

MINUTES

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

**WEDNESDAY, JUNE 10, 2009
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 10, 2009, at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Stephen Smith called the meeting to order at 9:10 a.m.

B. PLEDGE OF ALLEGIANCE

The assembly rose for recitation of the Pledge of Allegiance.

C. SWEARING IN OF NEW STUDENT BOARD MEMBERS

Dr. May introduced Brock Dubois and Jared Hauge as the new student board members for 2009-2010. He provided a brief background for each student.

Mr. Brock Dubois will serve as the technical college representative on the Board. Mr. Jared Hauge will serve as the community college representative.

Mr. Bob Bowser, Attorney, Breazeale, Sachse and Wilson, conducted the swearing in of the students. (Mr. Bowser represented Breazeale, Sachse and Wilson in Mr. Leo Hamilton's absence).

Each student expressed their appreciation at having the opportunity to serve on the Board.

D. ROLL CALL

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

Members Present

Edwards Barham
Helen Bridges Carter
Brock Dubois
Keith Gamble
Jared Hauge
Kathy Sellers Johnson
Brett Mellington
Stephen Smith, *Chair*
Vincent St. Blanc, III, *1st Vice Chair*
Mike Stone
Stephen Toups

Members Absent

Thomas Clark
Michael Murphy
Woody Ogé
Dan Packer
Deni Taylor
Scott Terrill

Staff Present

Dr. Joe May
Bonni Blouin
Allen Brown
Jennifer Daly
Jim Henderson
John Hough
Jan Jackson
Lura Kamiya
Joe Marin
Kizzy Payton
Dr. Jerry Pinsel
Reba Poulson
Jimmy Sawtelle
Greg Speyrer
Patti Sollie

E. APPROVAL OF JUNE 10, 2009 REVISED AGENDA

On motion of Supervisor Sellers Johnson, seconded by Supervisor Mellington, the Board voted to approve the June 10, 2009 revised agenda as presented.

F. APPROVAL OF MINUTES OF MAY 13, 2009

On motion of Supervisor Carter, seconded by Supervisor Sellers Johnson, the Board voted to approve the minutes of the May 13, 2009 board meeting as presented. The motion carried.

G. REPORTS

1. Chair of the Board Report

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

- LCTCS Commencements. Chair Smith noted that he has attended several graduations recently and he acknowledged and thanked each institution that hosted the graduations: River Parishes Community College on May 18th and South Louisiana Community College on May 19th. He noted that at all the commencements he attended he experienced a celebration of the community. He attended the LTC-Lafourche Campus commencement on May 20th and Nunez Community College on May 21st. He added that he also attended the Fletcher Technical Community College and the LTC-Young Memorial Campus commencements. Chair Smith commented on the partnership that he witnessed between River Parishes Community College and Region 9 in their supporting each other by participating in each other's commencement ceremonies. He encouraged all campuses to

foster this type of partnership between their campuses. He stated that he will also be attending the LTC-River Parishes commencement on June 12th. He encouraged all board members to attend/participate in commencement activities in their area when possible.

- Bond Commission – Chair Smith stated that Bond Commission approval has been received for the Act 391 projects. He noted that the Facilities Corporation has committed to \$60-65 million in funds to begin the projects.

Dr. May stated that the plan is to sell approximately \$70 million in bonds beginning August 3rd.

- Recognized Pat Eddy – former assistant to Dr. Joe May.
- Congratulated Supervisor Helen Carter on the event of her 50th wedding anniversary.

2. President's Report

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

- Expressed appreciation to Board Chair Stevie Smith and all board members for their attendance at the various LCTCS commencement activities being conducted around the state.
- Update on legislative session/budget. Dr. May stated that higher education is bracing for a possible \$219 million dollar budget cut with \$28.7 million for the LCTCS. Dr. May thanked LCTCS Chancellors, Regional Directors and members of the Board for their efforts at the legislature. He reviewed proposed bills that would affect the LCTCS, in particular. He stated that S.B. 285 by Senator Nevers cleared the House Education Committee. The bill provides for a comprehensive articulation and transfer policy for all of higher education in Louisiana. He noted that Senator Nevers should be commended for presenting this bill that will provide for expanded articulation between high schools and technical colleges, provides for guaranteed transfer of an Associate of Arts degree from a community college to a 4-year institution without the loss of hours and also provides for common course numbering in higher education and provides for 36 credit hours guaranteed transfer between 2-year and 4-year institutions.
- Presentation by Leah Goss and Breazeale, Sachse & Wilson. Ms. Goss explained the Philanthropy Initiative program and how it will assist LCTCS campuses. She stated that the primary initiative of the LCTCS Foundation is to develop a pool of resources to assist LCTCS colleges to develop their foundations and their private fund raising efforts. She added that the goal of the Philanthropy Initiative is to raise \$350,000 over the next 3 years that will be matched with \$150,000 in System Resources for a total of \$500,000. The funds will be used to provide capacity building grants to LCTCS colleges for professional development for chancellors, board members and staff, for salary matches, for development staff, fundraising technology and other essential tools and resources. Ms. Goss announced that today's check presentation represented the first private donation to the Philanthropy Initiative from Breazeale, Sachse and Wilson in the amount of \$10,000 over the next 3 years. Mr. Bob Bowser presented the first installment on the pledge with a check presented to Ms. Goss and commented that Breazeale, Sachse and Wilson is delighted to be able to provide this

