

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

LCTCS BOARD OF SUPERVISORS MONTHLY MEETING

APPROVED MINUTES

Wednesday, April 13, 2016
1:00 p.m.

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

**NOTE: A separate Audit Committee meeting was scheduled for
Wednesday, April 13, 2016, at 11:00 a.m.**

*** 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 April 13, 2016, LCTCS Board of Supervisors monthly meeting to order at 1:03 p.m.

B. PLEDGE OF ALLEGIANCE

Supervisor St. Blanc led the assembly in reciting the Pledge of Allegiance.

C. SWEARING IN OF NEW BOARD MEMBERS: HELEN B. CARTER AND ERIKA MCCONDUIT-DIGGS

State Representative Robbie Carter conducted the swearing in of new board member Helen Bridges Carter. Joining her for the oath of office, was Agriculture Commissioner Mike Strain, and Judge Burl Carter.

Mr. Leo Hamilton, General Counsel for the LCTCS Board of Supervisors, conducted the swearing in of the new board member Erika McConduit-Diggs.



*Changing Lives,
Creating Futures*

Monty Sullivan
System President

Officers:

N. J. "Woody" Ogé
Chair

Timothy W. Hardy
First Vice Chair

Deni Grissette
Second Vice Chair

Members:

Helen Bridges Carter
Keith Gamble
Steve Hemperley
Erika McConduit-Diggs
Willie L. Mount
Michael J. Murphy
Joe Potts
Paul Price, Jr.
Stephen C. Smith
Craig Spohn
Vincent St. Blanc, III
Stephen Toups

Student Members:

Da'Antre Austin
Benson Kinney

Louisiana
Community
& Technical
College System

265 South Foster Drive
Baton Rouge, LA 70806

Phone: 225-922-2800
Fax: 225-922-1185

www.lctcs.edu

Following the Oaths of Office, Chair Ogé read the following biographies:

Helen Bridges Carter, a lifelong resident of Greensburg, Louisiana, retired from public education after devoting thirty years of service. She was an educator and an administrator at the high school and technical college level. She has served on the advisory boards of the Louisiana Technical College, Florida Parishes campus and the Greater Capital Area, Region 2. Carter served as a managing partner of Carter Bridges, LLC. She also has memberships with the Louisiana Retired Teachers Organization and the Louisiana Forestry Association.

Carter resides in Greensburg with her husband of 57 years, Chief Judge Burrell J. Carter of the First Circuit Court of Appeal. She and her husband have two children, Robert J. “Robby” Carter, married to Kerry Carter, and Elizabeth Carter Peak, married to Craig Peak. They have five grandchildren, Jessica Ledet, Taylor Peak, Kramer Peak, Helen Ruth Carter and Robert B. Carter.

Mrs. Carter was initially appointed to the Board on July 13, 2006 through September 15, 2015. She was reappointed to the Board on March 24, 2016, and serves as an at-large member, as required by statute.

Supervisor Carter stated, “I am very happy to be back...happy to go back to work again. Thank you for the warm welcome of my return.”

Erika McConduit-Diggs, Esq. serves as the President and CEO of the Urban League of Greater New Orleans. In her role, she oversees agency operations, strategic planning, partnership development, contract management, and policy initiatives of the agency, whose mission is to Empower Communities and Change Lives. Dedicated to ensuring economic equity, Ms. McConduit-Diggs works deeply in workforce and economic development, and has served as a member of Louisiana Governor John Bel Edwards’ economic development transition team. Ms. McConduit-Diggs is also heavily engaged in the city and state’s education reform, advocating for quality early learning, K-12, and post-secondary opportunities. In this capacity, she has served on numerous committees including Mayor Landrieu’s Education Task Force, Louisiana State Superintendent of Education John White’s Student Task Force as co-chair, and the Recovery School District’s Charter Application Task Force. Additionally, Ms. McConduit-Diggs served as Co-Chair of the National Urban League’s Education Task Force.

