

MINUTES

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

**WEDNESDAY, OCTOBER 8, 2003
9:00 a.m.**

**Louisiana Delta Community College
University of Louisiana-Monroe – Conference Center
4100 Northeast Drive
Monroe, Louisiana**

** 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 are scheduled.*

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, October 8, 2003, in the University of Louisiana-Monroe Conference Center at Louisiana Delta Community College, 4100 Northeast Drive, Monroe, Louisiana. Chair Ann Knapp was unable to attend the Board meeting. First Vice Chair Kathy Sellers Johnson served as Acting Chair and called the meeting to order at 9:12 a.m.

B. PLEDGE OF ALLEGIANCE

The assembly rose for recitation of the Pledge of Allegiance.

Mr. Leo Hamilton, Legal Counsel for LCTCS, conducted the swearing in of Angela Stanley, the new LTC student representative, to the Board of Supervisors.

Ms. Stanley addressed the Board and thanked them for the opportunity to serve on the Board.

Acting Chair Sellers Johnson welcomed Ms. Angela Stanley to the Board.

C. ROLL CALL

Ms. Bonni Benton, Coordinator of Board Services, called roll. **A quorum was not established.**

Due to inclement weather, several Board members were not able to attend the meeting. Acting Board Chair Sellers Johnson appointed the Board members present to an Executive Committee, to consider the agenda items presented, and to present the recommendations for ratification to the Full Board at the November 2003 Board meeting.

Members Present

Edwards Barham
Carl Franklin
Kevin McCotter
Kathy Sellers Johnson,
First Vice Chair
Angela Stanley

Members Absent

Gibson Chigbu
Dianne Christopher
Ava Dejoie
John DeLaney
Ann Knapp
Brett Mellington
Sean Reilly
Steve Smith
Mike Stone
Cedric Washington

Staff Present

Bonni Benton
Walter Bumphus
Pat Eddy
Jan Jackson
Lura Kamiya
Karin Pettit
Jerry Pinsel
Angel Royal

Guest List

On file in Board Office

D. APPROVAL OF OCTOBER 8, 2003 AGENDA

On motion of Supervisor McCotter, seconded by Supervisor Franklin, the Board voted to approve the revised October 8, 2003 agenda.

E. APPROVAL OF MINUTES OF SEPTEMBER 9, 2003 PERSONNEL COMMITTEE MEETING AND SEPTEMBER 10, 2003 REGULAR FULL BOARD MEETING

On motion of Supervisor McCotter, seconded by Supervisor Franklin, the Board voted to approve the minutes of the September 9, 2003 Personnel Committee meeting and the September 10, 2003 Full Board meeting as presented.

F. RECOGNITION OF SKILLS USA MEDALISTS

Dr. Bumphus introduced Larry Rabalais, LTC Activities/Testing Coordinator. Mr. Rabalais introduced the national Skills USA Medalists from Louisiana. Gold medal winners recognized: John Berry, Shreveport Bossier Campus, Motorcycle Service Technology; Belinda Rose, Shreveport Bossier Campus, Preschool Teaching Assistant; Michelle Kelley, Shreveport Bossier Campus, Preschool Teaching Assistant (HS). Silver medal winners recognized: Dana Grayson, Tallulah Campus, Practical Nursing; Shreveport/Bossier Campus Quiz Bowl Team. Bronze medal winners recognized: Margaret Surles Campus Health Knowledge Bowl; Brandon Arcement, Terrebonne Vo-Tech High School, Marine Service Technology, Jamey Geimer, Caddo Career Center, Major Appliance Technology; Rusty Rodrigue, Terrebonne Vo-Tech High School, Motorcycle Service Technology. Two student gold medalist winners were unable to attend the meeting due to inclement weather: Matt Alley, Sowela Campus, Advertising Design, and Carlton Johnson, Sowela Campus, Customer Service. Each of the winners present addressed the Board and shared their thoughts and expressed their appreciation to the Board for the opportunities realized through the Skills USA program.

Dr. Bumphus thanked Larry Rabalais for his leadership with Skills USA.

G. REPORTS

1. Chair of the Board Report

Acting Chair Sellers Johnson presented the Chair of the Board Report. She addressed the following issues:

- Ms. Knapp's absence. Acting Chair Sellers Johnson expressed regrets on behalf of Supervisor Knapp for not being able to attend the meeting.
- Acting Chair Sellers Johnson thanked Mr. Barham for the wonderful dinner and hospitality provided by him and his wife, Mrs. Bennie Barham, on Tuesday night.
- Acting Chair Sellers Johnson commended Chancellor Kreider and his staff for the wonderful ribbon cutting Wednesday morning. She commented on the wonderful support shown to LDCC from the community.

