

MINUTES

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

**WEDNESDAY, JUNE 13, 2007
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 Audit Committee meeting was held at 8:00 a.m.*

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, June 13, 2007 at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Brett Mellington called the meeting to order at 9:06 a.m.

B. PLEDGE OF ALLEGIANCE

The assembly rose for recitation of the Pledge of Allegiance.

C. SWEARING IN OR NEW BOARD MEMBERS

Mr. Leo Hamilton, General Counsel for the Board, conducted the swearing in of newly appointed student board members Mark Conley and Cedric Hampton, Jr.

Chair Mellington welcomed the new board members and offered the opportunity for each member to tell the board a little about themselves.

Mr. Conley will serve as the technical college student representative. He stated that he is a student at the Louisiana Technical College, Region 4 - T.H. Harris Campus in Opelousas, LA.

Mr. Hampton will serve as the community college student representative. He stated that he is a recent graduate of the Louisiana Technical College-Baton Rouge Campus and is currently a student at Baton Rouge Community College.

D. ROLL CALL

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

Members Present

Edwards Barham
Helen Bridges Carter

Members Absent

John DeLaney
Dan Packer

Staff Present

Dr. Joe May
Bonni Blouin

Mark Conley
Ava Dejoie
Carl Franklin
Cedric Hampton, Jr.
Kathy Sellers Johnson
Brett Mellington, *Chair*
Michael Murphy
Stephen Smith, *1st Vice Chair*
Vincent St. Blanc, III
Mike Stone
Geraldine Taylor

Allen Brown
Jennifer Daly
Pat Eddy
Jim Henderson
John Hough
Angela Jackson
Jan Jackson
Ken Jenkins
Lura Kamiya
Kizzy Payton
Dr. Jerry Pinsel
Reba Poulson
Dr. Angel Royal
Jimmy Sawtelle
Shannon Sedberry
Tiffany Snell
Greg Speyrer

E. APPROVAL OF JUNE 13, 2007 AGENDA

Supervisor Johnson presented a request to amend the agenda and address the Personnel Actions agenda items after agenda item F.

On motion of Supervisor Johnson, seconded by Supervisor Franklin, the Board voted to approve the June 13, 2007 agenda as amended. The motion carried.

F. APPROVAL OF MINUTES OF MAY 9, 2007 FULL BOARD MEETINGS

On motion of Supervisor Johnson, seconded by Supervisor Franklin, the Board voted to approve the minutes of the May 9, 2007 Full Board meeting as presented. The motion carried.

Personnel Actions

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

1. Appointment of Interim Director for Louisiana Technical College, Region 6

On motion of Supervisor St. Blanc, seconded by Supervisor Carter, the Board voted to approve the appointment of Mr. Mervin Birdwell as Interim Director for Louisiana Technical College Region 6, at an annualized base annual salary of \$85,000. This interim appointment will be effective July 1, 2007, and will end at a date not to exceed December 31, 2007, during which time a search will be conducted. The motion carried.

2. Delegation of Louisiana Technical College Region 1 Appointing Authority

Dr. Alex Johnson, Chancellor, Delgado Community College presented an update on the Region 1 linkage. A PowerPoint presentation was provided. Vice Chancellor Debbie Lea and Provost Kim Rugon joined Dr. Johnson for the presentation.

On motion of Supervisor Dejoie, seconded by Supervisor Johnson, the Board voted to approve the delegation of appointing authority for all unclassified personnel for the technical campuses in Region 1 to Dr. Alex Johnson, Chancellor of Delgado Community College, effective June 13, 2007. The motion carried.

3. Revision of LCTCS Outside Employment Policy

Supervisor Dejoie asked for clarification on the proposed revision to the policy.

Dr. May explained that the proposed change would require employees to annually report any outside employment. The proposed revision was discussed at length.

On motion of Supervisor Johnson, seconded by Supervisor Smith, the Board voted to approve the revisions submitted for LCTCS Policy #6.018, Outside Employment of LCTCS Employees. Approval of this revision by the LCTCS Board is contingent upon subsequent approval of both the Board of Regents and the Board of Ethics.

Supervisor Stone voiced opposition to the motion. A roll call vote was taken.

**Yeas: 12 Barham, Carter, Conley, Dejoie, Franklin, Hampton, Johnson,
Mellington, Murphy, Smith, St. Blanc, and Taylor**

Nay: 1 Mike Stone

The motion carried.

