

APPROVED MINUTES

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

**WEDNESDAY, DECEMBER 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: *No separate committee meetings are scheduled.*

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, December 10, 2003, in the conference room of The Louisiana Building at Baton Rouge Community College, 5310 Florida Blvd., Baton Rouge, Louisiana. Board Chair Ann Knapp called the meeting to order at 9:02 a.m.

Chair Knapp requested a change in the order of the agenda. She stated that after the Pledge of Allegiance, Mr. Leo Hamilton, Legal Counsel for LCTCS, will conduct the swearing in of new Board member, Alden L. Andre.

B. PLEDGE OF ALLEGIANCE

The assembly rose for recitation of the Pledge of Allegiance.

Mr. Leo Hamilton, Legal Counsel, LCTCS Board of Supervisors, conducted the swearing in of new Board member, Alden L. Andre.

C. ROLL CALL

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

Members Present

Alden Andre
Gibson Chigbu
John DeLaney
Carl Franklin
Kathy Sellers Johnson, First Vice Chair
Ann H. Knapp, Chair
Kevin McCotter
Brett Mellington, Second Vice Chair

Members Absent

Edwards Barham
Ava Dejoie
Angela Stanley
Mike Stone
Cedric Washington

Staff Present

Walter Bumphus
Bonni Blouin
Anthony Brown
Pat Eddy
James Hobbs
Jan Jackson
Lura Kamiya
Kim Kirkpatrick

Members Present

Sean Reilly (arrived late)
Stephen Smith
Nicholas Trist

Members Absent

Staff Present

Ginger LeBlanc
April Magee
Karin Pettit
Jerry Pinsel
Angel Royal
Cynthia Toney
Jamie Underwood
Wendy Venable

D. APPROVAL OF DECEMBER 10, 2003 AGENDA

On motion of Supervisor McCotter, seconded by Supervisor Mellington, the Board voted to approve the December 10, 2003 agenda. The motion carried.

E. APPROVAL OF MINUTES FOR NOVEMBER 12, 2003 MEETING

On motion of Supervisor Sellers Johnson, seconded by Supervisor Franklin, the Board voted to approve the minutes of the November 12, 2003 meeting, as presented. The motion carried.

F. REPORTS

Chair Knapp deferred to Dr. Bumphus to provide the President's Report and to present an award to Senator Theunissen. Senator Theunissen served as Chair of the Senate Education Committee and was extremely helpful to the LCTCS, particularly his assistance in the passage of key legislation that benefited the LCTCS this past year and for being the lead on designating April as "Community and Technical College Month" for our System. Chair Knapp and Dr. Bumphus presented Senator Theunissen with a plaque in recognition of his assistance and support to the LCTCS.

Senator Theunissen addressed the Board and expressed his thanks and appreciation for the recognition and for the award.

1. President's Report

Dr. Walter Bumphus provided the following report:

- ? Leo Hamilton Presentation on Desegregation Settlement – Dr. Bumphus asked Mr. Hamilton, Legal Counsel for the LCTCS, to provide a brief update on the desegregation settlement. Mr. Hamilton gave a brief explanation of the requirements and the provisions of the Consent Decree in relation to the LCTCS.
- ? Austin Badon Election – Dr. Bumphus reported that Austin Badon has been elected as Senate Representative.
- ? RPCC 5th Year Celebration – Dr. Bumphus congratulated Chancellor Welch on River Parishes Community College 5 year anniversary.
- ? Recognition of LDCC, RPCC, and SLCC for CCSSE Ranking – Dr. Bumphus reported that all the community colleges within the LCTCS were recognized nationally. Specific

recognition went to Louisiana Delta Community College, River Parishes Community College and South Louisiana Community College for scoring in the top seven of schools in the Community College Student Engagement Survey (CCSSE). He congratulated all the schools for their accomplishment.

- ? Dr. Bumphus informed the Board that the Ford Foundation will be meeting in New Orleans in January, specifically to recognize the LCTCS and the Board on the work that our System has been doing with the Ford Foundation grant that was awarded to the LCTCS. He indicated that Governor Elect Blanco will be invited to the meeting, along with other state dignitaries.
- ? Dr. Bumphus reported that he represented the LCTCS at the Executive Leadership Institute meeting held in Phoenix on December 9, 2003. He provided a speech entitled, "CEO Board Relationships." He added that two members of the LCTCS are enrolled in the Executive Leadership Institute this year: Dr. Monty Sullivan (LDCC) and Donna Alley (DCC).
- ? Dr. Bumphus introduced Mr. Howard Karlton to the Board. Mr. Karlton was recently hired as the new Director of Fiscal Affairs with the LCTCS.
- ? Dr. Bumphus recognized Matt Harrison of Southern University who is working with the LCTCS.
- ? Ms. Knapp's Invitation to Speak at AACC President's Breakfast-April '04 – Dr. Bumphus announced that Ms. Knapp, Chair, has been invited to speak at the President's Breakfast during the American Association of Community College conference to be held in April, 2004.

