

MINUTES**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM
BOARD OF SUPERVISORS REGULAR MONTHLY MEETING****WEDNESDAY, MAY 8, 2013****9:00 a.m.****The Magnolia Library & Performing Arts Pavilion – Magnolia 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.**

I. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, May 8, 2013, at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Michael J. Murphy, called the meeting to order at 9:10 a.m.

II. PLEDGE OF ALLEGIANCE

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

III. ROLL CALL

Ms. Bonni Blouin, Coordinator of Board Services, called roll and a quorum was established.

Members Present

Edwards Barham
Helen Bridges Carter
Jimmy Douglas
Timothy W. Hardy, *2nd Vice Chair*
Brett Mellington
Michael Murphy, *Chair*
Woody Ogé, *1st Vice Chair*
Stephen Smith
Vincent St. Blanc, III
Stephen Toups

Members Absent

Robert Brown
Keith Gamble
Adrianna Garcia
Deni Grissette
Paul Price
Scott Terrill

Staff Present

Dr. Joe May
Bonni Blouin
Leah Goss
Jan Jackson
Jean Ann Kozlowski
Dr. Derrick Manns
Joe Marin
Dr. Neil Matkin
Bill Obier
Jimmy Sawtelle
Shannon Sedberry

IV. APPROVAL OF MAY 8, 2013 AGENDA

Chair Murphy stated the need to amend the agenda. The following amendments were requested:

- Add agenda item VII.C.2. Property Lease between Baton Rouge Community College and Highlander Central, LLC
- Remove the following agenda items from the agenda:
 - VII.A.1. Review and Advisement: Revision to LCTCS Board of Supervisors Bylaws
 - VII.D.2. Student Referendum for SOWELA Technical Community College
 - VII.A.5. Review and Advisement: Revision to LCTCS Policy #2.005-Student Organizations and SGA

On motion of Supervisor St. Blanc, seconded by Supervisor Hardy, the Board voted to approve the May 8, 2013 agenda as amended. The motion carried.

V. APPROVAL OF MINUTES OF APRIL 10, 2013 BOARD MEETING

On motion of Supervisor Carter, seconded by Supervisor Toups, the Board voted to approve the minutes of the April 10, 2013 meeting as presented. The motion carried.

VI. 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 Board, chancellors, directors and LCTCS executive staff for their advocacy efforts.
- ##### 2. President's Report

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

- Dr. May recognized East Baton Rouge Metro Council members Chauna Banks-Daniel and Denise Marcelle who were present for the meeting.
- Dr. May recognized Dr. Joe Ben Welch, Chancellor, River Parishes Community College, and his wife, Eva. Chancellor Welch has announced his retirement after 50 years of service in higher education and 44 years as a president/chancellor. Dr. May read a letter that Dr. Welch had written to him and members of the Board. He noted that Dr. Welch has, "...left a great legacy everywhere he has been ... changing the community and making it better every place he has been and I think that's all that we can all hope and want to do."
- Dr. May provided a legislative update. He commented on the following initiatives that are being presented at the legislature: 1) budget bill; 2) Senate Bill (SB) 45 regarding the merger of Baton Rouge Community College and Capital Area Community College; 3) Senate Bill (SB) 204 by Robert Adley which provides 28 facility projects around the state including the Smiley Heights project in Baton Rouge and expansion of community and technical colleges in Livingston Parish at a site in Walker. Dr. May mentioned that he will be meeting with the Rural Caucus later today to discuss SB 204.

VII. GENERAL ACTION ITEMS****~~A. Committee of the Whole (REMOVED FROM AGENDA)~~**

~~a. Review and Advisement: Revision to LCTCS Board of Supervisors Bylaws~~

B. Academic Actions

Supervisor St. Blanc presented the Academic Actions agenda items for consideration by the Board.

