

MINUTES

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

**WEDNESDAY, SEPTEMBER 10, 2003
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: *A separate Personnel Committee meeting was held on Tuesday, September 9, 2003, at 2:00 p.m.*

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, September 10, 2003, in the conference room of The Louisiana Building at Baton Rouge Community College, 5310 Florida Blvd., Baton Rouge, Louisiana. Board Chair Knapp called the meeting to order at 9:03 a.m.

B. PLEDGE OF ALLEGIANCE

The assembly rose for recitation of the Pledge of Allegiance.

C. ROLL CALL

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

Members Present

Charles Alexander
Edwards Barham
Gibson Chigbu
Dianne Christopher
John DeLaney
Carl Franklin
Kathy Sellers Johnson, First Vice Chair
Ann H. Knapp, Chair
Brett Mellington, Second Vice Chair
Sean Reilly
Stephen Smith
Mike Stone
Nicholas Trist
Cedric Washington

Members Absent

Ava Dejoie
Kevin McCotter

Staff Present

Bonni Benton
Walter Bumphus
Pat Eddy
Jan Jackson
April Magee
Karin Pettit
Jerry Pinsel
Angel Royal
Jamie Underwood

Guest List

On file in Board Office

D. APPROVAL OF SEPTEMBER 10, 2003 AGENDA

On motion of Supervisor Mellington, seconded by Supervisor Sellers Johnson, the Board voted to approve the revised September 10, 2003 agenda. The motion carried.

E. APPROVAL OF MINUTES OF AUGUST 13, 2003 MEETINGS: AUDIT COMMITTEE AND FULL BOARD

On motion of Supervisor Barham, seconded by Supervisor Franklin, the Board voted to approve the minutes of the August 13, 2003 Audit Committee and Full Board meeting as presented. The motion carried.

Supervisor Sellers Johnson presented a correction on page 2 of the Full Board minutes. The minutes state that Chair Knapp serves as a board member to CABL. This sentence should read that Supervisor Sellers Johnson serves on the board of CABL.

The Full Board minutes were approved with the corrections as noted.

F. RECOGNITION OF LEGISLATORS:

SENATOR THEUNISSEN, SENATOR HOLDEN, REPRESENTATIVE CRANE AND REPRESENTATIVE WELCH

Dr. Bumphus introduced Senator Kip Holden and presented him with a plaque of recognition and thanked him for all that he has done for the LCTCS. Senator Holden addressed the Board and members of the audience and thanked them for the special recognition. Dr. Bumphus indicated that Senator Theunissen and Representatives Crane and Welch will be recognized at a later date.

G. CORPORATE COLLEGE INITIATIVE PRESENTATION – Dr. Karin Pettit

Dr. Bumphus reported to the Board that a group of individuals had recently traveled to Cuyahoga Community College in Cleveland, Ohio to visit the Corporate College housed there. He stated that the trip was very successful and indicated several people who had attended the trip were in the audience today.

Dr. Bumphus invited Mr. Adam Knapp from the Governor's Office to address the Board and share his comments regarding the trip to the Corporate College. Mr. Knapp addressed the Board and shared his thoughts and expressed his support of the Corporate College.

Dr. Bumphus introduced Mr. Rolfe McCollister, Editor and Publisher, Baton Rouge Business Report, and invited him to make a few remarks on his participation in the trip to the Corporate College. Mr. McCollister addressed the Board and shared his experiences and ideas gained on the trip to Cuyahoga Community College.

Dr. Karin Pettit addressed the Board and provided a powerpoint presentation on the Corporate College concept.

H. REPORTS

1. Chair of the Board Report

Chair Knapp presented the Chair of the Board Report. She addressed the following issues:

- Ms. Knapp reported on the LCTCS System Conference Day. She stated that the event was attended by approximately 950 people. A short film of snapshots taken at the conference was shown. Ms. Knapp acknowledged Dr. Angel Royal for organizing the event and commended Dr. Bumphus for his leadership in bringing together System Conference Day. Supervisor Sellers Johnson commended and congratulated staff on putting together an exceptional conference. Supervisor Mellington also made positive comments regarding System Conference Day. Dr. Bumphus acknowledged the members of the Organizing Committee for the conference and asked them all to stand. He also acknowledged Mr. Brown from Louisiana Technical College – Baton Rouge Campus, for all of his help during the conference. He added that there will be another System Conference Day next year.
- ACCT Convention – Chair Knapp reported that a contingent will be traveling to Denver, Colorado to attend the ACCT Convention and invite the attendees to come to the 2004 ACCT Convention which will be held in New Orleans, Louisiana. She reported that Ms. Sellers Johnson is the State Chair for ACCT. She encouraged everyone to mark their calendars for October 6-9, 2003.
- Chair Knapp recognized Supervisor Charles Alexander and announced his resignation from the LCTCS Board of Supervisors. She stated that Mr. Alexander has been with the Board since its inception. Board members shared their thoughts and memories with Supervisor Alexander. Chair Knapp and Dr. Bumphus presented Mr. Alexander with a plaque of recognition for his contributions to the Board. Mr. Alexander addressed the Board and the audience and thanked them for the special recognition.

On motion of Supervisor Mellington, seconded by Supervisor Reilly, the Board accepted, at the request of Mr. Charles Alexander, his resignation from the LCTCS Board of Supervisors, to be effective at the end of the September 2003 Board meeting. The motion passed.

- Chair Knapp concluded the Chair of the Board Report with her thought for the day – *“Treat the customer as #1, or someone else will.”*

2. President’s Report

Dr. Bumphus discussed the following issues:

- Dr. Bumphus recognized the Skills USA Student Winners. He asked Larry Rabalais to contact the winners to invite them to the next Board meeting so that they might be recognized by the Board.
- Dr. Bumphus reported that he had the privilege of addressing the L.E. Fletcher Nursing Graduates, at the invitation of Chancellor Lavigne. He commended Chancellor Lavigne on an excellent ceremony.
- Dr. Bumphus reported that he had visited with the Delgado Community College Foundation and participated in the reception honoring local legislators.

- Dr. Bumphus read a letter of thanks that he received from Governor Foster regarding the recognition (Legacy Award) presented to him at the LCTCS Conference Day.
- Dr. Bumphus reported that the October 2003 Board meeting will be held at Louisiana Delta Community College and the ULM campus in Monroe, Louisiana. He stated that Commissioner Drennan will be attending the meeting and Mr. and Mrs. Barham will be hosting a reception for the Board.
- Dr. Bumphus recognized Baton Rouge Community College for their 5 year anniversary.
- Dr. Bumphus reviewed the Fall Enrollment Figures for Public Institutions report. Ms. Kim Kirkpatrick provided a brief powerpoint presentation on Fall enrollment figures.
- Dr. Bumphus referred to a request from the Legislative Auditor regarding the BRCC Facility Corporation. He stated that he would like the opportunity to visit with the Board to discuss this issue and provide a status update during Executive Session at the end of the meeting. He added that he would like Mr. Allen Brown and Mr. Leo Hamilton to attend this meeting.

I. GENERAL ACTION ITEMS**

Personnel Actions

Supervisor Barham presented the Personnel Action items for consideration by the Board.

NOTE: Chair Knapp reminded the Board that any motion that comes from a committee does not require a second. Recommendations were presented from the Personnel Committee following the meeting held on Tuesday, September 9, 2003.

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

On motion of Supervisor Christopher, (on behalf of the Personnel Committee), the Board voted to ratify the personnel actions presented on Summary and Detail for the LCTCS colleges to include: Baton Rouge Community College, Bossier Parish Community College, Delgado Community College, Louisiana Delta Community College, Elaine P. Nunez Community College, River Parishes Community College, South Louisiana Community College, L.E. Fletcher Technical and Community College, Sowela Technical and Community College, Louisiana Technical College and Louisiana Community and Technical College System Office to include twenty-five (25) retirements or resignations; three (3) leaves of absence, thirty-seven (37) new positions, two thousand fifty-five (2055) promotions/changes/salary increases, and forty-four (44) replacements. The motion carried.

Supervisor Barham commented that no person received a salary increase without a satisfactory, or better, evaluation.

2. Revision of Board Policy II.2.010, Performance Evaluation and Salary Increases

On motion of Supervisor Barham, (on behalf of the Personnel Committee), the Board voted to accept the revision of the System Policy on Performance Evaluation and Salary Increases for review and advisement. The motion carried.