Ms. McConduit-Diggs has served as an adjunct faculty member of Dillard. She has also taught at Monroe College in New York.

Prior to joining the Urban League, Ms. McConduit-Diggs was the Chief Operating Officer of the YWCA of White Plains and Central Westchester, New York. She was selected as the delegate for the northeast region of YWCAs at the World Council meeting in Kenya, Africa and has served as a National Urban League delegate on a friendship mission to China.

Ms. McConduit-Diggs’ current and past service extends to serving on the governing boards of the New Orleans Regional Leadership Institute, The New Orleans Advocate, New Schools

New Orleans, NOCCA Institute, KID smART, the New Orleans Kids Partnership as Vice Chair, African American Women of Purpose and Power as Vice Chair, Orleans Public Education Network, the New Orleans Crime Coalition, the Opportunity Youth Coalition, United Way's Women's Leadership Council, the EMPLOY Collaborative Leadership Team, and she is a member of the Crescent City Chapter of Links, Inc.

She is a graduate of several programs, including the National Urban League's Emerging Leader Institute, New Orleans Regional Leadership Institute, Bryan Bell Metropolitan Leadership Forum, and the Norman C. Francis Leadership Institute. She is currently a Pahara-Aspen Institute fellow.

Ms. McConduit-Diggs is a mother of three children, a New Orleans native and a Louisiana licensed attorney. She holds a valuable private sector background through her work with Frilot, Partridge, Kohnke & Clements, L.C. law firm, MTV Networks, Nickelodeon and VH1. Ms. McConduit-Diggs graduated summa cum laude from Howard University, and cum laude from Loyola University School of Law in New Orleans, Louisiana.

Ms. McConduit-Diggs was appointed on April 4, 2016 through July 1, 2021. She was nominated by BESE to represent the 1st Congressional District, as required by statute.

Supervisor McConduit-Diggs stated, "Thank you. I am excited to be a part of this board."

D. ROLL CALL

Sara Kleinpeter conducts roll call to establish a quorum.

Members Present

Woody Ogé, Board Chair
Helen Carter
Keith Gamble
Steve Hemperley
Benson Kinney
Erika McConduit-Diggs
Michael J. Murphy
Joe Potts
Paul Price, Jr.
Vincent St. Blanc, III
Stephen Smith
Craig Spohn
Stephen Toups

Absent

Timothy W. Hardy
Deni Grissette
Da'Antre Austin
Willie Mount

Staff Present

Monty Sullivan
Sara L. Kleinpeter
David Helveston
Michael Redmond
Alex Appeaning
Missy Lacour
Anthony Brown
Sharon King
Katie Waldrop
Joe Marin
Paul Carlsen
Quintin Taylor
Tammy Woods
Eric Setz
Emily Saleh
Dennis Epps

E. APPROVAL OF MEETING AGENDA FOR APRIL 13, 2016

On motion by Supervisor Kinney, seconded by Supervisor Smith, the Board voted to approve the April 13, 2016, agenda as presented. The motion carried.

F. APPROVAL OF MEETING MINUTES FROM MARCH 14, 2016

On motion by Supervisor Potts, seconded by Supervisor St. Blanc, the Board voted to approve the meeting minutes of March 14, 2016, as presented. The motion carried.

G. REPORTS

1. Chair of the Board Report

Chair Ogé provided the following report:

- ❖ Announced that Keith Gamble has tendered his resignation from the Board effective April 15, 2016. Mr. Gamble has been an active member of the LCTCS Board of Supervisors since his appointment in 2007, as well as actively engaged on the LCTCS Foundation Board of Directors. Mr. Gamble will be missed by all.

Chair Ogé presented Mr. Gamble with a plaque of recognition.

