

MINUTES

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

**WEDNESDAY, OCTOBER 10, 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: *No separate committee meetings were held.*

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, October 10, 2007 at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Brett Mellington called the meeting to order at 9:08 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
Helen Bridges Carter
Thomas Clark
Carl Franklin, *2nd Vice Chair*
Keith Gamble
Cedric Hampton, Jr.
Kathy Sellers Johnson
Brett Mellington, *Chair*
Michael Murphy
Stephen Smith, *1st Vice Chair*
Vincent St. Blanc, III
Mike Stone

Members Absent

Ava Dejoie
John DeLaney
Dan Packer
Geraldine Taylor

Staff Present

Dr. Joe May
Bonni Blouin
Allen Brown
Jennifer Daly
Pat Eddy
Jim Henderson
John Hough
Jan Jackson
Ken Jenkins
Lura Kamiya
Joe Marin
Kizzy Payton
Dr. Jerry Pinsel
Shannon Sedberry
Greg Speyrer

D. APPROVAL OF OCTOBER 10, 2007 AGENDA

On motion of Supervisor Smith, seconded by Supervisor Johnson, the Board voted to approve the October 10, 2007 agenda as presented. The motion carried.

E. APPROVAL OF MINUTES OF SEPTEMBER 12, 2007 AUDIT COMMITTEE AND FULL BOARD MEETINGS

On motion of Supervisor Johnson, seconded by Supervisor Hampton, the Board voted to approve the minutes of the September 12, 2007 Audit Committee and Full Board meeting as presented. The motion carried.

F. REPORTS

1. Chair of the Board Report

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

- Approval of \$2 million from Board of Regents. Money will be used in four (4) areas: 1) accreditation and new program development for SOWELA Technical Community College, L.E. Fletcher Technical Community College and Louisiana Delta Community College to assist with accreditation; 2) e-learning initiative for \$500,000; 3) System advancement for statewide strategic plan; and, 4) \$200,00 to continue to assist with planning and strategic planning.

Dr. May added that the Board of Regents have been very supportive in their support of the System. He stated that the System advancement is a key strategic move and will allow the System to hire someone to help in setting up 501(c)(3) corporations for campus foundations and assist with identifying and selecting board members, investment policies, accounting and finances. He added that the goal is to strategically enhance the role that foundations play at the LCTCS institutions.

Dr. May stated that the planning funds will allow the System to continue work with Advocacy Day and this year nine (9) regional workshops/planning sessions will be held to focus on bringing together local stakeholders focusing on workforce development to assist in identifying regional needs in the area. He further stated that these monies would be provided on a continuing basis.

- Congratulated Dr. Joe Ben Welch, Chancellor, River Parishes Community College, and Will Wainwright, Regional Director, Region 9, for their cross-enrollment agreement.
- Congratulated Teche Area Campus for hosting House Raising Ceremony. Chair Mellington stated that this was another partnership effort between the Louisiana Technical College, the Iberia Industrial Development Foundation, the Acadiana Community Foundation, and the Office of the Justice of the Peace for the Catholic Diocese of Lafayette.
- Recognized and congratulated Cedric Washington for his participation in the Governor's forum conducted by Cox television. Mr. Washington commented on the event and stated that it was the first time that college students were invited to participate in a forum and were allowed to ask questions.

- Supervisor Kathy Sellers Johnson provided a report on the ACCT Congress held in San Diego, CA in September. Ms. Johnson stated that this year's participation was the largest in ACCT history. She reported that she addressed the Leadership Class at the conference which is comprised of students who are in preparation for chancellor and president's positions throughout the country. She noted that the next congress will be held in New York City. She added that Supervisor Mickey Murphy also attended the conference and served as an LCTCS voting delegate and Bonni Blouin attended the Professional Board Staff Network Workshop and Business Meeting.

Supervisor Murphy added that the conference was one of the greatest networking opportunities that he has had the opportunity to engage in. He stated that he met with many trustees from across the nation and abroad and provided a greater appreciation for the operation of the LCTCS. He noted that the consistent theme of the conference focused on the need for improved workforce development strategies. He concluded that attending the conference was a wonderful experience and encouraged other board members to participate in the future.

- Supervisor Johnson shared an article from U.S.A. Today newspaper on the "*New High School*". She read a portion of the article which spoke to the need for additional education past the high school level and referenced college as "the new high school".

2. President's Report

Dr. Joe May presented the President's Report. The following topics were discussed:

- Participated in Louisiana System annual board retreat at the invitation of Dr. Sally Clausen, President, Louisiana System.
- Received call from Jimmy Clark, Chief of Staff for Governor Blanco, asking the LCTCS to coordinate an event in Alexandria area related to Governor Blanco's visit in the area and the training that the LCTCS is involved with at Union Tank Car. Ms. Kizzy Payton will be coordinating the event and Dr. May encouraged Board members and staff located in the Alexandria area to participate in the event.
- Lumina Grant awarded to Baton Rouge Community College and Bossier Parish Community College.