assistance to the System and hopes that it helps the System to continue to improve educational resources in Louisiana.

- Jim Henderson introduced Kacy Edwards and Julie Scott of Career Compass. Ms. Scott explained the Career Compass initiative. She noted that Career Compass is a 501c3 non-profit organization involved in visiting high schools to meet with seniors to discuss their options regarding post-secondary education, and removing any obstacles that exist to allow students the opportunity to attend a post-secondary education institution.

Ms. Edwards and Ms. Scott were commended by members of the Board on the Career Compass program and their efforts to assist students with obtaining post-secondary education.

- 2009 CABL Report Card. Dr. May noted that a copy of the 2009 CABL Report Card has been placed at each board member's station for review.
- LCTCS Solutions video. Dr. May introduced a video produced by Kizzy Payton, Director of Public Relations. He noted that the video was shown at the annual conference but not everyone had the opportunity to view it. The video was shown.
- Will Wainwright, Regional Director, Region 9, and Sheila Singletary, Director of Institutional Research, Region 9, introduced a new Associate of Applied Science degree program titled Journeyman Industrial. Mr. Wainwright stated that the program will impact 1500+ students enrolled in the Louisiana Technical College. He noted that the curriculum will provide enrolled apprenticeship students a seamless transfer to community colleges and universities in Louisiana and throughout the country. He commented that a nationally recognized union apprenticeship curriculum is now in-line with the LTC.

Ms. Singletary discussed the design of the program. She noted that the new A.A.S. will provide a single course sequence inclusive of TCAs, CTSSs, Technical Diplomas and ultimately an A.A.S. degree. She added that the program includes a crosswalk of specific trade courses matched to the LTC Journeyman Industrial courses.

- Presentation to Chancellor Tom Carleton. Dr. May recognized Tom Carleton, Chancellor, Bossier Parish Community College (BPCC). Mr. Carleton will be retiring in July 2009 after 40+ years of service to higher education. Dr. May stated that, "*He has served as Chancellor of BPCC since 1994 and has led that institution through tremendous growth, reaching heights that are envied all over the state and all over the nation.*" Dr. May noted that this will be Chancellor Carleton's last board meeting. He expressed his appreciation to Chancellor Carleton and stated that, "*. . . it has been a pleasure to work with Tom, not only as a colleague, but as a friend and I know that Tom has friends sitting here at this table, all over this room and all across the state because that is just the type of person he is.*" Dr. May presented a Resolution to recognize Mr. Carleton as Chancellor Emeritus. Dr. May read the Resolution (copy included in board documents).

Chancellor Carleton and his wife, Margie, came forward to receive a gift presented by Dr. May and Board Chair Stevie Smith.

Dr. May presented Chancellor Carleton with an inscribed clock to “. . . *represent the timeless contributions that you made to BPCC, to the community and certainly to the lives that you have impacted.*” He added that, “*We appreciate you, we love you and we are going to miss you. We wish you the best.*”

Chancellor Carleton expressed his appreciation for the gifts and shared a story of a dream he had as a 7-year old boy proclaiming he would, “. . . *have a rendezvous with destiny.*” He stated, “. . . *I have been fortunate enough to be able to build a \$56 million dollar campus - Bossier Parish Community College. I have had the honor of serving 160 students who have gone through community college while I was chancellor. I have worked with some of the finest people in the world and I want to thank this Board and I want to thank Edwards Barham personally because if it had not have been for him, I wouldn't be standing here today . . .*”

Chancellor Carleton asked Supervisors Kathy Sellers Johnson, Brett Mellington, Mike Stone and Edwards Barham to come forward to take a picture with him. He stated that, “. . . *these are the four board members that I started with and these are the ones that I will finish with*”.

