

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

LCTCS BOARD OF SUPERVISORS MONTHLY MEETING

Approved Minutes

Monday, March 14, 2016
10:00 a.m.

The Louisiana Building
Baton Rouge Community College
201 Community College Drive, Baton Rouge, Louisiana 70806



*Changing Lives,
Creating Futures*

Monty Sullivan
System President

Officers:

N. J. "Woody" Ogé
Chair

Timothy W. Hardy
First Vice Chair

Deni Grissette
Second Vice Chair

Members:

Keith Gamble
Steve Hemperley
Willie Mount
Michael J. Murphy
Joe Potts
Paul Price, Jr.
Stephen C. Smith
Vincent St. Blanc, III
Craig Spohn
Stephen Toups

Student Members:

Da'Antre Austin
Benson Kinney

Louisiana
Community
& Technical
College System

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*** 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. 42.16-17.*

A. CALL TO ORDER

Chair Ogé called the March 14, 2016, LCTCS Board of Supervisors monthly meeting to order at 10:14 a.m.

B. PLEDGE OF ALLEGIANCE

Supervisor St. Blanc led the assembly in reciting the Pledge of Allegiance.

C. ROLL CALL

Board Coordinator, Sara Landreneau Kleinpeter, called roll with the following results:

Members Present

Woody Ogé, Board Chair
Timothy W. Hardy, 1st Vice Chair
Deni Grissette
Da'Antre Austin
Steve Hemperley
Benson Kinney
Michael J. Murphy
Joe Potts
Paul Price, Jr.
Stephen Smith
Vincent St. Blanc, III
Stephen Toups

Absent

Keith Gamble
Willie Mount
Craig Spohn

Staff Present

Monty Sullivan
Sara L. Kleinpeter
David Helveston
Michael Redmond
Alex Appeaning
Stephanie Ercolini
Emily Saleh
Jean Ann Blount
Britany Hampton
Shannon Sedberry
Jennifer Daly
Katie Waldrop
Joe Marin
Paul Carlsen
Tammy Woods
Eric Setz
Anthony Brown
Quintin Taylor
Joel Watkins
Suzette Meiske

D. APPROVAL OF MARCH 14, 2016 AGENDA

On motion by Supervisor Grissette, seconded by Supervisor Kinney, the Board voted to approve the March 14, 2016, agenda as presented. The motion carried.

E. APPROVAL OF MEETING MINUTES FROM JANUARY 15, 2016

On motion by Supervisor Smith, seconded by Supervisor Austin, the Board voted to approve the January 15, 2016, meeting minutes as presented. The motion carried.

F. REPORTS

1. Chair of the Board Report

Chair Ogé provided the following report:

❖ Noted that he recently attended the ACCT National Leadership Summit in Washington, DC and had the opportunity to introduce Congressman Steve Scalise to the ACCT Board of Trustees.

❖ On personal privilege, introduced a variety of honored guests in attendance at the meeting:

McKay Family:

Matt & Sherry McKay
Taylor McKay
Hayes McKay
Sonny & Patsy Corona
Teri Gomez

LA Automobile Dealers Assn.

Bob Israel
Will Green

LABI

Stephen Waguespack

All Star Automotive

Randy Owens
Chris Tam
Alison Daquin

Baton Rouge Redevelopment Authority

Gwen Hamilton

Baton Rouge Area Chamber

Adam Knapp

Baton Rouge Area Foundation

John Davies
Terrell & Mary Kay Brown
Shelby McKenzie
Kevin Knobloch (Wells Fargo)
Edmund Giering
Mary Teri Joseph

Stephen Moret

President Sullivan stated, *“We appreciate your friendship Mr. McKay, and all you’ve done to make this project a reality.”* A video highlighting the construction and its potential for education was shown. Mr. McKay, BRCC Interim Chancellor Michaelis, and BRAF Executive Director John Davies addressed the Board.

