

MINUTES

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

**WEDNESDAY, JULY 13, 2005
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 Facilities Committee meeting was held July 13, 2005, at 8:00 a.m.*

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, July 13, 2005, in 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 9:55 a.m. (NOTE: The meeting was delayed due to the Facilities and Property Committee meeting which ran long).

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
Mike Chandler
Ava Dejoie
John DeLaney
Kathy Sellers Johnson, Chair
Alvin Kimble
Ann Knapp
Brett Mellington, 1st Vice Chair
Stevie Smith, 2nd Vice Chair
Mike Stone
Karondellet Womack-Williams

Members Absent

Gibson Chigbu
Carl Franklin
Kevin McCotter
Dan Packer
Sean Reilly
Nick Trist

Staff Present

Dr. Walter G. Bumphus
Bonni Blouin
Allen Brown
Anthony Brown
Pat Eddy
Jan Jackson
Lura Kamiya
Jerry Pinsel

D. APPROVAL OF JULY 13, 2005 AGENDA

On motion of Supervisor Barham, seconded by Supervisor Womack-Williams, the Board voted to approve the July 13, 2005 agenda as presented. The motion carried.

E. APPROVAL OF MINUTES OF JUNE 1, 2005 EXECUTIVE COMMITTEE MEETING AND JUNE 8, 2005 AUDIT COMMITTEE AND FULL BOARD MEETING

On motion of Supervisor Mellington, seconded by Supervisor Barham, the Board voted to approve the minutes of the June 1, 2005 Executive Committee meeting and the June 8, 2005 Audit Committee and Full Board meetings as presented. The motion carried.

Dr. Bumphus asked to take a point of personal privilege to introduce a few guests who were present at the meeting. He recognized two significant contributions that have been made to the Baton Rouge Community College (BRCC) and the Louisiana Community College System (LCTCS). Dr. Bumphus provided the following remarks to recognize the endowed professorships:

“On April 1, 2005, Michael Albritton, a member of the Baton Rouge Community College Foundation, and his wife Leslie, began a four (4) year pledge, over four (4) years, to establish two professorships for the Baton Rouge Community College. The first professorship will be completed in April, 2006 and will benefit the Department of Business & Technology. Mrs. Mallie H. Potts, a long term family friend of the Albrittons and worked with the Albritton family for 48 years, first began working for A. Sterling Albritton, Michael’s father, in the late 80’s, and is currently the Executive Manager for ASA Properties. The Albritton’s gift also qualifies for state matching funds under the Board of Regents support fund, which will increase the total endowment to \$200,000.

The second contribution is a gift from the Manships to memorialize their mother in response to a request made by a long time friend, Janet Boles Crawford, Chairman of the Board of the Baton Rouge Community College Foundation. David Manship, together with his brothers and sister, established a professorship to honor their mother. On June 28, 2005, David Manship, Douglas L. Manship, Richard L. Manship, and Deanna Manship made a donation to the BRCC Foundation to endow a professorship to memorialize Mrs. Jane French Manship, their mother. Their gift also qualifies for state matching funds under the Board of Regents’ support fund, which increases the total endowment of this gift to \$100,000. The Jane French Manship Professorship will be used to support academic activities, including instruction and research equipment and material purchases and faculty improvement in the Department of English at BRCC. The Manship family’s generosity continues a legacy first established by their father, currently supporting higher education in the Baton Rouge community. These endowed professorships come along with the endowed professorship that Sean Reilly and his family made to BRCC.”

Dr. Bumphus asked Dr. Dorsey, the Manships, the Albrittons and Janet Boles Crawford to come forward to receive the appreciation of the Board and to take a few pictures.

F. REPORT by PHILL SMITH AND RUMIA AMBROSE REGARDING VENDOR MANAGEMENT

Due to the absence of Mr. Smith and Ms. Ambrose, Dr. Bumphus asked that this agenda item be deferred until the August, 2005 Board meeting.