A video created by BPCC and shown at the LCTCS Annual Conference as a tribute to Chancellor Carleton, was shown.

On motion of Supervisor Barham, seconded by Supervisor Gamble, the Board voted to accept the request to appoint Tom Carleton Chancellor Emeritus.

Supervisor St. Blanc requested a roll call vote with comment.

Each board member present provided their personal comments and well wishes to Chancellor Carleton.

Bonni Blouin conducted a roll call vote with comment. The motion passed unanimously.

H. GENERAL ACTION ITEMS**

Facilities Actions

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

1. Exercise of Lease Option between River Parishes Community College and A & T Robert Enterprises, LLC.

On motion of Supervisor St. Blanc, seconded by Supervisor Mellington, the Board voted to approve a lease renewal option between River Parishes Community College and A & T Robert Enterprises, LLC, effective October 15, 2009 through October 14, 2014. The lease renewal option will require approval of the Division of Administration, Facility Planning and Control. The motion carried.

Dr. May noted that this is the existing property where the campus is located and the current lease will run out in October 2009. He stated that this lease will serve as notice with intent to renew.

2. Lease Agreement between Louisiana Delta Community College and the Louisiana Department of Economic Development

On motion of Supervisor Barham, seconded by Supervisor Stone, the Board voted to approve a lease between Louisiana Delta Community College and the Louisiana Department of Economic Development effective August 31, 2009 through February 28 2011, for a term of 18 months, or until permanent space becomes available in campus facilities currently under construction. This lease will require approval of the Division of Administration, Office of Facility Planning and Control. The motion carried.

Dr. Luke Robins, Chancellor, Louisiana Delta Community College, provided comments.

3. Modular Unit Lease between SOWELA Technical Community College and McGrath Rent Corporation (d/b/a Mobile Modular Management Corporation)

On motion of Supervisor St. Blanc, seconded by Supervisor Mellington, the Board voted to approve a lease between SOWELA Technical Community College and McGrath Rent Corporation (d/b/a Mobile Modular Management Corporation), effective January 3, 2009 through June 30, 2009. The lease will require approval of the Division of Administration, Office of Facility Planning and Control (FP&C). The motion carried.

Dr. Andrea Miller, Chancellor, SOWELA Technical Community College (SOWELA) provided an update on the status of the facilities at SOWELA.

Supervisor Sellers Johnson commended Dr. Miller on the job that she is doing at SOWELA. She added that she recently received a note from former board member Ann Knapp regarding the commencement ceremony that she attended at SOWELA. Mrs. Knapp commended Dr. Miller on the phenomenal job that she is doing at SOWELA. Supervisor Johnson further stated that she truly appreciates the job that Dr. Miller has done, particularly in the wake of Hurricane Rita.

Finance Actions

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

4. Approval of Louisiana's 2009-2010 Perkins Allocation for Distribution

On motion of Supervisor Mellington, seconded by Supervisor Carter, the Board voted to approve the distribution of Perkins funds to the statewide eligible recipients including the Louisiana Department of Education upon receipt of the award letter from the U.S. Department of Education, Office of Vocational and Adult Education. The state allocation will be \$23,230,400. This amount is \$1.00 more than the 2008-2009 allocation. The motion carried.

5. Incumbent Worker Training Program Contracts
 - a. International Paper
 - b. Imagination Station Childcare and Learning Center

On motion of Supervisor Mellington, seconded by Supervisor Toups, the Board voted to ratify two modifications to existing contracts:

- **Imagination Station Childcare and Learning Center and LTC-Baton Rouge Campus – Contract Amount: \$37,378. Extend contract end date from 7/31/09 to 9/30/09 due to time required to achieve Child Care Associate credentialing.**
- **International Paper Company Inc. and LTC-Delta Ouachita & LSU Fire Institute – Contract Amount: \$720,658. Extend contract end date from 7/15/09 to 9/15/09 due to plant closures, temporary shut downs and acquisitions.**

The motion carried.

Personnel Actions

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

6. Approval of Revision of LCTCS Policy on Leave Record Establishment and Regulations for All Unclassified, Non-Civil Service Employee

On motion of Supervisor Carter, seconded by Supervisor Toups, the Board voted to approve the revisions for Policy #6.003, Leave Record Establishment and Regulations for All Unclassified, Non-Civil Service Employees. The motion carried.