Supervisor Barham provided a brief synopsis of the proposed policy.

3. LCTC System President Evaluation

On motion of Supervisor Barham, (on behalf of the Personnel Committee), the Board voted to approve the contract for Dr. Walter Bumphus, President, LCTCS System to include the following: 1) 6% increase in base salary; 2) increase in the housing allowance from \$34,000 to \$36,000; 3) increase the Leadership Development Institute stipend from \$10,500 to \$18,000; 4) removal of the car allowance (\$12,000); and 5) in lieu of a car allowance, the LCTC System will provide a vehicle for the President's use. The total compensation package of the proposed contract is \$254,340. The contract will be a continuation of a three (3) year rolling contract and will be effective July 1, 2003.

Supervisor Sellers Johnson voiced her objection to the motion. A roll call vote was taken resulting in thirteen (13) yeas, and one (1) nay.

**Vote- Yeas: Alexander, Barham, Chigbu, Christopher, DeLaney, Franklin, Knapp, Mellington, Reilly, Smith, Stone, Trist and Washington
Nays: Sellers Johnson**

The motion carried.

Dr. Bumphus thanked the Board for their support and generous increase in salary.

4. LCTCS Chancellors and Assistant Chancellors Evaluations

NOTE: A recommendation was not provided by the Personnel Committee for agenda item I.4.; therefore, the motion required a second.

On motion of Supervisor Christopher, seconded by Supervisor Chigbu, the Board voted to approve the recommended salaries of the LCTCS Chancellors as stated: Chancellor Myrtle Dorsey, Baton Rouge Community College - \$139,205; Chancellor Tom Carleton, Bossier Parish Community College - \$114,528; Interim Chancellor Ray Garrity, Delgado Community College – \$110,000 (currently conducting search for a new chancellor); Chancellor Travis Lavigne, L.E. Fletcher Technical Community College – \$95,000 - No increase - Appointed chancellor in July, 2003; Chancellor Lynn Kreider, Louisiana Delta Community College - \$101,745; Chancellor Margaret Montgomery-Richard, Louisiana Technical College – \$135,000 – No increase - Appointed in July, 2003; Chancellor Tommy Warner, Nunez Community College - \$106,473; Chancellor Joe Ben Welch, River Parishes Community College - \$107,870; Chancellor Jan Brobst, South Louisiana Community College - \$116,600; Chancellor Leger, Sowela Technical Community College – \$95,000 – No increase - Appointed in July, 2003. All chancellors will continue to receive a \$20,000 housing allowance and a \$5,000 car allowance. The effective date for the salary increases is July 1, 2003. The motion carried.

Supervisor Barham noted that each of the chancellors received outstanding evaluations.

Dr. Bumphus reiterated Mr. Barham's statement and added that the same held true for the assistant chancellors. He stated that the LCTCS is involved in the Salary Compensation and Analysis Study

and the goal will be to recognize an appropriate salary for the chancellors that would be consistent with their enrollment, budget and their responsibilities.

On motion of Supervisor Christopher, seconded by Supervisor Chigbu, the Board voted to approve the recommended salaries of the LTC Assistant Chancellors as stated: Leonard Garrett - \$92,608; Toya Barnes-Teamer - \$92,000; Wayne Meaux - \$95,000; Chris Williams - \$92,000; Norene Smith - \$95,000; and Percy McCraney - \$92,000. The effective date for the salary increases is July 1, 2003. The motion carried.

Supervisor Chigbu asked for an update regarding an issue discussed at a meeting held with Mr. Ron White. He stated that this is an issue that he, and other Board members, will be looking at in the future.

Dr. Bumphus explained that Supervisor Chigbu was referring to the minority/small business participation rate in construction, new construction and renovation projects.

5. Reorganization of the Louisiana Technical College Districts

On motion of Supervisor Barham, (on behalf of the Personnel Committee), the Board voted to approve the reorganization of the Louisiana Technical College Districts as presented. The motion carried.

6. Appointment of Louisiana Technical College Vice Chancellor of Finance and Administration

On motion of Supervisor Barham, (on behalf of the Personnel Committee), the Board voted to authorize Chancellor Margaret Montgomery-Richard to appoint Amy Elisabeth Sigler as Vice Chancellor for Finance and Administration for the Louisiana Technical College, at a base salary of \$102,000, effective September 15, 2003. The motion carried.

