

Board of Supervisors
Louisiana Community and Technical College System
Board of Regents' Auditorium ~ 150 Third Street
Baton Rouge, LA
Wednesday, May 8, 2002
9:00 a.m.

The Louisiana Community and Technical College System Board of Supervisors met in Regular session Wednesday, May 8, 2002, at the State Office Building, Board of Regents' Auditorium. Board Chair McCotter called the meeting to order at 9:10 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
Leonard C. Barnes
Gibson C. Chigbu
Dianne M. Christopher
Ava Dejoie Guidry (9:45)
Kathy Sellers Johnson
Ann H. Knapp, *Second Vice Chair*
J. Kevin McCotter, *Chair*
Brett J. Mellington
Tanya Morris, *Student Member*
Priscilla Sinz, *Student Member*
Nicholas Trist

Members Absent

Charles J. Alexander, *First Vice Chair*
John E. DeLaney
Sean Reilly
Mike Stone

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 Sellers Johnson, seconded by Supervisor Knapp, the Board voted to approve the May 8, 2002 Board Meeting Agenda as amended with the addition of Item D.4., under Personnel Items to approve the LTC Tenure Hearing Process and Tenure Hearing Subcommittee. The motion carried.

ITEM C. APPROVAL OF MARCH 13, 2002 MINUTES

On motion of Supervisor Mellington, seconded by Supervisor Sinz, the Board voted to approve the April 10, 2002 Minutes as presented. The motion carried.

Mr. Larry Rabalais, LCTCS Perkins Public Affairs Officer, gave an overview of Skills USA VICA and its importance to students and the System. Each state winner and other VICA guests joined him as he briefly spoke of the Skills USA VICA competition held April 10-12 in Lake Charles at LTC-Sowela Campus, noting that they would now compete on a national level in Kansas City, Kansas in June of 2002.

Ms. Angela Phillips, VICA State Postsecondary president, addressed the Board on behalf of VICA students statewide, while Ms. ~~Tracey Trahan, VICA State Parliamentarian~~, Samantha Knight, VICA State Reporter, read the Skills USA pledge. She thanked the Board for supporting them as they work to achieve high goals.

Chair McCotter asked that each of the guests introduce themselves and give their area of study and area of competition.

LTC Alexandria Campus

- Gregory Bryant, Automotive Technician - Automotive Service Technician
- Brandi Robertson, Health Occupations – First Aid and CPR
- Shannon Milligan, Office Occupations – Job Interview
- Angela Phillips, VICA State President, Accounting and Office Systems – Prepared Speech

LTC Ascension Campus

- Josh Templet – Business/Data Entry - Job Skill Demonstration

LTC Jefferson Campus

- Albert Monroe, Carpentry - Carpentry
- Michael Judice – Advisor, Jefferson Campus

LTC Lafayette Campus

- Samantha Knight, VICA State Reporter, Graphic Communications and Desktop Publishing - Opening and Closing Ceremonies
- Ada Taylor, VICA State Alternate Officer, Internetworking - Opening and Closing Ceremonies
- Liza Angelle, Air-Cooled Gas Small Engines - Opening and Closing Ceremonies
- Eugena Wachter, Graphic Communications and Desktop Publishing - Opening and Closing
- Tracey Trahan, VICA State Parliamentarian, Culinary Arts - Opening and Closing Ceremonies
- Shanta Akebulan, State Vice President, Internetworking - Opening and Closing

LTC Shreveport/Bossier Campus

- John Berry, Marine Service Tech – Machine Service Technology
- Joshua Carlson, Air Cooled Gas Small Engines - Power Equipment
- Trent McCoy, Advisor, Shreveport Bossier Campus

LTC Tallulah/Margaret Surles

- Toya Stevens – Advisor, LTC Tallulah and Margaret Surles Campuses
- Phoebe Shepherd, Practical Nursing - Health Knowledge Bowl
- Tina Sanderson, Practical Nursing - Health Knowledge Bowl
- LaDonna Bell, Practical Nursing – Health Knowledge Bowl
- Jennifer Stanley, Practical Nursing - Health Knowledge Bowl
- April Miles, Computer Specifications - Health Knowledge Bowl

The audience and members of the Board gave the students a standing ovation as Chair McCotter wished them well in their event competitions on the national level.