Dr. Michaelis noted that he began hearing the McKay name as soon as he arrived into his position at BRCC, and quickly learned how integral a part Mr. McKay would play in developing and executing the design of the facility and the types of training that needs to occur. Dr. Michaelis is pleased to

recommend to the Board the naming of the Baton Rouge Community College Automotive Technology Center after the McKay family.

Mr. McKay expressed his pleasure in the involvement of the creation of this facility. His dad began his teaching career at Melrose Elementary, near the site of the new facility. He is glad that the new facility will allow for positive momentum in the area it sits. He thanked Dr. Michaelis and Mr. Davies, as well as *“every person that had a part in this process.”* Mr. McKay stated, *“I am humbled by the remarks made by others, and glad the project will soon move from construction to function, serving the community.”*

Mr. John Davies made the following comments, *“Mr. John McKay was a teacher, a coach, and a principal in East Baton Rouge Parish for 30 years. He was involved in many civic and charitable organizations, and enhanced the lives of many in the community”*... *“he worked to ensure the youth of the community received quality education...and become better citizens.”* Mr. Matt McKay had a vision that the young people he hired as technicians at his automotive dealerships could be trained in Louisiana, on equipment relative to the current automotive industry. He approached BRAF in 2009, beginning this process, and has seen it through to fruition. BRAF announced it will begin designing a career academy high school next door to the new ATC. He closed by saying, *“Coach McKay would be honored to have ATC named for him. A facility that will educate our young people and provide them with the training needed for well-paying jobs. That’s what he did for more than 30 years. BRAF is thrilled that the Board consider naming this facility after him.”*

Supervisors Grissette, Smith, and Toups thanked Mr. McKay, BRAF, and all parties involved to make this vision a success. Mr. McKay and Dr. Michaelis added that the commitment from business has been better than expected, noting that companies are calling and asking for their equipment to be put in this training facility. Mr. McKay is certain that the ATC, once finished, will be the best in the nation at training automotive technicians.

Dr. Sullivan stated a quote he recalled, *“Any journey worth travelling is worth a look back to see where you’ve come from, and certainly a look forward to see where you may go.”* He addressed Mr. McKay saying, *“As you look forward, think back at the 30 years of work your dad did for the area surrounding the ATC and then look forward to the next 30 years, and what is to come.”*

Chairman Ogé, on personal privilege, asked the Board to vote on the item related to the BRCC Automotive Technology Center. Dr. Sullivan read the recommendation to the Board.

1. Naming of the Baton Rouge Community College Automotive Technology Center

On motion by Supervisor Hardy, seconded by Supervisor Toups, the Board voted to authorize Baton Rouge Community College to name the new Automotive Technology Center, currently under construction and expected to open for classes beginning with the fall semester 2016, to honor long time educator John W. McKay, Jr. The motion carried.

- ❖ Chair Ogé thanked the LCTCS Leadership Team – the Chancellors, Directors, and Executive Team – for their hard work and assistance during the recent special legislative session, and thanked them in advance for the work to come during the legislative session and potential second special session.

2. President's Report

Dr. Sullivan provided the following report:

- ❖ Updates from the Colleges
 - Recent weather events throughout the State have caused flooding at a number of the LCTCS Campuses. Dr. Sullivan thanked the leadership team for their work in securing the campuses and for spending time making sure the students are also taken care of. The only campus that has taken on water that would impact services is the Natchitoches Campus of Northwest Louisiana Technical College. Thankfully, Northwestern State University, and the other campus deans from Northwest Louisiana Technical Colleges, have offered space for classes to take place while the campus is cleaned.
 - South Louisiana Community College has developed a partnership in Lafayette with industry employers to train displaced oil field worker.
 - Central Louisiana Technical Community College Chancellor Sawtelle addressed the Board and shared with them details on the partnership with the Lamar Salter Campus of CLTCC with Bechtel/Cheniere. Bechtel/Cheniere is donating the equipment and educators for this training and working with graduates for job placement. Chancellor Sawtelle also noted the developing relationship with the US Military to train military personnel exiting their service to quickly reach employment.
 - Emily Saleh, LCTCS Executive Director of Enrollment Management & Student Development, addressed the Board. ACT's national annual College and Career Readiness Campaign, to recognize a community college that models exemplary practices in preparing students for transition from high school to college or for career advancement, presented this award to CLTCC. Chancellor Sawtelle and CLTCC

Vice Chancellor of Student Affairs and Enrollment Management, Heather Poole, accepted this award on behalf of CLTCC.

