

MINUTES

**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM
BOARD OF SUPERVISORS REGULAR MONTHLY MEETING**

**WEDNESDAY, FEBRUARY 6, 2013
9:00 a.m.**

**The Louisiana Building
Baton Rouge Community College
201 Community College Drive, Baton Rouge, Louisiana 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. 42.6.

NOTE: **No separate committee meetings are scheduled.**

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, February 6, 2013, at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Michael J. Murphy, called the meeting to order at 9:02 a.m.

B. PLEDGE OF ALLEGIANCE

Board Supervisor Stevie Smith 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
Jimmy Douglas
Keith Gamble
Adrianna Garcia
Timothy W. Hardy, *2nd Vice Chair*
Michael Murphy, *Chair*
Woody Ogé, *1st Vice Chair*
Paul Price
Stephen Smith
Vincent St. Blanc, III
Mike Stone
Scott Terrill
Stephen Toups

Members Absent

Deni Grissette
Brett Mellington

Staff Present

Dr. Joe May
Bonni Blouin
Leah Goss
Jan Jackson
Jean Ann Kozlowski
Dr. Derrick Manns
Joe Marin
Dr. Neil Matkin
Michael Redmond
Jimmy Sawtelle
Eric Setz
Joel Watkins

D. APPROVAL OF FEBRUARY 6, 2013 REVISED AGENDA

On motion of Supervisor Barham, seconded by Supervisor Carter, the Board voted to approve the February 6, 2013 agenda as presented.

E. APPROVAL OF MINUTES OF JANUARY 4, 2013 SPECIAL BOARD MEETING

On motion of Supervisor Barham, seconded by Supervisor Smith, the Board voted to approve the minutes of the January 4, 2013 Special Board meeting as presented. The motion carried.

F. REPORTS

1. Chair of the Board Report

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

- Chair Murphy thanked the campus leadership for their efforts during the recent storm related damages experienced at some of the LCTCS campuses.
- The Board of Regents will hold their 3rd Annual Trusteeship Conference for board and system leadership on Monday, February 25th. Chair Murphy encouraged Board members to attend.
- Chair Murphy provided an update on the Northshore Charter School initiative. He noted that a group met in May, 2012, to begin to pursue the establishment of the Northshore Charter School, Inc. He stated that, with the support of the System Office and local community stakeholders, the group has advanced an application to establish the Northshore Charter School beginning in August, 2013. He added that the application has received BESE approval and he thanked everyone for their efforts in moving this initiative forward. He stated that the group hopes to establish a rural model that could be duplicated in other areas of the state and country. The model that is being proposed will have linkages to the Northshore Technical Community College, primarily in the area of project based learning and dual enrollment with a college prep component. The target will be for seniors to obtain an industry based credential and/or an Associate Degree upon completion of high school. Chair Murphy added that the institution is a non-profit 501c corporation, Type II public institution with a volunteer board consisting of leadership from some of the local community and technical college campuses.

2. President's Report

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

- Introduced the new chancellor of Louisiana Delta Community College (LDCC), Dr. Barbara Hanson. Dr. Hanson most recently served as the Vice President for Learning at San Jacinto College in Texas. Dr. Hanson addressed the Board and expressed her appreciation for being selected to serve in the LCTCS as chancellor of LDCC. Dr. May thanked Board Supervisors Edwards Barham, Chair, Search Committee and Paul Price for being involved in the selection process.

- Leah Goss, Vice President of System Advancement, presented an update on the plans for the LCTCS Annual Conference scheduled to be held March 13-15th at the Baton Rouge River Center. The theme for this year's conference is, *Agents of Change*. A short video created by Dwayne Grant, Coordinator of Career Pathways and Social Media, was shown. Ashley Lindsay, Director of Development, presented an update on the conference program and noted that the plenary speakers have been selected for the conference – Von Ton-Quinlivan, Vice Chancellor for Workforce & Economic Development at the California Community College will speak on workforce on Wednesday evening and Simon T. Bailey, Founder, Brilliance Institute, will address the group on Thursday morning. She added that ten (10) pre-conference sessions are currently scheduled in addition to fifteen (15) special sessions and forty-five (45) general plenary sessions.

