

MINUTES

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

**WEDNESDAY, OCTOBER 12, 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: *No separate committee meetings are scheduled.*

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, October 12, 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 10:05 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
Mike Chandler
Gibson Chigbu
Ava Dejoie
John DeLaney
Carl Franklin
Kathy Sellers Johnson, Chair
Alvin Kimble
Brett Mellington, 1st Vice Chair
Sean Reilly
Stevie Smith, 2nd Vice Chair
Mike Stone
Karondellet Womack-Williams

Members Absent

Ann Knapp
Kevin McCotter
Dan Packer
Nick Trist

Staff Present

Dr. Walter G. Bumphus
Bonni Blouin
Allen Brown
Pat Eddy
Jan Jackson
Lura Kamiya
Howard Karlton
Joe Marin
Jerry Pinsel
Reba Poulson
Angel Royal

D. APPROVAL OF OCTOBER 12, 2005 AGENDA

On motion of Supervisor Franklin, seconded by Supervisor Mellington, the Board voted to approve the October 12, 2005 agenda as presented. The motion passed.

E. APPROVAL OF MINUTES OF SEPTEMBER 14, 2005 FULL BOARD MEETING

On motion of Supervisor Mellington, seconded by Supervisor Smith, the Board voted to approve the minutes of the September 14, 2005 Full Board meeting as presented. The motion passed.

F. UPDATE FROM DENNIS JONES, NATIONAL CENTER FOR HIGHER EDUCATION MANAGEMENT SYSTEMS (NCHEMS)

Dr. Bumphus introduced Dr. Dennis Jones, President, National Center for Higher Education Management Systems (NCHEMS). He stated that Dr. Jones was contracted by the Board of Regents, to work on their behalf, to prepare a report in response to Senate Concurrent Resolution No. 163 of the 2004 Regular Session of the Louisiana State Legislature. He asked Dr. Jones to provide a brief overview of the NCHEMS report and answer any questions that members of the Board might have. (A copy of the NCHEMS Report is included in the official minutes).

Dr. Jones stated that Resolution No. 163 requested that the Board of Regents study and report to the Louisiana legislature, the feasibility of creating two separate systems out of the Louisiana Community and Technical College System (LCTCS). He stated that the study focused on the following categories: A) Issues related to how the LCTCS provides service effectively and efficiently in all parts of the state; variety of programs and responsive workforce system; B) Finance and governance. How is the Louisiana Technical College (LTC) organized and who controls the money and make the decisions about what?; and, C) Resistance to change. He added that the study focused on questions of how the LTC provides service and how they think about financing and governance. He referenced page 8 of the NCHEMS report which provides a matrix showing the array of community and technical college services in the LCTCS. He reviewed this information with the Board. He stated that the main issue that exists in Louisiana is how to provide training for jobs that you can't predict.

Dr. Jones concluded his report by stating that there is a huge need for services provided by the LCTCS. He noted that there is an underdeveloped capacity for providing these services within the LCTCS and he offered the following reasons: 1) new system that hasn't quite matured; 2) geographic gaps in coverage with some of the programs/services; and, 3) LTC campuses are small and are unable to provide all services to all areas. He stated his core recommendation is that the LTC should not be split/separated from the LCTCS. He stated that this would create another bureaucracy and it would reduce the capacity to provide services. He reported that, based on an analysis of the challenges facing Louisiana, NCHEMS used a set of criteria to assess alternatives regarding the future of the LTC, including the alternative of removing the LTC from the LCTCS. These criteria are listed on page 18 of the NCHEMS report. He reviewed the criteria, as well as conclusions and recommendations presented in the report, with the Board.

A lengthy question and answer session followed.

G. REPORTS

1. Chair of the Board Report

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

- Chair Johnson reminded Board members of the ACCT National Legislative Summit to be held in Washington, DC, February 5-8, 2006.