- Paul Carlsen, LCTCS Vice President of Research, Academics, and Student Affairs, shared with the Board details of the LCTCS/LSU PTK Agreement. In this agreement, students who are members of the Phi Theta Kappa Honor Society, and who transfer to LSU, are eligible for the LSU/LCTCS Promise Transfer Scholarship. There are two parts to the scholarship, first, any LCTCS PTK graduate who earns an associates degree will be granted admission to LSU, and second, those who do attend, will receive an annual scholarship of up to \$5,000 to cover tuition and fees.
- Dr. Sullivan asked the Board to watch the news on March 24, 2016, for an exciting announcement to come.
- ❖ Jennifer Daly, LCTCS Director of Professional Development, invited the Board to attend the 2016 LCTCS Annual Conference, Our Vision 2020: Investing in Our People, to be held April 14-15, 2016 in Baton Rouge.
- ❖ Budget & Legislative Update
Dr. Sullivan noted that the legislature met during a special session, and the majority of the 2015-2016 fiscal year budget shortfall was addressed, with little impact on higher education. The legislature now looks forward to the 2016-2017 fiscal year budget that is estimated to have an \$800 million shortfall. There will likely be another special session to address the 2016-2017 fiscal year. Dr. Sullivan provided the Board with an article that details the budget picture, and highlights the potential cuts to higher education.

Though challenges before the LCTCS are ahead, the value that each of the LCTCS colleges offer, in their respective markets, is vital to remember and will be important when the Legislature is considering budget challenges. Dr. Sullivan truly believes that LCTCS will come out of this challenge stronger and better than before. He quoted President Abraham Lincoln, *“Let’s have faith that right makes might; and in that faith let us, to the end, dare to do our duty as we understand it.”* The mission of the LCTCS is doing what’s right in the State, by empowering individuals to receive training to change lives and create futures.

G. GENERAL ACTION ITEMS**

Supervisor Price presented the Academic & Student Affairs Actions agenda items for consideration by the Board.

Academic & Student Affairs Actions

1. Review and Advisement: Revisions to Policy #1.007: Course and Program Classification

The Board accepted, for review and advisement, the proposed revisions to the attached LCTCS Policy #1.007. No action was taken.

2. Review and Advisement: Revisions to Policy #2.004: Student Conduct and Appeal Procedures

The Board accepted, for review and advisement, the proposed revisions to the attached LCTCS Policy #2.004. No action was taken.

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

Facilities Actions

- ~~3. Naming of the Baton Rouge Community College Automotive Technology Center~~

~~Staff recommends that the Board authorize Baton Rouge Community College to name the new Automotive Training Center, currently under construction and expected to open for classes beginning with the spring semester 2017, to honor long time educator John W. McKay, Jr. The motion carried.~~

SEE ACTION TAKEN DURING CHAIRMAN'S REPORT.

4. Naming of the Isaac Delgado Hall Theatre at Delgado Community College

On motion by Supervisor Potts, seconded by Supervisor Toups, the Board voted to approve naming the newly renovated Theatre in Isaac Delgado Hall for the late Timothy K. Baker, former Director of the Delgado Theatre Program and Department Chair of Performance and Media Arts. The motion carried.

5. United States Economic Development Administration Grant for South Central Louisiana Technical College, Reserve Campus

On motion by Supervisor St. Blanc, seconded by Supervisor Toups, the Board voted to authorize the President and the Director of South Central Louisiana Technical College to negotiate and execute all documents necessary to receive a \$1.3 million grant from the United States Economic Development Administration to construct and operate a Welding Complex at the Reserve Campus. Approval from the Board of Regents and the Joint Legislative Committee on the Budget may be necessary to facilitate the construction of the Welding Complex. The motion carried.