Supervisor Franklin stated the need for a motion to cancel the joint Academic/Personnel Committee meeting scheduled for today at 11:30 a.m. The meeting will be rescheduled at a later date.

On motion by Supervisor Carter, seconded by Supervisor Johnson the Board voted to cancel the Academic/Personnel Committee meeting. The motion carried.

Supervisor Barham clarified the motion by stating that the motion cancels the committee meeting that was scheduled for today and the meeting will be rescheduled at a later date.

Mr. Leo Hamilton that the purpose of the joint meeting was to adopt two new Promotion and Rank policies. The first system-wide promotion and rank policy was adopted at the May Board meeting and it was felt that it would be in order that the committee would meet with all of the institutions who are able to submit proposed policies and adopt them all at the same time. He further stated, assuming that we were only going to adopt on a piece meal basis a number of chancellors submitted the names of those persons who were eligible for promotion under their existing policy, but those existing policies had not yet been approved or amended. He stated that it has been proposed that the application of the new rule be waived to allow faculty to work under the pre-existing policy if they were submitted by a certain date.

Supervisor Franklin clarified that employees who are currently in the system under the typical policy will be allowed to continue under and move forward under their existing policy.

On motion of Supervisor Dejoie, seconded by Supervisor Carter the Board voted to allow employees currently operating under an existing Rank and Promotion policy to continue and move forward under the existing policy. The motion carried.

G. REPORTS

1. Chair of the Board Report

Chair Mellington presented the Chair of the Board Report. He discussed the following topics:

- Monthly Board of Supervisors' Committee meetings. Chair Mellington appointed Supervisor Stevie Smith to serve as the official LCTCS representative at the monthly Board of Regents committee meeting.
- Chair Mellington will attend the Louisiana Technical College – Teche Area campus commencement on Thursday night and the Gulf Area commencement on Friday evening. He encouraged all Board members to attend commencement activities at the LCTCS campuses.
- Supervisor Sean Reilly has been replaced on the LCTCS Board of Supervisors. Chair Mellington voiced his best wishes for Mr. Reilly and added that he would be recognized at a future Board meeting. He added that Supervisor Edwards Barham has been re-appointed to serve on the Board and the Board is very excited to learn that Mr. Barham will continue to be a part of the LCTCS Board.
- Construction Team News. Chair Mellington mentioned the publication that Kizzy Payton has been distributing, that shares the good news stories experienced by individuals who have participated in the Pathways to Construction program. He commended Ms. Payton on a job well done and expressed his appreciation to everyone involved in the program. Dr. May added that ads on the program will be shown during the NBA finals. He also commended Ms. Payton on the excellent job she has done with advertising this program.
- Chair Mellington will be reviewing the LCTCS committee structure. Once revisions have been made to the committee assignments, the document will be sent to members of the Board for review. He noted that it is important that each committee be well populated. He stated that the committee structure will be formalized at the next board meeting.

2. President's Report

Dr. Joe May provided the following report:

- Recognized the Leadership Development Institute (LDI) class of 2007.
- Chancellors Warner and Miller provided enrollment updates for their respective campuses. Chancellor Warner reported that Nunez Community College summer enrollment has increased by over 125-130 students, or approximately 25%, for a total of 450-500 students.

Chancellor Miller stated that SOWELA is holding steady for the summer with enrollment figures comparable to last summer. She added that their facilities still cannot accommodate what is needed.

