

Board of Supervisors
Louisiana Community and Technical College System
Board of Regents' Auditorium ~ 150 Third Street
Baton Rouge, LA
Wednesday, April 10, 2002
9:00 a.m.

The Louisiana Community and Technical College System Board of Supervisors met in Regular session Wednesday, April 10, 2002, at the State Office Building, Board of Regents' Auditorium. Board Chair McCotter called the meeting to order at 9:18 a.m.

ITEM A. ROLL CALL

Ms. Beryl L. McGhee, Assistant Secretary to the Board, called roll and a quorum was established.

Members Present

E. Edwards Barham
Gibson C. Chigbu
Dianne M. Christopher
John E. DeLaney
Kathy Sellers Johnson
Ann H. Knapp, *Second Vice Chair*
J. Kevin McCotter, *Chair*
Brett J. Mellington
Tanya Morris, *Student Member*
Sean Reilly
Priscilla Sinz, *Student Member*
Mike Stone
Nicholas Trist

Members Absent

Charles J. Alexander, *First Vice Chair*
Leonard C. Barnes
Ava Dejoie Guidry

Staff Present

Walter Bumphus
Pat Eddy
Jan Jackson
Beryl McGhee
Jerry Pinsel
Angel Royal

Guest List

On file in Board
Office

ITEM B. APPROVAL OF AGENDA

On motion of Supervisor Knapp, seconded by Supervisor Sellers Johnson, the Board voted to approve the April 10, 2002 Board Meeting Agenda. The motion carried.

ITEM C. APPROVAL OF MARCH 13, 2002 MINUTES

On motion of Supervisor Knapp, seconded by Supervisor Trist, the Board voted to approve the March 13, 2002 Minutes as presented. The motion carried.

ITEM D. PEOPLESOFT UPDATE BY MR. JAMES HOBBS

Mr. James Hobbs gave a PowerPoint update on PeopleSoft.

Dr. Bumphus noted that a formal recommendation would be presented to the Board regarding PeopleSoft at a later date.

ITEM E. GENERAL ACTION ITEMS

Chair McCotter stated that April is Community and Technical College month. He further stated that the Board was scheduled for a photo session with Governor Foster, noting that the Board would recess at approximately 10:45 a.m. to leave for the Capitol.

Discussion ensued regarding LTC staffing concerns, central office staffing, campus resources and revamped budget priorities.

Personnel Actions

E.1. General Personnel Actions for LCTCS Colleges and System Office

Supervisor Knapp asked that Dr. Bumphus give a status report on staffing concerns and evaluation of programs regarding the Louisiana Technical College.

Dr. Bumphus stated he is working closely with the Chancellor and Assistant Chancellors looking at programs that are most viable, noting that he is impressed with the progress being made. He noted that Chancellor Roden would present, in the future, recommendations that will address programmatic aspects of the college.

On motion of Supervisor Knapp, seconded by Supervisor Mellington, the Board voted to ratify the personnel actions presented for the LCTCS colleges and System office to include Baton Rouge Community College, Bossier Parish Community College, Delgado Community College, Louisiana Delta Community College, Nunez Community College, Louisiana Technical College and Louisiana Community and Technical College System Office to include twenty-two (22) retirements or resignations, two (2) leave of absence, thirteen (13) new positions, fifteen (15) promotions or changes and thirteen (13) replacements. The motion carried.

E.2. Structural Changes to the LTC Reduction in Force Policy

Based on an observation by Supervisor Mellington, discussion ensued regarding the Reduction in Force Policy, specifically *Page 4, Item 4 (e) "Permanent unclassified employees within the affected positions whose two (2) most recent evaluations were unsatisfactory shall be laid off before any permanent employee within the affected positions with satisfactory evaluations."* He asked that the policy be reviewed further.

Dr. Bumphus noted that the policy would be referred to Ms. Lura Kamiya, LCTCS Director of Human Resources, for further scrutiny.

Attorney Leo Hamilton, Board Counsel, noted that there are no substantive changes in the policy. This action merely allows operation with an updated structural policy inherited from BESE, by identifying whom in LCTCS takes the place of persons who operated for BESE.

Supervisor Morris registered opposition to the motion.