7. Approval of Revision of LCTCS Policy on Drug Free Workplace

On motion of Supervisor Barham, seconded by Supervisor Mellington, the Board voted to approve the revisions for Policy #6.030, Drug Free Workplace. The motion carried.

8. Appointment of Executive Vice President for Louisiana Community and Technical College System Operations

Supervisor St. Blanc presented a motion to enter into Executive Session for the purpose of discussing agenda items H.8. and H.9. Supervisor Johnson seconded the motion. The Board entered into Executive Session at 11:00 a.m.

The full board reconvened at 11:45 a.m. Bonni Blouin called roll and a quorum was re-established.

On motion of Supervisor Mellington, seconded by Supervisor Barham, the Board voted to appoint Dr. Monty Sullivan as Executive Vice President for Louisiana Community and Technical College System Operations effective August 15, 2009 at an annualized salary of \$197,000. The motion carried.

Dr. May stated that Dr. Sullivan is currently the Vice President of the Virginia Community College System.

Dr. Sullivan addressed the Board and thanked them for the opportunity they have given him and his family to return home to Louisiana and continue the great work of the LCTC System. He commented on the progress that has been made in the System since he has been away. He expressed his appreciation to Dr. May and the Board for the confidence they have shown in him.

9. Appointment of Interim Senior Vice President for Career and Technical Education for the Louisiana Community & Technical College System Operations

On motion of Supervisor Sellers Johnson, seconded by Supervisor Mellington, the Board voted to appoint Mr. James (Jimmy) Sawtelle as Interim Senior Vice President for Career and Technical Education for the Louisiana Community and Technical College System Operations for the period of July 1, 2009 through August 14, 2009, at an annualized salary of \$127,104. The motion carried.

I. CONSENT AGENDA

On motion of Supervisor Gamble, seconded by Supervisor Toups, the Board voted to approve the Consent Agenda which consists of agenda items I.1. through I.6. The motion carried.

1. Request for New Programs:

- Delgado Community College:
 - C.T.S.: Environmental Studies/The Built Environment (CIP 03.0103)
 - New Option: A.A.S. in Culinary Arts: Pastry Arts

Approved the request from Delgado Community College to offer two the Certificate of Technical Studies: Environmental Studies/The Built Environment (CIP 03.0103), and A.A.S. in Culinary Arts: Pastry Arts.

- Louisiana Delta Community College
 - A.A.S. in Process Technology (CIP 15.0699)

Approved the request from Louisiana Delta Community College to offer the Applied Associate of Science degree in Process Technology (CIP 15.0699).

- Louisiana Technical Division
 - Journeyman Industrial Associate of Applied Science Degree (CIP 46.000)
(with exit points at several locations)

Approved the requests from the LCTCS Career & Technical Education Division to offer a new Associate of Applied Science degree in Journeyman Industrial with the following exit points:

**Technical Diploma: General Apprenticeship
Certificate of Studies: General Apprentice
Technical Competency Area: General Apprentice Tech
Technical Competency Area: Trade Helper**

The following regions/campuses were approved to offer this degree:

**Region 2: LTC-Baton Rouge Campus
Region 7: LTC-Shreveport/Bossier Campus
Region 8: LTC-Delta Ouachita Campus
Region 9: LTC-Hammond Campus and LTC-Sullivan Campus**

2. Request for Expanded Programs:

- Region 2:
 - Folkes Campus:
 - Technical Diploma: Carpentry (CIP 46.0201)
 - Certificate of Technical Studies: Patient Care Technician (CIP 51.2601)
- Region 6:
 - Lamar Salter Campus:
 - Technical Diploma: Building Technology Specialist (CIP 46.0401)
 - Oakdale Campus:
 - Technical Diploma: Industrial Instrumentation & Electrical Technology (CIP 15.0499)
 - Shelby Jackson Campus: Building Technology Specialist (CIP 46.0401)

Approved the requests from the LCTCS Technical Division's regions/campuses for the expansion of existing programmatic curriculum offerings to the following locations:

LTC-Region 2: Folkes Campus:

Technical Diploma: Carpentry (CIP 46.0201)

Certificate of Technical Studies: Patient Care Technician (CIP 51.2601)

LTC-Region 6: Lamar Salter Campus:

Technical Diploma: Building Technology Specialist (CIP 46.0401)

LTC-Region 6: Oakdale Campus:

Technical Diploma: Industrial Instrumentation & Electrical Technology (CIP 15.0499)

LTC-Region 6: Shelby Jackson Campus:

Building Technology Specialist (CIP 46.0401)

