

**MINUTES****LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM  
BOARD OF SUPERVISORS REGULAR MONTHLY MEETING****WEDNESDAY, NOVEMBER 9, 2011  
10:00 a.m.**Northshore Technical Community College  
1710 Sullivan Drive, Nursing Room 401  
Bogalusa, LA 70427

\*\* 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:** **A separate Audit Committee meeting was held on Tuesday, November 8, 2011, at 4:00 p.m., in the Conference Room at the Country Inn & Suites, 130 Holiday Blvd., Covington, LA.**

**A. CALL TO ORDER**

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, November 9, 2011, at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Vincent St. Blanc, III, called the meeting to order at 10:00 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  
Helen Bridges Carter  
Keith Gamble  
Deni Grissette  
Timothy W. Hardy  
Brett Mellington  
Michael Murphy, *1<sup>st</sup> Vice Chair*  
Woody Ogé, *2<sup>nd</sup> Vice Chair*  
Paul Price  
Dennis Raether  
Stephen Smith  
Vincent St. Blanc, III, *Chair*  
Mike Stone  
Scott Terrill**Members Absent**Robert Brown  
Warren Gachassin  
Stephen Toups**Staff Present**Dr. Joe May  
Bonni Blouin  
Emily Braud  
John Paul Domiano  
Jan Jackson  
Dr. Derrick Manns  
Kizzy Payton  
Jimmy Sawtelle  
Dr. Monty Sullivan

Chair St. Blanc stated that it was a pleasure to be holding the November 2011 Board meeting at the Northshore Technical Community College campus and thanked Chancellor William Wainwright for hosting the meeting.

Mr. William Wainwright, Chancellor, Northshore Technical Community College, welcomed the Board and introduced Senator Ben Nevers and asked him to provide the welcome to the Board.

Senator Nevers welcomed the Board and stated that without each of the board members, the State of Louisiana would not be where it is today. He added that the leadership and dedication of the Board has resulted in having a community and technical college system that is better than it was ever thought to be. He stated that the Sullivan Campus is the first technical college campus in the State of Louisiana and he noted that he is a graduate of the school. He stated that he remains dedicated and loyal to the Louisiana Community and Technical College System and he thanked the Board for all their hard work.

Mr. Barham expressed his gratitude to Senator Nevers and commented that, "...if you started to name five people in the legislature that were good and honest and effective, you couldn't get to five without Senator Ben Nevers being on the list".

Chair St. Blanc stated that Senator Nevers was a true statesman. He noted that Senator Nevers is responsible for the bill that created the Northshore Technical Community College and he is a man that cares about the students in the State of Louisiana.

Dr. May spoke to the impact that has been made from the legislation that Senator Nevers has sponsored - Articulation Transfer bill, tuition bill, and the legislation to create the Northshore Technical Community College.

Chancellor Wainwright introduced Ms. Judy Wamsley, Health Director at Northshore TCC. Ms. Wamsley introduced Megan Barber who is a graduate and first practical nursing student from Youth Build. She will be graduating in December from Northshore TCC in the Practical Nursing Program. She shared her story of hardships and struggles throughout her educational journey.

Chancellor Wainwright noted that Megan's story is important because there was a funding opportunity through Youth Building USA called Open Society Foundation, and the college was awarded \$150,000 to focus on comprehensive student services to remove barriers and transition students who come in without a GED to successful completion of post-secondary programs and employment. He stated that Megan spoke on a national conference call to share her story with executives in Washington and her story was instrumental in the college receiving the funds. He added that an additional \$100,000 has been received from the McArthur Foundation to create a similar program to work with juveniles that are ready to transition beyond the correctional system into success.

Chancellor Wainwright stated that one of the positive things to occur at Northshore TCC recently has been the increase in student engagement and student organizations. He noted that it is in great part due to the leadership of Board Supervisor Dennis Raether who serves as the President of the Student Government Association at Northshore TCC.