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

Finance Actions

6. Contracts
 - a. Cooperative Endeavor Agreement between Delgado Community College and Single Stop

On motion by Supervisor Potts, seconded by Supervisor Austin, the Board voted to authorize Delgado Community College to execute a Cooperative Endeavor Agreement between the college and Single Stop, a nonprofit organization, effective December 1, 2015 through November 30, 2016. This agreement is subject to the approval of the Office of State Procurement. The motion carried.

- b. Renewal of Legal Services Contract for LCTCS

On motion by Supervisor St. Blanc, seconded by Supervisor Hardy, the Board voted to renew a legal services contract with Breazeale, Sachse & Wilson, LLP (BSW), effective July 1, 2016 through June 30, 2019 at an amount not to exceed \$300,000 per year. This contract is subject to the approval of the Office of State Procurement. The motion carried.

- c. Incumbent Worker Training Contracts:
 - i. Fletcher Technical Community College and Falck Alford Safety Services

On motion by Supervisor Smith, seconded by Supervisor St. Blanc, the Board voted to approve a social services contract between Fletcher Technical Community College and Falck Alford Safety Services, LLC, effective January 14, 2016 to October 18, 2016. This contract is subject to the approval of the Office of State Procurement. The motion carried.

- ii. South Louisiana Community College and Lantec of Louisiana, LLC

On motion by Supervisor St. Blanc, seconded by Supervisor Austin, the Board voted to approve a social services contract between South Louisiana Community College and Lantec of Louisiana, LLC, effective November 2, 2015 to November 1, 2016. This contract is subject to the approval of the Office of State Procurement. The motion carried.

- iii. South Louisiana Community College and University of Louisiana Lafayette Continuing Education

On motion by Supervisor St. Blanc, seconded by Supervisor Kinney, the Board voted to approve a social services contract between South Louisiana Community College and University of Louisiana at Lafayette Continuing Education, effective November 2, 2015 to November 1, 2016. This contract is subject to the approval of the Office of State Procurement. The motion carried.

7. Board of Regents Endowments

On motion by Supervisor Potts, seconded by Supervisor St. Blanc, the Board voted to approve the endowed scholarships and professorships listed below:

- a. **Bossier Parish Community College**
 - i. **Endowed Two-Year Workforce Scholarship for Nursing (\$140K/\$140K)**
 - ii. **Endowed Two-Year Workforce Scholarship for AAS in Cyber Technology (\$30K/\$10K)**
 - iii. **Endowed Two-Year Workforce Scholarship for AAS in Computer Information Systems (\$30K/\$10K)**
 - iv. **LCTCS Foundation Endowed Two-Year Workforce Scholarship for Nursing (\$10K/\$10K)**
 - v. **Endowed Professorship for Nursing (\$60K/\$40K)**
- b. **South Louisiana Community College**
 - i. **James Devin Moncus Endowed Professorship in Oil & Gas at South Louisiana Community College (\$60K/\$40K)**
 - ii. **Louisiana Gulf Coast Oil Exposition (LAGCOE) Endowed Scholarship at South Louisiana Community College (\$15K/\$10K)**
- c. **SOWELA Technical Community College**
 - i. **Howell Industries, Inc. Endowed Scholarship at SOWELA Technical Community College (\$30K/\$10K)**
 - ii. **Business Health Partnership Endowment Scholarship at SOWELA Technical Community College (\$30K/\$10K)**

On motion by Supervisor Potts, seconded by Supervisor Price, the Board voted to enter into Executive Session for the purpose of discussing the legal strategy to resolve a retiree dispute at Delgado Community College. The motion carried.