Ms. Goss acknowledged and thanked Board Supervisor Woody Ogé and Huntington Ingalls for serving as the lead sponsor of the conference and Leo Hamilton of Breazeale, Sachse & Wilson, LLP, for also serving as a sponsor. She also thanked Dr. Andrea Miller, Chancellor, Baton Rouge Community College (BRCC), and their theatre department for agreeing to present the opening act at the plenary session of the conference and for providing live music for the networking session. River Parishes Community College and Capital Area Technical College will also serve as hosts for the conference by providing volunteers to work at the conference. She expressed her appreciation to everyone for assisting in the conference. She noted that the President's Reception will be held at the Louisiana Arts & Sciences Museum on Thursday afternoon.

- Dr. Andrea Miller and Dr. Christel Slaughter, Board Member, Foundation for Louisiana Community & Technical Colleges, made a presentation to the Board on the North Baton Rouge Training Initiative. (A PowerPoint presentation was shown.) Dr. Miller noted that the first students participating in the program are scheduled to graduate on February 18th. She added that a Cohort 2 is planned for the program. The program is completed in sixteen (16) weeks and is provided to students at no charge.
- Dr. Miller provided a report on the Tiger Bridge program. Monique Cross, Vice Chancellor for Academic Affairs (BRCC), and Dave Propias, Associate Vice Chancellor for Enrollment Management at Louisiana State University (LSU), joined Dr. Miller for the presentation. Dr. Miller provided a brief history of the creation of the program. She noted that Dr. Dorsey developed the Bears to Tigers program with LSU and this initiative is an addition to that program.

Ms. Cross provided information on the creation of the Tiger Bridge program and shared some of the specifics of the program. She noted that students who do not meet the admission requirements at LSU are invited into the program and will attend classes at BRCC for the first year of study. Students are required to complete 30 hours of transferrable college level coursework and maintain a 2.5 or greater GPA. Upon completion of the 30 hours, students transfer to LSU to complete the second year of study. Ms. Cross stated that a reverse transfer policy was created with LSU to enable 30 credit hours to reverse transfer back to BRCC and the student would be awarded an Associate degree.

Mr. Propias addressed the Board and spoke on the benefits to be realized at BRCC and LSU due to the creation of this program. He stated that the criteria for admission into LSU will not be changed and noted that any student who does not meet the enrollment standards will be offered the option to enroll in the Bears to Tigers program. He commented that he felt this program will greatly increase the number of Associate degrees awarded and it will help strengthen the relationship between the two colleges and the path between the community college to the 4-year degree. He

added that a tremendous amount of resources will be provided for these students including an extra center for academic success at BRCC, specific programs built for them, receive greater attention from the “Bridge” coordinator, and they will be in a co-hort situation with tutoring at Boyd Hall at LSU and they will be required to live on the LSU campus. He noted that the program will be limited to 196 students. Students will be charged the tuition and rates that apply for BRCC plus any costs for additional programs at LSU (housing, meal plans, student life programs, etc.).

- Dr. May asked Dr. Miller to provide a report on the Smiley Heights project. He stated that three individuals/organizations have been behind the Smiley Heights project: John Spain, Executive Vice President of Baton Rouge Area Foundation; Matt McKay, President & CEO, All Star Automotive; and, Walter Monsour, CEO, East Baton Rouge Redevelopment Authority. They were not available to attend today’s meeting but will be invited back to share their comments relative to this project.

Dr. Miller provided a presentation on the Smiley Heights project. (A PowerPoint presentation was shown.) Dr. Miller shared the findings from a report conducted by NCHEMS related to the automotive industry and the need for skilled technicians. She stated that, in response to the report, Baton Rouge Community College partnered with East Baton Rouge Redevelopment Authority, BRAF, All Star Automotive, EBR and the Louisiana Automobile Dealers Association to establish a center of excellence in transportation technology with automotive technology being a program of excellence. She noted that the Smiley Heights area consists of 190 acres of land which will be designed for mixed use development and will include a student dormitory and an academic instructional building to be a training center for automotive technology and labs. She added that it is expected to be a \$25 million dollar project.

Dr. May added that plans also include a technical high school and the option for expanding transportation options as the project moves forward.

