

**Louisiana Community and Technical College System
Board of Supervisors
Regular Monthly Meeting
Wednesday, August 14, 2002**

State Office Building Auditorium ~ 150 Third Street
Baton Rouge, LA
9:00 a.m.

ITEM A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular session Wednesday, August 14, 2002, in the State Office Building Auditorium, 150 Third Street, Baton Rouge, Louisiana. Board Chair Knapp called the meeting to order at 9:13 a.m.

ITEM B. PLEDGE OF ALLEGIANCE

ITEM C. ROLL CALL

Ms. Billie Darbonne, LCTCS Executive Secretary for Finance and Administration, called roll and a quorum was established.

Members Present

E. Edwards Barham
Gibson C. Chigbu
Dianne M. Christopher
John E. DeLaney
Elizabeth Gallegos
Ava Dejoie Guidry
Kathy Sellers Johnson, *First Vice Chair*
Ann H. Knapp, *Chair*
J. Kevin McCotter
Brett J. Mellington, *Second Vice Chair*
Sean Reilly
Mike Stone
Nicholas Trist

Members Absent

Charles J. Alexander
Leonard C. Barnes
Gregory Hamilton

Staff Present

Walter Bumphus
Pat Eddy
Jan Jackson
Jerry Pinsel
Angel Royal

Guest List

On file in Board
Office

Chair Knapp spoke to the absence of Supervisors Barnes and Alexander, who are both Ill. She asked that everyone continue to pray for them.

ITEM D. APPROVAL OF AGENDA

On motion of Supervisor Mellington, seconded by Supervisor Barham, the Board voted to approve the August 14, 2002 Board Meeting Agenda as presented. The motion carried.

Chair Knapp acknowledged the presence of Senator Jerry Theunissen, Chairman of the Senate Education Committee, and Ms. Sherry Breaux, Senior Researcher for the Education committee.

Senator Theunissen spoke regarding appreciation for the signage provided by the LTC-Baton Rouge Campus, and transportation provided by Delgado Community College, for the Southern Legislative Conference recently held in New Orleans.

Dr. Bumphus acknowledged Mr. Wayne Meaux, LTC District #2 Assistant Chancellor, students, and instructors Dr. Norman Brown and Ms. Angela Street.

Chair Knapp and Dr. Bumphus informed the body that the Louisiana Chemical Association presented scholarship checks to institutions within the system including Baton Rouge Community College, LTC-River Parishes Campus, and LTC-Ascension Campus, in support of their P-Tech programs. Supervisor Knapp and Dr. Bumphus received the checks on behalf of the System at an earlier meeting.

ITEM E. APPROVAL OF MINUTES OF JULY 10, 2002 MEETING

On motion of Supervisor Sellers Johnson, seconded by Supervisor Mellington, the Board voted to adopt the Minutes of the July 10, 2002 meeting. The motion carried.

ITEM F. GLOBALIZATION OF LCTCS CURRICULUM PRESENTATION

Ms. Sherry L. Dean, Professor of French and Speech at Mount View College in the Dallas County Community College District, Dallas, TX, provided an overview of the French program at Mount View implemented to prepare students for study abroad, and gave a presentation on globalization of LCTCS Curriculum as a Board Development exercise.

ITEM G. LEADERSHIP DEVELOPMENT INSTITUTE UPDATE

Dr. Walter Bumphus, System President, and Dr. Angel Royal, Executive Assistant to the president, gave an update on the Second Annual Leadership Development Institute.

ITEM H. GENERAL ACTION ITEMS

Personnel Actions

On motion of Supervisor Barham, seconded by Supervisor Dejoie Guidry, the Board voted to enter into Executive Session at 9:49 a.m., for the purpose of discussing Item H.1. LCTCS President's Compensation, Item H.2. Chancellors' Evaluation and Compensation, Item H.3. Selection of South Louisiana Community College Chancellor, and Item H.4. LCTCS Reorganization. The motion carried.

The meeting reconvened at 10:55 a.m.

H.1. System President's Compensation

On motion of Supervisor Christopher, seconded by Supervisor Reilly, the Board voted to defer action on the System President's Compensation until the September 2002 Board meeting. The motion carried.

H.2. Chancellor's Evaluation and Compensation

On motion of Supervisor Chigbu, seconded by Supervisor Reilly, the Board voted to approve increases in Chancellors' compensation, as presented by the System President, based upon the results of individual performance evaluations. The motion carried.