1. Baton Rouge Community College Center of Excellence

Dr. May presented the Staff Recommendation to approve a Center of Excellence in Transportation Technology to be developed and operated in accordance with the requirements of Act 555 of the 2010 Regular Session of the Louisiana Legislature and the LCTCS and Board of Regents' policy on education centers.

A presentation in support of the proposed Baton Rouge Community College Center of Excellence in Transportation Technology was made by the following individuals: Dr. Andrea Lewis Miller, Chancellor, Baton Rouge Community College; Matt McKay, President/CEO, All Star Automotive; Anthony Marino, Airport Director, Baton Rouge Metropolitan Airport; John Stonecipher, President, Guidance Aviation; John Price, Asst. Chief Administrative Officer, Mayor's Office; and, Jim Horton, Consultant, Guidance Aviation.

A video was shown that concluded with the revealing of a helicopter and vehicle concealed behind the curtain on the theatre stage. The helicopter and vehicle served as a representative for two types of technical training that will be provided at the new Center of Excellence that is being proposed to the Board for approval. Handouts were also provided.

Chancellor Miller presented a PowerPoint presentation providing details on the proposal to establish the Center of Excellence.

On motion of Supervisor Hardy, seconded by Supervisor Ogé, the Board voted to approve a Center of Excellence in Transportation Technology to be developed and operated in accordance with the requirements of Act 555 of the 2010 Regular Session of the Louisiana Legislature and the LCTCS and Board of Regents' policy on education centers. The motion carried.

C. Facilities Actions

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

1. Signal and Sidewalk Servitude at Baton Rouge Community College

On motion of Supervisor Ogé, seconded by Supervisor Carter, the Board voted to authorize the System President to execute a servitude grant between East Baton Rouge City Parish Government and the Louisiana Community and Technical College System on behalf of Baton Rouge Community College. A copy of the legal description of the property is available in the office of the Senior Vice President for Finance and Administration. This servitude will be filed in the State Land Office. The motion carried.

2. Property Lease between Baton Rouge Community College and Highlander Central, LLC

On motion Supervisor Ogé, seconded by Supervisor Carter, the Board voted to authorize the System President to execute a servitude grant between East Baton Rouge City Parish Government and the Louisiana Community and Technical College System on behalf of Baton Rouge Community College. A copy of the legal description of the property is available in the office of the Senior Vice President for Finance and Administration. The servitude will be filed in the State Land Office. The motion carried.

D. Finance Actions

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

1. Contracts

- a. Baton Rouge Community College and H and E Equipment Services (*pg. 7*)

On motion of Supervisor St. Blanc, seconded by Supervisor Toups, the Board voted to approve a professional services contract between Baton Rouge Community College and H and E Equipment Services, effective April 1, 2013 through March 31, 2014. This contract is subject to the approval of the Office of Contractual Review. The motion carried.

- b. Baton Rouge Community College and Reynolds Company (*pg. 8*)

On motion of Supervisor St. Blanc, seconded by Supervisor Toups, the Board voted to approve a professional services contract between Baton Rouge Community College and Reynolds Company, effective April 1, 2013 through March 31, 2014. This contract is subject to the approval of the Office of Contractual Review. The motion carried.

- c. Bossier Parish Community College and Jobs for the Future, Inc. (*pg. 9*)

On motion of Supervisor St. Blanc, seconded by Supervisor Toups, the Board voted to approve a professional services contract between Bossier Parish Community College and Jobs for the Future, Inc., effective May 5, 2013 through May 14, 2016. This contract is subject to the approval of the Office of Contractual Review. The motion carried.

~~2. Student Referendum for SOWELA Technical Community College (*pgs. 10-11*)~~ **REMOVED FROM AGENDA.**

3. Michael H. Woods Family First Generation Scholarship Program at Bossier Parish Community College (*pg. 12*)

On motion of Supervisor Barham, seconded by Supervisor St. Blanc, the Board voted to approve a First Generation Scholarship for Bossier Parish Community College, which is made possible by a very generous matching private donation of \$30,000 from the Michael H. Woods family of Shreveport, with a proposed match of \$20,000 Challenge Grant from

the Board of Regents. This endowed program is contingent upon approval by the Board of Regents. The motion carried.