Supervisor Raether addressed the Board and stated that it is an honor to serve on the LCTCS Board of Supervisors with each of them. He noted that the student government at Northshore TCC is very active this

year and they have grown over the past year and have recently implemented a logo that will be utilized campus-wide. He stated that they have established a chapter of the Phi Beta Lambda/Future Business Leaders of America student organization consisting of 36 student members. Each member of the Northshore TCC Student Government Association introduced themselves to the Board. Supervisor Raether added that a new constitution for the Northshore Technical Community College will be written and added that a new Veteran's Day program is planned for Friday, November 11<sup>th</sup>.

Chancellor Wainwright recognized Ms. Evelyn Brumfield from the Bogalusa community. Ms. Brumfield began her education with a GED and has obtained a Ph.D. Chancellor Wainwright stated that she is in attendance today because she values the importance of higher education. He congratulated her for all her accomplishments.

Chair St. Blanc asked Vice Chair Mickey Murphy to say a few words about his home town of Bogalusa and the Northshore Technical Community College (NTCC). Supervisor Murphy stated that it is an honor to have the Board visit the campus and he welcomed the group. He shared some of the history of Bogalusa and the NTCC, formerly the Louisiana Technical College, Sullivan Campus, with the Board.

#### **D. APPROVAL OF NOVEMBER 9, 2011 AGENDA**

**On motion of Supervisor Carter, seconded by Supervisor Mellington, the Board voted to approve the November 9, 2011 agenda as presented.**

#### **E. APPROVAL OF MINUTES OF SEPTEMBER 14, 2011 BOARD MEETING**

**On motion of Supervisor Ogé, seconded by Supervisor Price, the Board voted to approve the minutes of the September 14, 2011 meeting as presented. The motion carried.**

#### **F. REPORTS**

##### **1. Chair of the Board Report**

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

- Association of Community College Trustees (ACCT) 2011 Congress. Board Supervisors St. Blanc, Brown, Hardy, Mellington, and Grissette attended the ACCT 2011 Congress held in Dallas, TX. Dr. May was awarded the Outstanding Chief Executive Officer for the Southern Region. Chair St. Blanc thanked Bonni Blouin for coordinating the travel arrangements and itineraries for board members attending the event. Supervisor Mellington provided a report on the conference.

Supervisor Mellington commented that the ACCT consists of trustees from across the country. He noted that the LCTCS structure differs from other systems in that the LCTCS contains many colleges under one system. He noted that a symposium on student success was convened this year and approximately 80 higher education leaders were brought in to discuss ways to help students complete their education. He stated that he felt that this issue is one that the LCTCS needs to focus on.

Supervisor Mellington stated that there is a new chair for the ACCT, Mr. Roberto Uranga, from Long Beach Community College in California and the Regional Chair is David Talley who is with

Palm Beach State College in Florida. He stated that he is in constant contact with members of the ACCT. He added that an e-mail will be sent out to members of the Board regarding fiscal year 2012 education appropriations. A draft bill is out and there are some changes to the Pell grant program that could seriously affect student access. He encouraged Board members to visit the ACCT website to review this information and to contact their federal legislators on this.

Supervisor Mellington stated that Supervisors Bob Brown and Deni Grissette have been recommended as an Associate on Board Committees - Bob Brown for the Public Policy and Deni Grissette for Diversity. An announcement should be made by the end of the month.

- Chair St. Blanc stated that he and Supervisors Mellington and Grissette participated in a Southern Association of Colleges (SACS) interview with Dr. Phyllis Dupuis, Interim Chancellor, South Louisiana Community College. He noted that the SACS committee asked several questions and stated that the knowledge the board members had of the LCTCS and the board member's involvement in the System was well received by the committee.
- Chair St. Blanc stated that Senate Resolution #73 mandates the Board of Regents to conduct a survey on the feasibility of converting the Young Memorial Campus into a community/technical college. Chair St. Blanc attended a meeting with Regional Director Greg Garrett to discuss this issue. He commented on the large number of people in attendance who are interested in this issue.
- Chair St. Blanc attended the 60 year anniversary gala at the Fletcher Technical Community College (FTCC) campus. He noted that the participation of the community was incredible.

Supervisor Stevie Smith congratulated Chancellor Lavigne and complimented the school staff and the FTCC Foundation on a wonderful event.