- Dr. May stated that Dr. Alex Johnson had to leave to attend a confirmation hearing for his appointment to the Louisiana Recovery Authority (LRA) board. He congratulated Dr. Johnson on this accomplishment. He added that Delgado Community College (DCC) held Delgado Day at the Legislature and stated that it was an outstanding event.
- Legislative Update. House Bill 1 which contained the budget items for the LCTCS is moving forward through the process and is looking favorable. Another agenda item this year was to begin the process of getting funded for a new \$40 million student information system. The Executive Branch of the Governor's Office put forth an amendment to HB 765 to add \$15 million to accommodate the student information system. That bill cleared House Appropriations. Senate Bill 337 – the bill which contains the construction list that the Board adopted and contains \$350 million in projects – cleared Senate Revenue and Fiscal and now goes to the Senate. The Administration has asked for additional conversations regarding this bill. Senate Bill 2 – contains a number of projects of facilities for DCC, Fletcher Technical Community College, Northwest Louisiana Technical College, has passed the House, but the failure of HB 3 is keeping this bill from being funded at this time.
- Jim Henderson provided information on Senate Resolution 71 commending the AFLCIO Building and Construction Trade Apprenticeship Program and the Louisiana Technical Community College System for working on Helmets to Hardhats program. Mr. Henderson stated that the Helmets to Hardhats program was started at the American Federation of Labor Congressman National Organizations and the fifteen (15) crafts represented under the joint apprenticeship training councils for building trades. There are also 8200 owner companies that have signed on to post jobs that would be available for returning service men either from the National Guard, the reserves or transitioning active duty personnel to go into quality careers in the construction industry. In addition to that, their experience in the military is evaluated for advance placement in apprenticeship programs. He added that the LCTCS is leveraging their relationship with the apprenticeship programs associated with the Louisiana Technical College to provide these opportunities to the men and women who have served our country overseas. Dr. May shared a copy of the resolution with members of the Board.
- Dr. Myrtle Dorsey, Chancellor, Baton Rouge Community College (BRCC) shared highlights on events taking place at BRCC. She reported that BRCC has received its first federal grant from the TRIO program under Title IV and it will start on September 1st. It is a five year grant which equals to \$1 million+. The first year, BRCC will receive \$247,000 and will serve 50 students from McKinley and Istrouma high schools. The students will come on campus every Saturday, beginning in October, for support instruction for the classes that they are receiving in their high school curriculum.

Dr. Dorsey reported that Mr. Walter Dumas, a Baton Rouge attorney who was recently recognized by the Board, has made a donation of \$344,724.54 in unrestricted funds to BRCC. She stated that she is discussing with Charlotte Placide, Superintendent of East Baton Rouge Parish Schools, the possibility of conducting another Early College program next year for approximately 20 students.

Dr. Dorsey concluded that BRCC is currently in negotiations with a production company that is considering BRCC as the location for the filming of a play, "Mama I Want to Sing".

- Dr. Jan Brobst, Chancellor, South Louisiana Community College (SLCC), shared highlights on events occurring at SLCC. She reported that the New Iberia Campus was recently the scene for a

movie production, "In the Electric Mist", which is a major movie starring Tommy Lee Jones. She stated that some of SLCC's former students from the traditional film program and current students were serving in roles on the production.

Dr. Brobst added that SLCC and Acadian Ambulance have been contacted by the *Community College Times*, a national publication in the community college world, regarding a national story on emergency medical technician training.

- Mr. Tom Carlton, Chancellor, Bossier Parish Community College (BPCC), shared highlights of events occurring at BPCC. Mr. Carlton stated that BPCC is the largest institution of higher learning in the Shreveport/Bossier area. He reported a summer enrollment of 1700+ students. He stated that BPCC is the first campus in the State of Louisiana to charter a Lions Club on the campus. The Lions Club will be comprised of staff and students with the purpose of providing members the opportunity to learn to serve.

Chancellor Carlton announced that BPCC is currently in production of its fifth movie, "Criminal Justice 101". He stated that he will send a copy of the just released movie that recently won awards at the national film festival in Houston to Board members.

Chancellor Carlton reported on the Continuum of All Louisiana Learners (CALL) program. He stated that this is a program that the Board of Regents started and BPCC and Northwestern State University are two institutions putting the program together. He noted that the program is designed to take college students, or people in the community, who have not completed their baccalaureate degree, or an associate degree, and provide the opportunity to fast track and complete their degree. He stated that the advertisements for the program have begun and they have already received 100s of phone calls regarding the program.

- Dr. May asked Mr. Charles Strong, Regional Director, Region 7, to come forward and share information on the collaboration efforts that are taking place with BPCC and Region 7. Mr. Strong reported that BPCC and Louisiana Technical College (LTC) Region 7 have been active in seeking ways to partner. The most recent initiative deals with the offering of general education classes and Associate degree programs. He stated that they created a program with Chancellor Carlton and his staff to allow the video conferencing of general education classes from BPCC across LTC Region 7 to their students. The program piloted in the Spring and it is working very well.

H. GENERAL ACTION ITEMS**

Finance Actions

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

4. Approval of Student Government Association Fee for South Louisiana Community College

On motion of Supervisor Carter, seconded by Supervisor St. Blanc, the Board voted to approve an SGA fee of \$5 per student, per semester, for South Louisiana Community College, as passed by Student Referendum on April 20, 2007. The motion carried.