G. REPORTS

1. Chair of the Board Report

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

- Reminded Board members of the upcoming Association of Community College Trustees (ACCT) Congress to be held in Seattle, WA, September 7-10, 2005. She asked Board members who were interested to contact Ms. Blouin.
- Ford Foundation annual meeting: Board Chair Johnson, Dr. Bumphus, Supervisor Knapp, Dr. Lisa Smith Vosper, Kizzy Payton, Dr. Pinsel, Dr. Royal and Dr. Barnes-Teamer attended the annual meeting of the Ford Foundation. The meeting brought together representatives from all states who receive funding through the Ford Foundation Bridges initiative. She thanked Dr. Pinsel and other members of the staff who worked on the proposal to the Ford Foundation.
- Chair Johnson appointed the LTC Ad Hoc Committee of the LCTCS Board of Supervisors to review and evaluate the organizational structure of the Louisiana Technical College (LTC). Supervisor Brett Mellington will serve as chair of the committee. The committee will meet for the first time later today.

2. President's Report

Dr. Walter Bumphus provided the following report:

- Acknowledged Dr. Lucy McGregor. Dr. Bumphus stated that Lucy McGregor had served her internship in the President's Office this past semester and he served on her dissertation committee. He congratulated her on her new position in Texas and for her work with the System Office.

Dr. McGregor addressed the Board and thanked them for providing a "phenomenal internship" to her.

- Dr. Lynn Kreider, Chancellor, Louisiana Delta Community College (LDCC), introduced Barry Delcambre, newly appointed Interim Vice Chancellor of Academic Affairs for LDCC.

Mr. Duncan addressed the Board and thanked them for the opportunity to serve at LDCC.

- Louisiana Public Colleges & Universities Report. Dr. Bumphus distributed a copy of the report to Board members and noted that Delgado Community College is listed as the 3rd largest college in the State of Louisiana.
- Acknowledged and congratulated South Louisiana Community College for receiving eligibility for financial aid.
- Commented on Tropical Storm Cindy and Hurricane Dennis and voiced his relief that none of the campuses were too seriously impacted.
- System Conference Day – August 14-15. Reminded Board members of System Conference Day and urged members to attend if their schedule permits.

- A video was shown regarding change and the stages involved. Dr. Bumphus stated that copies of the video had been ordered and will be available for loan through Ms. Eddy.

H. GENERAL ACTION ITEMS**

Personnel Actions

Supervisor DeLaney 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 Mellington, seconded by Supervisor Knapp, the Board voted to approve the personnel actions presented for the LCTCS Colleges and System Office to include six (6) retirements, twenty-five (25) resignations, three (3) terminations; seven (7) other cessations of employment; one (1) leave of absence; eight (8) new positions, seventy-six (76) promotions/changes/salary increases, twenty-one (21) replacements, and one (1) summer session appointment. The motion carried.

2. Appointment of Vice Chancellor for Learning and Student Development for Delgado Community College

On motion of Supervisor Kimble, seconded by Supervisor Dejoie, the Board voted to approve the appointment of Dr. Cynthia J. Cone as Vice Chancellor for Learning and Student Development for Delgado Community College, at a salary of \$110,000, effective August 1, 2005. The motion carried.

3. Appointment of Interim Vice Chancellor for Louisiana Technical College – District 7

On motion of Supervisor Chandler, seconded by Supervisor Smith, the Board voted to ratify the appointment of Ms. Jill Heard as Interim Vice Chancellor/Provost for Louisiana Technical College-District 7, at a salary of \$70,925 effective July 1, 2005 through December 31, 2005. The motion carried.

4. Recommendation for Tenure Approval – Delgado Community College

On motion of Supervisor Dejoie, seconded by Supervisor Kimble, the Board voted to award tenure to two Delgado Community College faculty members as presented by Chancellor Johnson: Associate Professor Michael Toups and Associate Professor Kim Mercadel. The motion carried.

Dr. Alex Johnson, Chancellor, Delgado Community College (DCC), introduced Dr. Cynthia Cone, newly appointed Vice Chancellor for Learning and Student Development for DCC. Dr. Cone addressed the Board and thanked them for the appointment.

Dr. Margaret Montgomery-Richard, Chancellor, Louisiana Technical College (LTC), introduced Ms. Jill Heard, newly appointed Interim Vice Chancellor for LTC-District 7. Ms. Heard thanked the Board for the opportunity to serve in this capacity.