2. Chair of the Board Report

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

- ? Chair Knapp noted that the annual Board of Supervisors' Retreat will be held on Wednesday, January 14, 2004. She stated that this is a visioning opportunity for the Board and encouraged all Board members to attend. She added that Governor Elect Blanco has been invited to attend the Retreat luncheon, as well as Dr. Savoie and Mr. Hockaday. Chair Knapp introduced the Board Self Evaluation document that was provided to each Board member present, and asked that all Board members complete the document and turn it in to Bonni Blouin. Dr. Cindra Smith, facilitator for the Board Retreat, will use the information gathered from the evaluation for discussion at the retreat.
- ? Chair Knapp reminded the Board that the ACCT Conference will be held in New Orleans next fall. She asked Supervisor Sellers Johnson to elaborate on preparations for the conference. Ms. Sellers Johnson gave a brief update on the ongoing plans taking place in preparation for the conference.
- ? Chair Knapp reported that the LCTCS Board of Supervisors has been asked by ACCT to name two Board members to be part of an Advisory Committee to ACCT on outstanding trusteeship and how trustees around the country can emulate best practices from each other. The two appointed members will be asked to participate in the ACCT Legislative

Conference in February, 2004. Ms. Knapp announced that she has asked Supervisor Sellers Johnson and Supervisor Mellington to serve, on behalf of the LCTCS, as models of outstanding Board trustees.

On motion of Supervisor Knapp, seconded by Supervisor Reilly, the Board voted to ratify Ms. Kathy Sellers Johnson and Mr. Brett Mellington as the LCTCS Board of Supervisors' recommendations to the ACCT Outstanding Trusteeship Advisory Committee. The motion carried.

Chair Knapp thanked Supervisors Sellers Johnson and Mellington for agreeing to serve on this committee and share their expertise with other trustees around the country.

- ? A video clip of the LCTCS invitation given to the attendees of the ACCT Conference held in Denver, CO was shown. Dr. Bumphus thanked Delgado Community College (Carmen Walters and Tim Stamm) for all their work in pulling the video and all the materials together for the conference, and for all the other people involved in making the invitation a success.

Chair Knapp concluded her Chair of the Board Report with the ACCT mantra – 2004 in 2004.

G. GENERAL ACTION ITEMS**

Supervisor Trist presented the Personnel Actions for consideration by the Board.

Personnel Actions

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

On motion of Supervisor Franklin, seconded by Supervisor McCotter, the Board voted to ratify the personnel actions presented for the LCTCS colleges and System Office to include twenty-three (23) retirements or resignations; three (3) leaves of absence, eleven (11) new positions, forty-five (45) promotions/changes/salary increases, and twelve (12) replacements. The motion carried.

Supervisor Sellers Johnson questioned a correction submitted regarding a retroactive salary increase for employee (Regina Redmond). She voiced her concern over the fact that the action is retroactive to December, 2002 and questioned why it took so long to correct this error. Dr. Bumphus asked Mr. Lura Kamiya to address this issue. Ms. Kamiya asked Dr. Montgomery-Richard, Chancellor, LTC, and Dr. Toya Barnes-Teamer, Vice Chancellor/Provost, District 2, to address Supervisor Seller Johnsons' concern.

Dr. Barnes-Teamer addressed the question and explained how the error occurred.

2. Appointment of Delgado Community College Chancellor

On motion of Supervisor Chigbu, seconded by Supervisor Sellers Johnson, the Board voted to approve the appointment of Dr. Alex Johnson as Chancellor of Delgado Community College. Dr. Johnson's appointment is to be effective February 1, 2004, includes a three year contract, with an annual salary of \$150,000, \$20,000 housing allowance and either a \$5,000 car allowance or a car provided by the College. The motion carried.

Dr. Johnson addressed the Board and expressed his appreciation for the opportunity to serve as Chancellor of Delgado Community College.

