

MINUTES

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

**WEDNESDAY, JULY 14, 2004
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, July 14, 2004, in the conference room of The Louisiana Building at Baton Rouge Community College, 5310 Florida Blvd., Baton Rouge, Louisiana. Board Chair Kathy Sellers Johnson called the meeting to order at 9:05 a.m.

B. PLEDGE OF ALLEGIANCE

The assembly rose for recitation of the Pledge of Allegiance.

C. ROLL CALL

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

Members Present

Edwards Barham
Tonya Chissell
Gibson Chigbu
Ava Dejoie
John DeLaney
Kathy Sellers Johnson, Chair
Ann H. Knapp
Kevin McCotter
Brett Mellington, First Vice Chair
Angela Nealy
Sean Reilly
Stephen Smith, Second Vice Chair
Nick Trist

Members Absent

Carl Franklin
Mike Stone
Dan Packer

Staff Present

Walter Bumphus
Bonni Blouin
Anthony Brown
Pat Eddy
Lura Kamiya
Jan Jackson
Karin Pettit
Jerry Pinsel
Angel Royal

D. APPROVAL OF JULY 14, 2004 AGENDA

On motion of Supervisor Knapp, seconded by Supervisor Mellington, the Board voted to approve the July 14, 2004 agenda.

E. APPROVAL OF MINUTES OF JUNE 9, 2004 FULL BOARD MEETING AND JULY 1, 2004 AUDIT COMMITTEE MEETING

On motion of Supervisor Knapp, seconded by Supervisor Smith, the Board voted to approve the June 9, 2004 minutes of the Full Board meeting, and the July 1, 2004 minutes of the Audit Committee meeting.

F. SIGNING OF OFFICIAL “PROGRAM” TRANSFER AGREEMENT BETWEEN LCTCS AND JACKSON STATE UNIVERSITY, JACKSON, MISSISSIPPI

Dr. Bumphus introduced Dr. Joseph Stevenson, Provost, Jackson State University. Dr. Stevenson, representatives from Jackson State University and chancellors of the LCTCS came forward to sign the transfer agreement between the LCTCS and Jackson State University. This agreement will facilitate transfer for graduates of the LCTCS to Jackson State University.

Dr. Stevenson addressed the Board and thanked them for the opportunity to participate in this articulation agreement and stated that he hoped this would “*serve to be a model for the rest of the country as we try to get a bridge between the community colleges and historically black universities.*”

G. REPORTS

1. Chair of the Board Report

Chair Johnson presented the Chair of the Board Report. She discussed the following topics:

- ✍ Committee Assignments. Chair Johnson stated that Committee assignments have been made for 2004-2005. She asked that Board members review the LCTCS Standing Committee sheet provided. She offered her appreciation to those Board members who have agreed to serve as chairs on the committees.
- ✍ Senate Confirmation Committee. Supervisors Smith, Packer and Johnson were officially confirmed by the Governor’s Office.
- ✍ Chair Johnson recognized Mr. Louis Lambert and welcomed him to the meeting. Mr. Lambert is one of the founding members of the River Parishes Community College Foundation Board and a member of the Louisiana State University Board of Supervisors.
- ✍ Chair Johnson reported on the Association of Community College Trustees (ACCT) Regional Conference which she attended in Baltimore. Ms. Johnson sat on the Nominating Committee of the national board and interviewed several candidates. She indicated that there were no nominations from the Southern Region for the Diversity Committee and

encouraged Board members who are interested to apply. She reminded Board members that the annual meeting of the ACCT will be hosted by the LCTCS and is scheduled for October 6-9, 2004. The congress will be held at Hilton Riverside Hotel in New Orleans. She urged Board members to attend the conference and to make their arrangements quickly as hotels are filling up quickly.

Chair Johnson reported that two colleges received Economic Development Best Practices Award at the ACCT Regional Conference: South Louisiana Community College and Louisiana Technical College. The awards will be presented at the Annual ACCT Congress to be held in New Orleans in October, 2004. She congratulated Chancellor Brobst, Chancellor Richard and Vice Chancellor Wayne Meaux for being nationally recognized.