Chancellor Kreider recognized and thanked his staff for their hard work, and the community for their support. He indicated that his staff had done a tremendous job handling the various functions that had recently taken place, including receiving the auditors at the LDCC campus on Wednesday morning.

- Acting Chair Sellers Johnson provided a report on the ACCT Conference held in Denver, Colorado. She reported that she is still receiving calls from across the country commending the LCTCS on the wonderful and creative job performed with their invitation to the delegation and the LCTCS booth. She thanked everyone on the team who attended the convention, participated in the invitation and/or manned the booth. She added that plans have begun for the 2004 ACCT Conference to be held in New Orleans, and indicated that members from the national office of the ACCT will be introduced at the November Board meeting. She asked everyone to mark their calendars for October 6-10, 2004.
- Acting Chair Sellers Johnson reported that the Gubernatorial Debate scheduled for October 9th has been rescheduled for October 14, 2003, in Baton Rouge. She added that the Board of Regents' Educational Forum of Postsecondary Education is scheduled to meet in Baton Rouge on October 9th.

2. President's Report

Dr. Bumphus discussed the following issues:

- Dr. Bumphus introduced Secretary Creed, Undersecretary for the Department of Corrections. He also recognized Theresa Hay with the Board of Regents.
- Dr. Bumphus reported that Vice Chancellor and Provost Noreen Smith and her staff received a grant from Congressman Rodney Alexander for \$310,000, and Ms. Smith was on television Monday night reporting on this award. Dr. Bumphus asked Ms. Smith and her staff to stand and be recognized. He further reported that he had joined a group at SLCC to welcome Governor Foster and join him on a tour of the new LDCC facility. He stated that the event was televised Monday night and was also on the front page of the Monroe newspaper Tuesday morning.

- Dr. Bumphus recognized Dr. Jan Brobst, Chancellor, South Louisiana Community College, on her appointment to the AACC Commission.
- Dr. Bumphus informed the Board that it has been determined by the LCTCS Leadership Team that another LCTCS Conference Day will be held on August 16, 2004.
- Dr. Bumphus thanked Dr. Kreider and his staff for all the events that have taken place this week. Chancellor Kreider presented the Board members with a gift to commemorate their visit to LDCC. Chancellor Kreider recognized his assistant, Connie Carr, and thanked her for the wonderful job that she does at the campus.

H. GENERAL ACTION ITEMS**

Personnel Actions

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

Supervisor Barham recognized the Deans and Assistant Deans of District 8 of the Louisiana Technical College: Margie Mixon (Delta Ouachita), Alton Braddock (Delta Ouachita), Vickye Branton (Delta Ouachita), Yvette Logan, Bob Savage (Tallulah), Terry Murphy (Tallulah), Pat Bray (Tallulah), and Kay Weiss.

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

On motion of Supervisor McCotter, seconded by Supervisor Franklin, the Board voted to ratify the personnel actions presented on Summary and Detail for the LCTCS colleges and System office to include nineteen (19) retirements or resignations; twenty (20) new positions; eighty-four (84) promotions/changes/salary increases; and twenty-nine (29) replacements. The motion carried.

Acting Chair Sellers Johnson addressed the “error” indications noted on the September Summary and Detail report. She stated that all errors have been reviewed and corrected and all employees receiving a salary increase had received a satisfactory rating on their yearly evaluation.

Supervisor McCotter asked for a status update on a personnel agenda item that was addressed at the August 2003 Board meeting regarding the Delgado Northshore campus. Dr. Bumphus stated that he is not prepared to give any new direction on this item. He reaffirmed that the Board would not take action on any position until such time as those colleges and campuses that were impacted, will visit with Dr. Dennis Jones (who is coming in to work with the LCTCS over the next few months), to do a study on the most efficient and effective delivery of postsecondary education on the Northshore. He stated that until such time, no new administrative posts, modifications or restructuring will be addressed. He concluded that it is his intention to come back to the Board around the first of the year with an update in terms of the direction that will be taken regarding the Northshore.

Supervisor McCotter stated he felt that the Corporate College Concept should be a key part of the strategy used in the Northshore initiative.

2. Awarding of Emeritus Title to Dr. Katherine Sippola, Delgado Community College

On motion of Supervisor Franklin, seconded by Supervisor Stanley, the Board voted to approve the resolution granting the title of Vice Chancellor for Academic and Student Affairs and College Provost Emeritus to Dr. Katherine Sippola of Delgado Community College. The motion carried.