Dr. Myrtle Dorsey, Chancellor, Baton Rouge Community College (BRCC), addressed the Board and reported that BRCC has received a Lumina Grant for \$225,000. She stated that the program at BRCC is called "Building Stars" and will focus on the success rate of first time/first year students, and will focus on Math and English courses. She further stated that the program will be data driven and will focus on how student succeed and what variable are related to their success. She added that a celebration will be held today on campus in recognition of the grant.

Mr. Tom Carlton, Chancellor, Bossier Parish Community College (BPCC), stated that the grant received at BPCC for \$225,000 will be used to explore areas where students are struggling and to develop outcomes on how to help first year students to succeed. He reported that a fifteen (15) panel committee has been created and Mr. Luke Dowden, Director, Learning Center, will oversee the project.

Mr. Dowden stated that the program will focus on improving outcomes for first time students and discussed their plans for the program. He noted that the program is called BPCC First and will focus on all of the first time experiences of students during their first year. He added that three areas to be focused on are: Intervention strategies for students in Developmental Math; Credit bearing student success course; and, implementing a new model of academic advising.

Dr. Dorsey introduced Ann Zanders, grant writer for BRCC. Ms. Zanders addressed the Board and stated that the whole campus was involved in the planning process for the Lumina grant. She added that a new orientation process is being considered as well as a “survival guide” for students. She further stated that their College Success Skills course will be the cornerstone for the program.

A lengthy question and answer session followed.

- Prince’s Foundation for the Built Environment. Dr. Alex Johnson, Chancellor, Delgado Community College (DCC) addressed the Board and reported on the partnership between DCC and Region 1 Technical Campuses and the Prince’s Foundation. A PowerPoint presentation was provided. Dr. Johnson stated that DCC and Region 1 are working to provide students the opportunity to receive quick and short term training. He further stated that 3 centers have been created to address this need: 1) Advanced Manufacturing Center – funded by institutional funds and federal funds, particularly community development block grant money; 2) Center for the Training of Licensed Practical Nurses and health technicians – both centers are being established at the technical campus; and 3) Center of Excellence for Construction and the Built Environment.

Dr. Johnson provided information on the Prince’s Foundation for the Built Environment. He stated that the Center of Excellence for Construction and the Built Environment resulted from a conversation from Mr. Ray Canizaro inquiring whether DCC and Region 1 wanted to be involved in the promotion of the development of construction workers in the Greater New Orleans area. Dr. Johnson, along with a group of individuals from DCC and Region 1, traveled to London to get a sense of what the Prince’s Foundation for the Built Environment does. As a result of the visit, two faculty members, Mr. Victor Mirzai and Mr. Sterling Vincent, attended a building crafts apprentice program sponsored by the Prince’s Foundation. All expenses for the trip and training, totaling \$75,000+, was paid by Mr. Canizaro. Mr. Canizaro has also made a commitment to pay a portion of the construction costs related to the Center of Excellence for Construction and the Built Environment. Mr. Mirzai and Mr. Vincent commented on their experiences in the program.

Ms. Kim Rugon noted that this is the first time that Americans were invited to participate in this type of training. She provided the Next Steps for the program: 1) identify the area of skill craft professionals for sponsorship in the Delgado and LTC program; 2) continue to strengthen relationship and partnership with the Prince’s Foundation for the Built Environment; 3) presently working on developing a new curriculum around architectural preservation and restoration technology and preservation technology carpentry.

G. GENERAL ACTION ITEMS**

Facilities Actions

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

1. Planning and Construction of the SOWELA Technical Community College Nursing and Allied Health Building

Jan Jackson, Senior Vice President of Finance and Administration, addressed the Board and stated that the funding information included in the Board packet has changed but they would still request Board approval as requested.

Supervisor Barham questioned whether a member of the LCTCS Board sits on the Facilities Corporation for this project.

Chair Mellington stated that he is a board member of the South Louisiana Facilities Corporation.

Dr. May commented that all the Facilities Corporation board members are separate from this Board and are self-perpetuated. He noted that the LCTCS does not have a say in who these Boards select to serve as members on their board.

On motion of Supervisor Johnson, seconded by Supervisor Carter the Board voted to authorize the President to negotiate a third party financing arrangement with the Division of Administration and the South Louisiana Facilities Corporation, which includes the final Ground Lease Agreement, Facilities Lease Agreement, and Cooperative Endeavor Agreement for construction of a Nursing and Allied Health Facility, in substantially the form that has been submitted by Bond Counsel. This financing arrangement is subject to approval by the Board of Regents and the documents require approval by the Board of Regents, Calcasieu Public Trust Authority, Commissioner of Administration, Joint Legislative Budget Committee and Bond Commission. The motion carried.

Personnel Actions

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

2. System President Evaluation/Contract Renewal

Supervisor Murphy stated the need to enter into Executive Session for the purpose of discussing agenda item G.2. System President Evaluation/Contract Renewal.

On motion of Supervisor Johnson, seconded by Supervisor Smith, the Board voted to enter into Executive Session to discuss agenda item G.2. System President Evaluation/Contract Renewal. The Board entered into Executive Session at 10:32 a.m.