- Dr. Monty Sullivan, Chancellor, Delgado Community College, reported on Delgado Community College’s involvement in activities held in New Orleans in conjunction with Super Bowl XLVII. He reported that DCC participated in the following events held in the New Orleans area:
 - Taste of the NFL – a function that supports hunger issues in the local area. Culinary students from DCC worked side-by-side with famous chefs.
 - DCC employees and students volunteered in various functions.
 - 2000 DCC parking spaces were provided for Park & Ride.
- Ribbon cutting ceremony will take place for the Ray Smith Memorial Early Learning Center in Greensburg, La., on Thursday, February 7th.

G. GENERAL ACTION ITEMS**

Committee of the Whole Actions

Chair Murphy presented the Committee of the Whole agenda item for consideration by the Board.

1. Consideration of the Report for Senate Concurrent Resolution #17 of 2012 Regular Session of the Louisiana Legislature

Dr. May stated that Senate Concurrent Resolution #17 requested a feasibility study on a possible merger between Baton Rouge Community College and Capital Area Technical College. He noted that the report, conducted by FutureWorks, outlines the recommendations which suggest that the merger go forward. He

added that legislation will be considered in the upcoming legislative session to move forward with the merger, pending Board approval.

On motion of Supervisor Price, seconded by Supervisor Brown, the Board voted to accept the report presented in fulfillment of the requirements of the respective resolution and further authorize the System President to make any none substantive edits that may be necessary prior to formal communication of the report to the Legislature as specified by the respective resolution. The motion carried.

Dr. May commented that, in anticipation that the Board would move favorably on this item, he and Tommy Williams met with Senator Yvonne Dorsey-Colomb and she has agreed to serve as the sponsor of this legislation and will be working with the System Office and colleges to begin the process.

Facilities Actions

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

2. Temporary Servitude for South Louisiana Community College

On motion of Supervisor Toups, seconded by Supervisor St. Blanc, the Board voted to authorize the System President to grant a Temporary Servitude to the Lafayette City-Parish Consolidated Government at the South Louisiana Community College, Lafayette Campus, effective through September 2013.

Finance Actions

3. Contracts:
 - a. LCTCS Board of Supervisors and Ellucian Company, L.P.

On motion of Supervisor Smith, seconded by Supervisor St. Blanc, the Board voted to approve a consulting services contract between the LCTCS Board of Supervisors and Ellucian Company, L.P., effective October 20, 2012 through October 19, 2013. The motion carried.

Supervisor Smith requested an update on the issues that have occurred with the installation of the new computer system.

Dr. May stated that the registration process is greatly improved from the previous registration cycle but still experiencing some issues. He added that has a call scheduled with John Spears, President, Ellucian Company, for further discussion on moving forward with the next phases of implementation.

- b. Baton Rouge Community College and SJB Group, LLC

On motion of Supervisor St. Blanc, seconded by Supervisor Hardy, the Board voted to approve a professional services contract between Baton Rouge Community College and SJB Group, effective October 20, 2012 through October 20, 2013. The contract is subject to the approval of the Office of Contractual Review. The motion carried.

- c. Capital Area Technical College and Construction/Maintenance Industry Safety Services, Inc.

On motion of Supervisor Price, seconded by Supervisor St. Blanc, the Board voted to approve a professional services contract between Capital Area Technical College and Construction/Maintenance Industry Safety Services, Inc., effective January 17, 2013 through January 16, 2014. The contract is subject to the approval of the Office of Contractual Review. The motion carried.

- d. L.E. Fletcher Technical Community College and CAD Control Systems

On motion of Supervisor St. Blanc, seconded by Supervisor Toups, the Board voted to approve a professional services contract between L. E. Fletcher Technical Community College and CAD Control Systems, effective January 14, 2013 through January 13, 2014. The contract is subject to the approval of the Office of Contractual Review. The motion carried.

- e. L.E. Fletcher Technical Community College and Electrical Training, LLC

On motion of Supervisor St. Blanc, seconded by Supervisor Hardy, the Board voted to approve a professional services contract between L. E. Fletcher Technical Community College and Electrical Training, LLC, effective January 14, 2013 through January 13, 2014. The contract is subject to the approval of the Office of Contractual Review. The motion carried.

- f. L.E. Fletcher Technical Community College and On Site Training and Instruction, Inc.

On motion of Supervisor St. Blanc, seconded by Supervisor Toups, the Board voted to a professional services contract between L. E. Fletcher Technical Community College and On Site Training and Instruction, Inc., effective January 14, 2013 through January 13, 2014. The contract is subject to the approval of the Office of Contractual Review. The motion carried.

