

**MINUTES**

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

**WEDNESDAY, APRIL 9, 2008  
9:00 a.m.**

**The Louisiana Building  
Baton Rouge Community College  
5310 Florida Blvd., 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 were held.*

**A. CALL TO ORDER**

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, April 9, 2008 at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Brett Mellington called the meeting to order at 9:08 a.m.

**B. PLEDGE OF ALLEGIANCE**

The assembly rose for recitation of the Pledge of Allegiance.

**C. SWEARING IN OF NEWLY APPOINTED BOARD MEMBER: STEPHEN TOUPS**

Mr. Leo Hamilton, General Counsel for Louisiana Community and Technical College System (LCTCS), conducted the swearing in of newly appointed board member, Mr. Stephen Touns.

Mr. Touns stated that he is a native of Baton Rouge and a graduate from Louisiana State University. He is an employee of Turner Industries, a construction company in Baton Rouge. He commented that he is very interested in workforce development and looks forward to serving on the Board.

**D. ROLL CALL**

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

**Members Present**

Kayla Adams  
Edwards Barham  
Helen Bridges Carter  
Thomas Clark  
Carl Franklin, 2<sup>nd</sup> Vice Chair  
Keith Gamble  
Leon Giorgio, Jr.

**Members Absent**

Geraldine Taylor

**Staff Present**

Dr. Joe May  
Dr. Robert Bell  
Bonni Blouin  
Allen Brown  
Jennifer Daly  
Pat Eddy  
Jim Henderson

Cedric Hampton, Jr.  
Kathy Sellers Johnson  
Brett Mellington, *Chair*  
Michael Murphy  
Dan Packer  
Stephen Smith, *1<sup>st</sup> Vice Chair*  
Vincent St. Blanc, III  
Mike Stone  
Stephen Toups

Jan Jackson  
Lura Kamiya  
Joe Marin  
Kizzy Payton  
Dr. Jerry Pinsel  
Reba Poulson  
Jimmy Sawtelle  
Greg Speyrer

#### **E. APPROVAL OF APRIL 9, 2008 AGENDA**

**On motion of Supervisor Johnson, seconded by Supervisor Franklin, the Board voted to approve the April 8, 2008 agenda as presented.**

#### **F. APPROVAL OF MINUTES OF MARCH 12, 2008 AUDIT COMMITTEE AND FULL BOARD MEETINGS**

**On motion of Supervisor Smith, seconded by Supervisor Johnson, the Board voted to approve the minutes of the March 12, 2008 Audit Committee and Full Board meetings as presented. The motion carried.**

#### **G. DR. SALLY CLAUSEN, PRESIDENT, UNIVERSITY OF LOUISIANA SYSTEM**

Dr. Sally Clausen was unable to attend the Board meeting.

#### **H. REPORTS**

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

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

- LCTCS Conference Day.
- Governor's Press Conference on Workforce initiatives. Attended the Governor's press conference which was focused on workforce initiatives.

##### **2. President's Report**

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

- Introduced Mr. Bill Obier. Mr. Obier has been hired by the LCTCS as Director of Facilities and will be joining the System in June 2008. Mr. Obier is currently a Senior Manager at Facilities, Planning and Control and has worked with the System over the years on various projects.
- Mr. Travis Lavigne, Chancellor, Fletcher Technical Community College (Fletcher), provided an update on the facilities and master plan for the campus. A short film was shown.

Chancellor Lavigne also provided an update on the Student Information System (SIS). He stated that the Request for Proposals (RFP) has been submitted to the Office of Contractual Review and also to State Procurement. The initial review should be completed by April 12<sup>th</sup>. Chancellor Lavigne noted that a high level vision document was developed which contains all the elements of functionality required in a SIS.

Dr. May discussed the funding that will be used to implement the SIS.

- Introduced Chris Coulon and Lee Reid of Adams & Reese. Mr. Coulon and Reid have been hired as education advocates to represent the LCTCS during the legislative session. Mr. Coulon and Mr. Reid thanked the Board for the opportunity to represent the System. They provided an update on several bills that have been introduced at the legislature that may have an effect on the System: House Bill 11, Senate Bill 612; House Bill 1018 – (\$10 million Workforce Fund) by Speaker Tucker; Senate Bill 420, and House Bill 199 (Concealed weapons on campus).