Vote: 11 Yeas: Supervisors Barham, Chigbu, Christopher, DeLaney, Sellers Johnson, Knapp, Mellington, Reilly, Sinz, Stone and Trist

1 Nay: Supervisor Morris

On motion of Supervisor Knapp, seconded by Supervisor Mellington, the Board voted to ratify the structural changes, as presented, to the Louisiana Technical College Reduction in Force Policy to be effective immediately. The motion carried.

E.3. Proposed Louisiana Technical College Tenure Rights/Removal Policy

On motion of Supervisor Trist, seconded by Supervisor Knapp, the Board voted to accept, for review and advisement, the Louisiana Technical College Policy for removal of employees who transferred to the LCTCS from BESE, with tenured status. Such Policy proposes the Board appoint the Personnel Committee to make final determination in these tenure removal cases. The motion carried.

Based on an inquiry by Supervisor Chigbu, discussion ensued regarding a system-wide tenure rights/removal policy.

Attorney Hamilton and Board Chair McCotter stated there is no uniform system-wide tenure rights removal policy. The staff is in the process of working through the policies that were inherited from the various systems to formulate a uniform System tenure rights removal policy.

On motion of Supervisor Knapp, seconded by Supervisor Sellers Johnson, the Board meeting recessed at 10:44 a.m., so that Board members and Chancellors could be transported to the Capitol for the photo shoot with Governor Foster. The motion carried.

The Board meeting reconvened at 12:22 p.m. Ms. McGhee called roll and a quorum was reestablished.

Members Present

E. Edwards Barham
Gibson C. Chigbu
Dianne M. Christopher
John E. DeLaney
Kathy Sellers Johnson
Ann H. Knapp, *Second Vice Chair*
J. Kevin McCotter, *Chair*
Brett J. Mellington
Tanya Morris, *Student Member*
Sean Reilly
Priscilla Sinz, *Student Member*
Mike Stone
Nicholas Trist

Members Absent

Charles J. Alexander, *First Vice Chair*
Leonard C. Barnes
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Supervisor Stone asked that he be given an opportunity to further discuss the RIF policy and inquired whether or not the faculty senate on the various campuses reviewed the proposed policy.

Ms. Kamiya responded that the proposed policy has been distributed to the Chancellors, HR Committee, Academic Committee and the Chief Financial Officers to get a cross section of all areas.

Finance Actions

E.4. Proposed Memorandum of Agreement Regarding Administration of Carl D. Perkins Secondary-Vocational Education Program

On motion of Supervisor Knapp, seconded by Supervisor Mellington, the Board voted to approve the Memorandum of Understanding (MOU) between the LCTCS Board of Supervisors and Board of Elementary and Secondary Education (BESE) for administration of the secondary-vocational portion of the Carl D. Perkins funds. The Board of Elementary and Secondary Education unanimously approved the MOU on March 28, 2002. The motion carried.

E.5. Nunez Community College Lease of Space to St. Bernard Parish

On motion of Supervisor Trist, seconded by Supervisor Christopher, the Board voted to approve Chancellor Warner's request to authorize Nunez Community College to lease space in Building B to St. Bernard Parish, for approval by the Division of Administration, effective December 1, 2001. The motion carried.

E.6. Proposed System Investment Policy

On motion of Supervisor Trist, seconded by Supervisor Sinz, the Board voted to receive, for review and advisement, the proposed System Investment Policy to be presented for Board action at the May 2002 meeting. The motion carried.

Facilities Actions

E.7.a. Review of System Policy on Capital Outlay Requests

On motion of Supervisor Sellers Johnson, seconded by Supervisor Sinz, the Board voted to accept, for review and advisement, the policy regarding Capital Outlay Requests. The motion carried.

Supervisor Chigbu asked that Dr. Bumphus meet with him after the Board meeting regarding Funding Levels for Capital Improvements as noted on Page 2 – Item IV.

E.7.b. System Policy on Managing Alternative Financing Projects

On motion of Supervisor Mellington, seconded by Supervisor Morris, the Board voted to receive, for review and advisement, the policy presented on Managing Alternative Financing Projects. The motion carried.

Supervisor Chigbu expressed concerns regarding *Evaluation and Selection Process of Design/Build Team or Contractor, Page three, Item VI. D.1.a.* and asked that individuals forward comments to Dr. Bumphus regarding this policy.

