



*Changing Lives,  
Creating Futures*

Monty Sullivan  
*System President*

**Officers:**

Michael J. Murphy  
*Chair*

N. J. "Woody" Ogé  
*First Vice Chair*

Timothy W. Hardy  
*Second Vice Chair*

**Members:**

Robert Brown  
Helen Bridges Carter  
Keith Gamble  
Deni Grissette  
Steve Hemperley  
Willie Mount  
Joe Potts  
Paul Price, Jr.  
Stephen C. Smith  
Vincent St. Blanc, III  
Craig Spohn  
Stephen Toups

**Student Members:**

Frank Russell

Louisiana  
Community  
& Technical  
College System

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**June 11, 2014 Minutes as Approved September 10, 2014**

## **LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM**

### **LCTCS BOARD OF SUPERVISORS MONTHLY MEETING**

**Wednesday, June 11, 2014  
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. 42.16-17.

**A. CALL TO ORDER**

Board Chairman, Michael Murphy called the meeting to order at 9:11 am.

**B. PLEDGE OF ALLEGIANCE**

Supervisor St. Blanc led the assembly in the pledge of allegiance.

**C. SWEARING IN OF NEW STUDENT BOARD MEMBERS: EDWARD BANKS AND ROBERT FISHER**

Chair Murphy welcomed Mr. Edward Banks and Mr. Robert Fisher to the board.

Edward R. Banks is a student at Louisiana Delta Community College (LDCC) where he is pursuing a degree in Forensic Science. Mr. Banks was appointed by the Board of Regents, effective June 1, 2014, for a one year term on the Board of Supervisors. Mr. Banks will serve as a technical college representative.

Robert Fisher is enrolled as a junior at Baton Rouge Community College majoring in Pre-Engineering with a concentration in Chemical Engineering. Mr. Fisher was appointed by the Board of Regents, effective June 1, 2014, for a one year term on the Board of Supervisors. Mr. Fisher will serve as a community college representative.

Mr. Leo Hamilton, general counsel for the board, conducted the swearing in of the two new student members of the Board.

Chair Murphy asked each of the new members to give remarks about becoming a member of the Board of Supervisor.

Mr. Banks shared his desire to do his best for the system and its colleges. Mr. Fisher stated that he is excited about his term this year and looks forward to working on the strategic plan.

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**D. ROLL CALL**

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

**Members Present**

Michael J. Murphy, Board Chair  
Timothy W. Hardy, 2<sup>nd</sup> Vice Chair  
Robert Brown  
Helen Carter  
Deni Grissette  
Steve Hemperley  
Joe Potts  
Paul Price, Jr.  
Stephen Smith  
Vincent St. Blanc, III  
Edward Banks  
Robert Fisher

**Members Absent**

Woody Ogé  
Keith Gamble  
Willie Mount  
Craig Spohn  
Stephen Toups

**Staff Present**

Monty Sullivan Sara L Kleinpeter  
Quintin Taylor Leah Goss  
Tommy Williams Jan Jackson  
Jimmy Sawtelle Katie Waldrop  
Suzette Meiske Joe Marin  
Sandra Kinney Sean Martin  
Anthony Brown Dwayne Grant  
Joel Watkins Tiffany Snell  
Mike Redmond  
Jean Ann Kozlowski

**E. APPROVAL OF JUNE 11, 2014 AGENDA**

**On motion of Supervisor Carter, seconded by Supervisor Grissette, the Board voted to approve the June 11, 2014, agenda. The motion carried.**

**F. APPROVAL OF MEETING MINUTES OF MAY 14, 2014**

**On motion of Supervisor St. Blanc, seconded by Supervisor Brown, the Board voted to approve the minutes of the May 14, 2014. The motion carried.**

**G. REPORTS**

1. Chair of the Board Report

Chair Murphy thanked the members of the Board and the LCTCS Staff and campus leaders for support during his time as Board Chair.