2. President's Report

Dr. Walter Bumphus provided the following report:

- Informed the Board that a joint meeting of the House and Senate Education is being held today.
- Chancellor Leger and Vice Chancellor Smith provided a report on the damages sustained at SOWELA Technical Community College as a result of Hurricane Rita. A Powerpoint presentation was provided showing photos of buildings damaged on the SOWELA campus. (A written report is included in Official Board packet).
- Chancellor Montgomery-Richard and Vice Chancellor/Provosts Toya Barnes Teamer and Chris Williams provided an update of current conditions of Louisiana Technical College facilities affected by Hurricanes Katrina and Rita. A booklet providing detailed information on sustained damages was provided to members of the Board.
- Jim Henderson, Senior Vice President of Workforce Training provided a report on workforce training services that are currently being offered through the LCTCS to address the training of individuals for certain trades needed in the rebuilding of South Louisiana. A PowerPoint presentation was provided entitled "10 Point Hurricane Response Plan". The plan focuses on three strategic intents: 1) large population of dislocated people that are in need of training to enter the workforce immediately, for the short term; 2) tremendous need to develop the workforce for the rebuilding effort in South Louisiana; and, 3) tremendous opportunity, during the long term, of workforce development efforts for South Louisiana. The strategic premise is to "*Restore, Rebuild & Resurge*".

A discussion regarding the funding of future incumbent worker contracts followed. Mr. Henderson indicated that John Easley is the contact person at the LTC for information related to the construction programs being offered. Information on training courses that are available is provided on the LCTCS website. Radio and television spots will be also be used to get the information out to the public.

- Allen Brown provided a report on FEMA operations. He shared the following information:
 - Nothing definite has been decided yet.
 - All colleges that sustained damage due to Hurricane Katrina have registered with FEMA. Some campuses have registered with issues related to Hurricane Rita.
 - The Higher Education team for FEMA met with each LCTCS college that sustained hurricane damage on Tuesday and Thursday of last week. During those sessions emphasis was given on how to capture costs. FEMA project officers will prepare FEMA project worksheets based on documentation provided by LCTCS.

- Campuses should contact insurance carriers first. FEMA may cover costs that are not covered by insurance company.
- Eligible emergency work, i.e., debris removal, overtime related to the emergency, and security, will be covered by FEMA. Those expenditures that have been incurred and paid for by October 27th are reimbursable at 100% from FEMA. After October 27th they are reimbursable at 75%.
- The meetings held with LCTCS institutions were not considered “kick-off” meetings, but instead were considered counseling sessions.
- Mr. Brown discussed a plan presented by Jerry Luke LeBlanc, Commissioner of Administration, to FEMA representatives, that includes the creation of a team consisting of the Facility Planning and Control, Risk Management, the adjustor, a FEMA representative, and a facility representative.

Supervisor Chigbu recommended that a campus engineer be included in this team.

- Next steps: Colleges should notify Mr. Brown when they are ready to begin project worksheets. The completed worksheets will be submitted to FEMA for processing.
- The Office of Facility, Planning and Control (FPC) is currently in charge of all buildings. Approval must be provided for FPC prior to any work being conducted.
- An internal auditor is assigned to each college to assist with procedures.
- Business interruption insurance is available.

A question and answer period followed.

Supervisor Reilly spoke on the specifications of the Stafford Act, which is the enabling legislation that allows FEMA to pay for work. He indicated that the Stafford Act provides for repairing facilities at the condition they were in prior to the hurricane and does not allow for improvements to the facility. He added that there is another portion to the Stafford Act that requires mitigation. He suggested the creation of a task force that would allow the System to consider accessing mitigation funds, or specially appropriated funds that may be sought, or funds that may be needed that are special to the LCTCS mission. He expressed the need to create an integrated plan that pulls together all the different pieces, i.e., funding sources, possible state and federal legislation needed, special budget and finance needs.

Dr. Bumphus commended Supervisor Riley for this suggestion and committed to provide a list of recommended individuals who would be most appropriate to sit on this ad hoc committee.

Supervisor Chigbu referred to the recent facilities assessment that was conducted of all LCTCS facilities and suggested that it would provide an accurate account of each of the facilities prior to Hurricanes Katrina and Rita. He recommended that each of the System Chancellors conduct their own individual damage report to provide to Mr. Brown to compile a complete report to FEMA.