Mr. Gamble recalled his time on the Board and shared the following sentiments, *“this group works hard for the benefit of system...has been a wonderful experience to be part of it. I want thank the Board, Dr. Sullivan, Sara, Chancellors and the staff for a great experience that will never be forgotten.”*

- ❖ Introduced Frank Russell, former LCTCS Student Board Member. Mr. Russell shared an update on his life with the Board, and thanked them for his great experience with the Board. He shared a video presentation with the audience, and stated, *“I really appreciate being welcomed back. In three years, I will have earned more money than ever earned in previous life. My experience at SOWELA, and training received both in the classroom and through SGA, has changed my life in ways I never imagined.”*

Chair Ogé stated, *“We couldn’t be more proud of Frank. He is an example of what we do as a system every day: improve lives, improve families, making students prosperous in their communities.”*

- ❖ Congratulated Supervisor Benson Kinney for securing a summer internship with US Senator Bill Cassidy in Washington, DC.
- ❖ Noted that the ACCT Annual Congress will be held October 5 – 8 2016 in New Orleans. Chair Oge encouraged Board members to attend all or part of the congress, noting that Ms. Kleinpeter will be providing the Board with more details. LCTCS is serving as a host organization for the congress and Delgado is actively involved in the programming.

Chair Ogé encouraged the LCTCS leadership team and Board to review the

call for presentations and consider submitting a proposal. Ms. Kleinpeter will provide the leadership team with details.

- ❖ Chair Oge referenced the 2016 Spring Commencement ceremony dates to the Board and asks them to let Ms. Kleinpeter know if they plan to attend. He reminded the Board of the importance in attending if their schedules arrive.

2. President's Report

Dr. Sullivan provided the following report:

- ❖ Announced a corporate partnership with Dow Chemical. Stacy Chaisson and Shawn Loachridge informed the Board that DOW has announced they will expand their US apprenticeship program in Louisiana. Dow's first class of apprentices in Louisiana will start work this fall. The Company expects to hire approximately 20 apprentices in 2016, training participants as Chemical Process Operators, Instrument Electrical Technicians and Millwrights. Dow's Apprenticeship program will supplement existing company-sponsored training programs for those technical specialties.

The three year apprenticeship program will be supplemented through a federal grant with Dow. Ms. Chaisson noted that Dow had just over one month to roll out the program. All Dow knew is that they wanted students to go to either Baton Rouge Community College, South Louisiana Community College, River Parishes Community College, or South Central Louisiana Technical College and receive the same training when complete. Ms. Chaisson contacted Dr. Sullivan and shortly thereafter met with him and David Helveston to work on the details of the agreement. Within 40 days, an agreement went from an idea to a full program plan. She noted that this execution is a clear demonstration of the importance of relationships, community partnerships, and a shared vision.

Ms. Chaisson commended the LCTCS Staff and Board, for having a system of colleges that have a true workforce vision. Together, LCTCS and Dow share the vision of expanding opportunities for families and communities. LCTCS was ready to act when the need arose and was able to rapidly fill the need of Dow. Currently, there are more than 600 applications for the program at the two sites. Ms. Chaisson thanked LCTCS for their help in getting this program up and running.

- ❖ Invited Chancellor William Wainwright to discuss the Northshore Technical Community College study abroad program. Dr. Daniel Roberts, Vice Chancellor and Provost, noted that research shows study abroad programs tend to improve critical thinking skills, increase completion rates, and better prepare students for the workforce and global economy. A grant was received through the Council on International Education Exchange. The key to the grant proposal was picking a location that is reflective of the Louisiana

economy and engaging students that would otherwise not have the opportunity to travel abroad.

Sam Howard, Salmon High School and NTCC dual enrolled student, addressed the Board. He stated, that the experience *“gave me a different perspective on the global economy, and how it connects back to Louisiana. Culturally, it was eye opening to experience the Muslim community, and learn about the misconceptions of the Middle East. It was a truly amazing culture, and now can educate people about the Middle East.”*

James Planchard, a process technology SOWELA student, stated of his experience on the fourteen day study abroad, *“We were able to go through a large process technology plant and see new things. It was a great experience to see the industry and community.”*

Chancellor Wainwright thanked the Board, and Dr. Sullivan, for their support to allow the opportunity for these students to grow and learn.