D. GENERAL ACTION ITEMS**

Personnel Actions

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

On motion of Supervisor Knapp, seconded by Supervisor Christopher, 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, Nunez Community College, River Parishes Community College, Louisiana Technical College and Louisiana Community and Technical College System Office to include sixteen (16) retirements or resignations, five (5) leaves of absence, five (5) new positions, twenty-three (23) promotions/salary increases or changes and sixteen (16) replacements. The motion carried.

D.2. Resignation – Chancellor of South Louisiana Community College

Dr. Bumphus announced that Chancellor Doffoney would assume the presidency of Fresno City College, noting that he presents the letter of resignation with mixed emotions.

Supervisor Mellington and several Board members expressed the loss the System will have with the departure of Dr. Doffoney.

Chancellor Doffoney addressed the Board and Dr. Bumphus, noting it has been a great pleasure to serve in the State of Louisiana and certainly to be Founding Chancellor of South Louisiana Community College. He indicated that he will lead Fresno City College in the same spirit that he had lead SLCC and thanked everyone for their support.

On motion of Supervisor Knapp, seconded by Supervisor Trist, the Board voted to accept the resignation of Chancellor Ned Doffoney of South Louisiana Community College, effective July 1, 2002. The motion carried.

D.3. Request to Increase the Summer Salaries for Faculty

On motion of Supervisor Knapp, seconded by Supervisor Barnes, the Board voted to approve Chancellor Kelly's request for increase of salary, by \$500 per rank, for faculty who teach courses during the summer session. The salary for a faculty member who teaches three courses (considered a full-time load in the summer session) is recommended to be as follows: ► Instructor \$4,500 ► Assistant Professor \$5,000 ► Associate Professor \$5,500 and ► Professor \$6,000. The motion carried.

D.4. LTC Tenure Rights Removal Policy

On motion of Supervisor Trist, seconded by Supervisor Knapp, the Board voted to approve the LTC Tenure Rights Removal Policy. The motion carried.

Facilities Actions

D.5. Report from Facilities Committee Meeting

Committee Chair Chigbu noted that the Committee received reports and asked that Dr. Bumphus give an overview of the Facilities and Property Committee meeting held Tuesday, May 7. Dr. Bumphus stated that updates were given on alternative financing projects at Bossier Parish, South Louisiana and River Parishes Community Colleges.

On motion of Supervisor Barham, seconded by Supervisor Knapp, the Board voted to receive the Facilities and Property Committee report. The motion carried.

Extensive discussion ensued regarding Louisiana Delta Community College and House Bill 2.

D.6. Policy for Approval – Capital Outlay

On motion of Supervisor Knapp, seconded by Supervisor Barham, the Board voted to ratify the policy regarding Capital Outlay Requests. The motion carried.

D.7. Policy for Approval – Managing Alternative Financing Projects

On motion of Supervisor Barham, seconded by Supervisor Mellington, the Board voted to ratify the policy regarding Managing Alternative Financing Projects. The motion carried.

D.8. Nunez Community College Cellular Tower and Sign Agreement

Information Only. No action required.

Finance Actions

D.9. Policy for Approval - Cash Management and Investment Policy

On motion of Supervisor Trist, seconded by Supervisor Sellers Johnson, the Board voted to approve the Cash Management and Investment policy effective July 1, 2002. The motion carried.

D.10. Settlement for Linda Redmond vs. Board of Supervisors (LTC-Delta Ouachita Campus)

On motion of Supervisor Mellington, seconded by Supervisor Christopher, the Board voted to go into Executive session at 10:26 a.m. to discuss the settlement for claims by Ms. Linda Redmond. The motion carried.

