

**MINUTES**

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

**WEDNESDAY, SEPTEMBER 12, 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 on September 12, 2007 at 8:00 a.m.*

**A. CALL TO ORDER**

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday September 12, 2007 at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Brett Mellington called the meeting to order at 9:12 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  
Ava Dejoie  
Carl Franklin  
Keith Gamble  
Cedric Hampton, Jr.  
Kathy Sellers Johnson  
Brett Mellington, *Chair*  
Stephen Smith, *1<sup>st</sup> Vice Chair*  
Vincent St. Blanc, III  
Mike Stone

**Members Absent**

Mark Conley  
John DeLaney  
Mickey Murphy  
Dan Packer  
Geraldine Taylor

**Staff Present**

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

#### **D. APPROVAL OF SEPTEMBER 12, 2007 AGENDA**

Super Barham proposed an amendment to the agenda. He asked that an emergency agenda item be added to the Facilities Actions to address space issues at Louisiana Delta Community College.

**On motion of Supervisor Sellers Johnson, seconded by Supervisor Smith, the Board voted to approve the September 12, 2007 agenda as amended. The motion carried.**

#### **E. APPROVAL OF MINUTES OF AUGUST 8, 2007 FULL BOARD MEETINGS**

**On motion of Supervisor Carter, seconded by Supervisor Franklin, the Board voted to approve the minutes of the August 8, 2007 Full Board meeting as presented. The motion carried.**

#### **F. RECOGNITION OF FORMER BOARD SUPERVISOR SEAN REILLY**

Due to the fact that Mr. Reilly had not arrived at the meeting, Board Chair Mellington proceeded to present the Chair of the Board Report. The recognition of Mr. Reilly will take place upon his arrival.

#### **G. REPORTS**

##### **2. Chair of the Board Report**

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

- Begneaud Manufacturing meeting. Visited with Andy and Don Begneaud of Begneaud Manufacturing in Lafayette and representatives of Moraine Park Technical College of West Bend, Wisconsin to receive ideas and expertise on manufacturing training.
- Fall Enrollment – 12.4% increase in fall enrollment. Phenomenal growth has been experienced in the LCTCS campuses. Congratulated the LCTCS System, staff and employees for their efforts in the recovery process following hurricanes Rita and Katrina.
- LCTCS Conference Day. Chair Mellington expressed his pleasure at meeting the Conference Day Award recipients and recognized them for their honor.
- Welcomed Chancellor Tom Carleton back.
- Encouraged Board members to visit the LCTCS website to view the student “Success Stories”, posted.
- Congratulated Phyllis Dupuis for being selected as one of the “Women of Business” for the year by the *Independent Weekly* in Lafayette.

#### **F. RECOGNITION OF FORMER BOARD SUPERVISOR SEAN REILLY**

Chair Mellington recognized former Board Supervisor Sean Reilly for his services to the LCTCS Board of Supervisors and presented him with a plaque in recognition of his service. Chair Mellington stated that Mr. Reilly replaced one of the original Board members in August, 1999, and is considered one of the original members of the Board. He stated that, “. . . *through the years, your business acumen, your*

*political savvy have been invaluable to our board . . .”, and “. . . you were always the voice of reason for the Board.”*

Mr. Reilly thanked the Board for the recognition and stated that “. . . *I will always have a very special place in my heart for the LCTCS. It’s been a wonderful journey to watch us grow up as a system. I reflect so warmly on being able to serve with what I consider to be the best board of higher education in Louisiana . . .*”

Supervisor Barham commented that he has worked with Mr. Reilly and his father in the legislature and stated that, “. . . *what you hope for all the time is people who have real ability and real dedication who are not pursuing an agenda, but who are simply working for the public good and you guys fill that role about as well as anybody I’ve ever seen.*”

### 3. President’s Report

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

- Blueprint Louisiana – Bill Slaughter, President, SSA Consultants, provided a presentation on Blueprint Louisiana entitled, “It’s Time to Create the State We Deserve.” Mr. Slaughter discussed the mission of Blueprint Louisiana and the role of the LCTCS in fulfilling workforce needs in Louisiana.
- Reports provided by Chancellors Brobst, Johnson, Robins and Dorsey on the enrollment increases experienced on their respective campuses and the challenges experienced due to that growth.
- Leadership Development Institute (LDI) class of 2007 was recognized.
- Thanked everyone involved in Conference Day.