Board Coordinator, Sara Landreneau Kleinpeter, called roll with the following results:

Yeas - 11	Nays - 0
Woody Ogé, Board Chair	
Timothy W. Hardy, 1 st Vice Chair	
Deni Grissette	
Da'Antre Austin	
Steve Hemperley	
Benson Kinney	
Michael J. Murphy	
Joe Potts	
Paul Price, Jr.	
Stephen Smith	
Vincent St. Blanc, III	

Note for record: Supervisor Toups exited the meeting prior to entering into executive session due to a business obligation.

The Board entered into Executive Session at 11:36 a.m., following a unanimous vote.

The Board reconvened from Executive Session at 12:08 p.m.

A roll call vote was taken to reestablish a quorum. The following Supervisors were in attendance:

Woody Ogé, Board Chair
Timothy W. Hardy, 1st Vice Chair
Deni Grissette
Da'Antre Austin
Steve Hemperley
Benson Kinney
Michael J. Murphy
Joe Potts
Paul Price, Jr.
Stephen Smith
Vincent St. Blanc, III

Chair Ogé stated that no votes were taken and no consensus was reached during the Executive Session.

8. Settlement Authority

On motion by Supervisor Potts, seconded by Supervisor Price, the Board voted to authorize the System President and Board Counsel to negotiate a settlement between Bryant and Delgado Community College, et al. The motion carried.

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

Personnel Actions

9. Review and Advise ment: Revisions to Policy #6.003, Leave Record Establishment and Regulations for All Unclassified, Non-Civil Service Employees

The Board accepted, for review and advise ment, the attached revised policy, “Leave Record Establishment and Regulations for all Unclassified Non-Civil Service Employees”. No action was taken.

10. Review and Advise ment: New Human Resources Policy, Family and Medical Leave for All Employees

The Board accepted, for review and advise ment, the attached new policy, “Family and Medical Leave for All Employees”. No action was taken.

11. Review and Advise ment: Revisions to Policy #6.026, Financial Exigency/Reduction in Force

On motion by Supervisor Price, seconded by Supervisor Potts, the Board voted to amend the recommendation to remove the words “review and advise ment” allowing a suspension of the rules to approve the policy change without a lengthy review and advise ment period as customary. The motion carried.

On motion by Supervisor Potts, seconded by Supervisor Price, the Board voted to amend the policy text to include “or any qualified federal or state program” to the second bullet on page five of the policy. The motion carried.

On motion by Supervisor Potts, seconded by Supervisor Grissette, the Board voted to approve the amended LCTCS Policy #6.026, titled “Financial Exigency/Reduction in Force” to clarify that the retirement incentive plans may be offered to employees within the LCTCS provided that they meet all other retirement eligibility requirements. The motion carried.

12. Review and Advise ment: Revisions to Policy #6.030, Drug Free Workplace

The Board accepted, for review and advise ment, the attached revised LCTCS Policy #6.030, “Drug Free Workplace”. No action was taken.

Chair Oge presented the Consent Agenda items for consideration by the Board.

On motion by Supervisor Hemperley, seconded by Supervisor Kinney, the Board voted to approve the Consent Agenda which consists of agenda items H.1 through H.19.

H. CONSENT AGENDA

Baton Rouge Community College

Program Additions

1. Certificate of Technical Studies (CTS) in Retail Management (CIP 52.0212) –
4 STARS

Program Revisions

2. Associate of Applied Science (AAS) in Business Technology (CIP 52.0701) –
4 STARS
3. Certificate of Technical Studies (CTS) in Medical Assistant (CIP 51.0801) –
3 STARS

Delgado Community College

Program Additions

4. Certificate of Technical Studies (CTS) in Programmer/Analyst (CIP 11.0901) –
5 STARS
5. Technical Competency Area (TCA) in Application Programming (CIP
11.0901) – **5 STARS**
6. Technical Competency Area (TCA) in Web Programming (CIP 11.0801) –
5 STARS
7. Certificate of Technical Studies (CTS) in Funeral Services (CIP 12.0302) –
4 STARS