The meeting reconvened at 10:55 a.m. Supervisor Barham, Finance Committee Chair, noted that no motions were made, no votes were taken and no consensus was reached during Executive session.

On motion of Supervisor Sellers Johnson, seconded by Supervisor Trist, the Board voted to approve a settlement for claims by Ms. Linda Redmond, a former Louisiana Technical College Delta-Ouachita Campus employee, whereby upon payment of \$9,500 to Ms. Redmond, she will dismiss both a state and a federal court lawsuit filed against the Board of Supervisors for the Louisiana Community and Technical College System. The motion carried.

D.11. LCTCS/DSS Memorandum of Understanding for TANF Economic Development Initiative

At the request of Supervisor Dejoie Guidry, Dr. Bumphus explained the TANF initiative.

On motion of Supervisor Dejoie Guidry, seconded by Supervisor Knapp, the Board voted to ratify and approve the proposed Memorandum of Understanding between the LCTCS and DSS for the commencement of the statewide TANF-Economic Development Initiative. The motion carried.

Academic Actions

D.12.a. Request for Authority to Offer an Existing Academic Program through E-Learning Technologies: Bossier Parish Community College

On motion of Supervisor Dejoie Guidry, seconded by Supervisor Sinz, the Board voted to approve the request by Bossier Parish Community College to offer academic programs through E-learning technologies to include Associate of Science in Computer Information Systems (CIP 110410) and Associate of Science in General Studies (CIP 240102). The motion carried.

D.12.b. Request to Close Criminal Justice Institute: Bossier Parish Community College

On motion of Supervisor Dejoie Guidry, seconded by Supervisor Sinz, the Board voted to approve the request for permission to close the Criminal Justice Institute at Bossier Parish Community College. The motion carried.

D.13.a. Establishment of Exit Points (TCAs) in Certain Allied Health and Culinary Arts Programs at Delgado Community College

On motion of Supervisor Dejoie Guidry, seconded by Supervisor Morris, the Board voted to approve the request to establish new “exit points” (Technical Competency Areas – TCAs) within the following programs offered by Delgado Community College: ► Allied Health: Nursing – Certified Nursing Assistant (TCA); ► Culinary Arts - Culinary Cost Control (TCA), Food and Beverage Purchasing (TCA), Culinary Supervision (TCA), Food and Safety Sanitation (TCA).

Extensive discussion took place regarding Technical Competency Areas.

On motion of Supervisor Dejoie Guidry, seconded by Supervisor Christopher, the Board voted to Cap TCAs in the completion rate report to the Board of Regents. The Motion carried.

D.13.b. Change in Program Name: Delgado Community College

On motion of Supervisor Trist, seconded by Supervisor Sinz, the Board voted to approve the request of Delgado Community College to change the name of the umbrella program in Construction Engineering Technology to Construction Technology. The motion carried.

MIS Actions

D.14. Allocation of Costs to Extend Implementation Services

Mr. James Hobbs, LCTCS Director of MIS, spoke to the request regarding allocation of costs to extend implementation services.

Ms. Barbara Muller, Manager, Ciber Enterprise Solutions, Inc., gave an overview of the deployment phase of the PeopleSoft project, which is final conversion of data. She stated that Ciber is committed to making the project work and that in her opinion with this additional contract, the project should be implemented by July 1, 2002 as planned and projected.

On motion of Supervisor Dejoie Guidry, seconded by Supervisor Knapp, the Board voted to authorize staff to contract for additional training services for PeopleSoft users and on site assistance in deployment of PeopleSoft and approve the allocation costs associated with the extension of services as proposed by assessing the PeopleSoft Phase I institutions as follows: ► Louisiana Technical College \$685,539 ► Nunez Community College \$48,239 ► South Louisiana Community College \$28,119 ► River Parishes Community College \$15,323 ► Louisiana Delta Community College \$11,520 and ► LCTCS Board of Supervisors \$11,260. The motion carried.