- Board Supervisor Deni Grissette participated in an event in Tulsa, OK in the cutting horse class and was awarded a belt buckle for the "Rookie of the Year".

## 2. President's Report

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

- Kizzy Payton has taken a position as Executive Director of Communications for the Baton Rouge Recovery School District. Dr. May expressed his appreciation to Ms. Payton for everything that she has done for the LCTCS and wished her the best in her new position. The Board stood in recognition of Ms. Payton. Ms. Payton thanked everyone for their support. She stated that she will miss everyone in the System and added that it has been an honor and a privilege to serve the LCTCS and be the voice and face of the System.
- Baton Rouge Community College (BRCC) Chancellor Search is underway. Three (3) finalists will be announced today – Chancellor Andrea Miller, Chancellor Luke Robins and Robert Miller from Mississippi. Board Supervisor Stevie Toups will be chairing the search committee and Supervisors Tim Hardy and Mickey Murphy will also serve on the committee. A recommendation will be made to the Board at the December 2011 board meeting.

- South Louisiana Community College (SLCC) search. Eight (8) individuals are currently being considered and that number will be narrowed down to three. Board Supervisors Grissette and Mellington will be asked to serve on the search committee.
- Dr. May reported that the Delgado Community College chancellor search will begin immediately. Dr. May expressed his appreciation to Debbie Lea for serving as Interim Chancellor. He stated that he hopes to have a recommendation to the Board by the April/May 2012 board meeting and noted that a search firm will be used to conduct the search.
- Dr. May thanked Chancellor William Wainwright for hosting the November 2011 board meeting. He announced that Chancellor Wainwright just successfully defended his dissertation and he congratulated him on this accomplishment.
- Dr. May asked Jimmy Sawtelle to provide an update on the progress of the study resolution in Central Louisiana. Mr. Sawtelle stated that meetings are continuing with business and industry and a meeting was recently held with the Central Louisiana Economic Development Alliance (CLEDA) to find the right tenor and tone in bringing up evolutionary process of Central Louisiana. He noted that a reduction in force has been instituted and they are beginning to right size many of the resources in terms of responding to the technical community college presence in Central Louisiana. He noted that there are six (6) campuses spanning from the most western part of the state to the most eastern part of the state. He stated that they have received a solid representation from the legislative delegation who have all expressed their strong support, along with the Board of Regents, in terms of having Central Louisiana as the next area for creating a technical community college. He added that he has been meeting with Chancellor Wainwright and plans to follow his lead in what has been a successful plan and he looks forward to having the same type of track in terms of a timeline for bringing the project to fruition.
- Dr. May noted that there are five additional study resolutions before the Board of Regents. He stated that he should have a report on these in December.
- Dr. Phyllis Dupuis reported on the shared services taking place in the Acadiana Region. Dr. Dupuis stated that a Memorandum of Understanding exists between South Louisiana Community College (SLCC) and Acadiana Technical College (ATC). She noted that the Louisiana Delta Community College and Northeast Technical College (NTC) have a similar arrangement. She stated that there are many areas that they collaborated on in order to make both institutions more efficient and she shared some of those collaborations with the Board – 1) Facilities - SLCC currently uses ATC between 3-6 p.m. each day for the overflow of students at SLCC; LDCC provides facility oversight for both institutions and they use space utilization analysis to determine the best location for those programs based on the programs and the needs of those programs; 2) Finance – Both institutions (SLCC & ATC; LDCC & NTC) have shared human resources and purchasing and collaboratively work on grants and contracts; SLCC & ATC share a common Workforce Development Officer and they share security and library services; recently began professional development activities jointly; LDCC and NTC conduct joint Banner training and implementation; 3) Purchasing – All campuses are currently looking at coordinating efforts to make purchasing more efficient and quantity purchases are being considered in order to receive the best price.
- Act 391 update will be provided in December.

- Dr. May stated that a letter was sent out to all members of the delegation regarding the Higher Education Act and Reauthorization. He noted that Senator Landrieu has indicated that she will be testifying.

