

MINUTES

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

WEDNESDAY, NOVEMBER 10, 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 were held.

**A. CALL TO ORDER**

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, November 10, 2004, in the Louisiana Building at Baton Rouge Community College, 5310 Florida Blvd., Baton Rouge, Louisiana. Board Chair Kathy Sellers Johnson was unable to attend the meeting. First Vice Chair Brett Mellington called the meeting to order at 9:11 a.m.

**B. PLEDGE OF ALLEGIANCE**

The assembly rose for recitation of the Pledge of Allegiance. Vice Chair Mellington asked that everyone remember the troops who are currently serving in Iraq.

**C. SWEARING IN OF NEW BOARD MEMBER: MR. ALVIN KIMBLE**

Mr. Leo Hamilton, General Counsel for the Louisiana Community and Technical College System, conducted the swearing in of newly appointed Board member, Mr. Alvin Kimble.

**D. 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  
Carl Franklin  
Alvin Kimble  
Ann H. Knapp  
Kevin McCotter

**Members Absent**

Gibson Chigbu  
Kathy Sellers Johnson, Chair

**Staff Present**

Walter Bumphus  
Bonni Blouin  
Allen Brown  
Anthony Brown  
Pat Eddy  
Jan Jackson  
Lura Kamiya  
Ginger LeBlanc  
Karin Pettit

Brett Mellington, First Vice Chair  
Angela Nealy  
Dan Packer  
Sean Reilly  
Stephen Smith, Second Vice Chair  
Mike Stone  
Nick Trist

Jerry Pinsel  
Angel Royal

**E. APPROVAL OF NOVEMBER 10, 2004 AGENDA**

**On motion of Supervisor Knapp, seconded by Supervisor Reilly, the Board voted to approve the November 10, 2004 revised agenda.**

**F. APPROVAL OF MINUTES OF OCTOBER 13, 2004 FACILITIES AND PROPERTY COMMITTEE MEETING AND FULL BOARD MEETING**

**On motion of Supervisor Knapp, seconded by Supervisor Smith, the Board voted to approve the minutes of the October 13, 2004 Facilities and Property Committee and Full Board meeting as presented.**

**G. REPORTS**

1. Chair of the Board Report

Mr. Brett Mellington, First Vice Chair of the Board, presented the Chair of the Board Report in Ms. Johnson's absence. The following topics were discussed:

- ? Board Self Evaluation Instrument – First Vice Chair Mellington reminded Board members to complete and return their evaluation instruments to Bonni Blouin, if they have not already done so.
- ? The Board of Supervisors' Christmas Celebration will be held on Tuesday, December 7<sup>th</sup> at Primo's Restaurant. All former Board members are invited to attend.
- ? Board of Supervisors' Annual Retreat is scheduled for January 12<sup>th</sup> and will be held in the 1<sup>st</sup> Floor Conference Room at the LCTCS Office building. Dr. Blumberg, Department of Economic Development; Dr. John Warner Smith, Department of Labor; Dr. Joe Savoie, Board of Regents; and Governor Kathleen Blanco are invited to attend.

2. President's Report

Dr. Walter Bumphus provided the following report:

- ? Dr. Bumphus shared a publication, *Celebrations*, that is published by the National Institute for Staff Organizational Development (NISOD), which contained the printed speech presented by former Board Chair, Mrs. Ann Knapp. The speech is entitled, Honor and Value, and speaks to progress made in regards to education in the State of Louisiana.