7. Appointment of Louisiana Technical College Vice Chancellor of Student Services, Enrollment Management and Registrar

On motion of Supervisor Barham, (on behalf of the Personnel Committee), the Board voted to authorize Chancellor Margaret Montgomery-Richard to appoint Janice M. Bolden as Vice Chancellor for Student Services, Enrollment Management, and Registrar for the Louisiana Technical College, at a base salary of \$102,000, effective September 29, 2003. The motion carried.

Dr. Bumphus noted that a statewide search had been conducted, by a Systemwide search committee, for each of the LTC Vice Chancellor positions.

Dr. Montgomery-Richard introduced Ms. Janice Bolden as the new Vice Chancellor of Student Services, Enrollment Management and Registrar for the LTC. Ms. Bolden comes from Delgado Community College.

Chair Knapp commended and expressed her appreciation to those members of the Personnel Committee who attended the meeting on Tuesday, September 9th.

Finance Actions

Supervisor Reilly presented the Finance Actions items for consideration by the Board.

8. Louisiana Technical College Allocation Model

On motion of Supervisor Trist, seconded by Supervisor Franklin, the Board voted to approve the 2003-2004 allocation model distribution as provided by Dr. Margaret Montgomery-Richard, LTC Chancellor. The motion carried.

Jan Jackson distributed the LTC FY 2003-2004 General Fund Allocation model which provides a breakdown of funds by district.

Dr. Bumphus explained the change in this allocation model. He stated that instead of dollars being allocated directly to a campus, they will be allocated directly to the district. He added that this process will provide the LTC Vice Chancellors the responsibility of appropriating the dollars allocated to their district.

Supervisor Reilly commented that the approval of the allocation model is a sign of maturation for the System and stated he saw this model as a much more rational way to allocate funds among the institutions.

9. First Distribution of Community and Technical Colleges Pool Funds

On motion of Supervisor Trist, seconded by Supervisor Mellington, the Board voted to approve the proposed distribution of Community and Technical Colleges Pool Funds as approved by the Board of Regents on August 28, 2003. The motion carried.

Dr. Bumphus commented that this is the “new dollars”, (\$5 million), that were appropriated to the Board of Regents for the LCTC System during the last legislative session. He stated the distribution of funds is driven by two components: 1) operation business points, and 2) 100% funding for colleges. He added that each of the colleges listed will be eligible to receive additional funds, based on extraordinary growth this fall (official 14th day enrollment figures). He concluded that he hopes to provide a recommendation, at the October Board meeting, for distribution of the additional funds (\$702,000), based on extraordinary enrollment.

Facilities Actions

Supervisor Chigbu presented the Facilities Actions items for consideration by the Board.

10. Baton Rouge Community College Property Acquisition

Lengthy discussion ensued regarding the location of the proposed property and the process required to purchase the property.

On motion of Supervisor Smith, seconded by Supervisor Trist, the Board voted to authorize the System Office staff and the staff of Baton Rouge Community College to begin negotiations for the purchase of the proposed property in accordance with all applicable

State purchasing guidelines (including appraisals, negotiation of price, etc.) The motion carried.

11. Delgado Community College Westbank Campus Library Relocation

On motion of Supervisor Trist, seconded by Supervisor Mellington, the Board voted to authorize the expenditure of \$345,000 to relocate the Delgado Community College West Bank Campus Library and Resource Center. *The Board of Regents and the Office of Facility Planning and Control must approve this request.* The motion carried.

12. Construction of a New Building for Louisiana Technical College Sidney Collier Campus from Small Capital Projects Funds

On motion of Supervisor Mellington, seconded by Supervisor Smith, the Board voted to authorize the construction of a 6,000 square foot pre-manufactured building on the LTC Sidney Collier Campus. *This request must be approved by both the Board of Regents and Facility Planning and Control.* The motion carried.

J. CONSENT AGENDA

On motion of Supervisor Christopher, seconded by Supervisor Mellington, the Board voted to approve the Consent Agenda as presented to include Items J.1. through J.4. The motion carried.