- ❖ David Helveston, LCTCS Vice President for Workforce, Career and Technical Education, reminded the Board that the 2016 LCTCS Annual Conference begins tomorrow. As of last count, there are more than 1,300 registrants. Pre-conference sessions are ongoing. Mr. Helveston noted the two lunch events and encouraged the Board members to attend as much of the conference as possible. Additionally, the conference, in an effort to save in printing costs, has a mobile application for download.

Chair Ogé added that Investor Impact Awards, hosted by the LCTCS Foundation, will take place this evening, and encouraged members to attend.

- ❖ Recognized the leaders of process technology programs from around the system that are in the audience at the meeting. They are meeting together to share ideas and approaches, as well as working with Missy Lacour with LCTCS Online, to explore methods to teach online.

SOWELA Chancellor Neil Aspinwall addressed the Board and noted that SOWELA is constantly working to develop or improve innovation in programs to meet the demands of the growing economy.

David LaFargue, SOWELA Dean, stated that they began a collaborative approach with the process technology programs throughout the system. By sharing resources and best practices, the colleges are able to provide a more effective training program at a lower cost to the respective colleges.

Dr. Paul Carlsen, LCTCS Vice President for Research, Academics and Student Affairs, noted that he was challenged to use academic technology to augment the traditional class room in traditional high wage, high demand fields. Together, the augmented reality by SOWELA and the LCTCS online have been able to share

their successes with other process technology programs around the system. A video highlighting the augmented learning programs was shared with the Board and audience. By involving technology, colleges are able to extend their laboratories and programs to students that would otherwise be unable to experience them.

- ❖ SkillsUSA will hold the 33rd Annual SkillsUSA competition at the Minden and Shreveport campuses of Northwest Louisiana Technical College and Bossier Parish Community College. If in the area April 21-22, please try to attend.
- ❖ On April 28th, at the State Capitol, an Inaugural Taste of Louisiana and the Third Annual Workforce Experience will take place.
- ❖ Updates from the Colleges
 - South Central Louisiana Technical College has a new agreement to provide safety training to Nucor Steel through the college.
 - Central Louisiana Technical Community College was successful in having thirteen (13) courses recognized by other Louisiana institutions as transfer general education courses.
 - South Louisiana Community College received a Department of Education Grant for a Center of Minority Excellence in the amount of \$265,000 per year for five years totaling, around \$2.5 million.
 - SOWELA Technical Community College received a \$1 million donation as part of the ACT360 match and scholarships from an anonymous donor.
 - Louisiana Delta Community College received a \$25,000 donation for the ACT360 campus in Tallulah.
 - Bossier Parish Community College received \$180,000 in donations from many individuals and companies.
 - Bossier Parish Community College Theater Program will be recognized by the Kennedy Center in Washington, DC for five awards won.
- ❖ Announced the retirement of Jan Jackson, effective June 30, 2016. She has been an extraordinary leader to this system. She will retire to Norman, Oklahoma.

Supervisor Smith recalled, *“She will be missed tremendously. She cares deeply for the System and worked diligently to make sure the System was taken care of.”*

- ❖ Provided a budget update, noting that current FY15/16 budget deficit was daunting, but LCTCS was spared major cuts. The challenge ahead for FY16/17 include a \$750 million deficit to the state budget that will likely impact the LCTCS Colleges greatly. No new revenue will be created during the regular legislative session. It is likely there will be another special session. The state leaders will make difficult decisions that will impact LCTCS colleges and the students and communities they serve.

H. GENERAL ACTION ITEMS**

Supervisor Price presented the Academic & Student Affairs Actions agenda items for consideration by the Board.

Academic and Student Affairs Actions

1. Review and Advisement: Revisions to Policy #1.006: Academic Amnesty

The Board accepted, for review and advisement, the revisions to LCTCS policy #1.006.

2. Review and Advisement: Repeal of Policy #1.028: Academic Renewal

The Board accepted, for review and advisement, the repeal of LCTCS policy #1.028.