- ? Football game between LCTCS and Department of Labor. Dr. Bumphus regretfully reported that the LCTCS lost the first competition between the LCTCS and Department of Labor by a score of 14 to 12. Participants of the football game were recognized. Dr. Bumphus presented a "Sportsmanship Award" to Secretary Smith. A picture of the LCTCS team was shown. Secretary Smith shared a few remarks with the Board.
- ? Recognized 2004 YWCA Role Model, Sharon Talbert, from Delgado Community College.
- ? 2004-2005 Ford Foundation. Board members will be receiving a letter providing details of the upcoming benchmarking trips. Scheduled sites to visit are Maricopa Community College in Phoenix, Arizona and Greenville Technical College in Greenville, South Carolina. Board members should notify Dr. Angel Royal if there are interested in participating in either of these trips.
- ? Recognition of Red Bourg, former President of the AFL-CIO. Dr. Bumphus spoke to the many contributions of Mr. Bourg and stated that the LCTCS created a resolution to pay special tribute to Mr. Bourg. Mrs. Ann Knapp read the resolution and indicated that a copy of the resolution will be provided to the Bourg family. **(A copy of the resolution is on file in the LCTCS office.)**

**On motion of Supervisor Knapp, seconded by Supervisor Stone, the Board unanimously voted to pass the resolution. The motion carried.**

- ? Recognition of Ms. Kathleen Mix, Vice Chancellor of Workforce Development at Delgado Community College, for her appointment as Woman of the Year by the New Orleans City Business. Dr. Bumphus attended the recognition ceremony and he announced that New Orleans City Business donated a scholarship to Delgado as a result of the proceeds of this event.
- ? Commended Chancellor Myrtle Dorsey for the superb job on creating the Baton Rouge Community College catalog. He noted that a schedule of programs and opportunities for students for the next 2-3 years are included in the catalog.

## **H. GENERAL ACTION ITEMS\*\***

### **Personnel Actions**

Supervisor Franklin presented the Personnel Actions agenda items for consideration by the Board.

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

**On motion of Supervisor Reilly, seconded by Supervisor DeLaney, the Board voted to ratify the personnel actions presented for the LCTCS colleges and system office to include three (3) retirements; eleven (11) resignations; two (2) leaves of absence; six (6) new positions; twenty-six (26) promotions/changes/salary increases, and thirteen (13) replacements.**

2. Awarding of Tenure - Bossier Parish Community College

**On motion of Supervisor McCotter, seconded by Supervisor Nealy, the Board voted to award tenure to Jennifer Nawas, Assistant Professor, Division of Behavioral Science, Bossier Parish Community College, as requested by Chancellor Tom Carleton.**

3. Settlement of BRCC Case

**AGENDA ITEM REMOVED FROM AGENDA.**

4. Investigative Proceedings Regarding Allegations of Employee Misconduct

Dr. Walter Bumphus indicated the need to enter into Executive Session to discuss agenda item H.4.

Mrs. Knapp asked for personal privilege, prior to entering into Executive Session. She asked Chancellor Leger to come forward to introduce Dr. Hugh Fruge', Dean of Instruction at SOWELA Technical Community College. Chancellor Leger introduced Dr. Fruge' and provided a brief history of his experience.

Dr. Fruge' expressed his thanks to the Board for the opportunity to serve in this position.

Dr. Bumphus took this opportunity to ask Dr. Royal to introduce Ms. Jennifer Daly, newly hired Director of Institutional Research at the LCTCS.

Dr. Angel Royal introduced Ms. Jennifer Daly and stated that Ms. Daly comes from the University of New Orleans where she served as a Research Analyst.

Ms. Daly expressed her thanks to the Board and stated that she looks forward to working with LCTCS.

**On motion on Supervisor Trist, seconded by Supervisor Knapp, the Board voted to enter into Executive Session for the purpose of discussing agenda item H.4. Investigative Proceedings Regarding Allegations of Employee Misconduct. The Board entered into Executive Session at 9:35 a.m.**

The Full Board meeting reconvened at 10:11 a.m. First Vice Chair Mellington indicated that no consensus was reached and no votes were taken. Bonni Blouin called the roll and a quorum was established.

**Finance Actions**

Supervisor Packer presented the Finance Actions agenda items for consideration by the Board.

4. Second Distribution of Enrollment Growth Funding

**On motion of Supervisor Knapp, seconded by Supervisor Franklin, the Board voted to approve the second distribution of Community and Technical Colleges Pool Funds as approved by the Board of Regents on October 29, 2004.**

Dr. Bumphus thanked Supervisor DeLaney for his presence at the Board of Regents meeting in October.