Dr. Bumphus commended and thanked Mr. Allen Brown on the work that he and his staff have done since Hurricane Katrina.

- Dr. Bumphus reported that the State of Louisiana is under an Executive Order imposed by Governor Blanco instituting a spending/hiring freeze. He stated that the order has had an impact on the LCTCS in that we will not be allowed to hire individuals to fill vacant positions. He indicated that a request has been made to Commissioner Savoie to consider a target range cut instead of a freeze. He stated that the LCTCS may be facing serious financial issues in the future.

He further stated the he may convene a meeting of the Finance Committee or another ad hoc committee to discuss financial issues that each of the affected institutions may be facing and the financial health of the LCTCS. He added that hiring is allowed if it is related to Hurricane Katrina, if it is 100% federally funded, or unless the hiring is approved by exception.

Supervisor Chigbu asked for an update from Board Counsel, Leo Hamilton, regarding the impact to facility projects that were in progress prior to Hurricane Katrina.

Mr. Hamilton provided an update on ongoing projects. A discussion followed regarding the issue of bonds that were issued at certain institutions and possible problems that may occur as a result of Hurricanes Katrina & Rita.

Supervisor Dejoie questioned whether the Delgado Student Life Center project would be affected, due to the fact that student fees were allotted to help pay for the new building.

Mr. Hamilton stated that he had no information on the project mentioned, but it may be affected due to the temporary closing of Delgado and the decrease in student enrollment.

Supervisor Chigbu recommended that all facility items be put on hold until a comprehensive report can be compiled on all LCTCS facilities providing the status of each institution.

Mr. Hamilton stated that the distinguishing factor with respect to most projects, with the exception of the project at the Delgado-West Bank Campus, there was an appropriation risk that the State of Louisiana assumed for the cooperative endeavor agreement. He added that ultimately, the LCTCS Board would not be an issue, it would be the State of Louisiana.

Dr. Bumphus requested Dr. Alex Johnson to provide to Mr. Hamilton for his review, all pertinent information regarding the Student Life Center at Delgado.

Supervisor Smith recommended that decisions regarding employment issues of LCTCS employees be made as soon as possible.

Dr. Bumphus responded that Commission Savoie has asked that all institutions of higher education act as one in regard to this issue and they have agreed to do so.

Further discussion related to personnel issues followed.

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

Dr. Bumphus presented the staff recommendation for consideration by the Board to approve the Personnel actions presented by the LCTCS Colleges and System Office to include three (3) retirements, nine (9) resignations, seventeen (17) other cessations of employment; one (1) leave of absence; one (1) request for LTC tenure committee establishment; five (5) new positions, thirty-five (35) promotions/changes salary increases, and twenty-nine (29) replacements.

Supervisor Dejoie questioned the promotions and salary increases in the face of possible layoffs. Dr. Bumphus indicated that most of the salary increases were submitted to correct personnel actions that were submitted at the September 2005 Board meeting. He added that the System was very cognizant of the personnel issues being faced by the System when these actions were sent forward.

A discussion followed regarding possible steps to address personnel issues that may have to be addressed by the LCTCS.

Chair Johnson stated that it causes her grave concern that corrections were necessary and stressed the need to have the information submitted correctly from the beginning.

On motion of Supervisor Kimble, seconded by Supervisor Smith, the Board voted to approve the Personnel actions presented by the LCTCS Colleges and System Office to include three (3) retirements, nine (9) resignations, seventeen (17) other cessations of employment; one (1) leave of absence; one (1) request for LTC tenure committee establishment; five (5) new positions, thirty-five (35) promotions/changes salary increases, and twenty-nine (29) replacements.

Supervisor Dejoie voiced her opposition to the motion. A roll call vote was requested.

Bonni Blouin called row which resulted in ten (10) yeas and two (2) nays. (Supervisor Chigbu was absent from the room.)