Finance Actions

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

5. Internal Audit Plan for 2005-2006

On motion of Supervisor Smith, seconded by Supervisor Kimble, the Board voted to approve the LCTCS Internal Audit Plan for 2005-2006 as presented. The motion carried.

6. Review and Advisement: Policy on Tuition Discounts and Waivers (**PULLED FROM AGENDA**)

Facilities Actions

Supervisor Johnson presented the Facilities Actions agenda items for consideration by the Board.

7. Review and Advisement: 2006-07 Preliminary Capital Outlay Request

FOR REVIEW AND ADVISEMENT ONLY. NO BOARD ACTION REQUIRED.

8. Request for Purchase of Acreage for Bossier Parish Community College

On motion of Supervisor Mellington, seconded by Supervisor Knapp, the Board voted to authorize the System President, the Chancellor of Bossier Parish Community College and Board Counsel to negotiate and execute all documents necessary to acquire 2.3 acres of land adjacent to the current Bossier Parish Community College campus. If acquired, this property must be recorded with the State Land Office. The motion passed.

9. Facility Assessment Executive Summary

FOR BOARD INFORMATION ONLY. NO ACTION REQUIRED.

10. Response to Board Request to Provide Options for Facility Expansion for River Parishes Community College

On motion of Supervisor DeLaney, seconded by Supervisor Womack-Williams, the Board voted to approve the recommendation presented by the Facilities and Property Committee, to accept the recommendation submitted by River Parishes Community College (RPCC) to construct a facility to be built by A&T Robert Enterprises with 5,808 gross square feet and 5,290 net assignable square feet which will be leased to RPCC at \$14.67 per square foot or \$77,605 per year. In addition, River Parishes Community College (RPCC) will present a long-term solution, for consideration by the Full Board, in three (3) months. This action is contingent upon approval by the Board of Regents, the Division of Administration and the Bond Commission. The motion carried.

11. Lease of Parking Spaces for River Parishes Community College

On motion of Supervisor Knapp, seconded by Supervisor Mellington, the Board voted to authorize the President, the Chancellor of River Parishes Community College and Board

Counsel to negotiate and execute all documents necessary to lease an additional 130 parking spaces from A & T Enterprises. If this lease is secured, it must be recorded with the local Clerk of Courts and the State Land Office. The motion passed.

Academic Actions

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

12. For Review and Advisement: Memorandum of Understanding with Regis University

FOR REVIEW AND ADVISEMENT ONLY. NO BOARD ACTION REQUIRED.

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. through I.10. The motion carried.

Finance Actions

1. Incumbent Worker Training Program Contracts

Ratified eleven (11) new Incumbent Worker Training Program contracts for \$2,789,714 and modified four existing contracts for \$719,795, as listed:

- **American Standard/Bossier Parish Community College – Contract Amount: \$372,225**
- **Caddo Council on Aging 2/Bossier Parish Community College – Contract Amount: \$64,007**
- **Chevron USA/LTC-Lafayette Campus – Contract Amount: \$368,403**
- **Claiborne Electric Coop, Inc./LTC-Northwest Campus- Contract Amount: \$132,455**
- **Harrison Company/Bossier Parish Community College – Contract Amount: \$72,742**
- **Lebeouf Brothers Towing 2/Delgado Community College – Contract Amount: \$253,935**
- **Medical Management Consortium/Bossier Parish Community College – Contract Amount: \$243,022**
- **Pilgrim Manor Guest House/Bossier Parish Community College, LSU-Shreveport, Northwestern University – Contract Amount: \$145,256**
- **Romeo Papa/L.E. Fletcher Technical Community College – Contract Amount: \$27,872**
- **Smuffit Stone 2/LTC-Delta Ouachita Campus – Contract Amount: \$764,621**
- **US Agencies Management Services/Bossier Parish Community College & LSU Continuing Education – Contract Amount: \$345,177**
- **Bisso Marine 2/Delgado Community College – Reason for Modification: Company unable to release employees to receive training**
- **Edison Chouest/L.E. Fletcher Technical Community College – Reason for Modification: Reduce Average Wage Increase performance indicator from 35.9% to 20% (due to error in development of original performance indicators).**
- **Omega Protein/Sowela Technical Community College – Revised Contract Amount: \$114,205**

- **Production Systems/L.E. Fletcher Technical Community College – Revised Contract Amount: \$161,335**

2. Incumbent Worker Training Program Contract between Baton Rouge Community College and Momentum

Approved Incumbent Worker Training program subcontract between Baton Rouge Community College and Momentum to provide personal computer proficiency training to the employees of Shaw Services, Shaw Environmental, and Shaw Global Energy Services, effective July 19, 2005.

