



LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM BOARD OF SUPERVISORS EXECUTIVE COMMITTEE MEETING

Wednesday, August 21, 2013

Louisiana Community & Technical College System Office
265 South Foster Drive, Baton Rouge, LA 70806
~ 2nd Floor - Large Conference Room ~

** 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.

Board Chair Michael Murphy welcomed the newly hired Coordinator of Board Services, Sara Landreneau Kleinpeter, to the staff of LCTCS.

A. CALL TO ORDER

The Executive Committee of the Louisiana Community and Technical College System Board of Supervisors met on Wednesday, August 21, 2013, at the LCTC System Office, 2nd floor conference room, 265 South Foster Drive, Baton Rouge, Louisiana. Board Chair Michael J. Murphy called the meeting to order at 12:30 pm.

B. ROLL CALL

Sara Kleinpeter, Coordinator of Board Services, called roll. The following Executive Committee members were in attendance: Michael J. Murphy, Board Chair; Woody Oge, First Vice Chair, Timothy W. Hardy, Second Vice Chair; and, Vincent St. Blanc, III; Immediate Past Board Chair.

Chair Murphy appointed Board Supervisors Helen Bridges Carter and Paul Price to serve on the Executive Committee for the purpose of establishing a quorum.

C. PRESIDENT'S REPORT

LCTCS President, Dr. Joe May, addressed the members in attendance and reported on the following items that are ongoing.

- A chancellor search for the River Parishes Community College (RPCC) is underway. Eight candidates were interviewed and the pool has been narrowed down to four individuals that have been invited to RPCC for campus interviews on September 4, 2013. Dr. May will need to appoint a few members of the Board of Supervisors to serve on the selection committee. He will work with Board Chair Murphy to get the group together; Supervisor Timothy Hardy will assist too.



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- The September Board Meeting will take place September 11, 2013, in Many, LA as part of the annual LCTCS planning workshop. Dr. May encourages the Board's participation and attendance. Supervisor Vinney St. Blanc noted that the Cypress Bend Hotel is a state owned facility and is pleased to be using a state facility.
- Dr. May introduced the idea of a 5% increase in salaries of the chancellors and directors. A merit raise has not been granted for Chancellors for six years. This increase would encourage the chancellors and directors to potentially take similar action on their campuses for the faculty and staff, increasing the ability to attract and retain people. Supervisor Helen Bridges Carter agrees with this proposed increase and believes it is well deserved. Board Chair Murphy also agrees. Supervisor Carter and others in attendance agree that Dr. May should also receive a salary increase. Dr. May indicated that he is not concerned about a personal increase, but does want to take action for the chancellors and directors. Dr. May believes that an increase for the chancellors and directors should be brought before the board for action during the September meeting; the executive committee members agree.
- Dr. May noted that he had a lunch meeting with Speaker of the House of Representatives, Chuck Kleckley. Speaker Kleckley is committed to working with higher education and Dr. May is looking forward to working with him. Speaker Kleckley is using our model as one to work with: figure out the problem and solution, then bring it up for legislation.
- Dr. May reported that he recently attended an event where Senator Robert Adley received the 2013 Legis-Gator of the Year recently by the Chamber Southwest Louisiana Chamber (SWLC) for his outstanding leadership on SB 204, the Facilities With a Purpose bill, now known as ACT 360. Dr. May also noted that the Board of Regents decided not to proceed in a lawsuit against LCTCS regarding Act 360.
- Dr. May informed the executive committee that Board Chair Murphy will serve as a member of the Tuition Task Force, to study tuition across the nation.
- The firms have been hired to do the feasibility studies in Morgan City and Livingston Parish/Walker. Two different firms will be used.
- Tim Barfield at the Department of Revenue is interested in working with LCTCS and its campuses to streamline the collections process for fees and tuition.



Supervisor St. Blanc moved that the agenda be amended to include the Approval of Minutes of the June 25, 2013 Executive Committee Meeting. The motion was seconded by Supervisor Timothy Hardy. The motion carried.

APPROVAL OF MINUTES OF THE JUNE 25, 2013 EXECUTIVE COMMITTEE MEETING

On motion of Supervisor St. Blanc, seconded by Supervisor Woody Oge, the committee voted to approve the minutes of the June 12, 2013, Executive Committee Meeting. The motion carried.

D. GENERAL ACTION ITEMS

Facilities Actions

1. Cooperative Endeavor Agreement between LCTCS and Iberville Parish School Board

On motion of Supervisor St. Blanc, seconded by Supervisor Hardy, the committee voted to authorize the System President to enter into CEA between LCTCS and Iberville Parish School Board, to allow use of the former Westside Campus of Baton Rouge Community College, formerly Capital Area Technical College, by the Iberville Parish School Board, in exchange for maintenance of the campus and services to the Baton Rouge Community College and LCTCS, for a period of 10 years, with automatic renewals every five years.

2. Surplus Property of the Northwest Louisiana Technical College, Minden Campus

On motion of Supervisor St. Blanc, seconded by Supervisor Oge, the committee voted to authorize the System President to complete all requirements necessary to transfer the existing Northwest Louisiana Technical College, Minden Campus, to the State Land Office for administration and final disposition.