Yeas

Edwards Barham
Mike Chandler
Carl Franklin
Kathy Sellers Johnson
Alvin Kimble
Brett Mellington
Sean Reilly
Stephen Smith
Mike Stone
Karondellet Womack-Williams

Nays

Ava Dejoie
John DeLaney

The motion carried.

2. Approval of Senior Vice President of Academic and Student Affairs for the System Office

On motion of Supervisor Mellington, seconded by Supervisor Chandler, the Board voted to approve the appointment of Dr. Toya Barnes-Teamer as Senior Vice President for Academic and Student Affairs for the System Office, at a salary of \$110,000, effective November 15, 2005.

Dr. Bumphus noted that this position will be funded 100% by Perkins funds.

Supervisor Dejoie voiced her concern about filling positions and granting raises when the entire state is in such bad shape.

Discussion among Board members followed.

Supervisor Barham moved the previous question. Supervisor Dejoie noted her opposition to the motion but did not request a roll call vote. The motion carried.

3. Approval of Interim Vice Chancellor/Provost for District 1 of the Louisiana Technical College

On motion of Supervisor DeLaney, seconded by Supervisor Kimble, the Board voted to approve the appointment of Ms. Kim Rugon as Interim Vice Chancellor/Provost for the Louisiana Technical College, District 1, at a salary of \$70,925, effective October 13, 2005 through June 30, 2006. The motion carried.

Finance Actions

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

4. Authorization for the System President to Act in the Board's Behalf in Emergency Situations

On motion of Supervisor Chigbu, seconded by Supervisor Franklin, the Board voted to authorize the System President to act in the Board's behalf in emergency situations, in accordance with Board bylaws. The motion passed.

Facilities Actions

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

Supervisor Chigbu recommended that all Facilities Actions items be deferred until the November 2005 Board meeting.

Supervisor Barham objected to the recommendation.

Supervisor Reilly proposed an amended recommendation to address agenda items H.6. and defer agenda items H. 5. and H.7.

Supervisor Dejoie objected to the recommendation.

Dr. Bumphus asked Chancellor Welch to come forward to present to the Board.

5. Recommendations on the Long Term Facility Needs at River Parishes Community College

For Board Review and Advisement Only. No Board Action Required.

Dr. Joe Ben Welch, Chancellor, River Parishes Community College (RPCC) addressed the Board. He introduced Chris Pellegrin, who presented a 3-phase master plan for the RPCC campus. A handout and PowerPoint presentation was provided showing the various stages of the proposed campus. A question and answer session followed.

6. Facility Options for Louisiana Delta Community College

For Board Review and Advise ment Only. No Board Action Required.

Supervisor Barham reminded the Board that the State Farm building previously considered for the future site of Louisiana Delta Community College (LDCC) had been leased to the Red Cross as a shelter, following Hurricane Katrina, and Dr. Bumphus had been instructed by the Board to look at other options. He stated that a meeting had been held between Chancellor Kreider and facility corporation representatives to develop any options that were available. He indicated that the State Farm building still provides the best option for housing LDCC. He reported that the Ouachita Economic Development Corporation (OEDC) has developed a proposal to Governor Blanco. He summarized the proposal which states that Red Cross will be out of the building by December 31, 2005, and the OEDC would like to lease the building to LCTCS for the same number of dollars that LDCC is paying University of Louisiana-Monroe for leasing their existing 16,000 sq. ft. Two stipulations to the proposal exist: 1) work out arrangement for state to purchase the building, and 2) LCTCS would take over operations of the building. A copy of the proposal was made available to members of the Board.

Supervisor Barham presented a motion to reaffirm the Board's position that the State Farm building continues to be the most viable and economically reasonable solution to the facility situation at Louisiana Delta Community College. Supervisor Stone seconded the motion. The motion carried.

7. Status Report on Pending Facilities and Property Issues

This agenda item was tabled until the November 2005 Board meeting.

Legislative and Planning Actions

Supervisor Smith presented the Legislative and Planning Actions agenda items for consideration by the Board.