H.3. Selection of South Louisiana Community College Chancellor

On motion of Supervisor Mellington, seconded by Supervisor Sellers Johnson, the Board voted to approve the selection of Dr. Jan Campbell Brobst as Chancellor of South Louisiana Community College, with a base salary of \$110,000, a \$20,000 housing allowance, with the option of a \$5,000 car allowance or a car, and a three-year contract. The motion carried.

Dr. Brobst complimented the SLCC faculty and staff on their passion and commitment to building South Louisiana Community College, noting she is honored to accept the position.

Ms. Katherine Covington, President of the Faculty Association, and member of the SLCC Chancellor Search committee, spoke regarding Chancellor Elect Brobst and the selection process.

Supervisor Sellers Johnson, Chair of the SLCC Chancellor Search Committee, thanked the faculty, staff, and students, for their support of the search process and hospitality.

Supervisor McCotter thanked Supervisor Sellers Johnson, on behalf of the Board, for an outstanding job in conducting and leading the search process.

Dr. Bumphus acknowledged the outstanding contributions of Dr. Chretien as interim Chancellor of SLCC.

Dr. Chretien indicated it has been a pleasure to serve the college as both Executive Vice Chancellor and Interim Chancellor, and looks forward to working with Dr. Brobst throughout the transition period.

Dr. Bumphus indicated that Dr. Brobst would come on board effective September 15, 2002.

H.4. LCTCS Reorganization

On motion of Supervisor Christopher, seconded by Supervisor Sellers Johnson, the Board voted to approve the LCTCS Reorganization structure, as presented, with the caveat to add Dr. Margaret Montgomery as a senior member of the Leadership Team, from Delgado, on an interim basis, with compensation to be presented for approval at the September Board meeting. The motion carried.

H.5. General Personnel Actions for LCTCS Colleges and System Office

On motion of Supervisor Trist, seconded by Supervisor Mellington, the Board voted to ratify the personnel actions for the LCTCS colleges and system office as presented on Summary and Detail for Baton Rouge Community College, Bossier Parish Community College, Delgado Community College, Louisiana Delta Community College, Nunez Community College, River Parishes Community College, South Louisiana Community College, Louisiana Technical College, and Louisiana Community and Technical College System Office, to include: thirty-nine (39) retirements or resignations, three (3) leaves of absence, twenty-eight (28) new positions, sixty-one (61) promotions/or changes, one thousand eight hundred forty-six (1,846) merit increases, retroactive to July 1, 2002, forty-one (41) replacements, and summer session appointments as submitted for Louisiana Delta Community College. The motion carried.

H.6. Appointment of LCTCS Director of Internal Audit

On motion of Supervisor Dejoie Guidry, seconded by Supervisor Chigbu, the Board voted to approve the appointment of Mr. Allen F. Brown to the position of LCTCS Director of Internal Audit, in accordance with the job description presented, at an annual salary of \$97,500 effective September 2, 2002. The motion carried.

On motion of Supervisor Mellington, seconded by Supervisor Reilly, the Board voted to incorporate the supporting documents for Item H.2. Chancellor's Evaluation and Compensation, and H.4. LCTCS Reorganization be attached to and made a part of the Official Board minutes. The motion carried.

Finance Action Items

H.7. FY 02-03 LCTCS Operating Budgets

On motion of Supervisor Mellington, seconded by Supervisor Gallegos, the Board voted to approve the FY 02-03 operating budgets of the LCTCS Board and colleges. The motion carried.

H.8. Distribution Plan for Growth and Equity Funds

On motion of Supervisor Barham, seconded by Supervisor Stone, the Board voted to approve the plan for distribution of Growth and Equity Funds to LCTCS institutions for FY 2002-2003. The motion carried.

H.9. Extension of Spending Authority for the LTC

On motion to Supervisor Mellington, seconded by Supervisor Trist, the Board voted to authorize an extension of spending authority for the Louisiana Technical College, of an additional 1/12th of the amount approved for its campuses in the 2001-2002 Allocation model, to include the month of September 2002. The motion carried.

Chair Knapp asked that the Board consent to a slight change in the agenda to allow guests in the audience, and Supervisor McCotter to speak regarding Item H.11. Bossier Parish Community College Alternative Financing Project.

Facilities Actions

H.11. Update on Bossier Parish Community College Alternative Financing Project

Supervisor McCotter, a member of Campus Facilities, Inc., gave an overview of the Bossier Parish Community College Alternative Financing Project.

Mr. Mike Alost, and Mr. Stewart Slack, representatives of Slack, Alost and McSwain Architects spoke to the specifics of the project, concepts, goals and process being utilized.

