

MINUTESLOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM
BOARD OF SUPERVISORS REGULAR MONTHLY MEETING

WEDNESDAY, MAY 13, 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, May 13, 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

Board Supervisor Tommy Clark led the assembly for the recitation of 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
Thomas Clark
Keith Gamble
Kathy Sellers Johnson
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
Deni Taylor
Scott Terrill
Taminika Walker

Members Absent

Stephen Toups

Staff Present

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

D. APPROVAL OF MAY 13, 2009 AGENDA

On motion of Supervisor Carter, seconded by Supervisor Johnson, the Board voted to approve the May 13, 2009 agenda as presented.

E. APPROVAL OF MINUTES OF APRIL 8, 2009 AUDIT COMMITTEE AND FULL BOARD MEETINGS

On motion of Supervisor Johnson, seconded by Supervisor Newman, the Board voted to approve the minutes of the April 8, 2009 Audit Committee and Full Board meetings as presented. The motion carried.

F. REPORTS

1. Chair of the Board Report

Board Chair Stevie Smith presented the Chair of the Board Report. The following information was shared:

- Attended a ceremony at Louisiana Technical College-Lafourche Campus with Regional Director Greg Garrett and Dean Cindy Poskey to receive a donation of \$365,000 from Chevron to establish a curriculum in offshore Production Process Technology that will train workers for offshore production platform.
- LCTCS Annual Conference. The LCTCS annual conference was held in Shreveport April 23-25. Governor Bobby Jindal presented the Opening Address. Chair Smith thanked Governor Jindal for his support of the LCTCS and commented on the governor's speech as it related to the mission of the LCTCS. He thanked the board members who attended the conference and thanked LCTCS staff, Region 7 and Bossier Parish Community College for their assistance in organizing the event. Chair Smith commented that the conference was, "first class, top-shelf, very good job well done".
- Board Supervisor Kathy Sellers Johnson has served for many years in the Association of Community College Trustees (ACCT). Supervisor Johnson is a candidate from the Southern Region for the Board of the ACCT this year. Supervisor Johnson stated that she currently serves as Secretary/Treasurer of the ACCT board and will be nominated as Vice Chair of the Board at the Fall ACCT conference, and will be in line to serve as the Chair of the Board. She asked for the support of the LCTCS Board in her quest for re-election to the ACCT board.

Chair Smith expressed his appreciation to Supervisor Johnson for her willingness to serve on the ACCT board and act as a representative of the LCTCS at a national level.

- Chair Smith stated that he attended the commencement ceremony at the Louisiana Technical College-Baton Rouge Campus. He thanked Regional Director Kay McDaniel for allowing him to be a part of the celebration. Board Supervisor Luke Newman also attended the event. Chair Smith commented that he would be attending many more commencements in the coming weeks and encouraged all board members to attend the commencements that will be held at the campuses in their respective areas.

2. President's Report

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

- **Budget.** Dr. May discussed the budget situation. He noted that the administration budget currently has a \$219 million dollar cut for higher education. The LCTCS portion of that will be \$128.7 billion which has been identified by the Board of Regents. He stated that these cuts will impact the operation of the LCTCS and an overall plan of how these budgets reductions will be implemented has been submitted and could result in a reduction of 415 employees across the System. He added that \$50 million of the budget has been restored through the Amnesty Fund.

Chair Smith commented on the need to have more flexibility regarding tuition. He stated that the System is extremely restricted on how it can be managed due to restrictions on self-generated revenues that can be generated. He stated the need for greater freedom in this area in order to manage the System more efficiently.

Supervisor St. Blanc thanked System chancellors and regional directors for their support at the legislature.

- **Legislative Update.** Dr. May provided an update on proposed bills that could have an effect on the LCTCS that are currently being considered at the legislature. A handout was distributed.
- **Ethics issues.** Chair Smith stated that the first set of ethics forms are due on Friday, May 15th. Dr. May reminded everyone that reports must be filed for every board served and it is likely that the individual board will not be contacting their board members to remind them to file.
- **Student Information System (SIS).** Jan Jackson, Senior Vice President of Administration and Finance, presented an update on the status of the SIS. Ms. Jackson stated that Dr. May met with four (4) vendors – Campus Management, Sungaurd Banner, and two (2) implementation teams who are using the Oracle operating system and software. Specifications were provided to each vendor for the requirements that are needed and the resources that are available (\$15 million). Specifications include: self service for faculty and staff; standardization across the system; centralized operation; and, standardized chart of accounts to ensure consistency. A letter was sent confirming this information and requesting a total cost proposal for the system. May 23rd is the deadline for submitting the proposals.
- **LCTCS Annual Conference.** Ms. Leah Goss, System Advancement, provided a report on the LCTCS Annual Conference. Ms. Goss thanked all the board members who were able to attend the conference and stated that their attendance spoke to the importance of the event and the importance that is placed on the work that they do. She added her appreciation to Bossier Parish Community College and Region 7, and their staffs who provided a great deal of support for the planning process and volunteers for the conference. Ms. Goss also thanked Northrop Grumman and Board Supervisor Woody Ogé for being the presenting sponsor for the conference. Ms. Goss reported that \$50,000 in sponsorships were received; 32 sponsors attended; 62 break-out sessions with most being presented by LCTCS staff/employees; 4 general sessions were held; with 637 attendees – double from last year. Sites are being considered for next year's conference with New Orleans being considered.

