

MINUTES

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

**WEDNESDAY, NOVEMBER 9, 2005
10:00 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 LTC Ad Hoc committee meeting was held on Tuesday, 11/8/05, at 2:00 p.m., and another LTC Ad Hoc committee meeting is scheduled for Wednesday, 11/9/05, at 1:00 p.m.*

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, November 9, 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 10:15 a.m.

B. PLEDGE OF ALLEGIANCE

The assembly rose for recitation of the Pledge of Allegiance.

C. SWEARING IN OF NEW BOARD MEMBER, MR. VINNEY ST. BLANC

Chair Johnson announced the appointment of new Board member, Mr. Vincent J. (Vinney) St. Blanc, III. Mr. St. Blanc has been appointed by Governor Blanco to replace founding board member, Nick Trist. Mr. Trist will be recognized for his service to the Board at a future meeting.

Mr. Leo Hamilton, General Counsel for the Board, conducted the swearing in of Mr. St. Blanc.

Mr. St. Blanc provided a brief background on his education, teaching and business experience and added that he is a former mayor of Franklin, Louisiana.

D. ROLL CALL

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

Members Present

Edwards Barham
Mike Chandler
Gibson Chigbu
Kathy Sellers Johnson, Chair

Members Absent

Ave Dejoie
John DeLaney
Carl Franklin
Kevin McCotter

Staff Present

Dr. Walter G. Bumphus
Bonni Blouin
Allen Brown
Pat Eddy

Alvin Kimble
Ann Knapp
Sean Reilly (arr. @ 10:27am)
Stevie Smith, 2nd Vice Chair
Vinney St. Blanc
Mike Stone
Karondellet Womack-Williams

Brett Mellington
Dan Packer

Jan Jackson
Lura Kamiya
Jerry Pinsel
Angel Royal

E. APPROVAL OF NOVEMBER 9, 2005 AGENDA

Chair Johnson presented a change to the agenda. She stated that agenda item F. Update from Board of Elementary and Secondary Education (BESE) would be deferred due to a conflict experienced by Ms. Leslie Jacob which prevented her from attending the meeting today. She added that Personnel Actions, agenda item H.6., Action on Voluntary Salary Education for System President and Chancellors, would be deferred until the ongoing budget hearings are completed.

On motion of Supervisor Knapp, seconded by Supervisor Chandler, the Board voted to approve the November 9, 2005 agenda, with changes as recommended.

F. APPROVAL OF MINUTES OF OCTOBER 12, 2005 FULL BOARD MEETING, LTC AD HOC COMMITTEE MINUTES, and APPROVAL OF REVISION TO SEPTEMBER 14, 2005 MINUTES

On motion of Supervisor Knapp, seconded by Supervisor Smith, the Board voted to approve the minutes of the October 12, 2005 Full Board meeting and the LTC Ad Hoc Committee, as presented. Further approval was granted for the revision to the September 13, 2005 minutes.

G. UPDATE FROM BOARD OF ELEMENTARY AND SECONDARY EDUCATION (BESE) – Ms. Leslie Jacobs

This agenda item was deferred until a later date.

H. REPORTS

1. Chair of the Board Report

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

- Chair Johnson clarified comments that she made at the October 2005 Board meeting regarding her frustration resulting from several personnel items that were presented by the Louisiana Technical College incorrectly, and corrections to the personnel actions that were submitted at the September Board meeting. She apologized to Mrs. Lura Kamiya, Director of Human Resources, LCTCS, for any misunderstanding that may have occurred due to the comments that she made. She voiced her complete trust and confidence in Ms. Kamiya's work.
- Attended Education Forum sponsored by the Board of Regents and the Governor's Office on October 27, 2005. Had the opportunity to hear an address by keynote speaker Bob Kerry who shared recommendations on how to face the challenges that Louisiana is faced with as a result of

Hurricanes Katrina and Rita. Governor Blanco also addressed the attendees. The message taken away from the meeting was, “we need to develop a comprehensive plan on moving forward and speak with one voice as we move forward to bring back our state from the devastating effects of these storms”.