H.12. Schedule for Development of Facilities Assessment, Enrollment Programming, and Master Planning Model

On motion of Supervisor Mellington, seconded by Supervisor Sellers Johnson, the Board voted to authorize the staff to work with Facility Planning and Control, in consultation with the Board Facilities Committee, to contract and work toward completion of a facilities assessment and master plan in accordance with the schedule presented. Periodic updates will be provided to the Facilities and Property Committee and the Board. The motion carried.

H.13. Status of LTC-Sidney Collier Major Repairs Project

On motion of Supervisor Chigbu, seconded by Supervisor Mellington, the Board voted to approve the proposed plan, that Buildings A1, B, and C on the Sidney Collier campus would continue to be occupied for the next 3-5 years. During that time frame, the campus should continue to make minor repairs to keep the buildings operational, and pursue lease space in public buildings at another location. When suitable space is secured, the programs currently located in these buildings would be relocated, the existing buildings demolished, and additional parking constructed to address a current shortage of facilities. The motion carried.

LTC Assistant Chancellor Toya Barnes-Teamer addressed the Board regarding the status of the major repairs project, and proposals for the LTC-Sidney Collier Campus.

LTC Chancellor Roden provided supporting information as well.

Supervisor Chigbu asked that the following comments be made part of the official record: *“Before we leave I’d like to say this here for public record, so that we don’t leave here with any misunderstanding of where I stand on this issue I think this code compliance issue has gone from 1997 to now because people who were sitting here before were playing games with that school. Four hundred thousand dollar increase because we had this debate over tens years what we going to do on this school in the metro area. I think people catch the bus from Chalmette to go to UNO, go from East New Orleans to Louisiana Avenue, and from Lower Ninth Ward to Louisiana Avenue is a regular thing people do every day in New Orleans. That should not even be a problem. The issue of buying a bus or something I think we are centrally located we can get there and I was also so pleased to hear what Dr. Bumphus said because I was privileged at a very very great meeting last week in New Orleans that’s a good thing Dr. Lori Moon, she’s personally in charge of HANO Washington is not just contemplating a partial take over I think they’re going to do a total take over. She is on top of everything happening with what they’re going through with all the housing projects in New Orleans so you can obtain that information from em. Hopefully the Noel-Levitz findings will come out so we’ll get that data to do what we have to do. But I’d also like to say to everybody I think we got enough land on these premises that if we need to demolish the two buildings down the road to put up a new structure that I think my recommendation and the population data will reflect that if we do the right stuff here people will come. This is a major anchor to that neighborhood. People relate to this building. It’s an investment in their lives. My position today, tomorrow, or whenever you come would be to leave that campus where it is. Do what we have done in some other areas. If we have to pick out two or three other buildings to use for the operation to create something then that’s what we need to do. I don’t think moving to Lake Forest Mall to share room with the New Orleans Hornets temporarily or Palace East Theater is what we should be about, and if the Industrial Canal project ever takes place this will bring more companies to that area. If we’re going to campuses and businesses and corporate offices to set up institutions I don’t think we could find a better location than where we are right now. We’ll be right there growing with them. I just thought I’d make a few of these issues. I will be watching this here. I don’t live in that neighborhood, but I can tell you any attempt to move that campus would cause a riot in that area. Thank you”.*

H.14. Capital Outlay Requests

On motion of Supervisor Mellington, seconded by Supervisor Sellers Johnson, the Board voted to approve the Capital Outlay Request for FY 2003-2004, as presented, in accordance with processing from the Board of Regents. The motion carried.

H.10. Comparisons of Average Cost per FTE for LCTCS Institutions

At the request of Board Chair Knapp, Dr. Bumphus and Ms. Kimberly Kirkpatrick, LCTCS Director of Institutional Research, Jan Jackson, LCTCS Vice President for Finance and Administration, provided comments relative to the comparisons of average cost per FTE for LCTCS institutions report, initially requested by Supervisor Barham.

ITEM I. 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 appear to require separate treatment, so, these items are acted upon in one motion and vote.

On motion of Supervisor Chigbu, seconded by Supervisor Stone, the Board voted to approve the Consent Agenda, with the exception of item I.7.b., to include Items I.1. through I.6, and Items I.8. through I.10. The motion carried.

Personnel Actions

I.1. Administrative Cost Containment Policy

Accept the draft Administrative Cost Containment Policy for review and advisement.