G. GENERAL ACTION ITEMS****Academic, Instruction, Workforce Training and Student Affairs Actions**

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

1. Approval of 2009-2010 Success Through Articulation (STArT) Matrices

On motion of Supervisor Barham, seconded by Supervisor Mellington, the Board voted to approve the updates to the Statewide Success through Articulation (STArT) Matrices. The motion passed.

Supervisor Mellington requested that a copy of the matrix be sent to board members electronically. Mr. Henderson responded that he would forward the file to board members electronically.

Committee of the Whole

Chair Smith presented the Committee of the Whole agenda item.

2. Approval of Alignment of By-Laws with SACS Requirement Regarding Board Membership

On motion of Supervisor Carter, seconded by Supervisor Murphy, the Board voted to approve the proposed amendment to Article I of the By-Laws of the Board of Supervisors of the Louisiana Community and Technical College System. The amendment adds to Article I, a new Section 17, which addresses removal of Board members for cause, through impeachment by the Louisiana House of Representatives and trial by the Senate, as required by the Louisiana Constitution. The motion passed.

Finance Actions

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

3. Tuition Increase for FY 2010

On motion of Supervisor Barham, seconded by Supervisor Mellington, the Board voted to approve a tuition increase for LCTCS colleges for FY 2010 ranging from three to five percent, as authorized by HB 734, Act 915 of the 2008 Regular Legislative Session. The increases will be implemented in accordance with Board of Regents guidelines, including a hardship waiver for low to middle income students who do not qualify for aid, but would be adversely affected by the increase, and an LCTCS Board authorized waiver of the increase for apprenticeship students. This action is subject to approval of the Joint Legislative Committee on the Budget. The motion passed.

Board members discussed at length how the tuition increase would affect students and if the increase would be covered by Perkins and/or Pell funds.

A request from the Board was made to provide information on the number of LCTCS students that are eligible to receive Pell funds. Dr. May stated that this information would be provided to the Board.

4. Professional Services Contract between Baton Rouge Community College and Polaris Engineering, Inc.

On motion of Supervisor Mellington, seconded by Supervisor Newman, the Board voted to approve a professional services contract between the Baton Rouge Community College and Polaris Engineering, Inc., effective April 6, 2009 to June 30, 2010. This contract is subject to approval by the Office of Contractual Review. The motion carried.

5. Professional Services Contract between Bossier Parish Community College and Lean Manufacturing Solutions Partnership, Inc.

On motion of Supervisor Mellington, seconded by Supervisor Gamble, the Board voted to approve a professional services contract between the Bossier Parish Community College and Lean Manufacturing Solutions Partnerships, Inc., effective May 18, 2009 to September 30, 2010. This contract is subject to approval by the Office of Contractual Review. The motion carried.

6. Incumbent Worker Training Program Contracts
 - a. L & G Ministries
 - b. Acadian Ambulance Service
 - c. Triton Diving Services
 - d. Kids Academy Preschool

On motion of Supervisor Mellington, seconded by Supervisor Clark, the Board voted to ratify three new contracts and one modification to an existing contract as submitted:

- **Acadian Ambulance Service 4/South Louisiana Community College, Delgado Community College and Northwestern State University – Contract Amount: \$226,105**
- **L & G Ministries/LTC-Baton Rouge – Contract Amount: \$34,082**
- **Triton Diving Services/Fletcher Technical Community College – Contract Amount: \$288,339**
- **Kids Academy Preschool Consortium/LTC-Baton Rouge – Contract \$42,008. Extend contract end date from 5/18/09 to 7/31/09.**

The motion carried.

Personnel Actions

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

7. Appointment of Vice Chancellor for Finance and Administration for L.E. Fletcher Technical Community College

On motion of Supervisor Mellington, seconded by Supervisor Barham, the Board voted to approve the appointment of Mr. Bryan E. Glatter, CPA as Vice Chancellor of Finance and Administration at L. E. Fletcher Technical Community College, effective May 14, 2009, at an annualized salary of \$93,000. The motion carried.

8. Review and Advisement: Revision of LCTCS Policy on Leave Record Establishment and Regulations for All Unclassified, Non-Civil Service Employees

For Review and Advisement Only. No board action was taken on this agenda item.