**Academic Actions**

Supervisor Knapp presented the Academic Actions items for consideration by the Board.

5. Electronic Learning Update – ORAL REPORT - Dr. Jerry Pinsel

Dr. Jerry Pinsel provided an update on the Electronic Learning initiative. A PowerPoint presentation was provided. Dr. Pinsel recognized the electronic learning coordinators present in the audience who were wearing red ribbons. She provided a brief history on the establishment of the Electronic Learning Initiative Program and gave a report on the progress that has been made over the past two years.

6. Delgado Community College – Conferring of 3 Honorary Degrees

**On motion of Supervisor Trist, seconded by Supervisor McCotter, the Board voted to approve of the request, from Chancellor Alex Johnson of Delgado Community College, to confer an honorary degree, the Associate of Arts in Humane Letters, to three outstanding community college champions, during the Fall 2004 Fall Commencement Exercises.**

Dr. Alex Johnson addressed the Board and presented the names of the individuals being considered for the conferring of an honorary degree: Mr. Alden McDonald, President of Liberty Bank; Mr. Dan Packer, Member, LCTCS Board of Supervisors and President, Entergy-New Orleans; and, Mr. Ashton Ryan, President, Delgado Community College Foundation Board.

7. Sowela Technical Community College – Associate of General Studies (CIP 24.0102)

**On motion of Supervisor Barham, seconded by Supervisor Stone, the Board voted to approve the request, from SOWELA Technical Community College, for a new Associate of General Studies (CIP 24.0102) degree program.**

Dr. Jerry Pinsel, Chancellor Stanley Leger and Dr. Fruge´ addressed the Board and provided comments on the proposed new program. Dr. Pinsel indicated that this will be the first fully transferable degree program for SOWELA. Chancellor Leger indicated that approval of the program would provide another step to meeting the criteria for accreditation by the Southern Association of Colleges and Schools (SACS). He added that it will expand the curriculum to provide more services to students.

8. Louisiana Technical College Correctional Education Program Transfers (for incarcerated adults) to LTC-Folkes Campus

**On motion of Supervisor Packer, seconded by Supervisor Franklin, the Board voted to approve the request, from the Louisiana Technical College, to transfer the following Correctional Education programs (i.e. for incarcerated adults) to the LTC-Folkes Campus (District II):**

**From LTC-Westside Campus (La. Correctional Institute for Women)  
Technical Diplomas in:**

**Culinary Arts (CIP 12.0503)**

**Horticulture (CIP 01.0601)**

**Office Systems Technology (CIP 52.0401)**

- Upholstery (CIP 48.0303)**  
**From LTC-Westside Campus (Hunt Correctional Facility)**  
**Technical Diplomas in:**  
**Air Conditioning and Refrigeration (CIP 47.0201)**  
**Building Technology Specialist (CIP 46.0401)**  
**Computer Electronics Technology (CIP 47.0104)**  
**Consumer Electronics Technology (CIP 47.0101)**  
**Horticulture (CIP 01.0501)**  
**Outdoor Power Equipment Tech. (CIP 47.0606)**  
**Welding (CIP 48.0508)**
- From LTC-Jumonville Memorial Campus (Angola State Penitentiary)**  
**Technical Diplomas in:**  
**Automotive Technology (CIP 47.0604)**  
**Carpentry (CIP 46.0201)**  
**Culinary Arts and Occupations (CIP 12.0503)**  
**Graphic Comm./Process Printing (CIP 10.0307)**  
**Horticulture (CIP 01.0601)**  
**Welding (CIP 48.0508)**

9. Bossier Parish, Delgado and Nunez Community Colleges and Upper Iowa University

**On motion of Supervisor Barham, seconded by Supervisor Nealy, the Board voted to approve the program-to-program articulation agreements at Upper Iowa University for:**

**Program-to-Program Articulation Agreements for:**

**Bossier Parish Community College:**

- AAS in Criminal Justice to BS in Criminal Justice**
- AS in Criminal Justice-Law Enforcement to BS in Criminal Justice**
- AAS in Business Administration to BS in Business Administration**
- AAS in Computer Information Systems to BS in Technology Information Management**
- AAS in Office Information Systems to BS in Business Administration**

