

APPROVED MINUTES – FEBRUARY 11, 2009 BOARD MEETING
APPROVED 3/11/09

MINUTES

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

**WEDNESDAY, FEBRUARY 11, 2009
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, Wednesday, February 11, 2009, at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Stephen Smith called the meeting to order at 9:05 a.m.

B. PLEDGE OF ALLEGIANCE

The assembly rose for recitation of the Pledge of Allegiance.

**C. SWEARING IN OF NEWLY APPOINTED STUDENT BOARD MEMBER – LUKE
NEWMAN**

Mr. Leo Hamilton, General Counsel for the LCTCS Board of Supervisors, conducted the swearing in of newly appointed student board member, Luke Newman.

Mr. Newman is the Student Government Association President for Region 3 and is a student at the Louisiana Technical College, Lafourche campus.

Mr. Newman stated that he is very happy and thankful for the opportunity to serve the Board of Supervisors for LCTCS and he is looking forward to the challenge.

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D. ROLL CALL

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

Members Present

Edwards Barham
Thomas Clark
Keith Gamble
Brett Mellington
Michael Murphy, *2nd Vice Chair*
Luke Newman
Woody Ogé
Dan Packer
Stephen Smith, *Chair*
Vincent St. Blanc, III, *1st Vice Chair*
Mike Stone
Scott Terrill
Taminika Walker

Members Absent

Helen Bridges Carter
Kathy Sellers Johnson
Deni Taylor
Stephen Touns

Staff Present

Dr. Joe May
Dr. Robert Bell
Bonni Blouin
Allen Brown
Jennifer Daly
Jim Henderson
John Hough
Jan Jackson
Lura Kamiya
Joe Marin
Bill Obier
Kizzy Payton
Dr. Jerry Pinsel
Reba Poulson
Jimmy Sawtelle
Tiffany Snell
Greg Speyrer
Patti Sollie
Mary Beth Susman

E. APPROVAL OF FEBRUARY 11, 2009 REVISED AGENDA

On motion of Supervisor Mellington, seconded by Supervisor Clark, the Board voted to approve the February 11, 2009 Revised agenda as presented.

F. APPROVAL OF MINUTES OF DECEMBER 10, 2008 FULL BOARD MEETING AND DECEMBER 18, 2008 EXECUTIVE COMMITTEE MEETING

On motion of Supervisor Mellington, seconded by Supervisor Ogé, the Board voted to approve the minutes of the December 10, 2008 Full Board meeting, and the December 18, 2008 Executive Committee meeting as presented. The motion carried.

G. REPORTS

1. Chair of the Board Report

- LCTCS Annual Conference Day will be held April 23-25, 2009 in Shreveport. Chair Smith encouraged board members to attend the conference if their schedule permits.
- Association of Community Colleges (ACCT) National Legislative Summit was held in Washington, DC, February 9-11. Board Supervisors Kathy Sellers Johnson and Deni Taylor attended the conference.

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- Chair Smith recognized the passing of Ms. Maxine Rogers. Ms. Rogers was a former member of the LCTCS family and served as the Vice Chancellor of Administration and Finance at Baton Rouge Community College (BRCC). She had recently returned to her native home of Dallas, Texas. A memorial service will be held for Ms. Rogers on Thursday, February 19th at 6:00 p.m. at the Magnolia Performing Arts Pavilion.
- Chair Smith recognized the anniversary of the tragic shooting incident that occurred one year ago at the LTC-Baton Rouge campus. The shooting resulted in the death of three students. Chair Smith asked that everyone remember these students, and their families, in their thoughts and prayers today.

2. President's Report

- State budget update. Dr. May stated that all systems and colleges in higher education were asked by the Governor's Office to submit several scenarios related to possible budget cuts. He noted that, at this point, any budget discussions are hypothetical and nothing definite would be determined until after the legislature meets later this year. He commented on the fact that the LCTCS was spared from initial budget cuts and this was due, in part, to the enrollment growth experienced by the System and the mission of addressing the workforce needs in the State. He commended all LCTCS colleges for their efforts in meeting workforce needs and stated that he felt the legislators understand the value that the System is adding to the State and the essential services provided to help grow the economy.

Dr. May voiced his thanks to Governor Jindal for acknowledging the contributions of the LCTCS and for sparing the System from budget cuts. He stated that he would keep everyone informed as this issue progresses.