2. Presidents Report

Dr. Sullivan began his report by inviting Delgado's new chancellor, Joan Davis, to address the Board. Chancellor Davis thanked the Board and Dr. Sullivan for selecting her to lead Delgado Community College. She noted that she hopes to impart wise leadership during her tenure. She stated the difference between knowledge and wisdom – "knowledge that a tomato is a fruit but wisdom is knowing not to put it in a fruit salad."

Dr. Sullivan introduced Glen Dubois, Chancellor of the Virginia Community College System, and thanked Mr. Dubois for his visit to Louisiana. Mr. Dubois noted that the LCTCS is position to achieve greatness.

Dr. Sullivan noted that the WISE Plan, House Bill 1, passed the legislature and will be signed by the Governor. Dr. Sullivan thanked Tommy Williams and the legislative team for their work throughout this session.

President Sullivan shared the good news around the system  
\$3.55 million  
SLCC - \$100 K Act 360 and \$300 Economic Development  
SOWELA - %840K  
BRCC – Exxon \$250K, Dow \$50K women in welding  
NTCC - \$1.8 million land and \$250K Walton Grant

#### **H. GENERAL ACTION ITEMS\*\***

**Supervisor Smith presented the Facilities Actions agenda items for consideration.**

##### **Facilities Actions**

1. Review and Advisement: Preliminary Capital Outlay Request for FY 2015-2016

**On motion by Supervisor Potts, seconded by Supervisor Banks, the Board voted to accept, for review and advisement, the 2015-2016 Capital Outlay Preliminary List of Recommended Projects.**

2. Land Transfer for South Central Louisiana Technical College, Reserve Campus

**On motion by Supervisor St. Blanc, seconded by Supervisor Brown, the Board voted to authorize the System President to negotiate and execute a Cooperative Endeavor Agreement between the St. John Parish Government and the LCTCS, involving transfer of approximately 6.5 acres of land located at us Highway 61 and Regala Street in Reserve, to LCTCS, to be used for the location of new facilities for South Central Louisiana Technical College Reserve Campus. The use and construction on this site shall be restricted to post-secondary education and training purposes for the longest period of time permitted by Louisiana law. The transfer of the land will be recorded by the State Land Office. The motion carried.**

3. Lease Agreement between LCTCS, on behalf of Central Louisiana Technical Community College, and Latter & Blum Commercial Real Estate Services

**On motion by Supervisor St. Blanc, seconded by Supervisor Hardy, the Board voted to authorize a lease of approximately 15,000 square feet of space from Latter & Blum Commercial Real Estate Services to provide workforce development training as a part of a US Department of Labor, Trade Adjustment Assistance Community College and Career Training Grant for the Central Louisiana Technical Community College, at an annual cost not to exceed \$120,000. This lease requires the approval of the Real Estate Leasing Section of Facility Planning and Control, Division of Administration. The motion carried.**

**On motion by Supervisor St. Blanc, seconded by Supervisor Potts, the Board voted to consider items G.4 through G.13 at one time. The motion carried.**

**On motion by Supervisor Carter, seconded by Supervisor Fisher, the Board voted to approve the naming policies in items G.4 through G.13, for the respective colleges as described below. The motion carried.**

4. Naming Policy for Baton Rouge Community College

**The Board approved the naming policy for Baton Rouge Community College, which is in accordance with Board Policy #4.003, Naming of LCTCS Facilities.**

5. Naming Policy for Bossier Parish Community College

**The Board approved the naming policy for Bossier Parish Community College, which is in accordance with Board Policy #4.003, Naming of LCTCS Facilities.**

6. Naming Policy for Central Louisiana Technical Community College

**The Board approved the naming policy for Central Louisiana Technical Community College, which is in accordance with Board Policy #4.003, Naming of LCTCS Facilities.**

7. Naming Policy for Delgado Community College

**The Board approved the naming policy for Delgado Community College, which is in accordance with Board Policy #4.003, Naming of LCTCS Facilities.**