**Delgado Community College:**

- ABS to BS in Management or Marketing**
- ABS in Business Administration to BA in Management or Marketing**
- AA in Criminal Justice to BS in Criminal Justice**
- AS in Accounting to BS in Accounting**

**Nunez Community College:**

- AAS in Accounting Technology to BS in Accounting**
- AAS in Business Technology to BS in Management**

**The Board further approved the course-to-course articulation for all coursework pursued at these three community colleges to the appropriate baccalaureate degree programs offered by Upper Iowa University.**

Dr. Pinsel addressed the Board and provided clarification on the request regarding Upper Iowa University. She stated that Upper Iowa University specializes in offering programs on military bases. She added that we currently have students enrolled who are housed at the Fort Polk and Jackson barracks. She noted that most courses are offered fully on-line and directly at the military installation.

## I. CONSENT AGENDA

**On motion of Supervisor Knapp, seconded by Supervisor Smith, the Board voted to approve the Consent Agenda which consists of agenda items I.1. through I.15.**

### Finance Actions

1. Approval of Policy Placing Limitations on Solicitation of Students by Credit Card Issuers

**Approved the Policy Placing Limitations on Solicitation of Students by Credit Card Issuers.**

2. Review and Advisement: Revision of LCTCS Policy on Foundations

**Received for review and advisement. No action taken at this time.**

3. Approval of Foundation Reimbursements to or on Behalf of Employees

**Approved the following foundation reimbursements: Date: 10/10/04; Foundation: Baton Rouge Community College Foundation; Employee: Walter G. Bumphus, Ph.D.; Institution: System Office; Amount: \$4,111.17; Purpose: Permanent Relocation.**

4. Incumbent Worker Training Program Contracts

**Ratified four new Incumbent Worker Training Program contracts for \$4,391,184 and modifications to four existing contracts as listed:**

- ✍ **Louisiana Health Services dba Blue Cross Blue Shield/Bossier Parish Community College: Contract Amount - \$2,114,357**
- ✍ **Kerotest Manufacturing/LTC-Alexandria – Contract Amount: \$224,831**
- ✍ **Shell Chemical/LTC-River Parishes – Contract Amount: \$1,760,899**
- ✍ **Inland Marine Management Corporation/LTC-Young Memorial – Contract Amount: \$291,097**
- ✍ **Candy Fleet Corp II/Delgado Community College & LTC-Young Memorial – Revised Contract Amount: \$493,908**
- ✍ **Porter's of Louisiana/Bossier Parish Community College - Revised contract end date from 3/30/05 to 5/19/05.**
- ✍ **SeaMar Inc. 2/Delgado Community College/LTC-Young Memorial – Revised contract end date from 9/30/04 to 10/8/04.**
- ✍ **Weyerhaeuser Company/LTC-Natchitoches & Louisiana Tech – Revised Contract Amount: \$1,584,340 and extend contract end date from 7/20/06 to 9/6/06.**

5. Incumbent Worker Subcontract between Louisiana Technical College Northwest Campus & J. Taylor and Associates

**Ratified Incumbent Worker Training Program subcontract between Louisiana Technical College Northwest Campus and J. Taylor and Associates to provide employee development training to the staff of Springhill Medical Center, effective October 13, 2004.**

6. Incumbent Worker Subcontract between Louisiana Technical College Natchitoches Campus & Training Logic, Inc.

**Ratified Incumbent Worker Training Program subcontract between Louisiana Technical College Natchitoches Campus and Training Logic, Inc., to provide employee development training to the staff of WEYERHAEUSER, effective July 21, 2004.**

7. Incumbent Worker Subcontract between Bossier Parish Community College & New Horizons Computer Learning Center

**Ratified Incumbent Worker Training Program subcontract between Bossier Parish Community College and New Horizons Computer Learning Center to provide employee development training to the staff of Hibernia National Bank, effective September 2, 2004.**

