle allowance of \$7,500 or the use of a state vehicle, a civic organization allowance of \$2,500, and a deferred retirement contribution of \$20,000 for a total compensation package of \$268,022 through December 31, 2027.**
- 3. Randall Esters: Chancellor of Louisiana Delta Community College with an annual compensation package comprised of a base salary of \$204,000, a housing allowance of \$25,000, a vehicle allowance of \$7,500 or the use of a state vehicle, a civic organization allowance of \$2,500, and a deferred retirement contribution of \$20,000 for a total compensation package of \$259,000 through December 31, 2027**
- 4. Vincent June: Chancellor of South Louisiana Community College with an annual compensation package comprised of a base salary of \$204,000, a housing allowance of \$25,000, a vehicle allowance of \$7,500 or the use of a state vehicle, a civic organization allowance of \$2,500, and a deferred retirement contribution of \$20,000 for a total compensation package of \$259,000 through December 31, 2027.**
- 5. Larissa Littleton-Steib: Chancellor of Delgado Community College with an annual compensation package comprised of a base salary of \$248,848, a housing allowance of \$25,000, a vehicle allowance of \$7,500 or the use of a state vehicle, a civic organization allowance of \$2,500, and a deferred retirement contribution of \$20,000 for a total compensation package of \$303,848 through December 31, 2028.**
- 6. James “Jimmy Sawtelle,” Chancellor of Central Louisiana Technical Community College with an annual compensation package comprised of a base salary of \$198,898, a housing allowance of \$25,000, a vehicle allowance of \$7,500 or the use of a state vehicle, a civic organization allowance of \$2,500, and a deferred retirement contribution of \$20,000 for a total compensation package of \$253,898 through December 31, 2027.**

7. Willie Smith, Sr.: Chancellor of Baton Rouge Community College with an annual compensation package comprised of a base salary of \$223,778, a housing allowance of \$25,000, a vehicle allowance of \$7,500 or the use of a state vehicle, a civic organization allowance of \$2,500, and a deferred retirement contribution of \$20,000 for a total compensation package of \$278,778 through December 31, 2028.

8. Jayda Spillers: Chancellor of Northwest Louisiana Technical Community College with an annual compensation package comprised of a base salary of \$183,600, a housing allowance of \$25,000, a vehicle allowance of \$7,500 or the use of a state vehicle, a civic organization allowance of \$2,500, and a deferred retirement contribution of \$20,000 for a total compensation package of \$238,600 through December 31, 2026.

9. Kristine Strickland: Chancellor of Fletcher Technical Community College with an annual compensation package comprised of a base salary of \$202,274 housing allowance of \$25,000, a vehicle allowance of \$7,500 or the use of a state vehicle, a civic organization allowance of \$2,500, and a deferred retirement contribution of \$25,000 for a total compensation package of \$262,274 through December 31, 2028.

10. Quintin Taylor: Chancellor of River Parishes Community College with an annual compensation package comprised of a base salary of \$193,800, a housing allowance of \$25,000, a vehicle allowance of \$7,500 or the use of a state vehicle, a civic organization allowance of \$2,500, and a deferred retirement contribution of \$20,000 for a total compensation package of \$248,800 through December 31, 2026.

11. Tina Tinney: Chancellor of Nunez Community College with an annual compensation package comprised of a base salary of \$202,856 a housing allowance of \$25,000, a vehicle allowance of \$7,500 or the use of a state vehicle, a civic organization allowance of \$2,500, and a deferred retirement contribution of \$25,000 for a total compensation package of \$262,856 through December 31, 2028. The motion carried.

15. Performance Evaluation of LCTCS President

For Board information. No action was needed.

16. LCTCS System President Contract Recommendation

On motion by Supervisor Zeringue, seconded by Supervisor Wood, the Board voted to approve the extension of Dr. Sullivan's contract through December 31, 2028 due to Dr. Sullivan's recent exemplary performance evaluation in accordance with the LCTCS Board Policy #6.005, Evaluation Process for LCTCS President. The Board voted to approve Dr. Sullivan's compensation package remain the same with an annual base pay of \$439,725, housing allowance of \$50,000, and an auto allowance of \$24,000. Dr. Sullivan's deferred compensation retirement contribution will remain the same as described in his current contract amendment along with other contract stipulations and terms. The motion carried.

17. Board Self-Evaluation in accordance with Section 18 of the Bylaws and SACSCOC Standard 4.2 g

On motion by Supervisor Smith, seconded by Supervisor Butler-McIntyre, the Board voted to approve the results for the Board of Supervisor's 2023 Board Self-Evaluation.

Chair Mount referenced the Updates and encouraged Board members to review the information provided.

I. UPDATES

1. Alternative Financing Projects
2. Report on General Personnel Actions for LCTCS Colleges and System Office
3. Report on the Usage of Policy #6.037 - Educational Assistance
4. Status Report on Capital Projects
5. FY 2023-2024 Budgeted Waivers and Discounts for LCTCS Entities

J. OTHER BUSINESS

No additional business was presented to the Board.

Ericka Poole noted there were no requests for public comment via phone, email or web submission.

K. ANNOUNCEMENTS

L. ADJOURNMENT

On motion by Supervisor Wood, seconded by Supervisor Zeringue, the meeting adjourned at 11:47 a.m.