3. Appointment of Interim Vice Chancellor for Academic and Student Affairs for Delgado Community College

On motion of Supervisor Sellers Johnson, seconded by Supervisor Franklin, the Board voted to approve the request of Dr. Raymond Garrity, Interim Chancellor of Delgado Community College to split the existing position of Vice Chancellor for Academic and Student Affairs into two positions – Vice chancellor for Academic Affairs and Assistant to the Chancellor for Student Affairs. Dr. Donna Alley will serve in the position of Acting Vice Chancellor for Academic Affairs at an annual salary of \$96,000; and Mr. Harold Gaspard will serve as Acting Assistant to the Chancellor for Student Affairs at an annual salary of \$86,101. Both appointments will become effective on January 5, 2004, and will terminate no later than June 30, 2004. Dr. Max Reichard, Acting Vice Chancellor for Academic and Student Affairs, will return to his former position as Professor and Interim Dean of Delgado's North Shore Operations/Director of International Programs, effective January 5, 2004, and will retain his current salary of \$98,000 per annum through January 28, 2004, at which time his salary rate will revert to \$90,000 per annum. The motion carried.

4. Adjunct Faculty Rate of Compensation for L.E. Fletcher Technical Community College

On motion of Supervisor McCotter, seconded by Supervisor Sellers Johnson, the Board voted to approve Chancellor Lavigne's request to set adjunct faculty pay at \$500 per credit hour for instructors teaching credit hour courses for L.E. Fletcher Community College. The motion carried.

A discussion ensued regarding the differing pay schedules at the various campuses. Supervisor McCotter suggested the possibility of creating a policy to address the differing pay schedules at the various campuses. Dr. Bumphus stated that he would review this possibility and indicated that this would be something that may be addressed with the consultants that will be working with the LCTCS on a compensation analysis.

5. For Approval: Engagement in Political Activity Policy

On motion of Supervisor Reilly, seconded by Supervisor Mellington, the Board voted to approve the Engagement in Political Activity policy as presented. The motion carried.

6. Update on LCTCS Response to Board of Regents Request for Desegregation Compliance Information: ORAL REPORT

Dr. Bumphus stated that the LCTCS has a responsibility to provide an annual compliance report. He presented a powerpoint presentation on the report presented to the Board of Regents providing the racial breakdown of the LCTCS. A handout was provided. Dr. Bumphus reviewed, with members of the Board, the data provided for each institution, as well as the System Office.

Supervisor Sellers Johnson stated the need to address the black/white differential found in upper level/administrative positions. She stated that she would like to see more equal distribution as we continue to fill positions within the System.

Dr. Bumphus provided his commitment to addressing this issue.

Supervisor McCotter asked for a comparison of other institutions and a match up with peers regarding best practices. Dr. Bumphus stated that he would come back to the Board with a comparison of other institutions (Virginia, Kentucky, and Colorado) in regards to this issue.

Supervisor Franklin requested a copy of the summary page that was missing from the report. He also asked if there was some type of diversity training provided at the various institutions. Dr. Bumphus responded that no training is currently being provided, but stated that this would definitely be a priority in the future.

Dr. Bumphus stated his commitment to actively address the issue of diversity and vowed that the next report presented to the Board will indicate this.

Supervisor Chigbu asked if the information provided in the report was for full time employees only. Dr. Bumphus responded that the report only reflects full-time employees, but he would provide to the Board the data on part time employees that was submitted to the Board of Regents.

Lengthy discussion ensued.

7. Authorization for Appeal in LTC Delahoussay Litigation

On motion of Supervisor Sellers Johnson, seconded by Supervisor Franklin, the Board voted to enter into Executive Session. The Board entered into Executive Session at 10:36 a.m.

Chair Knapp reconvened the meeting at 10:45 a.m. Chair Knapp reported that no motions, actions or minutes were taken during the session.

On motion of Supervisor Reilly, seconded by Supervisor Mellington, the Board voted to authorize the President to pursue an appeal in the LTC Delahoussay case. The motion carried.

Facilities Actions

Supervisor Chigbu, in the absence of Supervisor McCotter presented the Facilities Actions for consideration by the Board.

8. Update on Delgado Westbank Student Life Center Project: ORAL REPORT

Dr. Bumphus asked Ms. Jan Jackson, Mr. Anthony Brown, Mr. Leo Hamilton and Mr. Eagan to address the Board and provide a brief update on the Delgado Westbank Student Life Center Project.

Ms. Jackson provided an update on the project and reported that Mr. Hamilton has secured a cooperative endeavor agreement and a lease agreement with the proper authority in order for this project to go forward.

Supervisor McCotter returned to the meeting and presided over the remaining Facilities Actions.