Program Revisions

8. Associate of Applied Science (AAS) in Culinary Arts (CIP 12.0503) –
4 STARS

Fletcher Technical Community College

Program Additions

9. Technical Competency Area (TCA) in Cardiovascular Clinical Medical
Assistant (CIP 51.0901) – **4 STARS**

Louisiana Delta Community College

Program Revisions

10. Associate of Applied Science (AAS) in Industrial Instrumentation Technology (CIP 15.0404) – **4 STARS**
 - a. Technical Diploma (TD) in Industrial Instrumentation Technician (CIP 15.0404) – **4 STARS**
 - b. Certificate of Technical Studies (CTS) in Industrial Electronic Repair (CIP 15.0404) – **4 STARS**
 - c. Technical Competency Area (TCA) in Basic Electronic Repair (CIP 15.0404) – **4 STARS**

South Louisiana Community College

Program Additions

11. Certificate of Technical Studies (CTS) in Application Software Technician (CIP 11.0201) – **5 STARS**
12. Certificate of Technical Studies (CTS) in Aviation Maintenance Technology: Airframe Structure Mechanic (CIP 47.0608) – **5 STARS**
13. Certificate of Technical Studies (CTS) in Dining Service Provider (CIP 12.0503) – **4 STARS**
14. Certificate of Technical Studies (CTS) in Refrigeration Technician (CIP 47.0201) – **5 STARS**
15. Certificate of Technical Studies (CTS) in Industrial Maintenance Technician (CIP 47.0303) – **5 STARS**
16. Certificate of Technical Studies (CTS) in Basic Electricity Technician (CIP 47.0105) – **5 STARS**
17. Certificate of Technical Studies (CTS) in IT Troubleshooter (CIP 11.0901) – **4 STARS**
18. Certificate of Technical Studies (CTS) in Machinist Helper (CIP 48.0501) – **5 STARS**

Finance Consent Items

19. Foundation Reimbursements to or on Behalf of Employees

Chair Oge referenced the updates and encouraged board members to review this information. On motion by Supervisor Austin, seconded by Supervisor St. Blanc, the Board voted to accept the updates. The motion carried.

I. UPDATES

1. Alternative Financing Projects
2. Second Quarter Contracts Report
3. FY 15-16 2nd Quarter Financial Status Report
4. Report of Breazeale Sachse & Wilson for Quarter Ending December 31, 2015
5. Status Report on Capital Projects

J. OTHER BUSINESS

On motion by Supervisor Kinney, seconded by Supervisor Austin, the Board voted to approve the following resolution.

In light of the projected revenue shortfall of the State of Louisiana for Fiscal Year 2017 of \$800 million, Louisiana's community and technical colleges will lose \$50-80 million effective on July 1, 2017. This level of cut will decimate two-year college education in Louisiana unless we take steps to reconsider the future of our colleges and system. Given that the current regular session does not allow for consideration of revenue measures and that any potential additional special legislative session will occur on or after the start of the next fiscal year, Louisiana's community and technical colleges must begin to develop plans to re-engineer and recast the future of two-year college education in Louisiana in a manner that is financially viable and sustainable.

By this action, the members of the Board of Supervisors of the Louisiana Community and Technical College System do hereby direct the leadership to study, review, and formulate recommendations in the following four areas and other areas by no later than the April 2016 meeting of the Board of Supervisors:

1. Tuition and Fee Schedule for Academic Year 2017 and beyond
2. Programmatic and Operational Considerations
3. Enterprise Services
4. Governance, Financing and Institutional Considerations

The motion carried without objection.

K. ANNOUNCEMENTS

Chair Ogé congratulated Baton Rouge Community College Student, Cameron Salazar, on being named the 2016 Coca-Cola New Century Scholar and invited him to a future meeting of the Board.

L. ADJOURNMENT

There being no further business to come before the Board, and on motion by Supervisor Potts, seconded by Supervisor Kinney, Chair Ogé adjourned the meeting at 12:23 p.m.