Dr. May provided a copy of House Bill 1018/Senate Bill 420. The bill establishes a Workforce Education Fund which will provide supplemental funding for workforce education. The bill calls for the creation of a 3-member commission consisting of the Secretary of Labor, the Secretary of Economic Development and the Chief Executive Officer of the Board (System President), “. . . to approve a strategic plan that provides guidance to the board regarding the expenditure of funds appropriated from the fund.”

Dr. May mentioned an article that was posted in the *The Advocate* today that relates to facilities and the capitol outlay process that could have an effect on the System. He noted that this issue will continue to be discussed/reviewed.

Mr. Coulon discussed House Bill 199 that was introduced by Chairman Wooten (former sheriff of Plaquemines Parish), which authorizes concealed handgun permit holders to carry concealed handguns on college campuses.

Dr. May provided a copy of the proposed bill to members of the board. He stated that he felt it is inappropriate to allow handguns on college campuses and he asked for Board members position on this issue. The Board discussed this issue at length.

Dr. May concluded that he would discuss this issue with the chancellors and regional directors, and will return to the Board for further discussion on this issue, if it is required.

Supervisor Smith questioned the status of the funding formula resolution. Dr. May stated that the resolution is part of the package that was submitted and should be filed in the near future.

- Greg Garrett, Regional Director, Region 3 and Charles Strong, Regional Director, Region 7 provided reports on the Council of Occupational Education (COE) self-study visit to their respective campuses.

Mr. Strong reported that Region 7 received a very good report with only two minor recommendations. He stated that responses to the recommendations will be conducted during the next couple of weeks and they expect full reaffirmation from the COE once the review is complete.

Mr. Garrett reported that the evaluation of Region 3 was conducted March 10-14. He noted that the visit resulted in bringing the campuses together as a region and facilitated instructors working together

in preparation of the visit. He added that an annual report will be submitted to the commission to certify that the campuses are in compliance with all the standards established by the commission. He reported that Region 3 received three minor findings, primarily dealing with the minutes of the Advisory Committee meetings.

- *Every Day is Community College Day.* Dr. May stated that the System has identified Tuesday, Wednesday and Thursday of each week as days that the colleges are encouraged to bring students and community members to the legislature to interact and tell the community and technical college story. Dr. May reported that Mr. Strong and Region 7 was the first group to participate in the event.

Mr. Strong stated that their group attended the legislature sessions last Tuesday. He reported that the Shreveport Campus and Northwest Campus took 12 students to the legislature. He spoke about the wonderful educational opportunity that was provided to the students attending and added that this was the first time some students had ever visited Baton Rouge and/or the capitol. He stated that the group met with approximately 12 legislatures and the legislatures were delighted to see students as part of the System representation. He concluded that it was a wonderful opportunity for all and he felt it was very well received by the legislative delegation that they visited with. He added that he felt the visits will mark another significant milestone in the improvement of communications with the legislature.

- *Regional Planning Workshops.* Dr. May thanked members of the Board for supporting the regional planning workshops that were held throughout Louisiana. He noted that the workshops were very successful with 800+ community members and 31 legislators attending the workshops.
- *LCTCS Conference and Leadership Development Day.* Dr. May commented that this year's agenda for Conference Day was different from past conferences in that it was focused on the key issues that the System is currently addressing. He thanked Leah Goss for coordinating conference day and noted that he has received positive responses from faculty and staff.
- Dr. May stated that he had received a letter from Representative Lambert, House Appropriations Committee, requesting a revised budget to reflect a 5% cut across the board. He provided a copy of the letter, along with a draft response to Representative Lambert. Dr. May stated that he had contacted the Chair of House Appropriations, Jim Tanner, to discuss the issue and received a verbal agreement to institute a cut to the System Office budget as an alternative to reducing college budgets.
- *Funding Formula.* Dr. May updated the Board on the status of the proposed new funding formula. He stated that a group has been working on a recommendation to be submitted to the Board of Regents. The recommendation was shared with LCTCS chancellors and regional directors and discussion will continue until an adequate model is obtained. The recommendation will be submitted to the Board of Regents next week.
- Dr. Luke Robins, Chancellor, Louisiana Delta Community College (LDCC), provided an update on the plans for the campus. Dr. Robins stated that a Request for Qualifications (RFQ) had been completed which resulted in three design build teams that are capable of providing a proposal. The Request for Proposals (RFP) was submitted and was due April 4<sup>th</sup>. He stated that three teams responded and all were Louisiana business. The Facilities Corporation and Advisory Committee will meet tomorrow in Monroe to review the RFPs.
- *Saudi Arabia trip.* Jim Henderson reported on the trip and the partnership which resulted from the trip. He stated that the Saudi government is very interested in the American standards of accreditation and

in pursuing accreditation through the Council of Occupational Education (COE), and COE experts will be sent to help them with the accreditation process. He noted that the students were very engaging and impressive. He stated that the community college was built with the sole function of serving business and industry.