Personnel Actions

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

Supervisor Stone stated the need to enter into Executive Session for the purpose of discussing agenda item G.4. Appointment of Director of Internal Audit for LCTCS.

On motion of Supervisor St. Blanc, seconded by Supervisor Brown, the Board voted to enter into Executive Session for the purpose of discussing agenda item G.4., Appointment of Director of Internal Audit for LCTCS.

The Full Board entered into Executive Session at 10:35 a.m.

The Full Board reconvened at 10:55 a.m. Chair Murphy stated that no votes were taken and no consensus was reached during the Executive Session.

Bonni Blouin performed a roll call to re-establish a quorum.

4. Appointment of Director of Internal Audit for LCTCS

On motion of Supervisor Gamble, seconded by Supervisor Toups, the Board voted to approve the appointment of Mr. Michael G. Redmond as Director of Internal Audit for the Louisiana Community and Technical College System, effective February 1, 2013, at an annualized salary of \$105,000. The motion carried.

Mr. Redmond addressed the Board and stated that he is honored to accept the position of Director of Internal Audit and noted that he started working with the LCTCS ten years ago and has enjoyed working at the System and looks forward to a long tenure.

5. Reduction in Force/Layoff Avoidance Plan for Delgado Community College

Dr. Monty Sullivan, Chancellor, Delgado Community College (DCC), addressed the Board to discuss the proposed action at DCC.

On motion of Supervisor Brown, seconded by Supervisor Ogé, the Board voted to approve the reduction in force and layoff avoidance plan for Delgado Community College, as presented, in accordance with the provisions of LCTCS Board Policy 6.026, to help address operating budget constraints of over \$13 million for fiscal year 2012-2013. The motion carried.

H. CONSENT AGENDA

On motion of Supervisor St. Blanc, seconded by Supervisor Smith, the Board voted to approve the Consent Agenda which consists of agenda items H.1. through H.4. The motion carried.

Academic, Instruction, Workforce Training and Student Affairs Actions

1. New Programs

- a. Northshore Technical Community College
 - 1) Associate of Applied Science in Technical Studies (CIP: 479999)
 - 2) New Concentration in Radiology Technology in the Associate of General Studies Program (CIP: 240102)
- b. Delgado Community College
 - 1) Certificate of Technical Studies in Medical Registration Specialist (CIP: 510707)

Approved the addition of a new Associate of Applied Science in Technical Studies and a concentration in Radiology Technology (Partnership with North Oaks Health System School of Radiology and Cardiovascular Technology Training), at Northshore Technical Community College, and a Certificate of Technical Studies in Medical Registration Specialist at Delgado Community College.

2. Program Revisions

- a. Sowela Technical Community College
 - 1) Program Revisions in the Industrial Electrician Program (CIP: 460302)

- Revision in the CTS: Residential Electrician Program, reduce the number of credit hours from 29 to 26.
 - Revision to the TD: Industrial Electrician Program, reduce the number of credit hours from 47 to 45.
- b. Northshore Technical Community College
- 1) Revisions in the Patient Care Technician Program (CIP: 512601) 24 credit hours and 725 clock hours
 - Revision to the CTS in: Patient Care Technician Program. Revision of courses in the TCA in Phlebotomy Skills (9 credit hours and 315 clock hours) and the TCA in EKG Skills (7 credit hours and 210 clock hours)
 - 2) Revisions to the TD – Practical Nursing Program (CIP: 513901) 52 credit hours and 1570 clock hours
 - 3) Revisions to the TD – Building Technology Programs (CIP: 460401) 46 credit hours and 1395 clock hours
 - 4) Revisions to the AAS General Education Courses
 - Automotive Technology AAS (CIP: 470604)
 - Business Office Technology AAS (CIP: 520401)
 - Care & Development of Young Children AAS (CIP: 190709)
 - Computer Networking AAS (CIP: 110901)
 - Criminal Justice AAS (CIP: 430104)
 - Culinary Arts & Occupations AAS (CIP: 120503)
 - Journeyman Industrial: Electrician AAS (CIIP: 460000)
 - Journeyman Industrial: Pipe Trades AA (CI: 460000)
 - Veterinary Technology AAS (CIP: 510808)
- Revise the following General Education Courses for each program:
- MATH 1015 College Algebra
 - ENGL 1015 Composition I
 - Humanities Elective
 - Natural Science Elective
 - Behavioral Science Elective

Approved the program revisions for Sowela Technical Community College and Northshore Technical Community College as presented.