3. Demolition of Conference Center Building

On motion of Supervisor Carter, seconded by Supervisor Price, the committee voted to approve the demolition of the Conference Center building, located adjacent to the LCTCS Headquarters Building, to allow for construction of a Student Information System/Disaster Command Center Building. In accordance with RS 38:2212.1, the demolition of this building requires the approval of Facility Planning and Control and notification of appropriate legislators.



Finance Actions

4. Change in LCTCS Online Tuition Effective Fall 2013

On motion of Supervisor Price, seconded by Supervisor Carter, the committee voted to ratify a change in the online tuition rate for LCTCS colleges, from \$150 per student credit hour to \$134 per student credit hour, effective fall 2013.

5. Review of LCTCS FY 14 Budget Allocation

On motion of Supervisor Hardy, seconded by Supervisor Oge, the committee voted to ratify the budget allocations for FY 14, as reflected on the attached spreadsheet as distributed to colleges in the official appropriation letter from the Commissioner of Administration to the President and Chancellors.

6. Review and Advisement: Revisions to Policy #5.017, LCTCS Policy on Foundations

There is no action needed, Dr. May asks that the committee for review and advisement revisions for Policy #5.017, LCTCS Policy on Foundations. This item will be on the board agenda in September for final ratification.

7. Contracts:

- a. LCTCS Contract for Helpdesk Services

On motion of Supervisor Hardy, seconded by Supervisor Carter, the committee voted to authorize the System President to negotiate and execute a contract for Helpdesk Services, effective September 21, 2013. This contract will be subject to the approval of the Division of Administration, Office of Contractual Review.

- b. LCTCS Contract Hosting Services

On motion of Supervisor Oge, seconded by Supervisor St. Blanc, the committee voted to authorize the System President to negotiate and execute a contract for Hosting Services, effective September 21, 2013. This contract will be subject to the approval of the Division of Administration, Office of Contractual Review.



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- c. Baton Rouge Community College and the Graham Group

On motion of Supervisor Price, seconded by Supervisor St. Blanc, the committee voted to approve a consulting services contract between Baton Rouge Community College and the Graham Group, effective October 1, 2013 through September 30, 2014. This contract is subject to the approval of the Office of Contractual Review.

- d. Baton Rouge Community College and Power Specialists Associates, Inc.

On motion of Supervisor Hardy, seconded by Supervisor St. Blanc, the committee voted to approve a professional services contract between Baton Rouge Community College and Power Specialists Associates, Inc., effective September 1, 2013 through March 31, 2014. This contract is subject to the approval of the Office of Contractual Review.

On motion of Supervisor St. Blanc, seconded by Supervisor Price, the committee voted to vote as a whole on items D.7.e through D.7.u based on the staff recommendations and after a review by supervisors present.

Members of the committee took time to review the proposed contracts and the associated staff recommendations.

On motion of Supervisor Price, seconded by Supervisor Hardy, the committee voted to approve the staff recommendations for items D.7.e through D.7.u.

- e. Bossier Parish Community College and The Aspen Institute
- f. Bossier Parish Community College and the Betty and Leonard Phillips Deaf Action Center of Louisiana
- g. Bossier Parish Community College and Mississippi State University
- h. Delgado Community College and Community Aided Interpretation
- i. Delgado Community College and Single Stop USA
- j. L. E. Fletcher Technical Community College and Electrical Training USA LLC
- k. L. E. Fletcher Technical Community College and Flack Alford Safety Services, Inc.
- l. L. E. Fletcher Technical Community College and Flack Alford Safety Services, Inc.
- m. L. E. Fletcher Technical Community College and Flack Alford Safety Services, Inc.
- n. L. E. Fletcher Technical Community College and Brian A. Guenon Consulting
- o. L. E. Fletcher Technical Community College and Gulf South Employer Service, LLC
- p. L. E. Fletcher Technical Community College and On-Site Training and Instruction, Inc.
- q. L. E. Fletcher Technical Community College and PEC/Premier Safety Management, Inc.
- r. L. E. Fletcher Technical Community College and Prime Time Training, Inc.



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- s. L. E. Fletcher Technical Community College and Safety Connection, Inc.
- t. L. E. Fletcher Technical Community College and Womack Machine Supply Co.
- u. South Central Louisiana Technical College and Industrial Training International

Personnel Actions

8. Review and Advisement: Revision of Policy #6.003, Leave Record Establishment and Regulations for All Unclassified, Non-Civil Service Employees

The committee accepts the report as presented and recommend that the review and advisement be removed and the item be placed on the agenda for approval by the full board at the next meeting allowing the system President and staff the authority to adjust Policy 6.003, “Leave Record Establishment and Regulations for All Unclassified, Non-Civil Service Employees”, as it pertains to faculty contracts, to reflect leave earning and disbursement on a pro-rata basis for faculty contracts less than 12 months.

E. OTHER BUSINESS

F. ADJOURNMENT

Board Chair Murphy thanked the members in attendance for taking the time to be present at the meeting.

On motion of Supervisor St. Blanc, seconded by Supervisor Carter, the Executive Committee adjourned at 1:40 pm.