I. CONSENT AGENDA

On motion of Supervisor Smith, seconded by Supervisor Johnson, the Board voted to approve the Consent Agenda which consists of agenda items I.1. through I. 13. The motion carried.

Academic, Instruction, Workforce Training and Student Affairs Actions

1. Baton Rouge Community College – Request for Discontinuation of the Associate of General Studies Concentration in Business

Approved the request from Baton Rouge Community College to discontinue the concentration in Business within the Associate of General Studies.

2. Baton Rouge Community College – Request for Approval of a Certificate in Emergency Management

Approved the request from Baton Rouge Community College to offer a Certificate in Emergency Management.

3. Nunez Community College – Request for Change in Mission Statement

Approved the request from Elaine P. Nunez Community College to modify the Mission Statement of the college.

4. Nunez Community College – Request for Modification of Credentials and Credential Designations
 - a. Practical Nursing: Change from Certificate in Practical Nursing to a Technical Diploma in Practical Nursing
 - b. Early Childhood: Change from A.A. in Early Childhood Education (CIP 13 Series) to an A.A.S. in the Care and Development of Young Children (19.0709) with C.A.S. and T.C.A. Exit Points

Approved the request from Elaine P. Nunez Community College to modify the credentials and credential designations in Practical Nursing and Early Childhood Education. The request includes modifying:

Practical Nursing:

From: Certificate in Practical Nursing

To: Technical Diploma in Practical Nursing

Early Childhood Education:

From: Associate of Arts in Early Childhood Education (CIP 13 series)

To: Associate of Applied Science in the Care and Development of Young Children (CIP 19.0709) with a Certificate of Applied Science and Technical Competency Exit Points

5. Nunez Community College – Request for Program Deletions from the Board of Regents CRIN
 - a. Accounting Technology (52.0302)
 - b. Computer Science (11.0701)
 - c. Computer Technology (15.1202)
 - d. Drafting and Design Technology (15.1301)
 - e. Liberal Arts (24.0101)

- f. Machine Tool Technology (48.0503)
- g. Machine Tool Technology Assistant (48.0503)
- h. Welding Technology (48.0503)

Approved the request from Elaine P. Nunez Community College to delete the following programs from the Board of Regents Curriculum Inventory: A.A.S. in Accounting Technology (52.0302), A.S. in Computer Science (11.0701); A.A.S. Computer Technology (15.1202), A.A.S. Drafting and Design Technology (15.1301), A.A. Liberal Arts (24.0101), C.T.S. Machine Tool Technology (48.0503), T.C.A. in Machine Tool Technology Assistant (48.0503), and C.T.S. in Welding Technology (48.0508).

- 6. Nunez Community College – Request for Insertion of New Exit Point into Existing Program – Creation of a Certificate of Technical Studies within the Existing A.A. in Paralegal Studies (22.0302)

Approved the request from Elaine P. Nunez Community College to create a Certificate of Technical Studies exit point within the existing A.A. in Paralegal Studies (CIP 22.0302) offered by the college.

- 7. Region 6
 - a. Huey P. Long Campus – Request to Offer Technical Diploma in Accounting Technology (52.0302) [including the related exit points in the common curriculum]
 - b. Shelby Jackson Campus – Request to Offer Certificate of Technical Studies in Medical Office Assistant (51.0716) [including the related exit points in the common curriculum]

Approved the request from Region 6 of the LCTCS Technical Division to expand the offering of two existing programs to two of its campuses. These include:

**Huey P. Long Campus: Technical Diploma in Accounting Technology (CIP 52.0302)
Shelby Jackson Campus: Certificate of Technical Studies in Medical Office Assistant (CIP 51.0716)**

- 8. Region 8
 - a. Delta-Ouachita Campus – Request to Offer Technical Diploma in Industrial Maintenance Technology (47.0303) [including the related exit points in the common curriculum]

Approved the request from Region 8 of the LCTCS Technical Division to expand the offering of one existing program to one of its campuses:

Delta-Ouachita Campus: Technical Diploma in Industrial Maintenance Technology (CIP 47.0303)

Finance Actions

- 9. Incumbent Worker Training Program Contracts

Ratified three (3) new Incumbent Worker Training Program contracts for \$278,169 as listed:

- **Honeywell/LTC-Ascension Campus – Contract Amount: \$165,695**
- **J-M Manufacturing/LTC-Alexandria Campus – Contract Amount: \$68,833**
- **Shreveport-Bossier Convention & Visitor Bureau/Bossier Parish Community College – Contract Amount: \$43,641**

10. Professional Services Contract between LCTCS Board of Supervisors and Strategic Business Solutions

Approved a contract between Strategic Business Solutions and the Board of Supervisors of the Louisiana Community and Technical College System, effective June 1, 2007. The contract requires approval by the Office of Contractual Review.