E. Personnel Actions

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

1. 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 Reduction in Force/Layoff Avoidance Plan presented for DCC.

On motion of Supervisor Ogé, seconded by Supervisor Toups, the Board voted to approve the layoff avoidance and layoff plans as presented for Delgado Community College. The motion carried.

2. Reduction in Force/Layoff Avoidance Plan for Elaine P. Nunez Community College

Dr. Tommy Warner, Chancellor, Nunez Community College (NCC), addressed the Board to discuss the proposed Reduction in Force/Layoff Avoidance Plan for NCC.

On motion of Supervisor Ogé, seconded by Supervisor St. Blanc, the Board voted to approve the layoff avoidance and layoff plans as presented for Elaine P. Nunez Community College. The motion carried.

VIII. CONSENT AGENDA

On motion of Supervisor Barham, seconded by Supervisor Toups, the Board voted to approve the Consent Agenda which consists of agenda items VIII.A.1. through VIII.B.7., excluding agenda item VIII.A.5. that was removed from the agenda. The motion carried.

A. Academic, Instruction, Workforce Training and Student Affairs Actions

1. New Programs
 - a. Nunez Community College (*pgs. 20-25*)
 - (1) New Certificate of Technical Studies in Welding (CIP: 480508)
 - (2) New Certificate of Applied Science in Business (CIP: 520101)

Approved new programs and exit points listed as requested by Nunez Community College:

- (1) **New Certificate of Technical Studies in Welding (CIP: 480508)**
- (2) **New Certificate of Applied Science in Business (CIP: 520101)**

2. Program Revisions
 - a. Northshore Technical Community College (*pgs. 26-27*)
 - (1) Program Revisions in the Diesel Powered Equipment Technology Program (CIP: 150404). Reduction in credit hours in the TD from 60 to 50 credit hours and 1500 clock hours.

Approved program revisions as listed:**a. Northshore Technical Community College**

- (1) Program Revisions in the Diesel Powered Equipment Technology Program (CIP: 150404). Reduction in credit hours in the TD from 60 to 50 credit hours and 1500 clock hours.**

3. Program Terminations**a. Nunez Community College (pgs. 28-29)**

- (1) Certificate of Applied Science in Computer Information Systems (CIP: 110401)**
- (2) Certificate of Technical Studies in Office Careers (CIP: 520401)**

Approved program terminations listed:**a. Nunez Community College**

- (1) Certificate of Applied Science in Computer Information Systems (CIP: 110401)**
- (2) Certificate of Technical Studies in Office Careers (CIP: 520401)**

b. Delgado Community College (Placeholder-Materials to be presented at Board meeting) (pg. 30)**Approved program terminations listed as requested by Delgado Community College:**

- (1) Certificate of Technical Studies in Environmental Studies/The Built Environment (CIP Code: 03.0103)**
- (2) Certificate of Technical Studies in Cosmetology Teacher Trainer (CIP Code: 12.0413)**
- (3) Certificate of Technical Studies in Collision Repair Technology: Basic Structure Repair Person (CIP Code: 47.0603)**
- (4) Certificate of Technical Studies in Diesel Power Technology (CIP Code: 47.0605)**
- (5) Certificate of Technical Studies in Graphics and Editing Assistant (CIP Code: 50.0502)**
- (6) Certificate of Technical Studies in Electrical/Electrician: Energy Systems Technician (CIP Code: 46.0302)**
- (7) Technical Diploma in Interior Design (CIP Code: 50.0408)**
- (8) Certificate of Technical Studies in Administrative Office Technology: Office Assistant (CIP Code: 50.0401)**
- (9) Associate of Applied Science in Administrative Office Technology (CIP Code: 50.0401)**
- (10) Associate of Applied Science in Administrative Office Technology Administrative Specialist Concentration (CIP Code: 50.0401)**
- (11) Associate of Applied Science in Administrative Office Technology Applications Specialist Concentration (CIP Code: 50.0401)**
- (12) Associate of Arts in Performance and Media Arts (CIP Code: 09.9999)**
- (13) Associate of Arts in Performance and Media Arts Print/Broadcast Journalism Concentration (CIP Code: 09.9999)**
- (14) Associate of Arts in Performance and Media Arts Public Relations Concentration (CIP Code: 09.9999)**