- Regional workshops around the State. Dr. May noted that again this year, regional meetings are being conducted around the state to speak with legislators, community leaders, campus faculty and staff. The workshops are entitled, *A Conversation with the President* and will cover the following issues: Goals and Objectives, Mission, Importance of Performance Funding, the Workforce Focus (how we are working to solve the problems that exist in the State that the System are best suited to address). He noted that the meetings are going well and he thanked board members for their support of the meetings.
- Congratulations to various LCTCS campuses for scholarship awards. Dr. May recognized Chancellor Joe Ben Welch, Regional Director Greg Garrett, Chancellor Tom Carleton and Chancellor Andrea Miller for recent scholarships and/or grant awards received by their campus:
 - Louisiana Technical College - River Parishes Campus:
 - Two \$1,000 scholarships for Industrial Maintenance crafts
 - Two \$1,000 scholarships for Process Operator curriculum
 - Four \$1,500 scholarships for Process Operator curriculum
 - Louisiana Technical College - Young Memorial Campus
 - \$199,500 from H & B Young Foundation for Marine Operation (\$171,000), Practical Nursing (\$3,500) and general scholarship fund (\$25,000)

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- Bossier Parish Community College
 - \$2 million tax free grant received from U.S. Department of Labor to be shared with Northwestern University to assist with nursing program at both institutions
- River Parishes Community College
 - \$10,000 scholarship commitment
 - \$2,500 scholarship from Glenn Shaheen & Associates
 - \$1,000 scholarship from River Region Chamber of Commerce
- SOWELA Technical Community College
 - \$25,000 grant from Northrup Grumman for Aviation technology

Chair Smith commented on the fact that the H & B Young Foundation has made numerous contributions to the Young Memorial Campus, including the property site where the campus is located. He stated that the System had recognized the Young Foundation in the past, but would like to do so again in the future to recognize their continued contributions to the System.

- Dr. Jan Brobst, Chancellor, South Louisiana Community College (SLCC), and Burnell Lemoine, Superintendent of Lafayette Parish School System, reported on the Early College Academy program being conducted at SLCC. She stated that the program allows students to begin their college education in the 9th grade and graduate the program with a high school diploma, as well as an Associate degree in General Studies. She reported that 43 students participated in the initial program and it is going very well.

Superintendent Lemoine addressed the Board and provided information on how the program was created. Cox Communications partnered with SLCC/Lafayette Parish School System provided laptops for each participant to the program. A video was shown of the “Kick-Off Day” for the program. Maureen Reuter commented on the success of the program and introduced four students (Breanne Chevalier, Jazzy Cruz, Taylor McRae and Jamie Roberie), who are currently enrolled in the program, and each student provided comments on their experience in the program.

- LCTCS Online – Dr. Marybeth Susman reported on the LCTCS Online program. Dr. Susman reported 296 seats sold (number of seats) with 178 students registered. Dr. Susman commented that this is a great start for a new program. She noted that the program is receiving wonderful press on the program including an article in the *Chronicle of Higher Education* and Google News.

Chair Smith requested a break-down on the courses that the students have registered for and what colleges are involved.

Dr. May responded that this information would be provided to members of the Board.

Dr. Susman noted that River Parishes Community College is currently the lead institution for enrollment of students in the LCTCS Online program.

- Dr. May reported that the LCTCS received a very generous donation from AT&T for approximately \$100,000 to be used to create a new system-wide global initiative to encourage students and faculty to engage in international education programs. The first two campuses to participate in the new program will be SOWELA Technical Community College (SOWELA) and Louisiana Delta Community College (LDCC).

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Dr. Luke Robins, Chancellor, LDCC, and Dr. Andrea Miller, Chancellor, SOWELA, reported on the LCTCS/AT&T Global Leadership Program/Salzburg Global Seminar for faculty, administrators and students.

Dr. Miller stated that 20 faculty and 17 students have applied to participate in the program. She noted that a process has been developed to determine the selection of students and faculty to participate in the program. She added that the campus is very excited and thankful to be included in the project.

Dr. Robins stated that this program offers a wonderful opportunity to students who normally would not have had the opportunity to travel abroad. He noted that the topic of this summer's institute will focus on 'sustainable development' which will prove to be a very interesting topic for students and faculty.

Dr. May noted that two colleges will be added to the program each year. He added that this is one of the primary goals of the LCTCS Foundation – to expand international opportunity for students.

