



*Changing Lives,
Creating Futures*

Monty Sullivan
System President

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N. J. "Woody" Ogé
Chair

Timothy W. Hardy
First Vice Chair

Deni Grissette
Second Vice Chair

Members:

Robert Brown
Helen Bridges Carter
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:

Edward Banks
Robert Fisher

Louisiana
Community
& Technical
College System

265 South Foster Drive
Baton Rouge, LA 70806

Phone: 225-922-2800
Fax: 225-922-1185

www.lctcs.edu

November 12, 2014 Minutes As Approved December 10, 2014

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

LCTCS BOARD OF SUPERVISORS MONTHLY MEETING

**Wednesday, November 12, 2014
9:00 a.m.**

SOWELA Technical Community College
Arts & Humanities Building, Multipurpose Room #145
2000 Merganser Street, Lake Charles, La 70615

** 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 November 12, 2014, LCTCS Board of Supervisors monthly meeting to order at 9:02 am.

B. PLEDGE OF ALLEGIANCE

Supervisor Stevie Smith led the assembly in 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, 2nd Vice Chair
Edward Banks
Robert Brown
Keith Gamble
Steve Hemperley
Willie Mount
Michael Murphy
Joe Potts
Paul Price, Jr.
Vincent St. Blanc, III
Stephen Smith

Absent

Helen Carter
Robert Fisher
Craig Spohn
Stephen Toups

Staff Present

Monty Sullivan
Jean Ann Kozlowski
Joseph Marin
Quintin Taylor
Jimmy Sawtelle
Neil Matkin
Leah Goss
Michael Redmond
Stephanie Ercolini
Chantell Hines
Derrick Manns
Jan Jackson
Tommy Williams
Sara L Kleinpeter

D. APPROVAL OF NOVEMBER 12, 2014 AGENDA

On motion by Supervisor Mount, seconded by Supervisor Grissette, the Board voted to approve the November 12, 2014 meeting agenda, as presented. The motion passed without objection.

E. APPROVAL OF OCTOBER 8, 2014 MEETING MINUTES

On motion by Supervisor Brown, seconded by Supervisor St. Blanc, the Board voted to approve the minutes of the October 8, 2014 meeting, as presented. The motion passed without objection.

F. REPORTS

1. Chair of the Board Report

Chair Ogé provided the following report:

- Invited Chancellor Neil Aspinwall to welcome the Board and audience to SOWELA. Chancellor Aspinwall noted dignitaries in the audience: Speaker Chuck Kleckley, Senator Ronnie Johns, Board of Regents member Mark Abraham, and local industry representatives in attendance.
- Honored founding LCTCS Board of Supervisors member, Mr. Edwards Barham's recent death with a moment of silence.
- Asked all Veterans in the audience to stand for recognition in honor of Veterans Day. Thanked them for their service to our country.
- Noted his attendance, along with Supervisors Brown, Hardy, and Murphy, at the Annual Leadership Congress hosted by the Association of Community College Trustees (ACCT) in Chicago, IL, in October.
- Additionally, noted his attendance at the Council for Resource Development (CRD) meeting in Washington, D.C. the first week of November.
- Invited all to attend the South Louisiana Community College (SLCC) Evangeline Campus Groundbreaking at 2:30 pm.
- Thanked SOWELA Technical Community College for their hospitality and for the coasters made by the machinist students.

2. President's Report

Dr. Sullivan gave the following report:

- Invited Jimmy Sawtelle to report on LCTCS's receipt of the Construction Users Roundtable Award in 2014; last time received in 2006. This award recognizes the hard work by the LCTCS colleges to provide workforce education and training. Mr. Sawtelle congratulated the colleges for this well-deserved honor.
- Recognized the students in the audience.
- Introduced the individuals that make up the newest class of the Louisiana Leadership Academy. Thanked them for their commitment to this program and the betterment of the entire system.
- Congratulated Chancellor Jim Henderson on his appointment as the next President of Northwestern State University. Following the meeting, a formal search will be launched to fill the position at Bossier Parish Community College.
- Noted that work continues to deliver on the goals set forth with the Our Louisiana 2020 Strategic Plan. Thanked the leadership team for their work and looks forward to presenting on detailed plans in the future.

G. GENERAL ACTION ITEMS

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

Academic Actions

1. SOWELA Technical Community College Center of Workforce Excellence

Chancellor Neil Aspinwall noted the fast rate of economic development in the Lake Charles area and expressed the desire to create a center of Workforce Excellence at SOWELA. The center will focus on the following areas: industrial instrumentation, industrial electrician, and process technology. Chancellor Aspinwall noted that the Industrial and Process Technology Center of Workforce Excellence will add value to the image of SOWELA as being a relevant and necessary component of the region's expansion and serve as a catalyst for innovative and rigorous educational and training solutions.