Finance Actions

1. Contract between Louisiana Technical College, Delta Ouachita Campus and Opportunities Industrialization Center

Approved the renewal of a contract between the Opportunities Industrialization Center of Ouachita, Inc., (OIC) and the LTC Delta-Ouachita Campus effective July 1, 2003.

2. Incumbent Worker Training Program Contracts

Ratified nine new Incumbent Worker Training Program contracts that total \$6,470,144 and two modifications to existing contracts as listed:

- **Candy Fleet Corp – Contract Amount: \$537,078**
- **Chet Morrison – Contract Amount: \$596,884**
- **Cleco Utilities – Contract Amount: \$2,203,846**
- **Dresser Industries – Contract Amount: \$805,495**
- **Montco, Inc. II – Contract Amount: \$255,651**
- **Production Systems – Contract Amount: \$471,019**
- **Seabulk Offshore – Contract Amount: \$859,293**
- **Unifab International – Contract Amount: \$478,415**
- **Valley Electric Membership Corp. – Contract Amount: \$262,463**

- **Bollinger Shipyards Consortium – Modification to Contract Amount: \$1,893,224 – Revised Ending Date: 2/17/05**
- **Hutco, Inc. – Modification to Contract Amount: \$139,843 – Revised Ending Date: 2/4/05**

Academic Actions

3. Approval of Academic Policy: Rights, Duties and Responsibilities of the Academic Staff

Approved the Academic Policy draft dealing with Rights, Duties and Responsibilities of the Academic Staff.

4. Approval of Academic Policy: Process for Selecting Representation to the Board of Regents' Faculty Advisory Group

Approved the Academic Policy – Process for Selecting Representation to the Board of Regents' Faculty Advisory Group, designed to establish a process for selecting representation to the Board of Regents' faculty advisory group.

K. UPDATES

1. Business and Industrial Visit Report
2. Status Report on Capital Projects
3. Alternative Financing Projects
4. Facilities Assessment Update

Chair Knapp encouraged Board members to review the updates/reports provided.

L. OTHER BUSINESS

1. LCTCS Board Delegates to ACCT Convention

On motion of Supervisor Franklin, seconded by Supervisor Mellington, the Board voted to appoint Ms. Ann Knapp and Ms. Kathy Sellers-Johnson as official Board voting delegates for the ACCT Convention to be held in Denver, Colorado, September 2003. The motion carried.

2. Board of Regents' Committee Meetings – SEPTEMBER 24, 2003

Supervisor DeLaney provided brief remarks on the August Board of Regents meeting which he attended.

Supervisor DeLaney will represent the Board of Supervisors at the September 24, 2003, meeting of the Board of Regents.

Dr. Bumphus informed the Board that agenda item J.3. TANF Workforce Commission MOU's, had been skipped. He explained that this item contained TANF Workforce Commission Memorandums of Understanding that need to be ratified to ensure a break in service does not occur.

On motion of Supervisor Mellington, seconded by Supervisor Trist, the Board voted to provide Dr. Walter Bumphus the authority to sign the Memorandums of Understanding for the TANF Workforce Commission. The motion carried.

Chair Knapp stated that there had been a request by System President, Dr. Walter Bumphus, to enter into Executive Session to discuss the pending litigation regarding the Baton Rouge Community College Facilities Corporation.

On motion of Supervisor Trist, seconded by Supervisor Smith, the Board voted to enter into Executive Session to discuss pending litigation regarding the Baton Rouge Community College Facilities Corporation. The Board entered into Executive Session at 10:58 a.m.

Dr. Bumphus asked members of the President's Leadership Team to remain in order to meet following the conclusion of the Board meeting. He also announced that the Conference Committee going to the ACCT Convention in Denver will meet following the Board meeting.

Chair Knapp reconvened the Full Board meeting 11:35 a.m. No action or motions were taken.

M. ANNOUNCEMENTS

- Dr. Bumphus announced that eight (8) of the major Governor's candidates will participate in a luncheon forum, on Friday, September 12, 2003, at 12:00 noon, on Delgado Community College's campus. The event is co-sponsored by Delgado Community College, WBSU TV, the Chamber of Commerce and Metrovision. All Board members are invited to attend. Chancellor Garrity stated that each of the candidates has been asked to sign a pledge committing support of the community college system.

N. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Mellington, seconded by Supervisor Trist, the meeting adjourned at 11:42 a.m.