8. Naming Policy for Elaine P Nunez Community College

**The Board approved the naming policy for Elaine P Nunez Community College, which is in accordance with Board Policy #4.003, Naming of LCTCS Facilities.**

9. Naming Policy for L. E. Fletcher Technical Community College

**The Board approved the naming policy for LE Fletcher Technical Community College, which is in accordance with Board Policy #4.003, Naming of LCTCS Facilities.**

10. Naming Policy for Louisiana Delta Community College

**The Board approved the naming policy for Louisiana Delta Community College, which is in accordance with Board Policy #4.003, Naming of LCTCS Facilities.**

11. Naming Policy for Northshore Technical Community College

**The Board approved the naming policy for Northshore Delta Community College, which is in accordance with Board Policy #4.003, Naming of LCTCS Facilities.**

12. Naming Policy for South Central Louisiana Technical College

**The Board approved the naming policy for South Central Louisiana Technical College, which is in accordance with Board Policy #4.003, Naming of LCTCS Facilities.**

13. Naming Policy for South Louisiana Community College

**The Board approved the naming policy for South Louisiana Community College, which is in accordance with Board Policy #4.003, Naming of LCTCS Facilities.**

**Supervisor Grissette presented the Finance Actions agenda items for consideration by the board.**

**Finance Actions**

14. Fall 2014 GRAD Act Tuition Increases for LCTCS Colleges

**On motion by Supervisor Brown, seconded by Supervisor Hemperley, the Board authorized LCTCS colleges to increase tuition and fee rates by up to ten percent, as allowed through the Louisiana GRAD Act, pending final action by the Board of Regents. The motion carried.**

15. Contracts

A. Professional Services Contract between Louisiana Delta Community College and Opportunities Industrialization Center of Ouachita

**On motion by Supervisor Price, seconded by Supervisor Banks, the Board approved a professional services contract between Louisiana Delta Community College and Opportunities Industrialization Center of Ouachita, Inc., effective July 1, 2014 through June 30, 2015. This contract is subject to the approval of the state Office of Contractual Review. The motion carried.**

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B. Social Services Contract between L. E. Fletcher Technical Community College and Safety Management Systems, LLC

**On motion by Supervisor St. Blanc, seconded by Supervisor Banks, the Board approved a social services contract between L. E. Fletcher Technical Community College and Safety Management Systems, LLC, effective April 14, 2014 to April 13, 2015. This contract is subject to the approval of the State Office of Contractual Review. The motion carried.**

C. Amendment to Social Services Contract between L. E. Fletcher Technical Community College and American Bureau of Shipping

**On motion by Supervisor Smith, seconded by Supervisor St. Blanc, the Board approved an amendment to a social services contract between L. E. Fletcher Technical Community College and American Bureau of Shipping, increasing the contract by \$19,150, from \$53,750 to \$72,900, effective April 28, 2014 through August 25, 2014. This amendment is subject to the approval of the State Office of Contractual Review. The motion carried.**

D. Professional Services Contract between Bossier Parish Community College and the Betty and Leonard Phillips Deaf Action Center of Louisiana

**On motion by Supervisor Smith, seconded by Supervisor Carter, the Board approved a professional services contract between Bossier Parish Community College and the Betty and Leonard Phillips Deaf Action Center of Louisiana, effective July 1, 2014 through June 30, 2015. The motion carried.**

16. Ratification of New Incumbent Worker Training Program Contract

A. Baton Rouge Community College and Orion Instruments, LLC

**On motion by Supervisor Price, seconded by Supervisor Potts, the Board voted to ratify one new Incumbent Worker Training Program Contract as shown in the table provided. The motion carried.**

College	Contractor Name	Contract Amount	Type of Training/Reason for Modification
Baton Rouge Community College	Orion Instruments LLC	\$74,835.27	Grant will provide training to 58 employees at various levels. Funds will be used for training machinist, welding, engineering, and inventory management. Other trainings include accounting, customer service sales, human resources, production control, and quality control. Trainings will also include business writing, customer relationship management, leadership, team management, and computer-based training.