## G. GENERAL ACTION ITEMS\*\*

### Facilities Actions

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

1. Transfer of Property for Northwest Louisiana Technical College, Northwest Campus

**On motion of Supervisor Smith, seconded by Supervisor Raether, the Board voted to approve the Transfer Agreement between the LCTCS Facilities Corporation and the State of Louisiana to transfer 1.22 acres of land acquired by the Corporation to the State of Louisiana, described as Lot 11, Celtic Commercial Park, Unit One in Minden, Louisiana for the Northwest Technical College Minden Campus project under construction with Act 391 bond proceeds. This acquisition will be recorded with the State Land Office. The motion carried.**

### Finance Actions

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

2. Professional Services Contracts
  - a. Baton Rouge Community College and SJB Group, LLC
  - b. Delgado Community College and Urban League of Greater New Orleans
  - c. Delgado Community College and Maritime Services Group of Louisiana, LLC
  - d. Delgado Community College and Bentley Systems, Inc.
  - e. L. E. Fletcher Technical Community College and International Training Services, Inc.
  - f. L. E. Fletcher Technical Community College and On-Site Training and Instruction, Inc.
  - g. L. E. Fletcher Technical Community College and Council Development, dba PecPremier
  - h. L. E. Fletcher Technical Community College and Safety and Training Consultants, LLC
  - i. South Central Louisiana Technical College and Alford Safety Services, Inc.

**On motion of Supervisor Mellington, seconded by Supervisor Ogé, the Board voted to approve the professional services contracts listed below for the stated effective dates. Each contract is subject to the approval of the Office of Contractual Review.**

- a. Baton Rouge Community College and SJB Group, LLC – effective October 1, 2011 through March 13, 2012.
- b. Delgado Community College and Urban League of Greater New Orleans – effective September 6, 2011 through September 5, 2012
- c. Delgado Community College and Maritime Services Group of Louisiana, LLC – effective August 8, 2011 through August 7, 2012
- d. Delgado Community College and Bentley Systems, Inc. – effective September 26, 2011 through September 25, 2012

- e. **L. E. Fletcher Technical Community College and International Training Services, Inc. – effective August 22, 2011 through August 21, 2012**
  - f. **L. E. Fletcher Technical Community College and On-Site Training and Instruction, Inc. – effective January 2, 2012 through January 1, 2013**
  - g. **L. E. Fletcher Technical Community College and Council Development, dba PecPremier – effective January 2, 2012 through January 1, 2013**
  - h. **L. E. Fletcher Technical Community College and Safety and Training Consultants, LLC – effective October 17, 2011 through October 16, 2012**
  - i. **South Central Louisiana Technical College and Alford Safety Services, Inc. – effective October 3, 2011 through October 2, 2012**
- The motion carried.**

3. Revision to LCTCS Policy #5.013, Cash Management and Investment

Dr. May commented that this policy will allow colleges greater authority to conduct overnight deposits and investments to increase revenue.

**On motion of Supervisor Barham, seconded by Supervisor Carter, the Board voted to approve the revisions to Policy #5.013, Cash management and Investment, effective fall 2011. The motion carried.**

4. Review and Advisement: Revised LCTCS Policy #5.026, Approval of Special Meals Related to LCTCS Sponsored Activities and Events

Dr. May noted that the revision to this policy is consistent with the philosophy to push decisions to the campus level so they can manage and control these decisions and it will allow for campus responsibility and accountability.

**FOR REVIEW AND ADVISEMENT ONLY. NO BOARD ACTION WAS TAKEN.**

5. Settlement Agreement between ETEN, Inc. and Baton Rouge Community College

Supervisor Stone stated the need to enter into Executive Session to discuss agenda item G.5. Settlement Agreement between ETEN, Inc., and Baton Rouge Community College

**On motion of Supervisor Price, seconded by Supervisor Raether, the Board entered into Executive Session at 11:13 a.m., for the purpose of discussing agenda item G.5. Settlement Agreement between ETEN, Inc., and Baton Rouge Community College.**

The full Board reconvened at 11:45 a.m. Chair St. Blanc stated that no votes were taken and no consensus was reached during the Executive Session.

Bonni Blouin called roll to re-establish a quorum.