Mr. Hamilton confirmed that the documents are in the proper form and the cooperative endeavor agreement has been amended to include the provisions regarding the Facilities Corporation participation/activities that were adopted at the November 12, 2003, Board meeting. He stated that the

forms are not complete because of time scheduling matters that have to be resolved and these would not be resolved until after the Advisory Committee has met with the necessary parties.

A lengthy question and answer discussion ensued regarding the procedures that were followed regarding this project.

Mr. Eagan introduced Ms. Liz St. Paul of Hibernia Bank. He indicated that he had asked Ms. St. Paul to attend the meeting in the event that there were questions regarding this issue that she could address.

Supervisor Sellers Johnson presented a motion to reconsider the action taken at the November 12, 2003, Board meeting, regarding the Delgado Westbank Student Life Center Project. Supervisor Franklin, seconded the motion. The motion carried.

Chair Knapp reiterated her concern that she voiced last month regarding this item. She stated that a very comprehensive process had been established, through Supervisor McCotter's leadership, for undertaking alternative financing projects. She voiced her concern over deviating from this process in any way with any alternative financing project and provided her support of the motion to reconsider the action.

Lengthy discussion related to this issue ensued.

On motion of Supervisor Knapp, seconded by Supervisor Trist, the Board voted to allow staff to work towards the creation of a Facilities Corporation for Delgado Student Life Center that will conform with the LCTCS Policy II.1.007, Managing Alternative financing Projects. The motion carried.

Supervisor McCotter stated that the Board would move very quickly to identify three individuals to populate a Facilities Corporation so this project can move forward with little delay. He asked for a short meeting to be held, directly after the Board meeting, with Supervisor Trist and Supervisor Chigbu to discuss a possible representative from the New Orleans area to serve on the Facilities Corporation.

9. For Review & Advisement: Revision to Managing Alternative Financing Projects Policy

On motion of Supervisor Reilly, seconded by Supervisor Mellington the Board voted to accept the proposed revisions to Policy II.1.007, Managing Alternative Financing Projects, for review and advisement. The motion carried.

10. Future Directions & Projects for Alternative Financing for Board Consideration: ORAL REPORT

Jan Jackson and Anthony Brown addressed the Board and provided a report on the future directions and projects for alternative financing that will be presented for Board consideration. Ms. Jackson stated that an assessment is currently being conducted and a master plan is in the works.

Supervisor McCotter made reference to a Board of Regents' policy on alternative financing and asked if Ms. Jackson has had a chance to review this policy. Ms. Jackson responded that they had not received this policy. Supervisor McCotter discussed several points addressed in the policy and stated that he looked forward to reviewing/evaluating the policy and providing input. He offered to attend the Board of Regents meeting to talk about the LCTCS successes in this area.

Dr. Bumphus stated that he has requested a copy of this policy from the Board of Regents for review.

Chancellor Welch, River Parishes Community College, was invited to address the Board. Dr. Welch proposed an option to the Board to amend the current lease purchase arrangement with the landlord of River Parishes Community College in order to allow the construction of another building. He added that they would also like to continue to pursue alternative financing request for River Parishes.

Supervisor McCotter addressed Chancellor Welch's proposal and suggested he work with the LCTCS staff to determine whether an amendment can be made to the existing lease and whether or not a new RFP needs to be done. He asked that the staff report their finding back to the Board at the February Board meeting. He also stated that he would be reluctant to encourage the formation of a non-profit facilities corporation until some kind of direction is received from the new administration.

11. Authorization to Pursue Alternative Financing for an Additional Facility for South Louisiana Community College

On motion of Supervisor Mellington, seconded by Supervisor Reilly, the Board voted to authorize the System President to pursue alternative financing for a second building for South Louisiana Community College at the Lafayette campus, using the same financial process as used for the first facility. The motion carried.

Academic Actions

Supervisor Trist presented the Academic Actions for consideration by the Board.

12. Teacher Preparation Update: ORAL REPORT

Dr. Jerry Pinsel presented a powerpoint presentation (created by Ginger LeBlanc) to update the Board on the Teacher Preparation program.

13. Status Report of the System Initiative: Corporate College Concept: ORAL REPORT

Dr. Karin Pettit provided a status report on the Corporate College Concept.

H. CONSENT AGENDA

On motion of Supervisor Reilly, seconded by Supervisor Mellington, the Board voted to approve the Consent Agenda as presented to include Items H.1. through H.10.