9. Review and Advisement: Revision of LCTCS Policy on Drug Free Workplace

For Review and Advisement Only. No board action was taken on this agenda item.

10. Appointment of Chancellor for Bossier Parish Community College

On motion of Supervisor Sellers Johnson, seconded by Supervisor Barham, the Board entered into Executive Session for the purpose of discussing agenda item, G.10, Appointment of Chancellor for Bossier Parish Community College. The Board entered into Executive Session at 10:15 a.m.

The full board reconvened at 11:16 a.m. Chair Smith stated that no actions were taken and no consensus was reached during the Executive Session.

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

Dr. May presented the Staff Recommendation to approve the appointment of Mr. James B. Henderson for the position of Chancellor of Bossier Parish Community College (BPCC), effective July 1, 2009, with an annualized base salary of \$167,000 and a 3-year contract. In addition, an annual housing allowance of \$20,000, and an annual office function civic organization allowance of \$2,500; a car allowance of \$5,000 a year or the use of a state vehicle will be made available; compensation an additional \$10,000 of annualized base pay upon obtainment of a doctorate degree which is required earned within 3 years of July 1, 2009. Also required within 2 years of July 1, 2009 to attend the Harvard Graduate School of Education Program entitled Institute of Education.

On motion of Supervisor Clark, seconded by Supervisor Gamble, the Board voted to appoint Mr. James B. Henderson for the position of Chancellor of Bossier Parish Community College (BPCC), effective July 1, 2009, with an annualized base salary of \$167,000 and a 3-year contract. In addition, an annual housing allowance of \$20,000, and an annual office function civic organization allowance of \$2,500; a car allowance of \$5,000 a year or the use of a state vehicle will be made available; compensation an additional \$10,000 of annualized base pay upon obtainment of doctorate degree which is required earned within 3 years of July 1, 2009. Also required, within 2 years of July 1, 2009, to attend the Harvard Graduate School of Education Program entitled Institute of Education.

Supervisor Kathy Sellers Johnson abstained from the vote. The motion carried.

Mr. Henderson addressed the board and expressed his gratitude for being selected for this position.

Chancellor Tom Carlton “pinned” Mr. Henderson with a Bossier Parish Community College lapel pin.

Supervisor Tommy Clark thanked the members of the BPCC Chancellor Search Committee: Keith Gamble, Scott Terrill, Kathy Sellers Johnson, all the members of the search committee at BPCC and stakeholders in the community.

Chair Smith congratulated Mr. Henderson on his appointment and stated that he, and the board, expects great things from him and expects BPCC to continue to grow and prosper and provide the type of workforce needed in the northwest portion of the state.

11. Approval of Initial Awarding of Rank and Promotion in Compliance with Rank and Promotion

On motion of Supervisor Newman, seconded by Supervisor Ogé, the Board voted to approve the Louisiana Technical College Rank and Promotion placements for eight (8) regions. This phase in the process fulfills LCTCS Policy 1.044 Rank and Promotion Eligibility Framework for Permanent Full-Time LCTCS Faculty Members. The motion passed.

H. CONSENT AGENDA

On motion of Supervisor Carter, seconded by Supervisor Ogé, the Board voted to approve the Consent Agenda which consists of agenda items H. 1. through H. 6. The motion carried.

Academic, Instruction, Workforce Training and Student Affairs Actions

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

Ratified the approval of the request from Baton Rouge Community College to award the Honorary Associate of Arts in Humane Letters degree to Dr. Walter G. Bumphus, during the May 2009 commencement.

2. Baton Rouge Community College
 - Removal/Replacement of Two Degree Concentrations:

- Removal/from: A.G.S. Concentration in Computer Information Systems
Replaced/by: A.S. in Computer Information Science (Spring 2009)
- Removal/from: A.G.S. Concentration in Criminal Justice
Replaced/by: A.S. in Criminal Justice (Spring 2009)

Approved the removal of two concentrations with existing degrees as requested by Baton Rouge Community College. The concentrations have been replaced by new degree programs. These include:

- **Removal/from: A.G.S. Concentration in Computer Information Systems
Replaced by: A.S. in Computer Information Science (Spring 2009)**
- **Removal/from: A.G.S. Concentration in Criminal Justice
Replaced by: A.S. in Criminal Justice (Spring 2009)**

3. Bossier Parish Community College
- Curriculum Changes: Associate of Applied Science in Medical Assistant

Approved curriculum changes requested by Bossier Parish Community College within the Associate of Applied Science degree in Medical Assistant. These include elimination of the following courses: Computer Information Systems 115: Software and Applications; and, Business Administration 112: Business English.