## H. GENERAL ACTION ITEMS\*\*

### Facilities Actions

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

1. Emergency Request for Lease of Facilities for Louisiana Delta Community College

**On motion of Supervisor Smith, seconded by Supervisor Franklin, the Board voted to authorize the System President to work with the Chancellor at Louisiana Delta Community College to identify and acquire lease facilities to address space issues experienced due to enrollment growth. The motion carried.**

- 1.a. Update on Campus Facility Projects

**UPDATE ONLY. NO BOARD ACTION WAS TAKEN.**

Supervisor Smith provided an update on the progress of the LCTCS Facilities Corporation. He reported that the LCTCS Facilities Corporation to facilitate the construction of the projects listed in Act 337 has been formed and a Board of Directors has been assembled to serve in the corporation. The Board of Directors includes Lambert Boissiere, Jimmy Dimos, and Stevie Smith. Supervisor Smith reported that the Board has met several times to prepare and distribute a Request for Proposals (RFP) for the Program

Management Services for this facility improvement program. He reported that the RFP has been generated and distributed and proposals are expected within a couple of weeks. The Facilities Corporation will review the proposals and conduct interviews.

Dr. May noted that two empty board slots exist but enough members exist to move forward with the selection process.

### **Finance Actions**

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

2. Approval of FY 07-08 Operating Budget for LCTCS Colleges and Board

**On motion of Supervisor Barham, seconded by Supervisor Sellers Johnson, the Board voted to approve the FY 07-08 Operating Budgets of the LCTCS Colleges and Board Office, as presented. The motion carried.**

Ms. Jan Jackson, Senior Vice President for Finance and Administration and Joe Marin, Director of Budget & Finance, addressed the Board. Mr. Marin stated that the FY 07-08 Operating Budgets of the LCTCS Colleges and Board Office are presented for Board consideration and approval. He added that if the budgets are approved, they will be forwarded to the Board of Regents for their action during their October Board meeting and then to the Division of Administration for their approval.

Supervisor Barham noted that issues related to the administration of the Louisiana Technical College that were discussed during the 2006 legislative session have been addressed by the transfer of duties and monies to the regional levels.

Dr. May encouraged everyone to thank their legislative delegation for their support of the LCTCS this year.

Supervisor Smith questioned why the technical colleges did not receive the same level of increases as the community colleges did. He noted that the technical colleges do not receive the increases needed to fund the technical training provided.

Dr. May responded that the funding issue with the LTC is a top priority and one that will be discussed further with the Board of Regents and has already been discussed with Blueprint Louisiana.

3. Settlement Agreement for Litigation: Robert Keith Charles vs. State of Louisiana through Louisiana Technical College and State of Louisiana through Louisiana Community and Technical College System

Supervisor Smith stated the need to enter into Executive Session for the purpose of discussing agenda item H.3., Settlement Agreement for Litigation: Robert Keith Charles vs. State of Louisiana through Louisiana Technical College and State of Louisiana through Louisiana Community and Technical College System.

Dr. May added that the Board would also discuss the Personnel Actions agenda items during the Executive Session.

**On motion of Supervisor Barham, seconded by Supervisor Dejoie, the Board entered into Executive Session to discuss agenda items H.3. through H.6.**

**The Full Board reconvened at 12:06 p.m. Chair Mellington reported that no votes were taken and no consensus reached during Executive Session.**

Bonni Blouin called roll and a quorum was re-established.