- As a result of the Education Forum, Dr. Savoie invited board chairs of all higher education institutions, as well as system presidents, to come together for a meeting on Monday to look at budget challenges being discussed at the legislature. Dr. Bumphus and Chair Johnson attended the meeting. A meeting is being held today with financial representatives of each System. Chair Johnson read a letter from the Board of Regents that spoke to the future plans for post-secondary education. The Legislature has requested a recommendation from the LCTCS, to address the proposed budget cuts, by November 18, 2005.
- Dr. Bumphus has been delayed at a meeting. He will join the meeting as soon as possible and will present the President’s Report at that time.

2. President’s Report

Deferred until Dr. Bumphus’ arrival.

I. GENERAL ACTION ITEMS**

Personnel Actions

Chair Johnson stated the need to enter into Executive Session to discuss agenda items H.1. Louisiana Technical College Corrections to Previous Personnel Actions, and H.2. General Personnel Actions for LCTCS Colleges and the System Office.

On motion of Supervisor Kimble, seconded by Supervisor Knapp, the Board entered into Executive Session to discuss agenda items H.1. and H.2. The Board entered into Executive Session at 10:30 a.m.

The Full Board reconvened at 12:23 p.m. Chair Johnson reported that no actions were taken and no consensus reached during Executive Session.

Bonni Blouin called roll and a quorum was established.

Dr. Walter Bumphus joined the meeting at this time and presented the President’s Report. He provided the following report:

- Very pleased with the excellent article posted in the *Advocate* yesterday regarding the Louisiana Technical College hosting job fairs around the state and the positive partnership that they have with Floura regarding construction trades.
- The LCTCS received a \$3.6 million dollar community based job training grant. Reba Poulson and Travis Lavigne were scheduled to provide a report on this grant, but due to the late hour, this item will be addressed at the December Board meeting. He added that the report on Electronic

Learning that was to be presented by Dr. Jerry Pinsel will also be deferred until the December meeting.

- Notified the Board that a generous donation has been received from Dell Computers. They have provided the LCTCS with thirty (30) laptops to help with the transition post-Katrina.
- LCTCS Call Centers are now closed. Calls are now being routed to Delgado Community College, Nunez Community College, Louisiana Technical College and SOWELA Technical Community College. They are now able to handle their own calls.
- Reported on training that will take place by Allen Brown, Director of Internal Audit for the LCTCS. Mr. Brown will provide certification training at the System Office to interested parties.
- Recognized South Louisiana Community College and commended Chancellor Brobst for being mentioned recently in the Community College Journal.
- Noted the copy of Community College Week placed at each board member's station that contains a cover story/article regarding the LCTCS. A picture of Delgado Community College signage taken after Hurricane Katrina is on the cover of the publication.

Chair Johnson stated that, due to the fact that Dr. Bumphus will have to leave the meeting early to return to the Senate meeting, the Board will address those agenda items that require Dr. Bumphus' attention.

Dr. Bumphus requested a deviation from the agenda to address agenda item H.7. LCTCS Target Savings Plan.

Finance Actions

H.7. LCTCS Target Savings Plan

Dr. Bumphus stated that due to the devastation experienced at some of the LCTCS campuses as a result of the hurricanes, there is a need to address possible furloughs and special leaves at the effected institutions. He asked those chancellors whose campuses were affected by Hurricanes Katrina and Rita to come forward to present their savings plan to the Board.

Chancellors Montgomery-Richard, Warner, Johnson and Leger came forward to address the Board to provide their proposed savings plan.

Dr. Montgomery-Richard, Chancellor, Louisiana Technical College, provided her report to the Board. She provided the following information:

- District I - One month after Hurricane Katrina, temporary and probation employees were released from employment.
- 13 classified and 18 unclassified employees are earmarked for furlough. Of the 18 unclassified employees, 11 are tenure faculty. The tenured faculty were put on annual leave.
- Plan has been submitted to the LCTCS for review.

Dr. Alex Johnson, Chancellor, Delgado Community College, addressed the Board and provided his report:

- Projected shortfall in budget of approximately \$10 million. This does not include a possible targeted cut by the State of \$1.7-\$3.6 million.
- To insure the financial stability of the institution, several options are being considered: reorganizing the college to bring administration in line with projected enrollment of spring semester (estimated 6,000-7,000 students from 17,400 previously enrolled); reallocating resources

to support critical programs, particularly nursing, allied health and workforce development; and work to develop more grants and contracts.