- ✍ In lieu of the October “Road Trip” the Board will be invited to attend the ACCT Congress. The spring “Road Trip” and Board meeting will be held at the Bossier Parish Community College and should coincide with the ribbon cutting of the new BPCC facilities.
- ✍ Chair Johnson and Supervisor Knapp attended the Ford Foundation Bridges Conference in New York, June 30 – July 2nd. Chair Johnson stated that Louisiana is one of only six states in the country to be recipients of the Ford Foundation Grant.

Supervisor Knapp commented that, *“we should all be very proud that Louisiana was selected for this Ford Foundation opportunity because it will be a continual effort for us to employ best practices throughout our System.”* She thanked Dr. Bumphus and Dr. Pinsel for making this possibility happen in Louisiana.

2. President’s Report

Dr. Walter Bumphus provided the following report:

- ✍ Scott Crawford and Ted Jones. Dr. Bumphus acknowledged Scott Crawford for his financial support of the All Academic Team Dinner, and Ted Jones for his financial support for a dinner held last night and for agreeing to work with the LCTCS at a national level. Further information regarding this endeavor will follow.
- ✍ 5-Year Enrollment Project – Kim Kirkpatrick presented a PowerPoint presentation on the revised 5-Year Strategic Plan Enrollment Projections – Fall 2003 ? Fall 2009. She indicated that as part of the budget process, the LCTCS is required by the Division of Administration to project a 5-year plan. She stated that the figures provided are based on credit enrollment only.

Dr. Bumphus stated more growth will be evident with the new campuses and programs coming on line and the additional mission of SOWELA and L.E. Fletcher Technical Community Colleges. He indicated that the selected admissions factor has not been included in these figures. Discussion among members of the Board followed.

Supervisor McCotter recommended that, in light of the projected enrollments, a Facilities Task Force be formed that would include members of the Facilities Committee and members of the

LCTCS staff, to address the facilities issue. Dr. Bumphus agreed with this recommendation and indicated that this recommendation would be initiated.

- ✍ The LTC Solutions Summit will be held on Wednesday, July 28th at the Louisiana Technical College – Baton Rouge Campus. The Summit will begin at 10:00 a.m. The issues raised during the recent legislative session will be addressed. Legislators will be invited to attend the meeting to discuss, with the LTC, issues that were presented during the session. Dr. Bumphus made reference to a draft of a white paper compiled by Dr. Montgomery-Richard which provides information on the Louisiana Technical College. Copies of the white paper were distributed to members of the Board. A compilation of issues that were presented during the legislative session will be provided to Board members on Friday.
- ✍ Recognized Lawrence Bechtel for receiving the Innovative Excellence in Teaching, Learning and Technology Award (presented by the Center for Advancement of Teaching and Learning at their international conference in Jacksonville, Florida in March '04)
- ✍ The 2nd Annual LCTCS Leadership and Conference Day will be held August 15-16, 2004, at the Marriott Hotel in New Orleans.
- ✍ Shared a publication in the *Community College Journal* that was presented by students who had attended the Leadership Development Institute.
- ✍ Recognized Lura Kamiya for the work that she has been doing with the Job Fairs to be held July 22nd, 23rd and 28th, at the Baton Rouge Community College, Delgado Community College and the Louisiana Technical College Alexandria Campus, for the purposes of recruiting full time and adjunct faculty.
- ✍ Ford Foundation Trip/Small and Rural College Initiative – Dr. Bumphus thanked Supervisor Ann Knapp and Board Chair Kathy Sellers Johnson for attending the Ford Foundation trip to New York.
- ✍ Indicated the copy of the USA Today paper at each Board members station and brought to their attention the article regarding tuition.
- ✍ Distributed copies of the LCTCS Strategic Plan. He commended Dr. Royal and her staff for this publication.
- ✍ Shared copies of an editorial that appeared in the *Sunday Advocate*, entitled “Blanco’s pulpit for education”. He encouraged Board members to read this article.
- ✍ Dr. Richard has indicated that all welding rod requests for the LTC have been met.
- ✍ Supervisor McCotter provided a brief PowerPoint presentation on the progress being made at the new Bossier Parish Community College.

