

**Louisiana Community and Technical College System
Academic Committee Meeting**

**Wednesday, December 13, 2006
8:00 a.m.**

**Baton Rouge Community College - The Louisiana Building
5310 Florida Blvd, Baton Rouge, LA 70806**

MINUTES

1. Call to Order by the Committee Chair

Committee Chair Ann Knapp called the Academic Committee meeting to order at 8:06 a.m.

2. Roll Call

Chair Knapp appointed Supervisor Kathy Sellers Johnson to serve on the Academic Committee.

Bonni Blouin, Coordinator of Board Services, called the roll and a quorum was established. The following committee members were present: Ann Knapp, Chair; Joan McHenry, Cleo Norris and Kathy Sellers Johnson. Also present for the meeting was LCTC System President, Dr. Walter Bumphus. Board Chair Brett Mellington arrived to the meeting at 8:08 a.m.; Supervisor Stevie Smith arrived at 8:20 a.m.; Supervisor Mike Stone arrived at 8:40 a.m.

3. Debrief of Discussion/Review by Dr. Dennis Jones on Future Directions for Two-Year College Educational Offerings Across the State

Dr. Toya Barnes Teamer, Senior Vice President of Academic and Student Services, reviewed the discussion with Dr. Dennis Jones, NCHEMS, which occurred at the November 8, 2006, Board meeting. A handout containing a debriefing of that discussion was distributed.

Dr. Teamer stated that a meeting was held, following the November 2006 Board meeting, between herself, Dr. Bumphus and Chair Knapp to debrief on the discussion and to look at models in other states on how community and technical colleges are developed. She stated that no set models exist. She added that approval must be received from the Board of Regents for the creation of a new institution and stated that she had contacted the Board of Regents for information on the determining factors for creating a new college for the LCTCS. She concluded that Mr. Larry

Tremblay asked that she follow-up with him to schedule a meeting with LCTCS staff to further discuss these issues.

Chair Knapp discussed areas that need to be included in the creation of a matrix and agreed that the LCTCS should partner with the Board of Regents on this endeavor. She stated the need for the creation of a one page document that lists the basic criteria for the establishment of a new campus. She added that this information can be shared with entities from around the state that are considering the establishment of a new campus.

Further discussion on this issue followed.

Chair Knapp asked for a timeframe on when the information would be received from the Board of Regents and the creation of a matrix.

Dr. Teamer responded that Mr. Tremblay had indicated a meeting prior to the Christmas holiday. She stated that she would like to meet with Chair Knapp and the Academic Committee members prior to February 2007 to provide information on the meeting to be held with the Board of Regents and would possibly have something to present to the Board of Supervisors for review by March 2007.

4. Proposed Rank and Promotion Framework Update

Dr. Bumphus provided a brief history on the creation of the Rank and Promotion Framework. He stated that this item was pulled from the November agenda due to a lack of consensus on the tenure issue. He added that further review of the rank and promotion portion of the proposed tenure policy occurred. He reported that the LCTCS chancellors felt that rank and promotion was one of the elements that was required to continue to move the System forward and, to that end, Dr. Teamer held a meeting with chancellors and vice chancellors to assist in creating a Rank and Promotion framework. He added that the framework presented today is similar to the minimum standards used at the Board of Regents. He stated that the framework provided is a minimum framework for rank and promotion and each college will then have the opportunity to create an individual rank and promotion policy to recommend to the Board for approval.

Dr. Teamer thanked everyone who had been involved in the creation of the tenure policy and rank and promotion. She stated that rank and promotion was originally included in the original tenure policy draft but was separated. She reviewed the proposed Minimum Requirements for Rank and Promotion for LCTCS Faculty Members policy with committee members. She stated that the proposed policy contains two tracks (A & B) – one addresses academic ranks and one addresses technical ranks. A PowerPoint presentation was provided. She reviewed each of the ranks and the provisions considered for each.