17. Revisions to Policy 5.011, Vehicle Registration and Fees

**On motion by Supervisor Smith, seconded by Supervisor Brown, the Board accepted the revisions for Policy #5.011, Vehicle Registration and Fees.**

**Supervisor Hardy presented the Personnel Actions agenda items for consideration by the board. The motion carried.**

**Personnel Actions**

18. LCTCS Employer Contribution Rate

**On motion by Supervisor St. Blanc, seconded by Supervisor Potts, the Board approved the Optional Retirement Plan employer contribution normal cost rate for LCTCS participants at 5.1839 percent, subject to approval of House Bill 6 by the Governor. The motion carried.**

19. Revisions to Policy 6.003, Leave Record Establishment and Regulations for All Unclassified, Non-Civil Service Employees

**On motion by Supervisor Potts, seconded by Supervisor Brown, the Board approved an amendment to Policy # 6.003 to enable colleges to provide full time faculty with a contract of less than 12 month duration, who are employed as adjunct faculty during the summer immediately following the end of their contract, to accrue prorated sick leave as reflected in bold and underlined print on pages 3 and 10 of the attached document. The motion carried.**

20. Revisions to Policy 6.024, Smoke-Free Environment

**On motion by Supervisor Grissette, seconded by Supervisor Banks, the Board voted to accept the revisions for Policy #6.024, Smoke-Free Environment. The motion carried.**

21. Chancellor Emeritus Status for Mr. Travis Lavinge

**On motion by Supervisor Smith, seconded by Supervisor St. Blanc, the Board granted the title of Chancellor Emeritus to Mr. Travis Lavigne, Chancellor of L. E. Fletcher Technical Community College, upon his retirement, June 16, 2014. The motion carried.**

**I. Consent Agenda**

**Chair Murphy presented the Consent agenda items for consideration.**

**On motion by Supervisor Brown, seconded by Supervisor Hemperley, the Board voted to approve the Consent Agenda which consists of agenda items I.1 through H.12. The motion carried.**

**Approved new programs and exit points.**

**New Programs**

- 1. River Parishes Community College**
  - A. Technical Diploma, Certificate of Technical Studies in Entry Welder (SMAW) and Certificate of Technical Studies in GMAW, GTAW, FCAW Welding Processes (CIP: 48.0508)**
- 2. Northwest Louisiana Technical College**
  - A. Associate of Applied Science in Technical Studies (CIP: 47999) 60 credit hours with a maximum of 1830 clock hours in conjunction with Technical Diploma in:  
Air Conditioning & Refrigeration,  
Automotive Technology,  
Collision Repair Technology,  
Diesel-Powered Equipment Technology,  
Electrician,  
Industrial Maintenance Technology,**

**Industrial Manufacturing Technology,  
Information Technology,  
Machine Tool Technology,  
Outdoor Power Equipment Technology  
Welding**