Supervisor Mellington also provided a brief PowerPoint presentation on the emerging facility at South Louisiana Community College.

Dr. Bumphus thanked Supervisors McCotter, Mellington and Reilly for all their work, on behalf of the Board, as representatives with various Campus Facilities, Inc.

- ✍ Chair Johnson recognized and welcomed Mr. Alvin Major with the Association of Community College Trustees. Mr. Major is here to finalize preparations for the ACCT Congress being held in New Orleans in October.

Mr. Major addressed the Board and provided a brief update on the progress being made on preparations for the ACCT Congress being held in October, 2004.

Dr. Bumphus requested that agenda item H.13. Intercollegiate Athletics – Oral Report by Chancellor Joe Ben Welch, be taken out of order in order to accommodate individuals who are attending the meeting specifically to speak on this issue.

Chancellor Welch introduced former senator, Mr. Louis Lambert. Mr. Lambert and Mr. Joe Cagnolatti, Chair of the River Parishes Community College Foundation, addressed the Board and provided specifics on the proposed athletic program at River Parishes Community College.

On motion of Supervisor McCotter, seconded by Supervisor Reilly, the Board voted to approve the request of River Parishes Community College to implement an intercollegiate athletics program at River Parishes Community College. The motion passed.

H. GENERAL ACTION ITEMS**

Personnel Actions

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

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

On motion of Supervisor Dejoie, seconded by Supervisor Reilly, the Board voted to ratify the personnel actions presented for the LCTCS colleges and System Office to include thirty-three (33) retirements or resignations; five (5) leaves of absence, nine (9) new positions, eighty-five (85) promotions/changes/salary increases, and fifteen (15) replacements. One hundred (100) summer appointments are also included. The motion carried.

Dr. Bumphus noted that a revision had been made to the original recommendation presented to the Board. The original recommendation stated thirty-four (34) retirements or resignations instead of thirty-three (33).

2. Bossier Parish Community College: Approval of Tenure for BPCC Faculty

On motion of Supervisor McCotter, seconded by Supervisor Dejoie, the Board voted to approve awarding tenure to Bossier Parish Community College faculty members, as presented by Chancellor Carlton, to include: Charles Reed, Laura Bryant, Judy Greer, Ray Scott Crawford, Achla Agarwal and Jill Suarez. The motion carried.

3. Delgado Community College: Approval of Tenure for Delgado Faculty

On motion of Supervisor Dejoie, seconded by Supervisor Trist, the Board voted to approve awarding tenure to Delgado Community College faculty members, as presented by Chancellor Johnson, to include: Sandra Laugharn, Dennis Worsham, Fatemah Bicksler, Michelle Elise and Jin-Chuan Chuang Wu. The motion carried.

4. Appointment of Vice Chancellor for Workforce Development and Education for Delgado Community College

On motion of Supervisor Dejoie, seconded by Supervisor Trist, the Board voted to ratify the appointment of Ms. Kathleen Mix as Vice Chancellor for Workforce Development and Education for Delgado Community College, at an annual salary of \$102,000, effective July 1, 2004. The motion carried.

Finance Actions

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

5. Tuition Increase for SOWELA Technical Community College

On motion of Supervisor Mellington, seconded by Supervisor Trist, the Board voted to approve SOWELA Technical Community College's request to increase its tuition from \$22 per credit hour to \$31 and its application and testing fee from \$10 to \$20 with an additional \$5 charge for each re-test unit used, effective fall 2004. The motion carried.

6. Tuition Increase for L.E. Fletcher Technical Community College

On motion of Supervisor Mellington, seconded by Supervisor Knapp, the Board voted to approve L.E. Fletcher Technical Community College's request to increase its tuition from \$22 per credit hour to \$31 per credit hour and from \$251 to \$372 for full-time per semester, effective fall 2004. Marine program tuition assessed for clock hours will remain at \$3 per clock hour for credit courses. The motion carried.

7. Approval of Four Percent Operational Fee for LCTCS Colleges

On motion of Supervisor Knapp, seconded by Supervisor Mellington, the Board voted to approve a four percent (4%) operational fee for all LCTCS colleges as provided by House Bill 1062 of the 2004 Regular Legislative Session. The motion carried.