Legislative Actions

D.15. Legislative Update

Dr. Angel Royal, Executive Assistant to the President, and Mr. Jay Leuckel, Vice Chancellor for Financial Operations and Chief of Staff, provided a recap of the Special Session.

Bylaw Actions

D.16. Bylaw Revisions for Approval

On motion of Supervisor Sellers Johnson, seconded by Supervisor Knapp, the Board voted to amend the LCTCS Bylaws (Article I – Section 8 – Committees) to include the following: a.) Executive Committee, b.) Audit Subcommittee, c.) LTC-Tenure Hearing Subcommittee. The recommended additions to the current committees would make LCTCS Bylaws consistent with those of the other Systems in the state (LSU, SU and UL). The motion carried.

E. CONSENT AGENDA

The Board of Supervisors had approximately 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 Morris asked that Items E.5 and E.6. Student Policies for Approval be removed from the Consent Agenda.

On motion of Supervisor Christopher, seconded by Supervisor Chigbu, the Board voted to approve Items E.1 through E.4 on the Consent Agenda with removal of Items E.5 and E.6. The motion carried.

- E.1. Review revision of the System Policy on Mandatory Direct Deposit for Employees Paid by the LCTCS Centralized Payroll.**
- E.2. Authorize the LTC to enter into a consulting contract, not to exceed \$84,000, with American Welding Society to certify welding instructors.**
- E.3. Approve renewal of a contract between the Opportunities Industrialization Center of Ouachita, Inc. (OIC) and LTC Delta-Ouachita Campus effective July 1, 2002.**
- E.4. Ratify five (5) newly signed Incumbent Worker Training Program contracts:**
 - ▶ Financial Institutions Services Corp with LTC-Delta Ouachita in the amount of \$99,069**
 - ▶ Florida Marine Group (PBC Management Inc.) with Delgado Community College in the amount of \$474,103**
 - ▶ Highland Clinic with Bossier Parish Community College in the amount of \$393,893**
 - ▶ Minden New Car Dealers Association with LTC-Northwest in the amount of \$111,906**
 - ▶ Roy O. Martin Lumber Co., with LTC-Natchitoches in the amount of \$583,277**
and Modify one existing contract
 - ▶ Bayou Steele with LTC-River Parishes revised ending date of September 3, 2002 from April 30, 2002. Additional time is required to customize software by a third party vendor.**

Student Affairs Actions

E.5. Policy for Approval – Selection of LCTCS Student Board Members

Extensive discussion ensued regarding LTC student representation on the Board.

On motion of Supervisor Sinz, seconded by Supervisor Trist, the Board voted to approve the policy for Student Membership on the LCTCS Board of Supervisors. The motion carried.

Supervisor Morris registered opposition to the motion. A Roll Call vote was taken.

Vote: Yeas: Ten (10) Barham, Barnes, Chigbu, Christopher, Dejoie Guidry, Sellers Johnson, Knapp, Mellington, Sinz and Trist

Nays: One (1) Morris

E.6. Policy for Approval – Participation of LCTCS SGA Presidents in COSBP Elections

Extensive discussion ensued regarding representation of the LTC on the Council of Student Body Presidents policy.

On motion of Supervisor Knapp, seconded by Supervisor Sellers Johnson, the Board voted to approve the policy regarding Participation in the Council of Student Body Presidents' Elections for LCTCS Student Body Presidents with noted changes: *striking the word appoint and inserting the word elect on line one, paragraph three, under Representatives for COSBP and striking the words selection/appointment and inserting the word election on line two, paragraph three and striking the word appointed and inserting the word elected on line three, paragraph three to read:*

The Louisiana Technical College shall appoint one representative from each district. The LTC is also responsible for developing guidelines to govern the election of district student government president representatives. The elected LTC Student Government Presidents from each district will be eligible to have a seat on the LCTCS-SPC and shall have the option to attend COSBP. However, the eight students representing the LTC will collectively have one vote at COSBP (according to COSBP Bylaws).