- Will ultimately need to engage in extensive personnel actions to include: freezing positions, consolidating jobs when necessary, reduction of force, layoffs and furloughs.
- 1st furlough measure has been initiated with civil service employees and included 117 classified employees. Criteria used to furlough employees included: 1) the inability to locate the employee; 2) employee was unable to or refused to accept assignments; and, 3) individuals whose job assignment was not critical.

Mr. Tommy Warner, Chancellor, Nunez Community College, addressed the Board and provided his plan:

- Nunez will try to follow an avoidance layoff plan. Consists of capturing as many faculty and staff as possible. Seven (7) classified employees will be furloughed due to no contact with college, as well as five (5) unclassified employees.
- To offset any budget problems, employee salaries will be reduced. Classified employees will be reduced to 75% of their current salary and unclassified personnel will be reduced to 80% of their salary. This process will continue on an as needed basis due to budget issues.
- Reduction of hours will also be initiated as needed.

Mr. Stanley Leger, Chancellor, SOWELA Technical Community College, provided an update on the status of his campus:

- All permanent employees have been located. All have been removed from special leave and are currently working 40 hours a week.
- No buildings on campus can be occupied at this time. Steinfeld family of Lake Charles has provided the use of a large vacant building, at no charge, to allow faculty and staff to meet and work on curriculum modifications, professional development activities and other issues.
- Once buildings are restored, classes will resume. Fall semester has been cancelled, but distance learning through offsite locations continue. Anticipate a spring semester.
- 90% of students contacted have indicated that they will return for the spring semester.

Discussion among Board members followed.

Dr. Bumphus distributed a copy of the proposed savings plan to reflect the cuts that may be required in order to meet the \$8,135,532 budget cut to the LCTCS. The chart provides a synopsis of the cuts by institution. He reviewed the chart with the Board. He also reminded the Board that another cut of \$71 million is possible, which would result in another 5% cut. He noted that the proposed cuts have been made to administration, rather than to the classrooms or instruction.

Discussion among Board members followed.

Supervisor Reilly stated that, due to the Executive Order and the pending deadlines for requests being made to the System by the legislature and the Board of Regents, he would like to pose a couple of motions. He stated the first motion is a continuation of the motion made at the last Board meeting where Dr. Bumphus was authorized to act in the absence of the Board.

Supervisor Reilly proposed a motion to authorize Dr. Walter Bumphus, LCTC System President, and Board Chair, Kathy Sellers Johnson, to suspend activities, furlough or layoff employees, and make necessary decisions to manage those institutions affected by the hurricanes.

On motion of Supervisor Reilly, seconded by Supervisor Kimble, the Board approved to authorize the LCTC System President and Board Chair to suspend activities, furlough or layoff employees, and make necessary decisions to manage institutions effected by the Hurricanes Katrina and Rita.

Supervisor Stone voiced opposition to the motion and a roll call vote was conducted.

The roll call vote resulted in ten (10) yeas and one (1) nay:

YEAS

Edwards Barham

Mike Chandler

Gibson Chigbu

Kathy Sellers Johnson

Alvin Kimble

Ann Knapp

Sean Reilly

Stephen Smith

Vinney St. Blanc

Karondellet Womack-Williams

NAYS

Mike Stone

The motion carried.

Supervisor Reilly proposed an additional motion to further authorize Dr. Walter Bumphus, LCTC System President and Board Chair, in concert with the Board of Regents, to propose consolidation of administration across the LCTC System and its institutions in response to budgetary constraints, facility impairment and projected student enrollment.

On motion of Supervisor Reilly, seconded by Supervisor Kimble, the Board voted to approve to authorize the LCTC System President and Board Chair, in concert with the Board of Regents, to propose consolidation of administration across the LCTC System and its institutions in response to budgetary constraints, facility impairment and projected student enrollment. The motion carried.

Personnel Actions

1. Louisiana Technical College Corrections to Previous Personnel Actions

Supervisor Smith commented on the continuing problem that exists with the Louisiana Technical College submitting incorrect personnel information and the need to submit corrections to information already approved. He requested that this information be submitted correctly the first time.