Dr. May noted that at least one person is expected to participate in an exchange this summer and they will spend time at the System Office. A copy of a Saudi Arabian newspaper containing an article about the visit was shared with members of the Board.

- Dr. May mentioned the memo from Kizzy Payton, Director of Public Relations, providing a list of recent news articles highlighting the LCTCS and campuses from around the State. He thanked Ms. Payton for keeping the Board informed on current events from the System.
- Commencement Dates. Dr. May noted that Bonni Blouin had provided Board members with a listing of upcoming commencement dates for LCTCS campuses. He encouraged Board members to review the list and notify Ms. Blouin if they planned to participate in any of the commencement ceremonies.
- All Louisiana Academic Team Recognition Luncheon. Dr. May reminded Board members, chancellors and regional directors of the luncheon that will be held following the Board meeting to honor and showcase nine students who have exhibited high academic achievement and excellence. The All State Team is a program that was started by Phi Theta Kappa, the American Association of Community Colleges and USA Today.

## **I. GENERAL ACTION ITEMS\*\***

### **Academic, Instruction, Workforce Training and Student Affairs Actions**

**Supervisor Murphy presented the Academic, Instruction, Workforce Training and Student Affairs Actions agenda items for consideration by the Board.**

1. For Review and Advisement: LCTCS Day One Guarantee Policy

**FOR REVIEW AND ADVISEMENT ONLY. No Board action was taken on this item.**

Dr. May stated that the staff recommends, for review and advisement, the draft LCTCS System Guarantee Policy. He stated that Governor Jindal asked the System to establish a policy that guaranteed that any student that completed a community or technical college program would meet the requirements (knowledge, skill and ability) for a position in a field related to that program. He added that if a student does not meet those requirements, the student would be re-trained by the institution free of charge.

Dr. May reported that the proposed policy has been discussed with chancellors and regional directors and has received their support. The policy will be presented for consideration by the Board at the May 2008 board meeting.

**Facilities Actions**

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

2. Naming of Early Childcare Center at Delgado Community College

**On motion of Supervisor Smith, seconded by Supervisor St. Blanc, the Board voted to approve the naming of Delgado Community College's Early Childcare Center, the Joseph "Joey" Georgusis Center for Children. This action is contingent upon final approval by the Board of Regents.**

Ms. Deborah Lea, Interim Chancellor, Delgado Community College (DCC), addressed the Board and stated that DCC lost both child care facilities as a result of Hurricane Katrina. She noted that \$2.25 million dollars of federal funding had been secured to establish a center for Infant/Toddler/Pre-K and will also function as a lab school. She added that Mr. Georgusis has been a supporter of education, particularly workforce education and economic development in the greater New Orleans area. He has also made contributions to an endowed professorship at Nunez and Delgado and has been a tremendous supporter. She concluded that the facility will be named in honor of Mr. Georgusis' son, Joseph "Joey" Georgusis.

Supervisor Giorgio commented that Mr. Georgusis is a very special person and would serve as an excellent choice for being honored with the naming of the child care facility in his son's name.

**Finance Actions**

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

3. Policy for Expenditures Related to LCTCS Sponsored Functions and Activities

**On motion of Supervisor Carter, seconded by Supervisor Clark, the Board voted to approve the proposed Policy for Expenditures Related to LCTCS Sponsored Functions and Activities which authorizes the approval of special meals related to LCTCS Sponsored Activities and Events. Approval of this policy would require waiver of the Board's one month review process, as specified in the bylaws. Upon approval of the Board, the policy will be forwarded to the Attorney General's office for review. The motion carried.**

**J. CONSENT AGENDA**

**On motion of Supervisor Johnson, seconded by Supervisor Giorgio, the Board voted to approve the Consent Agenda which consists of agenda items J.1. through J.9. The motion carried.**