8. Approval of Annual Review and Revisions to the LCTCS Strategic Plan: Dateline 2010

On motion of Supervisor Reilly, seconded by Supervisor Franklin, the Board voted to approve the updated LCTCS Strategic Plan: Dateline 2010. The motion passed.

I. CONSENT AGENDA

On motion of Supervisor Mellington, seconded by Supervisor Smith, the Board voted to approve the Consent Agenda which consists of agenda items I.1. through I.8. The motion passed.

Finance Actions

1. Incumbent Worker Training Program Contracts (pg. 1)

No new contracts were submitted during the month of September, 2005.

2. Approval of Budget Revision (BA-7) for Louisiana Technical College Carry Forward (pg. 10)

Approved a BA-7 in the amount of \$1,836,757, for the Louisiana Technical College to carryover self-generated funds from FY 05 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 Bossier Parish Community College and the Board of Supervisors of Louisiana State University and Agricultural and Mechanical College (pg. 14)

Approved a contract between Bossier Parish Community College and the Board of Supervisors of Louisiana State University and Agricultural and Mechanical College acting on behalf of the Louisiana State University Health Sciences Center, School of Allied Health Professions, Department of Cardiopulmonary Science to provide training to respiratory therapy students, effective July 1, 2005.

4. Incumbent Worker Training Program Contract between Bossier Parish Community College and Agilysys NV (pg. 15)

Approved an Incumbent Worker Training Program subcontract between Bossier Parish Community College and Agilysys NV to provide various classes in management, front desk operations, and accounting to the employees of Hollywood Casino, effective September 13, 2005.

5. Incumbent Worker Training Program contract between Bossier Parish Community College and NextGen Healthcare Information Systems, Inc. (pg. 16)

Approved an Incumbent Worker Training Program subcontract between Bossier Parish Community College and NextGen Healthcare Information Systems, Inc., to provide overview of patient registration, template builder, document builder, table builder, generating documents, ordering medications, ICS scanning, systems interface, production database, support procedure, and record development training to the employees of Highland Clinic, effective August 15, 2005.

6. Incumbent Worker Training Program Contract between Bossier Parish Community College and National Safety Council, ArkLaTex Chapter (pg. 17)

Approved an Incumbent Worker Training Program subcontract between Bossier Parish Community College and National Safety Council, ArkLaTex Chapter to provide various safety training classes to the employees of American Standard, Inc., effective September 6, 2005.

7. Incumbent Worker Training Program Contract between Louisiana Technical College and Decision Point Risk Management (pg. 18)

Approved an Incumbent Worker Training Program subcontract between Louisiana Technical College and Decision Point Risk Management to provide training in Hazard Recognition Plus to the employees of Shell E & P, effective August 15, 2005.

Academic Actions

8. Approval of Policy on LCTCS Student Government Associations (pg. 19)

Approved the LCTCS Student Government Associations policy.

J. UPDATES

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

1. Business and Industrial Visit Report (pg. 1)
2. Status Report on Capital Projects (pg. 14)
3. Alternative Financing Projects (pg. 18)
4. Facilities Assessment Update (pg. 24)

K. OTHER BUSINESS

1. Board of Regents' Committee Meetings – October 26-27, 2005

Supervisor DeLaney volunteered to serve as the LCTCS representative at the Board of Regents Committee meeting on Thursday, October 27, 2005.

L. ANNOUNCEMENTS

- Chair Johnson reported that Supervisor McCotter has notified her that he will not be able to honor his seat on the LTC Ad Hoc Committee. Supervisor Kimble has agreed to replace Supervisor McCotter on the committee. A meeting of the LTC Ad Hoc Committee will follow the Board meeting today.
- Dr. Bumphus congratulated Dr. Toya Barnes-Teamer on her appointment to Senior Vice President for Academic and Student Affairs, and Ms. Kim Rugon on her appointment as Interim Vice Chancellor/Provost of the Louisiana Technical College, District 1.

M. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Mellington, seconded by Supervisor Smith, the meeting adjourned at 1:51 p.m.