3. Incumbent Worker Training Program Contract between Baton Rouge Community College and Safety Council

Approved Incumbent Worker Training Program subcontract between Baton Rouge Community College and Safety Council to provide training to the employees of Shaw Services, Shaw Environmental, and Shaw Global Energy Services for associate safety professional test prep, COSS, implementing safety incident investigations, OSHA 500, first responder initial training, first responder refresher course, OHST safety technician, first aid/CPR and competent person scaffolds, effective July 19, 2005.

4. Incumbent Worker Training Program Contract between Baton Rouge Community College and Stephen J. Beck & Associates, Inc.

Approved Incumbent Worker Training Program subcontract between Baton Rouge Community College and Stephen J. Beck & Associates, Inc., to provide training to the employees of Casino Rouge on Exceptional Customer Service I and II, effective August 15, 2005.

5. Incumbent Worker Training Program Contract between Louisiana Technical College and Manufacturing Extension Partnership of Louisiana

Approved Incumbent Worker Training Program subcontract between Louisiana Technical College and Manufacturing Extension Partnership of Louisiana to provide training to the employees of CAMECO Industries and John Deere's Shared Services for value stream mapping, 5S systems, setup reduction, total productive maintenance, and office lean training, effective April 15, 2005.

6. Incumbent Worker Training Program Contract between Louisiana Technical College and Yokogawa Corporation of America

Approved Incumbent Worker Training Program subcontract between Louisiana Technical College and Yokogawa Corporation of America to provide training to the employees of Shell Chemical in the use and setup of plant resource management for instrument configuration for engineers, craftsmen, and maintenance staff, effective August 1, 2005.

7. Incumbent Worker Training Program Contract between Louisiana Technical College and Segue Consulting Solutions

Approved Incumbent Worker Training Program subcontract between Louisiana Technical College and Segue Consulting Solutions to provide the course, Road to High Performance, to the employees of Motiva Enterprises, effective July 10, 2005.

Information Technology Actions

8. Review and Advisement: LCTCS Policy on Remote Access

FOR REVIEW AND ADVISEMENT ONLY. NO BOARD ACTION REQUIRED.

Academic Actions

9. L. E. Fletcher Technical Community College
 - (1) Program Changes
 - (a) Change of Award Titles within the Electrician Program (CIP 46.0302)
 - 1.Certificate of Technical Studies:
From: CTS 0101 Electrician
To: CTS 0101 Residential Electrician (30 hrs.)
 - 2.Technical Diploma:
From: TD 0103 Electrician (Industrial)
To: TD 0101 Industrial Electrician (Industrial and Martine concentrations 48/51 hrs.)
 - (b) Change of Award Titles within the Machine Tool Technology Program (CIP 48.0501)
 - 1.Technical Competency Area:
From: TCA [1] Drill Press Operator
To: TCA [1] Shop Hand (12 hrs.)
 - 2.Certificate of Technical Studies:
From: CTS 0101 Lathe Operator
To: CTS 0101 Machine Operator (36 hrs.)
 - 3.Certificate of Technical Studies:
From: CTS 0101 Mill Operator
To: CTS 0101 Machine Shop Technician (44 hrs.)
 - (2) Award Deletion
Technical Diplomas:
 - (a) TD 0203 Electrician (Marine)
 - (b) TD 0303 Electrician (Commercial)

Approved the request from L.E. Fletcher Technical Community College for the listed changes related to Curriculum Inventory.