- B. Certificate of Technical Studies in Energy Services (CIP: 15.0499) 32 credit hours and 960 clock hours.**
- 3. South Louisiana Community College**
  - A. Associate of Applied Science in Helicopter Aviation (CIP: 47.0608)**
  - B. Associate of Applied Science in Business Administration (CIP: 52.0201)**
  - C. Associate of Science in Accounting (CIP: 52.0301)**
- 4. Delgado Community College**
  - A. Certificate of Technical Studies in Industrial Maintenance Technology (CIP: 47.0303)**
- 5. Northshore Technical Community College**
  - A. Program addition in the Associate of Technical Studies program to add concentration in Maintenance Mechanic Apprenticeship Technology (CIP: 47.9999)**
    - i. AAS Technical Studies (CIP: 479999) 60 credit hours and 900 clock hours**
    - ii. TD Industrial Machine Shop Technician (CIP: 480501) 45 credit hours and 675 clock hours**
    - iii. CTS MMAT Pipefitter (CIP: 480501) 21 credit hours and 315 clock hours**
    - iv. TCA MMAT Core (CIP: 480501) 5 credit hours and 75 clock hours**
  - B. Program addition in the Associate of Technical Studies program to add concentration in Oil and Gas Production Technology (CIP: 15.0903)**
    - i. AAS Technical Studies (CIP: 479999) 60 credit hours and 900 clock hours**
    - ii. TD Industrial Machine Shop Technician (CIP: 480501) 45 credit hours and 675 clock hours**
    - iii. CTS MMAT Pipefitter (CIP: 480501) 21 credit hours and 315 clock hours**
    - iv. TCA MMAT Core (CIP: 480501) 5 credit hours and 75 clock hours**

**Program Revisions**

**Approved program revisions as listed.**

- 6. River Parishes Community College**
  - A. Program revision in the Welding Program. Redesign to align with NCCER and AWS curriculum. To Include the Technical Diploma, Certificate of Technical Studies in Entry Welder (SMAW) and Certificate of Technical Studies in GMAW, GTAW, FCAW Welding Processes (CIP: 48.0508)**

- 7. Northwest Louisiana Technical College**
  - A. Certificate of Technical Studies in Energy Services (CIP: 15.0499)**
- 8. Louisiana Delta Community College**
  - A. Change of name of program from Health Information Management to Technical Competency Area in Medical Coding and the Certificate of Technical Studies to Medical Coding Specialist (CIP: 51.0713)**
- 9. South Louisiana Community College**
  - A. Change in credit hours and clock hours for the Associate of Applied Science and Technical Diploma in Civil Surveying and Mapping program to better align curriculum (CIP: 15.1102)**
  - B. Change in name of Associate of Science in General Business to Associate of Science Business (52.0101)**
  - C. Change in program to reflect new curriculum that addresses credit hour revisions, curriculum alignment in the Associate of Applied Science in Information Technology program (CIP: 11.0901)**
- 10. Delgado Community College**

**Mission Statement Update**

*Delgado Community College provides a learning centered environment in which to prepare students from diverse backgrounds to attain their educational, career, and personal goals, to think critically, to demonstrate leadership and to be productive and responsible citizens*

**Personnel Items**

- 11. Adjustment in Compensation for Interim Chancellor**

**Approved a technical adjustment in the compensation for Mr. Earl W. Meador as Interim Chancellor of L. E. Fletcher Technical Community College, to include a \$2,500 civic organization allowance, effective upon his appointment at the May 14, 2014 board meeting.**

**Finance Items**

- 12. Foundation Reimbursement to or on Behalf of Employee**

**Approved the following Foundation reimbursement:**

<b>Date</b>	<b>Foundation</b>	<b>Recipient</b>	<b>Position</b>	<b>Amount</b>	<b>Purpose</b>
<b>May 20, 2014</b>	<b>Fletcher Foundation</b>	<b>Mr. Mickey Diez</b>	<b>Interim Vice Chancellor of Academic Affairs / Dean of Students</b>	<b>\$2,595.80</b>	<b>Reimbursement for expenses incurred for the travel costs of a financial aid consultant</b>

**J. UPDATES**

Chair Murphy 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

**K. OTHER BUSINESS**

1. Approval of 2015 Meeting Schedule

**On motion by Supervisor St. Blanc, seconded by Supervisor Grissette, the Board approved the 2015 LCTCS Board Meeting Schedule. The motion carried.**

**L. ANNOUNCEMENTS**

There were no additional announcements made.

**M. ADJOURNMENT**

**There being no further business to come before the Board, and on motion by Supervisor St. Blanc and seconded by Supervisor Smith, the meeting adjourned at 10:29 a.m.**