Dr. Teamer reviewed the proposed timeline for approval of the policy. She stated that if the Academic Committee approves the policy, it will be presented to the Full Board

at today's (12/13/06) meeting. She added that if the Board endorses the framework as it exists today, the policy will be posted on the LCTCS website for institutional feedback until February 15th. She continued that an update containing the feedback received will be provided at the March 2007 board meeting. Dr. Teamer emphasized the importance of having faculty involved in the decision making and the crafting of the document. She stated that each college chancellor and Jim Henderson, representing the technical division, will provide a list of names of faculty that will serve as a member of a faculty sub-committee to review the comments received on the proposed framework and make modifications that will be presented to the Board in April 2007 for review and advisement. She concluded that the final proposal will be submitted to the Board in May 2007 so that LCTCS colleges can make decisions regarding contracts for the fall and spring of 2007-2008.

On motion of Supervisor Johnson, seconded by Supervisor Norris, the Academic Committee voted to accept the proposed Rank and Promotion Framework for submission to the full Board for review. The motion passed.

5. LPN Review Update

Dr. Bumphus provided a brief background on the LPN Review process. He asked Dr. Toya Barnes-Teamer and Mr. Gerard Killebrew, Deputy Commissioner, Board of Regents, to provide an update on the review.

Dr. Teamer stated that the statewide assessment of the LPN program has been a long process. She reported that the Board of Regents presented the statewide recommendations to the LCTCS and requested a response to those recommendations. She stated that the BoR had been provided with the initial reaction to the recommendations at which point they requested that staff provide them with a more specific action item type document on behalf of the System. She reported that this action plan was presented and endorsed by the LCTCS Board of Supervisors at the October 2006 Board meeting and was then submitted to the BoR for review and advisement. She added that the document was assessed by Mr. Killebrew and the BoR and the information was assessed and a recommendation for next steps was presented to the Academic Committee of the BoR and that document was approved at the December meeting of the Board of Regents.

Dr. Teamer reviewed the recommendations presented by the Board of Regents. She reported that the recommendations were presented in two stages: recommendations relative to LPN programs offered by the LCTCS and, recommendations for Relative State Licensure and Regulation of LPN programs. She added that the recommendations relative to the LPN programs offered by the LCTCS were proposed in three stages: immediate action, intermediate action and long term action. A PowerPoint presentation and handout was provided.

Mr. Killebrew addressed the Board and discussed the review process and noted that he visited sixteen (16) of the forty-two (42) campuses. He reported that two things

found during the review was that the campuses varied considerably regarding access and ability to assess the basic data needed to make decisions about programs. He continued that some campuses are very informed about the needs in their immediate service area while other campuses were not aware of what their immediate service area was. He noted that most of the information provided in the initial review had changed significantly due to shifting populations and the change in regions. He stated the need to collect new information to get accurate data regarding resources, faculty and demand for services in each of the regions.

Dr. Teamer noted that once the assessment is complete the planning document would be reviewed again to ensure that the necessary actions are being taken in each region. She added that the Board of Regents also recommended that the Health Works Commission provide additional funding to the LCTCS efforts to strengthen the LPN education within the System. She further noted that Larry Tremblay addressed the Health Works Commission recently to discuss this issue.

Mr. Killebrew reported on that meeting and discussed the need for additional funding for the LPN programs. He stated the need for remediation to heighten the quality of the students entering the programs. He noted that Dr. Teamer has already begun to address this need by increasing admission standards and establishing a pre-LPN curriculum so that students are prepared when they enter the program. He added that she is also trying to create relationships between curriculum design of the CNA and LPN so students don't lose credits. Mr. Killebrew stated that Mr. Larry Tremblay met with the Health Works Commission to present funding possibilities for the LPN remediation needs. He proposed a survey of LPN dropouts and faculty professional development initiatives as possible venues for the use of additional funding, in addition to the assessment of regional resources. He stated that the Health Works Commission has approved this plan but the particulars (budget and plan of operation) will need to be determined by Dr. Teamer, Mr. Tremblay and himself, and will be presented to the Health Works Commission.

A question and answer session followed.

6. Other/Adjournment

There being no further business to come before the Academic Committee, on motion of Supervisor Johnson, seconded by Supervisor Norris the Academic Committee adjourned at 8:56 a.m.