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

On motion of Supervisor Smith, seconded by Supervisor Knapp, the Board voted to approve the personnel Actions presented for the LCTCS Colleges and System Office to include three (3) retirements; ten (10) resignations; one (1) other cessation of employment; two (2) new

positions, five (5) promotions/changes/salary increases, and two (2) replacements. The motion carried.

3. Review and Advisement: LCTCS Special Leave Policy Related to Hurricanes Katrina and Rita

FOR BOARD REVIEW AND ADVISEMENT. NO BOARD ACTION REQUIRED.

Chair Johnson stated that although agenda items H.3. and H.4. are submitted for review and advisement, given the current situation of the state, she offered the staff recommendations for consideration by the Board.

Due to the emergency need for this policy, on motion of Supervisor Chigbu, seconded by Supervisor Knapp, the Board voted to approve the LCTCS Special Leave Policy Related to Hurricanes Katrina and Rita. The motion carried.

4. Review and Advisement: Revision of LCTCS Policy on Financial Exigency/Reduction in Force

FOR BOARD REVIEW AND ADVISEMENT. NO BOARD ACTION REQUIRED.

Due to the emergency need for this policy revision, on motion of Supervisor Knapp, seconded by Supervisor Smith, the Board voted to approve the revision of LCTCS Policy on Financial Exigency/Reduction in Force, with an effective date of November 7, 2005. The motion carried.

5. Resignation of Louisiana Delta Community College Chancellor

FOR BOARD NOTICE. Chair Johnson reported that Dr. Lynn Kreider, Chancellor of Louisiana Delta Community College, has submitted his resignation, effective January 30, 2006.

6. Action on Voluntary Salary Reduction for System President and Chancellors

This agenda item was deferred.

Finance Actions

7. LCTCS Target Savings Plan

This agenda item was reviewed earlier in the agenda.

8. Update on Risk for Alternative Financing Projects in Hurricane Affected Areas

FOR BOARD INFORMATION. NO BOARD ACTION REQUIRED

Jan Jackson, Senior Vice President, Finance & Administration, addressed the Board and provided an update on alternative financing projects that were at risk due to Hurricane Katrina. She reported that the only project currently at risk is the Student Life Center at Delgado Community College, City Park Campus. She stated that this issue has been researched and it has been determined that the fall payment has been made. A rental reserve is available that should carry over through the spring. Problems with payments

may result by fall 2006, if student population is reduced. She added that several options exist to address the problem and they are considering those options now. A recommendation will be presented to the Board for their consideration at a future meeting.

Discussion among Board members followed.

Facilities Actions

9. Approval of Master Plan for River Parishes Community College

On motion of Supervisor Barham, seconded by Supervisor Chandler, the Board voted to approve the proposed Master Plan for River Parishes Community College, including purchase of the current site and three phases of campus development, with a cost estimated at \$62.9 million.

Supervisor Knapp voiced her reservations with the necessity to move forward with this project given the current situation faced by the state and the discussions that are taking place regarding consolidation of resources, functions and institutions. She questioned whether this item needed to be addressed today or if it could be brought forward at a later date. She added that if there is some necessity to be managed today, she would have a reservation about supporting the motion.

Chancellor Welch addressed the Board and stated that there is no pressing time limit. He added that they are not asking the Board to approve to spend any money or to make any commitments. The request that is presented before the Board today is to approve the plan so they can properly prepare for when the economy is recovered and the funding begins to flow.

Supervisor Chigbu recommended that this item be deferred until better clarity is realized in regards to what will occur with the entire System.

(Supervisor Reilly, Kimble and Smith left the meeting at this time).

Chair Johnson called for a roll vote.

A quorum was not present to conduct a roll call vote.

Supervisor Barham clarified that Chancellor Welch had not requested approval of any funds from the Board. He asked Chancellor Warner whether he had a problem with presenting the plan to the Board at a future time.

Chancellor Welch responded that he did not have a problem with deferring the item until a future meeting.

Supervisor Smith re-entered the meeting and a quorum was re-established.

Supervisor Knapp clarified with Chancellor Welch that he suggested to voluntarily withdraw the request for approval of the master plan for River Parishes Community College.

Chancellor Welch responded that he is at the Board’s disposal and “will roll with the punches either way”.