Dr. Bumphus notified the Board that, as a result of numerous inquiries, he will provide the recommended criteria for designating an individual with emeritus status.

Supervisor McCotter reported that Dr. Leonard Barnes, another emeritus of the LCTCS, recently received a professorship award, and that he and his wife are doing well.

Finance Actions

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

3. Distribution of Extraordinary Growth Funds – **ITEM DEFERRED**
4. Subcontract Between Bossier Parish Community College and Dorado International, Incumbent Worker Training Program

On motion of Supervisor McCotter, seconded by Supervisor Franklin, the Board voted to ratify a contract between Bossier Parish Community College and Dorado International to provide training in Manufacturing Processes as part of an Incumbent Worker Training Program grant, effective September 18, 2003. *The Office of Contractual Review must approve this contract.* The motion carried.

5. Subcontract Between Bossier Parish Community College and De La Porte and Associates, Incumbent Worker Program

On motion of Supervisor McCotter, seconded by Supervisor Franklin, the Board voted to ratify a contract between Bossier Parish Community College and De La Porte and Associates to provide customized training in office skills, leadership, and management as a part of an Incumbent Worker Training Program grant, effective July 1, 2003. *The Office of Contractual Review must approve this contract.* The motion carried.

6. Subcontract Between L.E. Fletcher and ABSG Consulting, Inc., for Edison Chouest Offshore LLC Consortium, Incumbent Worker Training Program

On motion of Supervisor McCotter, seconded by Supervisor Barham, the Board voted to ratify a contract between L.E. Fletcher Technical Community College and ABSG Consulting Inc., to provide specialized maritime training as part of an Incumbent Worker Training Program grant, effective October 1, 2003. *The Office of Contractual Review must approve this contract.* The motion carried.

7. Subcontract Between L.E. Fletcher and ABSG Consulting Inc., for South Louisiana Towboat Consortium, Incumbent Worker Training Program

On motion of Supervisor Barham, seconded by Supervisor Franklin, the Board voted to ratify a contract between L. E. Fletcher Technical Community College and ABSG Consulting Inc., to provide specialized maritime training as part of an Incumbent Worker Training Program grant, effective November 1, 2003. *The Office of Contractual Review must approve this contract.* The motion carried.

Supervisor Barham suggested addressing future Incumbent Worker Training Program contracts under the Consent Agenda.

8. Subcontract Between L.E. Fletcher and International Petroleum Training Institute for Productions Systems, Inc., Incumbent Worker Training Program

On motion of Supervisor Franklin, seconded by Supervisor Barham, the Board voted to approve a contract between L.E. Fletcher Technical Community College and the International Petroleum Training Institute to provide specialized oilrig training as part of an Incumbent Worker Training Program grant, effective November 1, 2003. *The Office of Contractual Review must approve this contract.* The motion carried.

9. TANF Update – Oral Report

Dr. Bumphus asked Ms. Jacque Ackal, LCTCS TANF Coordinator, to provide an update on the Temporary Assistance to Needy Families (TANF) program. Ms. Ackal introduced the new TANF logo, conducted a PowerPoint presentation and brought Board members up to date on the TANF program.

Facilities Actions

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

10. Louisiana Technical College Young Memorial Land Purchase

On motion of Supervisor Sellers Johnson, seconded by Supervisor Barham, the Board voted to authorize the System office staff and the LTC staff to negotiate and complete a land purchase for the LTC Young Memorial Campus, Marine Operations Department. The motion carried.

11. Amendment to Capital Outlay Request – PTEC

On motion of Supervisor Barham, seconded by Supervisor Franklin, the Board voted to authorize an amendment to the LCTCS Capital Outlay Request to increase the amount requested for the Petroleum Processing Technology Program (PTEC) from \$1.5 million to \$3.6 million. The motion carried.

Supervisor McCotter requested a status report on the facility assessment project. Ms. Jan Jackson and Anthony Brown addressed the Board. Ms. Jackson stated that the assessment is in progress and indicated that an update is provided in the Board packet (Agenda Item J.4.).

Supervisor McCotter indicated that he would like to receive a review on the assessment of the various campuses. Dr. Bumphus agreed that this would be beneficial to Supervisor McCotter in his role of Chair to the Facilities Committee.

Dr. Bumphus stated that he would like to provide a more plural update on the facility assessment project at the November Board meeting.

Mr. Brown requested permission to provide a demonstration, at the November Board meeting, of the capabilities of the software package being used for the assessment report.

MIS Actions

Supervisor McCotter presented the MIS Actions items for consideration by the Board.