Finance Actions

1. Incumbent Worker Training Program Contracts

Ratified four new Incumbent Worker Training Program contracts that total \$3,333,371 and one modification to an existing contract as listed:

- ? **Boomtown Bossier City – Contract Amount: \$1,519,266**
- ? **1 – 4 Consortium – Contract Amount: \$1,041,867**
- ? **Aeropres Propane – Contract Amount: \$112,719**
- ? **Alcoa Southern Plastics – Contract Amount: \$659,519**
- ? **Northrup Grumman Ship Systems – Revised Contract Amount: \$2,712,000**

2. Contract between LCTCS and CC Benefits for Economic Impact Study

Ratified a contract between the Louisiana Community and Technical College System and CCbenefits to conduct a statewide economic impact study focusing on the socioeconomic benefits of community and technical college education to the state. *The Office of Contractual Review must approve this contract.*

3. Delgado Community College BA-7 for Receipt of Nursing Funds

Approved the BA-7 for Delgado Community College for the receipt of nursing funds from the Board of Regents.

4. Budget Revisions (BA-7's)

Approved a BA-7 to increase the tuition/self-generated budget authority for Elaine P. Nunez Community College, Louisiana Delta Community College, and the Louisiana Technical College.

5. WIA Incentive Grant Contract between LCTCS & Workforce Commission

Approved the contract between the Louisiana Community and Technical College System and the Office of the Governor, Workforce Commission. This contract is effective December 1, 2003.

6. MOU with Department of Social Services – Strategies to Empower People

Approved the MOU between the Department of Social Services (DSS) and the Louisiana Community and Technical College System for the implementation of the Strategies to Empower People (STEP) program within the LCTCS. The effective date of the MOU will be December 11, 2003.

7. Approval to Allocate Perkins Carryover Funds (Flow-through/Leadership and Tech Prep)

Approved the supplemental allocation of the Carl Perkins Carryover funds for use during the remainder of FY 03-04.

Academic Actions

8. Academic Policies Submitted for Approval:
Delivery of Programs and Services to Residents of Correctional Facilities

Approved the academic policy entitled *Delivery of Programs and Services to Residents of Correctional Facilities.*

9. L.E. Fletcher Technical Community College:
Approval of Associate Degree in Registered Nursing (ADRN)

Approved L.E. Fletcher Technical and Community College's request for permission to offer a new degree program: Associate of Science Degree in Registered Nursing (ADRN): CIP 51.1601.

10. LTC – Request for Program Expansions:

Approved program expansions for the LTC campuses as indicated:

Baton Rouge Campus

Medical Office Assistant (CIP 51.0716)

Certificate of Technical Studies (CTS) Medical Office Assistant (23 semester credit hours)

Delta-Ouachita Campus

Computer Specialist (Applications) [CIP 11.0301]

Technical Competency Area (TCA): General Clerk (12 semester hours)

Certificate of Technical Studies (CTS): Office Assistant (24 semester credit hours)

Certificate of Technical Studies (CTS): Software Application Specialist (40 semester credit hours)

Technical Diploma (TD): Computer Specialist Applications (58 semester credit hours)

Medical Office Assistant (CIP 51.0716)

Certificate of Technical Studies (CTS): Medical Office Assistant (32 semester credit hours)

Evangeline Campus

Medical Office Assistant (CIP 51.0716)

Certificate of Technical Studies (CTS): Medical office Assistant (32 semester credit hours)

Slidell Campus

Patient Care Technician (CIP 51.2601)

Technical Competency Area (TCA): Nurse Assistant (9 semester credit hours)

Technical Competency Area (TCA): EKG Skills (2 semester credit hours)

Technical Competency Area (TCA): Phlebotomy Skills (11 semester credit hours)

Certificate of Technical Studies (CTS): Patient Care Technician (22 semester credit hours)

Westside Campus

Medical Office Assistant: CIP 51.0716

Certificate of Technical Studies (CTS): Medical Office Assistant (32 semester credit hours)

I. UPDATES

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

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

J. OTHER BUSINESS

1. Board of Regents' Committee Meetings – DECEMBER 10-11, 2003

K. ANNOUNCEMENTS

- ? Dr. Bumphus announced that a bus will be traveling to New Orleans, with Dr. Johnson, to attend a press conference to announce his appointment as Chancellor of Delgado Community College. He invited all Board members and chancellors to attend. The bus will leave Baton Rouge Community College at 1:30 P.M.
- ? Chair Knapp reminded Board members to complete their Self Evaluation survey.
- ? Dr. Bumphus thanked the staff of Baton Rouge Community College for the Christmas gift that was provided to members of the Board.

L. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Trist, seconded by Supervisor Mellington, the meeting adjourned at 12:30 p.m.

Draft Minutes provided by Bonni Benton – 12/23/03
Revisions made 1/8/04