3. Revisions to Policy #1.007: Course and Program Classification

On motion by Supervisor Potts, seconded by Supervisor Kinney, the Board voted to approve the revisions to LCTCS Policy #1.007. The motion carried.

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

Facilities Actions

4. Disposal of Property for South Louisiana Community College, Evangeline Campus

On motion by Supervisor St. Blanc, seconded by Supervisor Spohn, the Board voted to authorize the President and the Chancellor of South Louisiana Community College to complete all of the requirements necessary to dispose of the current Evangeline Campus site located at 600 S. Martin Luther King Jr. Dr., St. Martinville, LA. Conveyance documents for the sale, transfer, or reversion of this property, or any portion thereof, must be filed with the local Clerk of Court and the State Land Office. The motion carried.

On motion by Supervisor Price, seconded by Supervisor Potts, the Board voted to enter into Executive Session for the purpose of discussing pending litigation. The motion carried.

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

Yeas - 13	Nays - 0
Woody Ogé, Board Chair	Michael J. Murphy
Helen Carter	Paul Price, Jr.
Keith Gamble	Vincent St. Blanc, III
Steve Hemperley	Stephen Smith
Benson Kinney	Craig Spohn
Erika McConduit-Diggs	Stephen Toups
Joe Potts	

The Board entered into Executive Session at 2:32 p.m., following a unanimous vote.

The Board reconvened from Executive Session at 3:58 p.m.

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

Woody Ogé, Board Chair	Joe Potts
Helen Carter	Paul Price, Jr.
Keith Gamble	Vincent St. Blanc, III
Steve Hemperley	Stephen Smith
Benson Kinney	Craig Spohn
Erika McConduit-Diggs	Stephen Toups
Michael J. Murphy	

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

5. Discussion of Pending Litigation

No action was taken on item H.5. Discussion of Pending Litigation.

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

Finance Actions

6. Contracts
 - a. Incumbent Worker Training Contracts:
 - i. Bossier Parish Community College and Pelican Training and Consulting, LLC

On motion by Supervisor Carter, seconded by Supervisor Price, the Board voted to approve a social services contract between Bossier Parish Community College and Pelican Training and Consulting, LLC, effective February 15, 2016 to January 17, 2017. This contract is subject to the approval of the Office of State Procurement. The motion carried.

7. Board of Regents Endowments
 - a. SOWELA Technical Community College
 - i. The Oliver G. “Rick” and Donna G. Richard III Endowed Professorship and SOWELA Technical Community College (\$60K/\$40K)

On motion by Supervisor Potts, seconded by Supervisor McConduit-Diggs, the Board voted to approve the endowed professorship listed below.

**SOWELA Technical Community College
The Oliver G. “Rick” and Donna G. Richard III
Endowed Professorship and SOWELA Technical Community College
(\$60K/\$40K)**

The motion carried.

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

Personnel Actions

8. LCTCS Policy #6.003, Leave Record Establishment and Regulations for All Unclassified, Non-Civil Service Employees

On motion by Supervisor Smith, seconded by Supervisor St. Blanc, the Board voted to approve the attached revised policy, “Leave Record Establishment and Regulations for all Unclassified Non-Civil Service Employees”. The motion carried.

9. New LCTCS Human Resources Policy, Family and Medical Leave for All Employees

On motion by Supervisor Potts, seconded by Supervisor St. Blanc, the Board voted to approve the attached new policy, “Family and Medical Leave for All Employees”. The motion carried.

10. LCTCS Policy #6.030, Drug Free Workplace

On motion by Supervisor Spohn, seconded by Supervisor Toups, the Board voted to approve the attached revised LCTCS Policy #6.030, “Drug Free Workplace”. The motion carried.

Chair Oge presented the Consent Agenda items for consideration by the Board.

On motion by Supervisor Hemperley, seconded by Supervisor Spohn, the Board voted to approve the Consent Agenda which consists of agenda items I.1 through I.28. The motion carried.