8. Distribution of the Community and Technical College Growth and Development Pool Funds

On motion of Supervisor Smith, seconded by Supervisor Nealy, the Board voted to approve the distribution of Community and Technical Colleges Pool Funds as approved by the Board of Regents on June 24, 2004. The motion carried.

9. Adoption of Internal Audit Plan for 2004-2005

On motion of Supervisor Smith, seconded by Supervisor DeLaney, the Board voted to approve the Internal Audit Plan for the 2004-2005 fiscal year as submitted. The motion carried.

10. For Approval: Notification of Potential Deficit Policy

On motion of Supervisor Mellington, seconded by Supervisor Knapp, the Board voted to approve the Notification of Potential Deficit Policy as presented. The motion carried.

Facilities Actions

Supervisor Reilly presented Facilities Actions for consideration by the Board.

Supervisor Reilly suggested meeting with the Facilities Committee to address the facilities issue anticipated to occur due to increased enrollment.

11. Automotive Technology Academy for Louisiana Technical College, Sidney Collier Campus

On motion of Supervisor Knapp, seconded by Supervisor Mellington, the Board voted to authorize the Louisiana Technical College, Sidney Collier Campus to enter into a lease agreement with the New Orleans Public Schools (NOPS) to transfer the location of the Automotive Technology Program and to enter into a Memorandum of Understanding with the NOPS and the Greater New Orleans Car Dealership Association to establish the Automotive Technology Academy at this new location. The motion carried.

Academic & Student Affairs Actions

Supervisor Knapp presented the Academic & Student Affairs Actions for consideration by the Board.

12. NCHEMS Report to the Board of Regents "An Assessment of Needs for Postsecondary Education on the Louisiana North Shore" – Oral Report by Dr. James Clarke, Board of Regents

Dr. Jimmy Clarke provided a PowerPoint presentation and a verbal report on the findings on the assessment of needs for postsecondary education on the Louisiana North Shore that he and Dr. Dennis Jones conducted. A copy of the report was provided to members of the Board for their review.

13. Intercollegiate Athletics - Oral Report by Chancellor Joe Ben Welch

This agenda item was taken out of order and discussed earlier in the agenda.

On motion of Supervisor McCotter, seconded by Supervisor Reilly, the Board voted to approve the request of River Parishes Community College to implement an intercollegiate athletics program at River Parishes Community College. The motion carried.

14. Board of Regents: Five-Year Report: Low Completer Program Recommendations and LCTCS College Responsive Actions

Dr. Jerry Pinsel, Vice President for Community College Services, provided a report on this agenda item. She indicated that this is the first review of the LCTCS conducted by the Board of Regents since its inception. The report provides a listing of low completer program recommendations and the actions taken by the various campuses. She reported that an agreement has been made with the Associate Commissioner of the Board of Regents to provide a three (3) year update on program enrollments for the various LCTCS colleges. No action was necessary.

15. Changes in Program Definition: Delgado Community College

On motion of Supervisor Chigbu, seconded by Supervisor Smith, the Board voted to approve the changes in two degree designations and two program titles as requested by Delgado Community College, to include the designations listed. The motion carried.

**Former Designation: Associate of Applied Science in Fire Protection Technology
Proposed Designation: Associate of Applied Science in Fire Science Technology**

**Former Designation: Associate of Arts in Educational Interpreting for the Deaf
Proposed Designation: Associate of Arts in American Sign Language Interpreting**

**Former Designation: Certificate in American Sign Language Studies
Proposed Designation: Certificate of Technical Studies (CTS) in American Sign Language Studies**

**Former Designation: Certificate in Construction Management Technology
Proposed Designation: Certificate of Technical Studies (CTS) in Construction Management Technology**

16. Program Modification: L.E. Fletcher Technical Community College
Technical Diploma (with embedded Certificate of Technical Studies and Technical Competency Areas): Welding
Pathways to include: SMAW Welder, SMAW Pipe Welder, FCAW Welder, FCAW Pipe Welder, TIG Pipe Welder

On motion of Supervisor Chigbu, seconded by Supervisor Mellington, the Board voted to approve the request from L.E. Fletcher Technical Community College to modify the

Technical Diploma in Welding (with embedded Certificates of Technical Studies and Technical Competency Areas). The motion carried.