12. Option for Phase II Colleges to Install and Implement SCT Banner

On motion of Supervisor Franklin, seconded by Supervisor Barham, the Board voted to approve the staff recommendation that PeopleSoft be implemented only in phase I colleges, and that the remaining colleges, Delgado Community College, Baton Rouge Community College, and Bossier Parish Community College be provided the option to choose either SCT or PeopleSoft in moving forward with information system upgrades. The motion carried.

I. CONSENT AGENDA

On motion of Supervisor Barham, seconded by Supervisor McCotter, the Board voted to approve agenda items I.1. through I.6. of the Consent Agenda, as presented. Supervisor McCotter requested that agenda item I.7. be removed from the Consent Agenda and be considered separately. The motion carried.

Personnel Actions

1. Clarification of the President's Automobile Allowance

Approved the continuation of the President's automobile allowance for Fiscal Year 2002-2003 until a State car, ordered for the President, is provided.

2. Revision of Board Policy II.3.010 – Performance Evaluation and Salary Increases

Ratified the proposed revision of the System Policy on Performance Evaluation and Salary Increases.

Finance Actions

3. Financial Aid Services Contract for the Louisiana Technical College – PULLED FROM AGENDA

4. Incumbent Worker Training Program Contracts

Ratified fourteen new Incumbent Worker Training Program contracts that total \$9,248,007 as listed:

- **Exxon Mobil – Contract Amount: \$2,038,183**
- **Hollywood Casino – Contract Amount: \$2,160,514**
- **Solo Cup Company – Contract Amount: \$568,837**
- **Bisso Marine 2 – Contract Amount: \$47,685**
- **Blessey Marine Services – Contract Amount: \$558,415**
- **Regional Transit Authority – Contract Amount: \$1,554,388**
- **Eatelcorp – Contract Amount: \$1,282,280**
- **South Louisiana Towboat Consortium – Contract Amount: \$196,469**
- **Gateway Tire – Contract Amount: \$137,659**
- **Insty Prints – Contract Amount: \$53,094**
- **Rafferty International – Contract Amount: \$125,791**
- **Seal Craft – Contract Amount: \$178,390**
- **KSLA Television – Contract Amount: \$346,302**
- **Guest House of Bossier – Contract Amount: \$443,580**

Academic Actions

5. Louisiana Technical College:

Program Expansions for the Sullivan Campus in the Greater Baton Rouge District

Approved the request from the Louisiana Technical College: Greater Baton Rouge District (Sullivan Campus) to offer a Technical Competencies Area (TCA) in Emergency Medical Technician/Paramedic and a Certificate of Technical Studies (CTS) in Medical Office Assistant.

6. Policies for Review and Advisement:

Policy #1.020 Revised: Transfer Admission/Academic Status Policy

Policy to Develop and Conduct Courses of Studies and Curricula for Inmates and Personnel at Correctional Institutions

Residency Policy

Scholarships

For review and advisement only.

Facilities Actions

7. Resolution to Accept Federally Donated Property for Baton Rouge Community College

On motion of Supervisor McCotter, seconded by Supervisor Barham, the Board voted to approve the staff recommendation to adopt the proposed resolution authorizing the Baton Rouge Community College to pursue the acquisition of a surplus federal building, with the stipulation that the following language be added to paragraph 3 of the resolution: “If the cost of occupying this facility is determined to be excessive, the campus has the option of declining the donation”. The motion carried.

J. UPDATES

1. Business and Industrial Visit Report
2. Status Report on Capital Projects
3. Alternative Financing Projects
4. Facilities Assessment Update
5. Quarterly Report of Breazeale, Sachse, and Wilson Charges
6. Report on 2003 ACCT Convention – Oral Report

Supervisor McCotter requested an update on the current litigation involving Baton Rouge Community College Facilities Corporation.

Mr. Leo Hamilton, Legal Counsel for LCTCS, responded and provided an update on this issue.

K. OTHER BUSINESS

1. Board of Regents' Committee Meetings – October 22, 2003

Dr. Bumphus requested Ms. Benton to contact Supervisor DeLaney to determine if he will be available to represent the Board of Supervisors at the October 22, 2003 meeting of the Board of Regents.

L. ANNOUNCEMENTS

- Dr. Bumphus reported that a search for a new Senior Vice President for Academic and Student Affairs has begun. He indicated that he hopes to present a candidate to the Board at the December meeting.
- Delgado Community College Chancellor Search Committee will meet next Wednesday, October 15, 2003, to receive recommendations from Ms. Palonia and to select the semi-finalist candidates. A recommendation will be presented at the November Board meeting.

M. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor McCotter, seconded by Supervisor Franklin, the meeting adjourned at 10:58 a.m.