- (15) Associate of Arts in Performance and Media Arts Speech Communication Concentration (CIP Code: 09.9999)
- (16) Associate of Arts in Performance and Media Arts Theatre Arts Concentration (CIP Code: 09.9999)
- (17) Associate of Arts in Performance and Media Arts Television Production Concentration (CIP Code: 09.9999)

- 4. Rank and Promotion Eligibility
 - a. SOWELA Technical Community College (pgs. 31-43)

Approved SOWELA Technical Community College's Rank and Promotion Policy

- ~~5. Review and Advisement: Revision to LCTCS Policy #2.005 Student Organizations and SGA (pgs. 44-49) (REMOVED FROM AGENDA)~~

B. Finance Actions

- 6. Foundation Reimbursement to or on behalf of Employee (pg. 50)

Approved the following Foundation reimbursements:

- **March 19, 2013- \$1,260.67 - Reimbursement to Dr. Jim Henderson, Chancellor, Bossier Parish Community College, for reimbursement of travel expenses incurred for trip to Germany for Benteler Steel Project.**

- 7. Incumbent Worker Training Program Contracts (pgs. 51-52)
 - a. PBC Management Inc. and Delgado Community College New IWTP Training Grant

Ratified one (1) new Incumbent Worker Training Program contract:

- **PBC Management, Inc./Delgado Community College – Contract Amount: \$759,650.95**

IX. REPORTS

Chair Murphy urged Board members to review the Updates/Reports provided.

- 1. Alternative Financing Projects (pgs. 53-69)
- 2. Report on General Personnel Actions for LCTCS Colleges and System Office (pgs. 70-115)
- 3. Status Report on Capital Projects (pgs. 116-119)
- 4. Status Report on Progress of Northshore Technical Community College, Slidell Campus (pg. 120)
- 5. Third Quarter Financial Report (pgs. 121-138)
- 6. Third Quarter Contracts Report (pgs. 139-144)
- 7. Report of Breazeale, Sachse & Wilson for the Quarter Ended March 31, 2013 (pgs. 145-146)

X. OTHER BUSINESS

- Board Supervisor Jimmy Douglas was recognized for his service to the Board. Mr. Douglas served as the community college student representative on the Board for 2012-2013. He was presented with a plaque of recognition for his service.

Supervisor Douglas thanked the Board for the opportunity to serve on the Board. He stated that, *“...throughout my term I learned quite a bit in terms of what goes into making the System function for all the colleges, both technical and community, and I want to say thank you all for welcoming me into the group”*.

- Chair Murphy stated that a copy of the DVD/video of the Sidney Collier groundbreaking ceremony that took place on April 26th was provided to each Board member.
- Chair Murphy congratulated Chancellor Welch on his retirement. He spoke to the many accomplishments achieved by Chancellor Welch during his tenure at River Parishes Community College and thanked him for his efforts.
- Chair Murphy noted that a document containing the dates for LCTCS commencement ceremonies has been provided to each Board member. He encouraged Board members to attend and participate in the graduation activities in their area.

XI. ANNOUNCEMENTS

- Tour of Aviation display will be provided for Board members.
- Lunch for the Board will be provided in the Walter Dumas conference room after the tour.

XII. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Ogé, seconded by Supervisor Douglas, the meeting adjourned at 10:45 a.m.