- Jimmy Sawtelle, Vice President of Career & Technical Education, provided a presentation on a new computer software package available to students of the Louisiana Technical College called Google Apps. Google Apps is a convergence of several educational and innovative technologies including: Electronic Mail, Calendar, Google Docs (Word Processor, spreadsheets and presentation software) Google Talk (for instant messaging), Google Sites, and Google Start Page. Mr. Sawtelle noted that this has been a vision of Jim Henderson, Senior Vice President for Career and Technical Education, – to bring a more holistic approach to communications within the Louisiana Technical College (LTC). A PowerPoint presentation was shown.
- Dr. May reported on enrollment figures for LCTCS colleges and stated the percentage of increase from last Spring.
- Jan Jackson, Senior Vice President of Finance and Administration, and Bill Obier, Director of Facilities, provided an update on the progress of repairs to facilities damaged by Hurricanes Katrina and Rita. A PowerPoint presentation was shown. A lengthy discussion regarding this issue followed.

H. GENERAL ACTION ITEMS**

Chair Smith asked for approval to consider agenda item H.5., Cooperative Endeavor Agreement between LCTCS and Louisiana Economic Development (LED) for the Fast Start Program, out of order to accommodate Mr. Jeff Lynn, a guest attending the board meeting for the purpose of discussing the Fast Start program.

Chair Smith presented the agenda item for consideration by the Board.

5. Cooperative Endeavor Agreement between LCTCS and Louisiana Economic Development (LED) for the Fast Start Program

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Mr. Jim Henderson introduced Mr. Jeff Lynn, Executive Director, Louisiana Fast Start Program, Louisiana Economic Development. Mr. Lynn comes from Georgia where he oversaw the Quick Start Program.

Mr. Lynn addressed the Board and stated the Fast Start Program will be designed to work with new companies to develop customized training programs in the pre-employment and post-employment arena. He stated that the LCTCS will be a strong partner of the program and he pledged to be a strong partner with the System for many years to come.

On motion of Supervisor St. Blanc, seconded by Supervisor Gamble, the Board voted to approve a Cooperative Endeavor Agreement between the State of Louisiana and the Department of Economic Development (LED) for services provided in execution of the Louisiana Fast Start program (LFS) effective January 2, 2009 through July 31, 2009. The motion carried.

At this time, the Board reverted back to consideration of agenda items in the original order.

Facilities Actions

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

1. Renewal of Lease Agreement between LTC Region 3, Franklin Branch Campus and St. Mary Parish School Board

On motion of Supervisor St. Blanc, seconded by Supervisor Smith, the Board voted to authorize a two year extension of the lease between LCTCS for Louisiana Technical College Region 3, Young Memorial Campus, and St. Mary Parish School Board, for Franklin Branch Campus, effective June 1, 2009 through May 31, 2011. The lease must also be approved by the Division of Administration, Office of Facility Planning and Control. The motion carried.

2. Cooperative Endeavor Agreement between LCTCS/SOWELA Technical Community College and the Calcasieu Parish School Board

On motion of Supervisor Mellington, seconded by Supervisor Murphy, the Board voted to authorize its president to enter into an act of property exchange and a servitude agreement between the LCTCS/SOWELA Technical Community College, the Calcasieu Parish School Board and a corresponding Cooperative Endeavor Agreement between LCTCS/SOWELA, the Calcasieu Parish School Board and the City of Lake Charles. The motion carried.

3. Demolition of Buildings E and G at the LTC Region 4, Gulf Area Campus

On motion of Supervisor Mellington, seconded by Supervisor Clark, the Board voted to authorize that Facility Planning and Control initiate procedures for the demolition of buildings E and G at the LTC Region 4, Gulf Area campus, in accordance with R.S. 38:2212.1. The motion carried.

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4. Demolition of Buildings on the City Park Campus of Delgado Community College

On motion of Supervisor Packer, seconded by Supervisor Mellington, the Board voted to authorize that Facility Planning and Control (FB&C) initiate procedures for the demolition of seven buildings located on the City Park Campus of Delgado Community College Campus, in accordance with R.S. 38:2212.1. This action requires approval by FP&C and notification of appropriate legislators. The motion carried.

Finance Actions

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

5. Cooperative Endeavor Agreement between LCTCS and Louisiana Economic Development (LED) for the Fast Start Program

Addressed earlier in the agenda.