8. Incumbent Worker Subcontract between Delgado Community College & Maritime Service Group of Louisiana, LLC

**Ratified Incumbent Worker Training Program subcontract between Delgado Community College and Maritime Service Group of Louisiana to provide employee development training to the staff of PBC Management, effective August 28, 2004.**

9. Incumbent Worker Subcontract between L. E. Fletcher Technical Community College & Safety & Training Consultants, LLC

**Ratified Incumbent Worker Training Program subcontract between L.E. Fletcher Technical Community College and Safety Training Consultants, LLC to provide employee development training to the staff of Production Systems LP, effective August 1, 2004.**

10. Incumbent Worker Subcontract between L. E. Fletcher Technical Community College & Well Control School

**Ratified an Incumbent Worker Training Program subcontract between L.E. Fletcher Technical Community College and Well Control School to provide employee development training to the staff of Tetra Technologies, effective August 1, 2004.**

11. Incumbent Worker Subcontract between L. E. Fletcher Technical Community College & WSI Total Safety a division of Total Safety US, Inc.

**Ratified Incumbent Worker Training Program subcontract between L.E. Fletcher Technical Community College and WSI Total Safety to provide employee development training to the staff of Pride Offshore, Inc., effective November 1, 2004.**

12. Incumbent Worker Subcontract between L. E. Fletcher Technical Community College & Save-a-Back, Inc.

**Ratified Incumbent Worker Training Program subcontract between L.E. Fletcher Community College and Save-a-Back Inc., to provide employee development training to the staff of Pride Offshore, Inc., effective July 20, 2004.**



**Facilities Actions**

13. Renovation of Space in the Administration Building at Delgado Community College

**Authorized renovations of the Administration Building at Delgado Community College to provide additional office space and meeting rooms. *The renovation of this facility requires the approval of the Board of Regents.***

**Academic Actions**

14. Delgado Community College: New Credentials

**Approved the request from Delgado Community College to offer the following new credentials:**

**Certificate of Technical Studies (CTS)  
Culinary Management (CIP 12.0503)  
Safety and Health Technician (CIP 15.0701)  
Technical Competency Area (TCA)  
Management Trainee in General Business (CIP 52.0201)**

15. Louisiana Technical College: Program Expansions

**Approved the following program expansions for the campuses of the Louisiana Technical College as noted:**

**Certificate of Technical Studies (CTS)  
Patient Care Technician (CIP 51.2601)  
District I – LTC-Jefferson Campus  
District II – LTC-Jumonville Campus  
District VII – LTC Mansfield Campus  
District VIII – LTC-Delta Ouachita Campus  
Technical Diploma (TD)  
Carpentry (CIP 46.0201)  
District II – LTC-Jumonville Campus  
Technical Competency Area (TCA)  
Emergency Medical Technician – Basic (CIP 51.0904)  
District IV – LTC-Teche Area Campus  
Phlebotomy (CIP 51.1009)  
District II – LTC-Jumonville**

**J. UPDATES**

Vice Chair Mellington urged Board members to review the updates/reports provided.

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

5. First Quarter Report of Contracts
6. First Quarter Financial Reports

**K. OTHER BUSINESS**

1. Board of Regents' Committee Meetings – No November Meeting

Supervisor McCotter stated that two years ago he had attended the Board of Regents' December Board meeting to provide a comprehensive alternative financing presentation. He offered to attend this year's December meeting to provide an update on the LCTCS alternative finance projects.

**L. ANNOUNCEMENTS**

- ? The Southern Association of Colleges and Schools (SACS) will meet in Atlanta in December. Two LCTCS institutions, Baton Rouge Community College and River Parishes Community College are up for full accreditation and South Louisiana Community College is up for candidacy of accreditation.

**M. ADJOURNMENT**

**There being no further business to come before the Board, on motion of Supervisor Knapp, seconded by Supervisor Packer, the meeting adjourned at 10:48 a.m.**

Minutes Submitted by Bonni Blouin – 11/15/04