Louisiana Technical College - Requests for New Programs:

1. Associate of Applied Science (AAS) – Information and Communication Technology (CIP 11.0101) with new concentration areas:

District I:

LTC-Slidell: TD, CTS, TCA – Computer Specialist (Support) (11.0501)
TD, CTS, TCA- Network Specialist (11.0901)

LTC-Sullivan: TD, CTS, TCA – Computer Specialist (Support) (11.0501)
TD, CTS, TCA – Network Specialist (11.0901)

District II:

LTC-Baton Rouge: TD, CTS, TCA – Network Specialist (11.0901)

District III:

LTC-Young Memorial: TD, CTS, TCA – Network Specialist (11.0901)

District IV:

LTC-Lafayette: TD, CTS, TCA-Computer Specialist (Support) (11.0501)
TD, CTS, TCA – Network Specialist (11.0901)

LTC-T.H. Harris: TD, CTS, TCA-Network Specialist (11.0901)

LTC-Teche Area: TD, CTS, TCA-Network Specialist (11.0901)

District VI:

LTC-Shelby M. Jackson: TD, CTS, TCA-Computer Specialist (Support) (11.0501)

District VII:

LTC-Shreveport-Bossier: TD, CTS, TCA – Network Specialist (11.0901)

District VIII:

LTC-Delta-Ouachita: TD, CTS, TCA – Computer Specialist (Support) (11.0501)

LTC-Northeast: TD, CTS, TCA – Computer Specialist (Support) (11.0501)

LTC-Tallulah: TD, CTS, TCA – Computer Specialist (Support) (11.0501)

Offering the proposed new concentration areas only (no A.A.S.):

District II:

LTC-Folkes: TD, CTS, TCA – Computer Specialist (Support) (11.0501)

LTC-Hammond: TD, CTS, TCA – Network Specialist (11.0901)

LTC-Westside: TD, CTS, TCA – Network Specialist (11.0901)

2. Certificate of Technical Studies:

District 1:

LTC-Jefferson, Sidney N. Collier, and West Jefferson – Pipefitter Fabricator
(46.0502)

LTC-Jefferson, Sidney N. Collier, and West Jefferson – Shipfitter Fabricator
(48.0508)

LTC-West Jefferson – Patient Care Technician (51.260)

Program Expansions:

1. Certificate of Technical Studies

District VIII:

LTC-Northeast and Tallulah-Medical Office Assistant (51.0716)

2. Technical Diploma

District IV:

LTC-Gulf Area – Electrician (46.0302)

Approved the Louisiana Technical College request for the listed new programmatic requests and program extensions.

J. UPDATES

Chair Johnson 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

Supervisor Mellington commented that he felt a process needed to be implemented that would track the progress of on-going matters related to facilities. He expressed the need to stay on top of issues that have been brought to the attention of the Board.

K. OTHER BUSINESS

1. Board of Regents' Committee Meetings – NO JULY MEETING
2. Tenure Committee meeting is scheduled for July 20, 2005, in Baton Rouge. Supervisor DeLaney has volunteered to serve on the committee and Chair Johnson stated that another committee member is needed to serve. Supervisor Barham stated that he would volunteer to sit on the committee.

L. ANNOUNCEMENTS

- Supervisor Dejoie complimented Dr. Alex Johnson and Dr. Tommy Warner on the excellent job they have been doing for the System with their work with public access television. She stated that she had seen both of them on television on Cox Cable in New Orleans. She added that she had also seen Dr. Barnes-Teamer on her program.
- Supervisor Chandler expressed the need to locate the schools of the LTC that need attention to identify the problems and to convey the message that, “. . . the school, the students and faculty, are part of our team and we do listen to them and we are a place for them to get to know”.
- Dr. Bumphus offered to provide a status report, for the next few months, on facilities and what the critical issues are at those facilities.
- Supervisor DeLaney stated that New Iberia campus should be one of the campuses listed on the report to receive an update on.
- Chair Johnson indicated that she would like to meet briefly, following the conclusion of the Full Board meeting, with the Dr. Bumphus and members of the LTC Ad Hoc Committee: Supervisors Mellington, Dejoie, Smith and Knapp.
- Dr. Bumphus thanked Kizzy Payton for the gifts and the LCTCS Newsletter provided to the Board members.

M. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Knapp, seconded by Supervisor Mellington, the meeting adjourned at 10:55 a.m.