**On motion of Supervisor Ogé, seconded by Supervisor Price, the Board voted to authorize the System President and Board Counsel to negotiate a hold harmless settlement for an amount due to ETEN, Inc., by Baton Rouge Community College. The motion carried.**

## H. CONSENT AGENDA

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

### 1. New Programs

#### a. Northwest Louisiana Technical College

1. Certificate of Technical Studies in Building Technology Specialist (CIP: 46.0401) – Shreveport Campus

**Approved the request from Northwest Louisiana Technical College to add the Certificate of Technical Studies in Building Technology Specialist (CIP: 46.0401), program at the Shreveport Campus.**

#### b. Baton Rouge Community College

1. Certificate of Technical Studies in Highway Engineering Technology (CIP: 520209)

**Approved the request from Baton Rouge Community College to offer a Certificate of Technical Studies in Highway Engineering Technology (CIP: 520209).**

2. Associate of Applied Science in Diagnostic medical Sonography/Sonographer and Technician (CIP: 510910)

**Approved the request from Baton Rouge Community College to offer a new program concentration in Diagnostic Medical Sonography/Sonographer and Technician (CIP: 510910).**

3. Add a new concentration in African American Studies to the Liberal Arts Associate of Arts degree.

**Approved the request from Baton Rouge Community College for a new program concentration in African American Studies.**

### 2. Program Revisions

#### a. Capital Area Technical College

1. Revision of Information Technology Program to reduce credit hours in AAS (60) and TD (45)

**Approved the request for program revisions for Capital Area Technical College in Information Technology as submitted.**

#### b. Northwest Louisiana Technical College

1. Revision of Information Technology Program to reduce credit hours in AAS (60) and TD (45)

**Approved the request for program revisions for Northwest Louisiana Technical College in Information Technology as submitted.**

3. Program Transfers
  - a. Acadiana Technical College/South Louisiana Community College
    1. Transfer of the Clinical Laboratory Science Program from Acadiana Technical College to South Louisiana Community College (CIP: 51.1004)

**Approved the request to transfer the Clinical Laboratory Science AAS program from Acadiana Technical College to South Louisiana Community College (CIP: 51.1004).**

### **Finance Actions**

4. Incumbent Worker Training Program Contracts
  - Crosby Tugs LLC and Delgado Community College
  - Tetra Technologies Consortium and L. E. Fletcher Technical Community College
  - Options for Independence and L. E. Fletcher Technical Community College
  - Bollinger Consortium 2011 and South Central Louisiana Technical College
  - Danos & Curole Marine Contractors LLC and South Central Louisiana Technical College

**Ratified eight (8) new Incumbent Worker Training Program Contracts as listed:**

- **Crosby Tugs LLC and Delgado Community College – Contract Amount: \$276,878.66**
- **Tetra Technologies Consortium and L. E. Fletcher Technical Community College – Contract Amount: \$905,933.60**
- **Options for Independence and L. E. Fletcher Technical Community College – Contract Amount: \$14,889.60**
- **Bollinger Consortium 2011 and South Central Louisiana Technical College – Contract Amount: \$1,146,987.60**
- **Danos & Curole Marine Contractors LLC and South Central Louisiana Technical College – Contract Amount: \$308,803.00**

## **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. First Quarter Contracts Report
5. Report of Breazeale, Sachse & Wilson for the quarter ended September 30, 2011
6. Status Report on Progress of Northshore Technical Community College, Slidell Campus Renovation

## **J. OTHER BUSINESS**

None.

**K. ANNOUNCEMENTS**

- Supervisor Stevie Smith stated that the score of the LSU vs. Alabama game was 9 to 6 and LSU won!
- Supervisor Brett Mellington recounted the final minutes of the University of Louisiana (ULL) at Lafayette vs. University of Louisiana at Monroe (ULM) game. ULL Raging Cajuns won the game!
- Supervisor Dennis Raether thanked everyone for visiting the Northshore Technical Community College campus.

**L. ADJOURNMENT**

**There being no further business to come before the Board, on motion of Supervisor Ogé, seconded by Supervisor Carter, the meeting adjourned at 11:58 a.m.**