**Academic, Instruction, Workforce Training and Student Affairs Actions**

1. Ratification of Permission to Confer Honorary Degrees:  
Baton Rouge Community College  
Delgado Community College

**Ratified the System President's approval of the requests, from Baton Rouge Community College and Delgado Community College, to award the following Honorary Associate of Arts in Humane Letters degrees to:**

**Baton Rouge Community College**

**Mr. Walter Dumas**

**Mr. Sean Reilly**

**Delgado Community College**

**Mr. Joseph Georgusis**

2. Bossier Parish Community College  
Technical Changes within Hours Associated with Various Credentials
  - a. Increase hours within CTS in Phlebotomy
  - b. Reduce hours within TCA in EKG
  - c. Reduce hours within AAS in Medical Assistant
  - d. Reduce the hours within CTS in Pharmacy Technician

**Approved the following technical changes within the credit hours associated with various credentials as requested by Bossier Parish Community College:**

- a. **Increase hours within CTS in Phlebotomy**
- b. **Reduce hours within TCA in EKG**
- c. **Reduce hours within AAS in Medical Assistant**
- d. **Reduce the hours within CTS in Pharmacy Technician**

3. Louisiana Delta Community College  
New Exit Point within Degree Credential  
Associate of Applied Science: Business and Technology  
Technical Competency Area: Customer Service

**Approved a Technical Competency Area within the existing Associate of Applied Science Degree in Business and Technology as approved for Louisiana Delta Community College as requested by the college. The TCA would be in Customer Service.**

4. Louisiana Technical Division: Program Expansion  
Region 2 – LTC-Folkes Campus:  
Technical Diploma (and related exit points): Building Technology Specialist (CIP 46.0401)

**Approved the request from the Louisiana Technical College, Folkes Campus, within Region 2 of the LCTCS Technical Division, to offer a Technical Diploma (with its related exit points) in Building Technology Specialist (CIP 46.0401).**

**Finance Actions**

5. Incumbent Worker Training Program Contracts

**Ratified two new Incumbent Worker Training Program contracts for \$198,504 as listed:**

- **Continental Structural Plastics/Bossier Parish Community College: Contract Amount - \$108,542**
- **Ford Bacon & Davis/Baton Rouge Community College: Contract Amount - \$89,961**

6. Professional Services Contract between LTC River Parishes and Honeywell Automation College

**Approved a professional services contract between LTC River Parishes and Honeywell Automation Colleges, effective May 5, 2008 to September 1, 2008.**

7. Professional Services Contract between LTC River Parishes and New Horizons Computer Learning Center

**Approved a professional services contract between LTC River Parishes and New Horizons Computer Learning Center, effective May 1, 2008 to March 31, 2009.**

8. Professional Service Contract between LTC Lafayette Campus and Shell Exploration & Production Company

**Approved a professional services contract between LTC Lafayette Campus and Shell Exploration & Production Co., effective September 24, 2007 to September 23, 2008.**

9. Approval of Foundation Reimbursement to or on behalf of Employees

**Approved the following Foundation reimbursement:**

<b>Date</b>	<b>Foundation</b>	<b>Institution</b>	<b>Amount</b>	<b>Purpose</b>
<b>February 28, 2008</b>	<b>Delgado Community College Foundation</b>	<b>Delgado Community College</b>	<b>\$1,320.16</b>	<b>Dr. Alex Johnson, Chancellor Reimbursement for 3 meals, as follows: 1) Delgado Foundation Chair and WYES CEO 2) St. Tammany President and Delgado Vice Chancellors 3) Donor development meeting</b>

**K. UPDATES**

Chair Mellington reminded Board members to review the Updates/Reports provided.

1. Alternative Financing Projects
2. Facilities Assessment Update
3. Report on General Personnel Actions for LCTCS Colleges and System Office
4. Status Report on Capital Projects
5. Workforce Development Report

**L. OTHER BUSINESS**

No other business presented.



**M. ANNOUNCEMENTS**

- All Academic Luncheon to honor students will be held at the Sheraton Hotel downtown at 12:00 noon.
- Chair Mellington thanked all the Board members who participated in the LCTCS Conference Day. Supervisor Johnson commented on the conference and stated that she was very impressed with the quality of the presentations and the interaction with the participants was very beneficial.

**N. ADJOURNMENT**

**There being no further business to come before the Board, on motion of Supervisor Carter, seconded by Supervisor Franklin, the meeting adjourned at 10:43 a.m.**