3. Request for Program Revisions:

- Air Conditioning/Refrigeration (CIP 47.0201)
- Civil Surveying & Mapping (CIP 15.1102)
- Criminal Justice (CIP 43.0104)
- Electrician (CIP 46.0302)
- Graphic Communications/Desktop Publishing (CIP 10.0303)
- Industrial/Agriculture Mechanics Technology (CIP 47.0303)

Approved the requests from the LCTCS Technical Division's regions/campuses, for the curriculum/course revisions associated with the following programs:

Air Condition/Refrigeration (CIP 47.0201)

Civil Surveying & Mapping (CIP 15.1102)

Criminal Justice (CIP 43.0302)

Electrician (CIP 46.0302)

Graphic Communications/Desktop Publishing (CIP 10.0303)

Industrial/Agriculture Mechanics Technology (CIP 47.0303)

4. Request for Program Deletions:

- Graphic Communications (CIP 10.0307)
- T.D.: Graphic Communications
- T.C.S.: Apprentice Pressmen/Designer
- T.C.A.: Press Helper/Typesetter

Approved the requests from the LCTCS Career and Technical Educational Division to delete the following programs (and related exit points) from the Board of Regents Curriculum inventory:

- Graphic Communications (CIP 10.0307)**
- T.D.: Graphic Communications**
- T.C.S.: Apprentice Pressmen/Designer**
- T.C.A.: Press Helper/Typesetter**

Finance Actions

5. Cooperative Endeavor Agreement and Joint Operating Agreement between LCTCS and Nunez Community College Foundation

Approved a Cooperative Endeavor Agreement and Joint Operating Agreement between the Louisiana Community and Technical College System and the Nunez Community College Foundation, effective immediately.

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

Approved the following Foundation reimbursements:

Date	Foundation	Institution	Amount	Purpose
March 27, 2009	Ford Foundation	Jennifer Daly, Director of Institutional Research, LCTCS	\$6,083.60	Reimbursement for meal and supply expenses incurred for Regional Planning Meetings in 1) New Orleans area on March 3 & 5, 2009; 2) Houma, LA on March 11 & 12, 2009; and, 3) Alexandria, LA on March 17 & 18, 2009.
April 9, 2009	Ford Foundation	Jennifer Daly, Director of Institutional Research, LCTCS	\$1,227.07	Reimbursement for meal and postage expenses incurred for Regional Planning Meetings in 1) Lake Charles LA on March 31 and April 1, 2009; and, 2) Lafayette, LA on April 1 & 2, 2009
May 12, 2009	Pres-International Initiatives: Jeddah Community College	William S. Wainwright, Regional Director, LTC Region 9	\$3,000.00	Professional services, leadership and participation in assisting Jeddah Community College in accreditation process
May 12, 2009	Pres-International Initiatives: Jeddah Community College	Gregory Garrett, Regional Director, LTC Region 3	\$3,000.00	Professional services, leadership and participation in assisting Jeddah Community College in accreditation process

J. UPDATES

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

1. Alternative Financing Projects
2. Incumbent Worker Training Program Contracts
3. Report on General Personnel Actions
4. Status Report on Capital Projects
5. Workforce Development Report

K. OTHER BUSINESS

1. Appointment of Board Officers for 2009-2010

Supervisor Mellington presented the following nominations for Board officers for 2009-2010:

Chair: Stephen Smith
1st VC: Vincent St. Blanc, III
2nd VC: Michael Murphy

Supervisor Barham presented a motion to close the nominations. Supervisor Sellers Johnson seconded the motion.

Supervisor Carter presented a motion to accept the nominations. Supervisor Dubois seconded the motion. The motion carried.

Chair Smith thanked everyone for their support and stated that he looks forward to another wonderful year of service and hopefully many more years on the Board.

L. ANNOUNCEMENTS

- Supervisor Sellers Johnson mentioned the ACCT fall conference to be held in October in San Francisco. She noted that the ACCT is requesting nominations for representatives from the Southern Region. She encouraged board members to visit the ACCT website to review the various awards that are open for nominations.
- Supervisor Barham issued compliments from the Board to the LSU baseball team for making it to Omaha to participate in the College World Series.
- Supervisor St. Blanc stated the need to hold commencement activities in bigger facilities. He noted that he had attended several ceremonies where people had to stand because there was no room.

- Dr. May reminded the Board that there will be no July board meeting. The August board meeting will be held in Baton Rouge. The annual Board Planning Workshop will be held in September in Lafayette.

M. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Gamble, seconded by Supervisor Toups, the meeting adjourned at 11:56 a.m.