4. Delgado Community College
- Request to Offer Programs through Distance Learning Technologies
 - Associate of Applied Science: Hospitality Management
 - Associate of Arts: Interior Design
 - Certificate of Technical Studies: Legal Secretary
 - Certificate of Technical Studies: Website Design
 - New Apprenticeship-Related Certificate of Technical Studies
 - Certificate of Technical Studies (CTS):
 - Marine/Maintenance Electrician Apprentice (CIP 46.0302)
 - Inside Machinist Apprentice (CIP 48.0503)
 - Outside Machinist (CIP 48.0503)
 - Painter Apprentice (CIP 46.0408)
 - Pipefitter Apprentice (CIP 46.0502)
 - Pipewelder Apprentice (CIP 48.0508)
 - Sheetmetal Apprentice (CIP 48.0506)
 - Technical Competency Areas (TCA):
 - Shipfitter Apprentice (CIP 28.0599)
 - Welder Apprentice (CIP 48.0508)

Approved request from Delgado Community College to offer programs through Distance Learning Technologies and approved new Apprenticeship-Related Certificate programs as listed:

Programs through Distance Learning Technologies

- **Associate of Applied Science: Hospitality Management**
- **Associate of Arts: Interior Design**
- **Certificate of Technical Studies: Legal Secretary**
- **Certificate of Technical Studies: Website Design**

New Apprenticeship-Related Certificate of Technical Studies

- **Certificate of Technical Studies (CTS):**
 - Marine/Maintenance Electrician Apprentice (CIP 46.0302)**
 - Inside Machinist Apprentice (CIP 48.0503)**
 - Outside Machinist (CIP 48.0503)**
 - Painter Apprentice (CIP 46.0408)**
 - Pipefitter Apprentice (CIP 46.0502)**
 - Pipewelder Apprentice (CIP 48.0508)**
 - Sheetmetal Apprentice (CIP 48.0506)**
- **Technical Competency Areas (TCA):**
 - Shipfitter Apprentice (CIP 28.0599)**
 - Welder Apprentice (CIP 48.0508)**

5. LCTCS Technical Division
 - Curricula Modifications:
 - Industrial Instrumentation Technology (CIP 15.0404)
 - Industrial Maintenance Technology (CIP 47.0303)
 - Industrial/Agriculture Mechanics Technology (CIP 47.0303)
 - Care and Development of Young Children (CIP 19.0709)
 - LCTCS Technical Division – Region 1 – Jefferson Campus:
 - Request for Expanded Program – Technical Diploma -Diesel Powered Equipment Technology (CIP 47.0605)

Approved the requests submitted from the regions/campuses of the LCTCS Career & Technical Division. These include: (1) curriculum modifications to four curricula and (2) one program expansion to include:

Curricula Modifications:

- Industrial Instrumentation Technology (CIP 15.0404)**
- Industrial Maintenance Technology (CIP 47.0303)**
- Industrial/Agriculture Mechanics Technology (CIP 47.0303)**
- Care and Development of Young Children (CIP 19.0709)**

Program Expansion - Region 1 – Jefferson Campus:

- Technical Diploma -Diesel Powered Equipment Technology (CIP 47.0605)**

Finance Actions

6. Incumbent Worker Training Program Contracts

NO ACTION REQUIRED. REPORT ONLY.

I. UPDATES

Chair Smith urged board members to review the reports/updates provided.

1. Alternative Financing Projects
2. Report of Breazeale, Sachse & Wilson for the Quarter Ended March 31, 2008
3. Report on General Personnel Actions for LCTCS Colleges and System Office
4. Status Report on Capital Projects
5. Third Quarter Financial Report
6. Third Quarter Contracts Report
7. Workforce Development Report

J. OTHER BUSINESS

1. Appointment of Nominating Committee for Selection of New Board Officers

Chair Smith announced the Nominating Committee for the selection of board officers for 2009-2010. The following board members will serve on the Nominating Committee: Brett Mellington, Kathy Sellers Johnson and Edwards Barham. The Nominating Committee will make their recommendation for 2009-2010 board officers at the June 2009 board meeting.

2. Recognition of Student Board Members

Chair Smith and Dr. May presented student board members, Luke Newman and Taminika Walker with a plaque of recognition for their service on the LCTCS Board of Supervisors 2008-2009. Dr. May commented on the importance of the student board members and thanked Mr. Newman and Ms. Walker for their service to the state.

Supervisors Walker and Newman expressed their gratitude for having served on the board. They will be graduating from their respective colleges in May 2009.

Chair Smith expressed his thanks to Supervisors Walker and Newman for going above and beyond the role of a student and serving as a leader in their community.

K. ANNOUNCEMENTS

- Chancellor Joe Ben Welch's mother passed away on Monday. Dr. May asked that everyone keep Dr. Welch and his family in their prayers.

L. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Gamble, seconded by Supervisor Walker, the meeting adjourned at 11:32 a.m.