I.2. Incumbent Worker Contracts

Ratify one (1) new Incumbent Worker Training Program contract:

- **Centennial Communications Corporation with LTC-Alexandria in the amount of \$186,674**

modify four (4) existing contracts:

- **Bruce Foods Corporation with South Louisiana Community College - revised contract amount from \$56,396 to \$86,160**
- **Dousay Custom Homes, Inc. with LTC-Alexandria in the amount of \$62,045 with an extension to the contract ending date from October 22, 2002 to January 30, 3003.**
- **Dupre' Transport, Inc., with LTC-Acadian - revised contract amount from \$128,025 to \$112,238**
- **Nabors Offshore Corporation with LTC-L.E. Fletcher – revised contact amount from \$269,992 to \$244,384**

I.3. LCTCS Perkins Contract with UNO

Renew the contract with the University of New Orleans; to maintain a comprehensive data system and evaluation plan for the Louisiana Tech Prep Consortia.

I.4. LCTCS Perkins Vistronix Software Purchase

Approve procurement of the Vistronix computer software to enable the seven (7) community colleges and the forty-two (42) campuses of the Louisiana Technical College to fulfill their data collection requirements for Perkins III.

I.5. Approval of Federal Perkins Leadership Plan (Postsecondary) for FY 02-03

Approve the plan, as presented, for the postsecondary expenditure of the FY 2002-2003 Leadership category of the Carl D. Perkins Vocational and Technical Education Act of 1998.

Facilities Actions

I.6. Policy on Security Procedures and Reporting of Crime Statistics

Accept the proposed policy on Security Procedures and Reporting of Crime Statistics, as submitted, for review and advisement.

Academic Actions

I.7. Delgado Community College

I.7. a. Approval of a New Technical Competency Area (TCA) in Direct Support Professional

Approve a new Technical Competency Area (TCA) in Direct Support Professional within the Allied Health Division at Delgado Community College.

I.8. Louisiana Technical College

I.8.a. Approval to Terminate the BESE Policy Regarding the LTC Single Use of the Test of Adult Basic Education As a Sole Placement Instrument for Entering Students

Approve the request from the Louisiana Technical College to terminate the BESE policy regarding the LTC's sole reliance on the Test of Adult Basic Education (TABE) examination for entering students. The LTC has submitted a plan whereby they would join the state's other colleges and universities in the utilization of scores from various ACT instruments for student placement, effective Fall 2002.

I.9. Approval of a Policy of Disclosure of Degree Program Transferability

Approve the proposed policy regarding Disclosure of Degree Program Transferability, which has been unanimously approved by the LCTCS Council of Chief Academic and Student Affairs Officers, and the LCTCS chancellors.

I.10. Approval of Emeritus Title Policy

Approve the proposed policy on awarding of Emeritus Titles. The proposed policy has been unanimously approved both by the LCTCS Council of Chief Academic and Student Affairs Officers, and the LCTCS chancellors.

Item I.7.b. Approval of a Construction Technology Umbrella Program

On motion of Supervisor Chigbu, seconded by Supervisor Reilly, the Board voted to approve the request from Delgado Community College to create an umbrella program in Construction Technology with three options. The motion carried.

Chair Knapp thanked everyone for a productive Committee and Board meeting.

ITEM J. REPORTS

J.1. President's Report

- AA Implementing a chancellor orientation and mentoring program to assist newly appointed chancellors.
- ☞ Held a best practices/benchmark meeting regarding two-year Teacher Education and preparation. Representatives from the Board of Regents, LSU, Southern University System, University of Louisiana System, and campuses throughout LCTCS were present.
- ☞ A letter is forthcoming from Dr. Royal regarding the September 10, 2002 LDI. Board member pictures will be taken at that time for inclusion in various publications.
- ☞ American Association of Community College Trustees will meet in Philadelphia. Supervisor Sellers Johnson will make a presentation at the conference.

J.2. Business and Industrial Visit Report

Supervisor Mellington asked that the report, as previously requested, be revamped to represent business and industrial visits by campus deans.

J.3. Quarterly Report of Contracts

J.4. Quarterly Financial Report

J.5. Status Report on Capital Projects

J.6. Alternative Financing Update

K. OTHER BUSINESS

1. Supervisor Dianne M. Christopher will serve as the LCTCS representative for the Board of Regents' August meeting.

L. ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 12:57 p.m., on motion of Supervisor Chigbu, seconded by Supervisor Mellington.

August 2002 Minutes prepared by Ms. Beryl L. McGhee, Assistant Secretary to the Board, based on tape recording manned by Ms. Billie Darbonne, LCTCS Executive Secretary for Finance and Administration.