Supervisor Morris registered objection to the proposed action. A Roll Call vote was taken.

Vote: Yeas: Ten (10) Barham, Barnes, Chigbu, Christopher, Dejoie Guidry, Sellers Johnson, Knapp, Mellington, Sinz and Trist

Nays: One (1) Morris

Chair McCotter thanked Supervisors Morris and Sinz for service on the Board, noting that this meeting would end their tenure. He asked that they would attend the June meeting to help with transition of new student representatives.

He announced that the Board would undertake the Evaluation Process for the System President for completion by the June Board meeting.

Board Chair McCotter appointed the following Board members to the Nominating Committee: Supervisors Barham, Chigbu, Stone, Trist and Dejoie Guidry, with Supervisor Barham serving as chair of the committee. He indicated that a report would be presented in June regarding the slate of officers.

F. REPORTS

F.1. President's Report

- ◆ Pictures of Board members, System President, Chancellors and Governor Foster, along with the Proclamations issued by the Governor, the Senate and the House during "Community and Technical College Day" were passed out to Board members.
- ◆ Louisiana has been selected as the site for the 2004 American Association of Community College Trustee Conference.
- ◆ Baton Rouge Community College will host the 2002 Lakin Institute. Informational pamphlets regarding this leadership development seminar were passed out.
- ◆ The *Times-Picayune* featured Delgado Community College in an article regarding the need for more funding. An article also ran regarding accomplishments of the Delgado Baseball team.
- ◆ Phase II of the Noel Levitz Study is being reviewed by Chancellor Roden and the LTC Assistant Chancellors. Dr. Paul Elsnor, former Chancellor of Maricopa Community College in Phoenix and Dr. Dave Pierce, former president of the American Association will assist the LTC with mission delineation and program duplication, to provide a summary report to the System and Board of Regents.
- ◆ Talking Points: Mike Goldstein, legal counsel for the American Association, and Adams and Reese Representatives toward efforts seeking a waiver to get four (4) of the System community colleges eligible to offer financial aid.
- ◆ Baton Rouge Community College dropped from 98% funding down to 80%. Because of the budget situation classes may be closed after August 1, 2002. Bringing budgets to the Board in June.

◆ Compliments offered to Supervisor Dejoie Guidry, Dr. Jerry Pinsel and Mrs. Phyllis Mouton for participation in the African American Leadership Conference held in New Orleans. (Board Chair McCotter thanked Supervisor Dejoie Guidry for representing the Board.

◆ Copy of the 20/20 DED plan was made available for persons interested in getting a copy.

Supervisor Christopher will serve as the LCTCS representative for the May 23, 2002 meeting of the Board of Regents.

Chancellor Kelly extended an invitation to attend a legislative reception at the Pentagon to promote the Community and Technical Colleges.

F.2. Business and Industrial Visit Report

F.3. Quarterly Report of Contracts under \$20,000

F.4. Quarterly Financial Status Reports (from Institutions)

F.5. Capital Projects Report

F.6. Alternative Financing Report

F.7. AACU 2002 Ashville Institute on General Education

F.8. Skills USA VICA 2002 National Championships

F.9. Perkins Leadership Report

F.10. Perkins USDE-Office of Civil Rights/Methods of Administration Conference

Supervisor Sellers Johnson announced that the June 2002 LCTCS Board meeting would be held in Alexandria at the LTC-Alexandria Campus. She also indicated that the City of Alexandria would be hosting a welcome reception for the Board and Chancellors.

On motion of Supervisor Christopher, seconded by Supervisor Sinz, the meeting adjourned at 12:21 p.m.