**On motion of Supervisor Carter, seconded by Supervisor Hampton, the Board voted to authorize the System President and Board Counsel to negotiate a settlement in the case of Robert Keith Charles vs. State of Louisiana through Louisiana Technical College and State of Louisiana through Louisiana Community and Technical College System, Docket No.: 496,290, Div. "D", 19<sup>th</sup> Judicial District Court. The motion carried.**

### **Personnel Actions**

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

4. Chancellor Pay Increases, Employment and Contract Renewals/Contract Approvals

**On motion of Supervisor Smith, seconded by Supervisor Clark, the Board voted to approve, effective July 1, 2007, that all Chancellors who currently have a three (3) year employment contract continue with a three (3) year contract; that those Chancellors who currently do not have a three (3) year contract, be approved for a three year contract; that all Chancellor employment contracts include a \$20,000 housing allowance, a \$5,000 car allowance, and that a \$2,500 office function and civic organization expense allowance be added to the employment contract of each college Chancellor, as recommended by the System President. The motion carried.**

5. Louisiana Technical College Regional Director Pay Increases

**On motion of Supervisor Franklin, seconded by Supervisor St. Blanc, the Board voted to approve the salary improvements for Louisiana Technical College Regional Directors as well as a \$5,000 car allowance and a \$2,500 office function and civic organization expense allowance for each Regional Director, as recommended by the System President, effective July 1, 2007. The motion carried.**

6. LCTCS College and System Office Employee Pay Increases

Dr. May stated that with the recent change in Board policy, this item no longer needs to be acted upon by the Board. He informed the Board that he will approve the employee pay raises as recommended by the Baton Rouge Community College, Bossier Parish Community College, Delgado Community College, Louisiana Delta Community College, Nunez Community College, River Parish Community College, South Louisiana Community College, L.E. Fletcher Technical Community College, SOWELA Technical Community College, Louisiana Technical College and the Louisiana Community and Technical College System.

### **I. CONSENT AGENDA**

**On motion of Supervisor Dejoie, seconded by Supervisor Gamble, the Board voted to approve the Consent Agenda which consists of agenda items I.1. through I.9. The motion carried.**

**Academic, Instruction, Workforce Training and Student Affairs Actions**

1. LCTCS Policy Approval: Financial Aid: Code of Conduct

**Approved the LCTCS Financial Aid Code of Conduct policy.**

2. Delgado Community College: Request to Award Honorary Degrees: Associate of Arts in Humane Letters to Lee Giorgio and Dr. Charles Teamer, Sr.

**Approved the request from Chancellor Alex Johnson of Delgado Community College for permission to confer Honorary Associate of Arts in Humane Letters degrees to Mr. Lee Giorgio President and CEO of Select Properties, Ltd., and Dr. Charles Teamer, Sr., Chairman of Dryades Savings and Loan Bank.**

3. Technical Division:

Program Revision:

Technical Competency Area: Health Aid (CIP 51.2601)

Program Deletion:

Alternative Geriatric Track of Technical Diploma: Practical Nursing (CIP 51.1613)

Region 1: New Program

Jefferson Campus

Technical Competency Area: Manufacturing Specialist (CIP 15.0699)

Region 2: Program Expansion

Folkes/Hunt Correctional Campus

Certificate of Technical Studies: LAN Administrator (CIP 11.1001)

Technical Competency Area: Computer Operator (CIP 11.1001)

Technical Competency Area: Computer Technical (CIP 11.1001)

Technical Competency Area: Software Application Specialist (CIP 11.1001)

Region 8: Program Expansion

Delta Ouachita Campus

Associate of Applied Science: Industrial Instrumentation Technology (CIP 15.0404)

Associate of Applied Science: Industrial Electronics Technology (CIP 47.0105)

Technical Diploma: Building Technology Specialist (CIP 46.0401) [including the related exit points in the common curriculum]

Region 8: Program Expansion

Ruston Campus

Technical Diploma: Computer Specialist Applications (CIP 11.0301) [including the related exit points in the common curriculum]

Tallulah Campus

Technical Diploma: Carpentry (CIP 46.0201) [including the related exit points in the common curriculum]

**Approved the request, from the LCTCS Technical Division, for the following programmatic actions:**

**Technical Division:**

**Program Revision:**

**Technical Competency Area: Health Aid (CIP 51.2601)**

**Program Deletion:**

**Alternative Geriatric Track of Technical Diploma: Practical Nursing (CIP 51.1613)**

**Region 1: New Program**

**Jefferson Campus**

**Technical Competency Area: Manufacturing Specialist (CIP 15.0699)**

**Region 2: Program Expansion**

**Folkes/Hunt Correctional Campus**

**Certificate of Technical Studies: LAN Administrator (CIP 11.1001)**

**Technical Competency Area: Computer Operator (CIP 11.1001)**

**Technical Competency Area: Computer Technical (CIP 11.1001)**

**Technical Competency Area: Software Application Specialist (CIP 11.1001)**

**Region 8: Program Expansion**

**Delta Ouachita Campus**

**Associate of Applied Science: Industrial Instrumentation Technology (CIP 15.0404)**

**Associate of Applied Science: Industrial Electronics Technology (CIP 47.0105)**

**Technical Diploma: Building Technology Specialist (CIP 46.0401) [including the related exit points in the common curriculum]**