3. Program Terminations

- a. South Louisiana Community College
- 1) Patient Care Technician – CTS at the C.B. Coreil Campus (CIP: 512601)
 - 2) Medication Attendant Certified – TCA at the Evangeline, Gulf Area, and Lafayette Campuses (CIP: 512603)
 - 3) Marine Electrician – TD at the Gulf Area Campus (CIP: 460302)
 - 4) Energy Systems Technician – CTS at the Gulf Area Campus (CIP: 460302, Electrician) and (CIP: 470201, Air Conditioning & Refrigeration)
 - 5) Nurse Assistant – TCA at the Teche Area Campus (CIP: 513902)
 - 6) Patient Care Technician – CTS at the Teche Area Campus (CIP: 512601)
 - 7) Pharmacy Technician – CTS at the Teche Area Campus (CIP: 510805)
 - 8) Residential Air Conditioning – TD at the Teche Area Campus (CIP: 470201)

Approved the request to terminate the following programs at South Louisiana Community College:

- 1) **Patient Care Technician – CTS at the C.B. Coreil Campus (CIP: 512601)**
- 2) **Medication Attendant Certified – TCA at the Evangeline, Gulf Area, and Lafayette Campuses (CIP: 512603)**
- 3) **Marine Electrician – TD at the Gulf Area Campus (CIP: 460302)**
- 4) **Energy Systems Technician – CTS at the Gulf Area Campus (CIP: 460302, Electrician) and (CIP: 470201, Air Conditioning & Refrigeration)**
- 5) **Nurse Assistant – TCA at the Teche Area Campus (CIP: 513902)**
- 6) **Patient Care Technician – CTS at the Teche Area Campus (CIP: 512601)**
- 7) **Pharmacy Technician – CTS at the Teche Area Campus (CIP: 510805)**
- 8) **Residential Air Conditioning – TD at the Teche Area Campus (CIP: 470201)**

Finance Actions

4. Incumbent Worker Training Program Contracts
 - Abita Brewing Company LLC and Baton Rouge Community College
 - Baton Rouge Educational Trust Fund and Capital Area Technical College
 - Blake International USA Rigs and L.E. Fletcher Technical Community College
 - Council Development Corp dba PEC Safety Management and South Central Louisiana Technical College
 - David Raines Community Health Centers and Bossier Parish Community College
 - Horseshoe Entertainment Consortium and Bossier Parish Community College

Ratified five (5) new Incumbent Worker Training Program Contracts and one (1) modified contract:

- **Abita Brewing Company LLC and Baton Rouge Community College – Contract Amount: \$131,706.59**
- **Baton Rouge Educational Trust Fund and Capital Area Technical College – Contract Amount: \$165,974.34**
- **Blake International USA Rigs and L.E. Fletcher Technical Community College – Contract Amount: \$349,776.90**
- **David Raines Community Health Centers and Bossier Parish Community College – Contract Amount: \$93,120.50**
- **Horseshoe Entertainment Consortium and Bossier Parish Community College – Contract Amount: \$20,585.40**
- **Council Development Corp/dba PEC Safety Management and South Central Louisiana Technical College – Modified Contract Amount: \$53,240.00**

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
4. Status Report on Progress of Northshore Technical Community College, Slidell Campus
5. Second Quarter Financial Report
6. Second Quarter Contracts Report

7. Report of Breazeale, Sachse & Wilson for the Quarter Ended December 31, 2012

J. OTHER BUSINESS

- Supervisor Ogé asked for an update on the Ellucian project. Dr. May stated that a full report will be provided to the Board at the March Board meeting.
- Dr. May presented a report on the upcoming advocacy tour. He stated that Tommy Williams will join him at the meetings and Leah Goss will be coordinating the events. He noted that the primary focus this year is the facilities plan that the Board has recommended to address the needs of LCTCS colleges.

K. ANNOUNCEMENTS

No announcements were made.

L. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Carter, seconded by Supervisor Price, the meeting adjourned at 11:37 a.m.