I. CONSENT AGENDA

Louisiana Delta Community College

Program Revisions

1. Technical Diploma (TD) in Welding (CIP 48.0508) – **5 STARS**

South Louisiana Community College

Program Additions

2. Certificate of Technical Studies (CTS) in Application Software Specialist (CIP 11.0201) – **5 STARS**
3. Certificate of Technical Studies (CTS) in Java Application Developer (CIP 11.0201) – **5 STARS**
4. Certificate of Technical Studies (CTS) in Web Application Developer (CIP 11.0201) – **5 STARS**
5. Certificate of Technical Studies (CTS) in Administrative Support Specialist (52.0101) – **5 STARS**
6. Certificate of Technical Studies (CTS) in General Service Technician (CIP 47.0604) – **4 STARS**
7. Certificate of Technical Studies (CTS) in Prep Cook (12.0503) – **4 STARS**
8. Certificate of Technical Studies (CTS) in Diesel Engine Tradesman (CIP 47.0605) – **4 STARS**
9. Certificate of Technical Studies (CTS) in Electrician Apprentice (CIP 46.0302) - **5 STARS**
10. Certificate of Technical Studies (CTS) in A/C & Refrigeration Helper (CIP 47.0201) – **5 STARS**
11. Certificate of Technical Studies (CTS) in Industrial Mechanic Apprentice (CIP 47.0303) – **5 STARS**
12. Certificate of Technical Studies (CTS) in System Support Technician (CIP 11.0901) – **5 STARS**
13. Certificate of Technical Studies (CTS) in Network Administrator (CIP 11.0901) – **5 STARS**
14. Certificate of Technical Studies (CTS) in System Analyst (CIP 11.0901) – **5 STARS**
15. Certificate of Technical Studies (CTS) in Drill Press Operator (CIP 48.0501) – **5 STARS**

16. Certificate of Technical Studies (CTS) in Welder Helper / Thermal Cutter (CIP 48.0508) – **5 STARS**
17. Certificate of Technical Studies (CTS) in Airframe Structure Mechanic (CIP 47.0608) – **5 STARS**
18. Certificate of Technical Studies (CTS) in Survey Technician Assistant (CIP 15.1102) – **5 STARS**
19. Certificate of Technical Studies (CTS) in Engineering Aid (CIP 15.1301) – **5 STARS**
20. Certificate of Technical Studies (CTS) in Clinical Laboratory Basics (CIP 51.0502) – **4 STARS**
21. Certificate of Technical Studies (CTS) in Emergency Medical Technology – Paramedic (CIP 51.0904) – **4 STARS**
22. Certificate of Technical Studies (CTS) in Nurse Technician (CIP 51.3901) – **5 STARS**

Program Revisions

23. Associate of Applied Science (AAS) in Business Administration (CIP 52.0101) – **5 STARS**
24. Associate of Science (AS) in Business (CIP 52.0101) – **5 STARS**
25. Associate of Science (AS) in Registered Nursing (CIP 51.3801) – **5 STARS**
26. Associate of Applied Science (AAS) in Clinical Laboratory (CIP 51.1004) – **4 STARS**
27. Associate of Applied Science (AAS) in Emergency Medical Technology – Paramedic (CIP 51.0904) – **4 STARS**
28. Technical Diploma (TD) in Practical Nursing (CIP 51.3901) – **5 STARS**

Chair Oge referenced the updates and encouraged board members to review this information.

J. UPDATES

1. Alternative Financing Projects
2. Status Report on Capital Projects

K. OTHER BUSINESS

Supervisor Smith congratulated Delgado and the staff on the opening of the new Maritime Fire and Industrial Training Facility.

L. ANNOUNCEMENTS

There were no additional announcements.

M. ADJOURNMENT

There being no further business to come before the Board, and on motion by Supervisor Gamble, seconded by Supervisor Toups, Chair Oge adjourned the meeting at 4:09 p.m.