The Full Board reconvened at 11:32 a.m. Bonni Blouin called roll and a quorum was re-established.

Chair Mellington reported that no votes were taken and no consensus reached during the Executive Session.

Supervisor Smith presented the Board recommendation to approve the continuation of Dr. Joe May's three-year contract, effective July 1, 2007, with the following salary increase: \$226,500 base salary, \$36,000 annual housing allowance, \$15,000 annual car allowance, \$10,000 compensation for the leadership of the Leadership Development Institute, for a total of \$287,500.

On motion of Supervisor Smith, seconded by Supervisor Franklin the Board voted to approved the continuation of Dr. Joe May's three-year contract for Dr. Joe May as System President, to include a salary improvement for the System President as recommended by the Chair of the Board, effective July 1, 2007, in these amounts: base salary - \$226,500; housing allowance - \$36,000; auto allowance - \$15,000; compensation for the leadership of the Leadership Development Institute - \$10,000, for a total compensation package of \$287,500. The motion carried.

Chair Mellington commented that there were 2 phases of the President's evaluation process – one phase entailed requesting input from external stakeholders and the other phase included members of the Board. He noted that Dr. Joe May exceeded everyone's expectations and no negative comments were received. He stated that the Board feels very strongly that they have a System President that will take the System where it needs to go. He commended Dr. May for an excellent job done.

Dr. May thanked the members of the Board for their support. He stated that “. . . it is humbling to be part of a great organization – so many of you contribute so much on a daily basis. It's exciting for me to get to work everyone in this room and this great Board. . .”

H. CONSENT AGENDA

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

Academic, Instruction, Workforce Training and Student Affairs Actions

1. Delgado Community College
Establishment of Concentrations within Approved Degree Program
Add: Computer Administrative Specialists
Application Specialists
To: Associate of Applied Science in Administrative Office Technologies

Approved the request from Delgado Community College to establish two new concentrations – Computer Administrative Specialist and Application Specialist - within the Associate of Applied Science in Administrative Office Technologies approved degree plan.

2. River Parishes Community College
Permission to Offer Degree through Distance Education: SACS-COC Substantive Change

Approved the request from River Parishes Community College to offer the Associate of General Studies degree through Distance Education.

3. South Louisiana Community College
Permission to Change Degree Title:
From: Early Childhood Education
To: Care and Development of Young Children

Approved the request from South Louisiana Community College to change the name of a current degree title from Early Childhood Education to Care and Development of Young Children.

4. Technical Division: Program Expansions
Region 7:
Mansfield/Forcht Wade Correctional Center Campus
Technical Competency Areas:
Carpenter's Helper (CIP 46.0201)
Carpentry Technician 1 (CIP 46.0201)

Northwest Campus
 Certificate of Technical Studies:
 Medical Assistant (CIP 51.0801)

Approved the request from Region 7 campuses of the LCTCS Career and Technical Education Division, to expand the following programs:

Region 7:

Mansfield/Forcht Wade Correctional Center Campus

Technical Competency Areas:

Carpenter's Helper (CIP 46.0201)

Carpentry Technician 1 (CIP 46.0201)

Northwest Campus

Certificate of Technical Studies:

Medical Assistant (CIP 51.0801)

Facilities Actions

5. Professional Services Contract between Delgado Community College and Sizeler Thompson Brown Architects Regional Design Group, LLC

Approved the contract between Delgado Community College and Sizeler Thompson Brown Architects Regional Design Group, LCC. (The contract is subject to approval by the Division of Administration and the Office of Contractual Review. The effective start date will be the approval date by OCR; the contract will expire 120 days after OCR approval.)

Finance Actions

6. Incumbent Worker Training Program Contracts

Ratified four new Incumbent Worker Training Program contracts for \$846,625.90 as listed:

- **Direct Administration/Baton Rouge Community College – Contract Amount: \$190,794**
- **Marine Systems/Fletcher Technical Community College – Contract Amount: \$90,288**
- **Motiva Enterprises 2/LTC-River Parishes – Contract Amount: \$134,200**
- **Wood Group Production Services/LTC-Lafayette & LTC Young Memorial – Contract Amount: \$431,343**

7. Professional Services Contract between LTC Alexandria and ESW, Inc.

Approved a professional services contract between LTC Region 6 Alexandria Campus and ESW, Inc., effective June 1, 2007. This contract requires approval by the Office of Contractual Review.

8. Approval of Foundation Reimbursement to or on behalf of Employees

Approved the following Foundation reimbursement:

Date	Foundation	Institution	Amount	Purpose
January-August,	Baton Rouge Community College	LCTCS President – Joe	\$2,275.58	Reimbursement for expenses and

2007	Foundation/LCTCS President's Account	D. May		dinner with Board Members, Chancellors and LCTCS Stakeholders
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I. UPDATES

Board 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 System Office
4. Status Report on Capital Projects
5. Workforce Development Report

J. OTHER BUSINESS

1. Board of Regents' Committee Meetings – October 24, 2007

K. ANNOUNCEMENTS

No announcements were stated.

L. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Carter, seconded by Supervisor Clark, the meeting adjourned at 11:55 a.m.