17. Program Expansions: Louisiana Technical College – District 8 - Northeast Campus
Technical Diplomas:

Computer Specialist (Applications) [CIP 11.0301]
Computer Specialist (Support) [CIP 11.0501]
Early Childhood Education [CIP 19.0709]

On motion of Supervisor Mellington, seconded by Supervisor Smith, the Board voted to approve the request from Louisiana Technical College to expand the following programs within LTC District 8:

Technical Diplomas:
Computer Specialist (Applications) [CIP 11.0301]
Computer Specialist (Support) [CIP 11.0501]
Early Childhood Education [CIP 19.0709]

The motion carried.

18. Policy for Review and Advisement: LCTCS Cross Enrollment Policy

The LCTCS Cross Enrollment Policy was accepted for review and advisement.

I. CONSENT AGENDA

On motion of Supervisor Knapp, seconded by Supervisor Mellington, the Board voted to approve the Consent Agenda which consists of agenda items I.1. and I.2. The motion carried.

Finance Actions

1. Incumbent Worker Training Program Contracts

Ratified six new Incumbent Worker Training Program contract for \$3,206,686 and modifications to five existing contracts as listed:

- ✍ C.F. Bean, LLC 2/Delgado CC & LTC Young Memorial – Contract Amount: \$197,175**
- ✍ Canal Barge/Delgado CC – Contract Amount: \$157,671**
- ✍ JM Test Systems/LTC-Alexandria – Contract Amount: \$282,448**
- ✍ Noble Drilling/Delgado CC, Univ. of LA at Lafayette, & LSU – Contract Amount: \$1,588,970**
- ✍ Springhill Medical Services/LTC-Northwest, LTC-Shrev/Bossier, SOWELA TCC, Bossier – Contract Amount: \$605,376**
- ✍ Voith Fabrics Shreveport/Bossier Parish CC & LTC-Sheve/Bossier – Contract Amount: \$375,046**
- ✍ Boomtown Bossier City/Bossier Parish CC – Requested change will substitute the Bally Gaming company vendor training provider for ACSC Product Group and**

- ✍ **transfer \$512 from the budget category Travel-Coordinator to Instructional-Coordinator.**
- ✍ **Hibernia Bank/Bossier Parish CC – Revised Ending Date: 11/1/04**
- ✍ **Louisiana Coca-Cola Bottling Co./LTC-Jeff./Alex./L.Salter/Shrev.Bossier/Lafourche/Delta Ouachita – Revised Ending Date: 8/30/05**
- ✍ **B.W. Cooper/Delgado CC – Revised Contract Amount: \$102,525**
- ✍ **Gray Line of New Orleans/Delgado CC – Revised Contract Amount: \$148,134**

2. Approval of Federal Perkins Leadership Plan (Postsecondary) for FY 04-05

Approved the plan for the postsecondary expenditure of the FY2004-2005 Leadership category of the Carl D. Perkins Vocational and Technical Education Act of 1998.

J. UPDATES

Chair Johnson 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. Facilities Assessment Update

Supervisor Mellington indicated that the information regarding South Louisiana Community College included in the Capitol Projects Update needs to be updated to reflect the change of completion dates.

K. OTHER BUSINESS

1. Board of Regents' Committee Meetings – NO JULY MEETING

Supervisor Knapp reminded Board members to complete the evaluation forms for Dr. Bumphus' yearly review and return them to Bonni Blouin.

L. ANNOUNCEMENTS

- ? The Louisiana Community and Technical College System Office will be relocating to a new office building next Thursday and Friday. Telephone and e-mail capabilities will be down during this time. The new building is located at 265 South Foster Drive. New phone numbers for staff will be provided to Board members as quickly as possible. The main business phone number will remain the same. A tour of the new building will be provided to Board members following the August Board meeting.

M. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Mellington, seconded by Supervisor Chigbu, the meeting adjourned at 11:35 a.m.