6. For Approval: LCTCS Identify Theft Prevention Policy

On motion of Supervisor St. Blanc, seconded by Supervisor Clark, the Board voted to approve the LCTCS Policy for Identity Theft Prevention Program. The motion carried.

7. Incumbent Worker Training Program Contracts
- a. Aeroframe Services, LLC
 - b. JM Test Systems
 - c. Galliano Marine Service, LLC Consortium
 - d. Angus Chemical Company
 - e. Neighborhood Dallas Daycare Consortium
 - f. Southside Child Development Center Consortium

On motion of Supervisor Smith, seconded by Supervisor Barham, the Board voted to ratify two existing contract modifications and four new contracts as submitted. The motion carried.

8. Status Report on Litigation

Supervisor Mellington stated the need to enter into Executive Session for the purpose of discussing agenda item H.8. Status Report on Litigation.

On motion of Supervisor Barham, seconded by Supervisor Clark, the Board voted to enter into Executive Session to discuss agenda item H.8. Status Report on Litigation.

The full board reconvened at 11:38 a.m. Chair Smith reported that no votes were taken and no consensus reached during the Executive Session.

Bonni Blouin called roll and a quorum was re-established.

STATUS REPORT. NO ACTION REQUIRED OR TAKEN.

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Personnel Actions

Supervisor Murphy presented the Personnel Action agenda items for consideration by the board.

9. Appointment of Vice Chancellor for Academic Affairs for Elaine P. Nunez Community College

Chancellor Warner addressed the Board and provided a brief bio of Dr. Berrien and recommended him for the position of Vice Chancellor for Academic Affairs at Nunez Community College.

On motion of Supervisor Barham, seconded by Supervisor Mellington, the Board voted to approve the appointment of Dr. Steve Berrien as Vice Chancellor for Academic Affairs at Elaine P. Nunez Community College, effective February 16, 2009 at an annualized salary of \$90,000. The motion carried.

I. CONSENT AGENDA

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

Academic, Instruction, Workforce Training and Student Affairs Actions

1. Delgado Community College – Curriculum Inventory Deletion: Certificate of Technical Studies (CTS): Homeland Security and Emergency Management (CIP 43.9999)

Approved the request from Delgado Community College to delete the Certificate of Technical Studies (C.T.S.) in Homeland Security and Emergency Management (CIP 43.9999) from the Board of Regents Curriculum Inventory.

2. Louisiana Technical College – Revisions to Various Exit Points within the Care and Development of Young Children Program (CIP 19.0709)

Approved the request from the LCTCS Career & Technical Education Division, to revise various exit points within the Care and Development of Young Children (CIP 19.0709) A.A. S. program.

3. South Louisiana Community College – New Exit Points within the Existing Emergency Medical Technical Program (CIP 51.0904): Certificate of Technical Studies (CTS): EMT-Paramedic; Technical Competency Area (TCA): Emergency Medical Technician-Basic

Approved the request from South Louisiana Community College to insert new exit points within the existing Emergency Medical Technical Program (CIP 51.0904).

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Finance Actions

4. Approval of Foundation Reimbursement to or on Behalf of Employees

Approved the following Foundation reimbursements:

Date	Foundation	Institution	Amount	Purpose
January 5, 2009	LCTCS Foundation	LTC Region 3	\$3,299.66 received from Jeddah Community College	Stipend and expense reimbursement distributed to Gregory Garrett, Regional Director, for COE self study training program at Jeddah CC
January 5, 2009	LCTCS Foundation	LTC Region 9	\$3,299.66 received from Jeddah Community College	Stipend and expense reimbursement distributed to William Wainwright, Regional Director, for COE self study training program at Jeddah CC

J. UPDATES

Chair Smith urged board members to review the Updates/Reports provided.

1. Alternative Financing Projects
2. Report on General Personnel Actions
3. Status Report on Capital Projects
4. Second Quarter Financial Status Report
5. Second Quarter Contract Report
6. Report of Breazeale, Sachse & Wilson for the Quarter Ended December 31, 2008
7. Report on Incumbent Worker Contracts
8. Workforce Development Report

K. OTHER BUSINESS

No new business was presented.

L. ANNOUNCEMENTS

- A reception will be held at Baton Rouge Community College (BRCC), Magnolia Conference Room, on February 17th at 6:00 p.m. to announce the Walter Dumas Scholarship

M. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Gamble, seconded by Supervisor Ogé, the meeting adjourned at 11:45 a.m.