**Region 8: Program Expansion**

**Ruston Campus**

**Technical Diploma: Computer Specialist Applications (CIP 11.0301) [including the related exit points in the common curriculum]**

**Tallulah Campus**

**Technical Diploma: Carpentry (CIP 46.0201) [including the related exit points in the common curriculum]**

**Finance Actions**

4. Incumbent Worker Training Program Contracts

**Ratified five new Incumbent Worker Training Program contract for \$1,406,365 and modifications to two existing contract for \$116,072 as listed:**

- **Abdon Callais Offhsore/LTC-Lafourche Campus – Contract Amount: \$115,412**
- **Allen Millwork/Bossier Parish Community College – Contract Amount: \$180,125**
- **Harvey of Bossier City 2/Bossier Parish Community College – Contract Amount: \$81,587**
- **Shell Chemical 2/LTC-River Parishes – Contract Amount: \$374,318**
- **Tetra Technologies Consortium/Fletcher Technical Community College – Contract Amount: \$654,924**
- **Kim Susan LLC/LTC-Lafourche Campus – Revised Ending Date: 2/24/08**
- **Central Oil & Supply/LTC-Delta-Ouachita & Louisiana Tech – Revised Ending Date: 12/31/07**

5. Lease Renewal between LCTCS for SOWELA Technical Community College and McGrath Rent Corporation (Mobile Modular Management Corporation)

**Authorized the execution of an option to renew a lease between LCTCS for SOWELA and McGrath Rent Corporation (d/b/a Mobile Modular Management Corporation), effective January 2, 2008. The lease renewal must also be approved by the Division of Administration, Office of Facility Planning and Control.**

6. Professional Services Contract between Fletcher Technical Community College and South Louisiana Economic Counsel

**Approved a professional services contract between Fletcher Technical Community College and the South Louisiana Economic Council, effective April 1, 2007. This contract requires approval by the Office of Contractual Review.**

7. Consulting Services Contract between Fletcher Technical Community College and Council Development (d.b.a. PEC Premier)

**Staff recommends that the Board approve a consulting services contract between Fletcher Technical Community College and the Council Development, effective November 1, 2007. This contract requires approval by the Office of Contractual Review.**

8. Professional Services Contract between Fletcher Technical Community College and Wild Well Control, Inc.

**Staff recommends that the Board approve a professional services contract between Fletcher Technical Community College and Wild Well Control, Inc., effective November 1, 2007. This contract requires approval by the Office of Contractual Review.**

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

**Approved the following Foundation reimbursements:**

<b>Date</b>	<b>Foundation</b>	<b>Institution</b>	<b>Amount</b>	<b>Purpose</b>
6/13/2007	Delgado Community College Foundation	Delgado Community College	\$1,000	Stipend to supplement the expenses of an instructor for travel to London, England for apprenticeship training for an ironworks and stone masonry program.
6/13/2007	Delgado Community College Foundation	Delgado Community College	\$1,000	Stipend to supplement the expenses of an instructor for travel to London, England for apprenticeship training for an ironworks and stone masonry program.

**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**

- a. Board of Regents' Committee Meetings – September 26, 2007

**L. ANNOUNCEMENTS**

- A copy of the Delgado Community College Annual Report was distributed to the Board.
- Region 9 – Katrina Report was distributed to the Board.
- Supervisor Johnson will be attend the ACCT Annual Congress being held in San Diego, CA. Ms. Johnson will provide a report at the October Board meeting.
- Supervisor Carter was recognized for her birthday today.

**M. ADJOURNMENT**

**There being no further business to come before the Board, on motion of Supervisor Franklin, seconded by Supervisor Clark, the meeting adjourned at 12:17 p.m.**