Supervisor Knapp presented a motion to postpone the addressing of this issue for a six month period until it can be determined what the budgetary situation within the LCTCS and the State of Louisiana is. Supervisor Chigbu seconded the motion.

Chair Johnson called for a roll call vote.

Bonni Blouin called roll. The roll call vote resulted in eight (8) yeas and one (1) nay.

YEAS

Edwards Barham

Gibson Chigbu

Kathy Sellers Johnson

Ann Knapp

Kathy Sellers Johnson

Ann Knapp

Stevie Smith

Vinney St. Blanc

Mike Stone

Karondellet Womack-Williams

NAY

Mike Chandler

The motion to defer did not pass due to lack of votes.

Discussion among Board members followed.

Supervisor Barham withdrew his motion to approve the plan submitted by River Parishes Community College.

Supervisor Chandler did not support the withdrawal of the motion. The motion to approve stands.

Discussion among Board members followed.

Supervisor Chandler reconsidered and agreed to support the motion to withdraw.

Chancellor Welch will submit his plan to the Board at a later date.

10. Status Report on Pending Facilities and Property Issues

FOR BOARD INFORMATION. NO BOARD ACTION REQUIRED

Academic Actions

11. Electronic Learning Update – Dr. Jerry Pinsel

AGENDA ITEM WAS DEFERRED UNTIL DECEMBER.

J. CONSENT AGENDA

On motion of Supervisor Knapp, seconded by Supervisor Chigbu, the Board voted to approve the Consent Agenda which consists of agenda items I.1. through I.7. The motion carried.

Finance Actions

1. Incumbent Worker Training Program Contracts

Ratified one new Incumbent Worker Training Program contract for \$1,699,866 and a modification to an existing contract for \$1,759,311 as listed:

- **Georgia Pacific Corporation/LTC-Baton Rouge Campus & Louisiana State University – Contract Amount: \$1,699,866**
- **Cleco Utilities/LTC-Natchitoches Campus & Northwestern State University – Revised Contract Amount: \$1,759,311**

2. Approval of Budget Revision (BA-7) for L.E. Fletcher Technical Community College Carry Forward

Approved a BA-7 in the amount of \$583,663, for L.E. Fletcher Technical Community College to carryover self-generated funds from FY of into FY 06 as authorized by state law. This revision is contingent upon the approval of the Board of Regents and the Division of Administration.

3. Contract between the Louisiana Community and Technical College System and Blackboard

Approved a contract between the Louisiana Community and Technical College System and Blackboard to provide phone based user support for the System colleges, effective August 5, 2005.

4. Incumbent Worker Training Program Contract between Baton Rouge Community College and E. I. du Pont de Nemours and Company

Approved an Incumbent Worker Training program subcontract between Baton Rouge community College and E.I. du Pont de Nemours and Company to provide managing safety for line supervisors, managing safety for operations manager, and stop implementation classes to the employees of Shaw Services, effective November 14, 2005.

5. Incumbent Worker Training Program Contract between Bossier Parish Community College and SSA Consultants, LLC

Approved an Incumbent Worker Training Program subcontract between Bossier Parish Community College and SSA Consultants, LLC to provide excellence in customer service/building customer loyalty and techniques for sales success/masterful phone skills courses to the employees of U.S. Agencies Management Services, Inc., effective September 15, 2005.

6. Incumbent Worker Training Program Contract between Bossier Parish Community College and McKesson Information Solutions, LLC

Approved an Incumbent Worker Training Program subcontract between Bossier Parish Community College and McKesson Information Solutions, LLC to provide accounting and technical courses to the employees of Highland Clinic, effective August 22, 2005.

Academic Actions

7. Louisiana Delta Community College
Request for Technical Competency Area (TCA – Direct Support Professional (CIP 51.1502)

Approved the request from Louisiana Delta Community College to offer a Technical Competency Area (TCA) for Direct Support Professionals.

K. UPDATES

Chair Johnson encouraged 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
7. Report of Breazeale, Sachse & Wilson – Charges for the Quarter Ended September 30, 2005

L. OTHER BUSINESS

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

M. ANNOUNCEMENTS

- Chair Johnson announced that a meeting of the LTC Ad Hoc Committee would convene at 2:00 p.m. today.

N. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Knapp, seconded by Supervisor Womack-Williams, the meeting adjourned at 1:32 p.m.