Academic Actions

E.8.a. Request for New Degree Program: Associate of Sciences in General Science at Bossier Parish Community College

On motion of Supervisor Christopher, seconded by Supervisor Mellington, the Board voted to approve the proposed Associate of Sciences in General Science Degree as submitted by Bossier Parish Community College in the Division of Natural Sciences. The motion carried.

E.8.b. Requests for Curricular Changes in Existing Degree Programs

On motion of Supervisor Reilly, seconded by Supervisor Knapp, the Board voted to approve the requests for curricular changes to three existing Associate Degree programs at Bossier Parish Community College to include: Associate of Science in Respiratory Therapy, Associate of General Studies and Associate of Arts in Theatre. The motion carried.

E.8.c. Approval of Request to Approve a Collaboration Agreement among Bossier Parish Community College, Louisiana Delta Community College, and the University of Louisiana at Monroe

On motion of Supervisor Knapp, seconded by Supervisor Christopher, the Board voted to approve the proposed collaboration among Bossier Parish Community College, Louisiana Delta Community College, and the University of Louisiana at Monroe for the delivery of the Pharmacy Technician program from BPCC to the Greater Monroe Area. The motion carried.

E.9.a. Request for Deletion of Program: Certificate Program in Respiratory Care Technology at Delgado Community College

On motion of Supervisor Mellington, seconded by Supervisor Sinz, the Board voted to approve the request for deletion of the Certificate Program in Respiratory Care Technology from the Board of Regents' Curriculum Inventory as requested by Delgado Community College. The motion carried. The motion carried.

Supervisor Mellington inquired whether or not the students are in tune with the request for deletion and changes taking place.

Dr. Catherine Sippola, Delgado Vice Chancellor for Academic and Student Affairs, noted that the students are aware that the certificate program in Respiratory Care Technology was a one-year program. She indicated that National accreditation has eliminated the certificate for licensure effective January 2002.

E.10.a. Request for Deletion of Program: Associate of Applied Science in Plastics Technology by Elaine P. Nunez Community College

On motion of Supervisor Chigbu, seconded by Supervisor Morris, the Board voted to approve the deletion of the Associate of Applied Science in Plastics Technology from the Board of Regents Curriculum Inventory, as requested by Elaine P. Nunez Community College. The motion carried.

E.11. Proposed Revisions to the LCTCS Bylaws

On motion of Supervisor Chigbu, seconded by Supervisor Knapp, the Board voted to consider amending the LCTCS Bylaws, Article I - Section 8 –Committees, to include: a.) Executive Committee, b.) Audit Subcommittee, c.) Personnel Subcommittee.

Chair McCotter gave an overview of the proposal for suggested changes in the bylaws.

Discussion ensued regarding differentiation between Standing and Ad Hoc Committees, Executive Committee, Officer and Committee Chair rotation rules, and authority to act in the absence of the Board. Chair McCotter asked that Board members submit questions, comments, suggestions and concerns regarding the proposed bylaw changes.

Supervisor Chigbu asked that past, approved minutes be researched and reviewed regarding approval of authority to act in the absence of the Board.

Chair McCotter noted that he would present a slate of officers for the 2002-2003 fiscal year at the May meeting.

ITEM F. CONSENT AGENDA

The Board of Supervisors had seven days to study each item on the Consent agenda. A certain number of these are routine or self-explanatory items that did not require separate treatment, so, these items are acted upon in one motion and vote.

Supervisor Sinz asked that Item F.1.c. Smoke Free Environment and Item F.7. a. & b. Student Policies for Review and Advisement be pulled from the Consent Agenda for separate consideration.

On motion of Supervisor Sinz, seconded by Supervisor Morris, the Board voted to approve the Consent Agenda, consisting of Items F.1.a., F.1.b. F.1.d., and F.2 through F.6.a., minus Items F.1.c. and F.7.a. and F.7.b. The motion carried.

F.1.a. Approval of System Policy on Equal Opportunity

F.1.b. Approval of System Policy on Americans with Disabilities Act: Employees and Students

F.1.d. Approval of System Policy on Code of Conduct

F.2. Approval of System Policy on Vehicle Registration and Fines, effective immediately.

F.3. Approval of Policy for the Annual Financial Report

F.4. Ratification of two (2) newly signed Incumbent Worker Training Program Contracts and Modification to one (1) existing contract

□North Bank Towing with LTC-Young Memorial in the amount of \$270,000

□Wayne Farms with LTC-Natchitoches in the amount of \$407,493

Existing contract

□Trico Marine Operators, Inc. with LTC-Young Memorial – revised ending date of 3/31/02 rather than 7/16/02.