11. Professional Services Contract between Louisiana Technical College Region 3, River Parishes Campus and Pearls Review

Approved a contract between the Louisiana Technical College Region 3, River Parishes Campus and Pearls Review, effective March 15, 2007. The contract requires approval by the Office of Contractual Review.

12. Allied Health Grant/Contract between Board of Regents and LCTCS Board of Supervisors

Approved a contract between the Louisiana Board of Regents and the Board of Supervisors of the Louisiana Community and Technical College System, effective April 1, 2007. This contract requires approval by the Office of Contractual Review.

13. Professional Services Contract between Louisiana Technical College Region 3, River Parishes Campus and National Technology Transfer

Approved a contract between the Louisiana Technical College Region 3, River Parishes Campus and National Technology Transfer, effective July 9, 2007. This contract requires approval by the Office of Contractual Review.

J. UPDATES

Chair Mellington urged Board members to review the Updates/Reports provided.

1. Alternative Financing Projects
2. Facilities Assessment Update
3. Report on General Personnel Actions for LCTCS Colleges and the System Office
4. Status Report on Capital Projects
5. Workforce Development Report

K. OTHER BUSINESS

1. Appointment of Nominating Committee for 2007-2008 Board Officers

Chair Mellington stated that the Nominating Committee had been appointed. He reported that Supervisor Johnson was appointed Chair of the Committee, Supervisors Barham and Supervisor St. Blanc were appointed to serve on the committee.

Supervisor Johnson reported that the Nominating Committee had met. She stated that the Nominating Committee recommends that Brett Mellington continue to serve as Chair of the Board, Stevie Smith continue to serve as 1st Vice Chair of the Board, and Carl Franklin serve as 2nd Vice Chair of the Board.

On motion of Supervisor Barham, seconded by Supervisor St. Blanc, the Board approved the recommendation of the Nominating Committee to appoint Brett Mellington, Chair; Stevie Smith, 1st Vice Chair; and, Carl Franklin, 2nd Vice Chair. The motion carried.

2. Board of Regents' Committee Meetings – Wednesday, June 27, 2007

Supervisor Stevie Smith will serve as the LCTCS Board representative at the Board of Regents' Committee meeting on Wednesday, June 27, 2007.

Supervisor Johnson provided a report on the Audit Committee meeting held earlier. She stated that the Audit Committee met at 8:00 a.m. this morning. She reported that Allen Brown, Director of Internal Audit, presented the draft Audit Plan for 2007-2008 and it was approved as presented. An update on current work being performed was provided, as well as reports issued by internal audit. The proposed Audit Plan for 2007-2008 was approved as presented and was recommended to the Full Board for consideration at the July 2007 board meeting.

L. ANNOUNCEMENTS

- Chair Mellington recognized Mervin Birdwell who has been appointed as Interim Regional Director of Region VI. Mr. Birdwell thanked the Board for the opportunity to assume the responsibilities of Regional Director of Region VI. He noted that he is a strong believer in technical education and he believes that Louisiana Technical College has been a strong provider in the region. He pledged to work to move the region forward and continue the existing programs.
- Supervisor Johnson stated that she will be leaving tomorrow to attend the Association of Community College Trustees (ACCT) Annual Retreat in North Carolina. She expressed her appreciation to Kizzy Payton and Dr. Angel Royal for their help in putting together the publication, Heroes and Helping Hands. The publication will be provided to all members of the ACCT board to share with them what has been accomplished with their donations and funds and to let them know that resources are still needed for students in need.
- Chair Mellington reported on his trip with the Honor Air Flight on May 12th. He stated that the experience was life changing and encouraged anyone who has family members who are World War II veterans to consider taking part in this endeavor. He noted that 3 additional trips are scheduled in September and October. The flights are all funded by individuals who are not veterans. He stated that he has contact information if anyone is interested.

M. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Smith, seconded by Supervisor Franklin, the meeting adjourned at 10:35 a.m.