F.5. Renewal of two-year lease for River Parishes Community College Cajun Village location in the amount of \$12,000 per year effective July 19, 2002.

F.6.a. Approval of review and advisement for Programmatic Name Changes for ten (10) Associate Degree and eight (8) Certificate program title designations as requested by Bossier Parish Community College.

F.1.c. Approval of System Policy: Smoke-Free Environment

On motion of Supervisor Knapp, seconded by Supervisor Mellington, the Board voted to approve the System Policy regarding a Smoke-Free Environment. The motion carried.

F.7.a. Election Process for Student Members of the LCTCS Board of Supervisors

On motion of Supervisor Sellers Johnson, seconded by Supervisor Trist, the Board voted to accept, for review and advisement, the Election of Process Policy for Student Members of the LCTCS Board of Supervisors. The motion carried.

Extensive discussion ensued relative to the proposed policy on the election process for student members of the LCTCS Board of Supervisors, student representation on Council of Student Body Presidents (COSBP), academic expectations, selection of advisor for each student organization, and consistency with other higher education systems.

F.7.b. Participation in the Council of Student Body Presidents' Elections for LCTCS Student Body Presidents

On motion of Supervisor Chigbu, seconded by Supervisor Knapp, the Board voted to accept, for review and advisement, the policy regarding Participation in the Council of Student Body Presidents' Elections for LCTCS Student Body Presidents. The motion carried.

Supervisor Chigbu addressed and encouraged Supervisors Morris and Sinz and asked that Dr. Bumphus and Dr. Royal implement round table discussions at the various campuses, so that the students will understand what is going on.

ITEM G. REPORTS

G.1. President's Report

- Financial aid status update on Waiver Request to allow four colleges within LCTCS to qualify for federal scholarships
- Dr. Dan Kyle has notified the System Office that LCTCS, along with other higher education systems, will undergo a System Performance Audit. The Entrance interview will take place Monday, April 15, 2002
- Anticipate approval of TANF Grants in Special Session. Commendations were offered to Mr. Jay Lueckel, Mr. Joe Marin, Dr. Jerry Pinsel and Ms. Lea Campbell for work on this project.
- BRCC received a \$300,000 COPS grant to provide security and increased safety at Baton Rouge Community College. Kudos offered to Chancellor Revelle and BRCC staff.
- Complimented Mrs. Kelly Rhoe-Collins and Dr. Angel Royal for pulling together the various aspects of acknowledging Community and Technical College Day at the Capitol with Governor Foster, Senator Theunissen and Representative Crain presented a resolution.

G.2. Business and Industrial Visit Report

G.3. Board of Regents General Education Articulation Matrix

G.4. TOPS-TECH Study Group Report

G.5. Update on Louisiana's GEAR UP! Proposal Status to USDE

G.6. The Louisiana Mathematics and Science Partnership (LaMSP)

G.7. Experimental Program to Stimulate Competitive Research: EPSCoR 2002 State Conference: April 10-11, 2002 "Funding for Emerging Technologies: Focus on Bio- and Information Technologies"

G.8. 2002 Louisiana SKILLS-USA VICA Championships

G.9. Report of Board Counsel Expenses

G.10. Capital Projects

Extensive discussion took place regarding Louisiana Delta Community College and the inclusion of the purchase of a 75,000 sq. ft. building in an appropriation to be included in House Bill 2 in the upcoming session, non-engagement of the Board Facilities Committee, what has taken place to date with the RFP process and other concerns registered.

Chancellor Kreider, Mr. Anthony Brown and Ms. Jan Jackson responded to questions.

LTC Assistant Chancellor Wayne Meaux indicated that he would meet with Supervisor Morris who requested a detailed listing of projected capital project items for LTC-Baton Rouge Campus. She also asked for prayers and support as LTC-Baton Rouge Culinary Arts students prepare to participate in the Skills USA VICA competition.

G.11. Alternative Financing Projects

Supervisor Dianne Christopher agreed to represent LCTCS at the Board of Regents meeting April 24-25, 2002.

On motion of Supervisor Knapp, seconded by Supervisor Barham, the meeting adjourned at 2:46 p.m.