A video supporting the naming of SOWELA as a Center of Workforce Excellence was shown to the board and audience.

Representatives from Sasol, Axiall and Cheniere Energy talked about the need for a steady workforce in Southwest Louisiana in the years to come and recommended the naming to the board. House Speaker Chuck Kleckley, and Sen. Ronnie Johns, as well as

two students, spoke about the importance of the new initiative.

Mike Hayes, Sasol's public affairs manager for U.S. megaprojects, said the comprehensive approach that is outlined in this Center of Workforce Excellence is the proper response to the needs Sasol and other industries face.

Jim Rock, plant manager at Axiall, said he consistently finds quality employees at SOWELA. "SOWELA absolutely produces a quality product..." Rock said. "...The success of SOWELA is just vital to this big engine we got going here in Southwest Louisiana."

Lamar Hudson, an official with Cheniere, gave five essentials of what a Center of Workforce Excellence needs to be successful. He said it should be located in a highly industrialized area; have leaders who understand the importance of the two-year college system in workforce development; have faculty members who are willing to listen to industry representatives' input; be able to respond to industry needs immediately and not have to go through a long state process; and be willing to set the bar high with model programs. Hudson said, "I found that everything here has been set to that higher standard...SOWELA is already a model institution, and by calling it the Center of Excellence, you are just reaffirming what they already are."

Dale Logan, representing the Lake Area Industry Alliance (LAIA), noted the partnership with SOWELA and commented on the quality of graduates from SOWELA, specifically in the disciplines to be included in this center. The three disciplines are crucial in the development of the long term workforce in the area.

SOWELA student, Quentin Campbell, began his studies in the fall of 2013 after serving in the Marine Corps. He enrolled at SOWELA because it was time to develop new skills. "This will change my life," said Campbell, who majors in industrial instrumentation technology and industrial electrician. "I foresee this center of excellence changing lives in the future."

SOWELA student, Steven Savell, enrolled in the process technology fast track program following his military service in Iraq. "I was really motivated to get skills so I can apply to the industry that is growing here in Southwest Louisiana...this building will do a lot for the future of many people," Savell said.

Louisiana Speaker of the House of Representatives, Chuck Kleckley, commends SOWELA for their work to make the lives of students in the area better. Speaker Kleckley knows that a lot of hard work was put in to develop the southwest Louisiana area, making it available for industry to prosper. Speaker Kleckley noted, "The biggest challenge...is to deliver for these companies, the workforce that they need...In order to do that we have to support our community colleges and their four year counter parts to train this workforce...We cannot fail...It is critical that we support SOWELA."

Representative Ronnie Johns noted "These are extra ordinary times in Southwest Louisiana...it's a once in a lifetime opportunity to succeed...the approval of this

application will be a game changer to this institution and our workforce.” Representative Johns noted that private industry is doing their part in preparing for success; approval of this center will align with private industry and lead to success.

Supervisor St. Blanc recognized that this SOWELA Center of Workforce Excellence echoes the vision of the legislature when approving the plan for Centers of Education.

Chair Ogé thanked the industry partners for their support and for sharing their intellectual property, allowing SOWELA to accurately prepare students.

On motion by Supervisor Mount, seconded by Supervisor Grissette, the Board voted to approve a Center for Workforce Excellence for Industrial and Process Technology to be developed and operated in accordance with the requirements of Act 555 of the 2010 Regular Session of the Louisiana Legislature and LCTCS and Board of Regents’ policy on educational centers. The motion passed without objection.

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

Personnel Actions **

2. Revisions to Policy #6.037, Tuition Exemption for Employees

On motion by Supervisor Potts, seconded by Supervisor Smith, the Board voted to adopt revisions to Policy #6.037 (formerly Policy #5.004), Tuition Exemption for Employees. The motion passed without objection.

3. Review and Advisement of Policy #6.038, Tuition Assistance for Full-Time Employees

The Board accepted, for review and advisement, Policy #6.038, Tuition Assistance for Full-Time Employees.

4. Review and Advisement of Policy #6.039, Child or Dependent and Spouse Tuition Reduction

The Board accepted, for review and advisement, Policy #6.039, Child or Dependent and Spouse Tuition Reduction.

5. Appointment of Interim Chancellor at Bossier Parish Community College

Supervisor Hardy stated the need to enter into Executive Session for the purpose of discussing the appointment of the Interim Chancellor at Bossier Parish Community College.

On motion by Supervisor Brown, seconded by Supervisor Gamble, a roll call vote was requested to enter into Executive Session. The motion passed with a unanimous vote.

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

Yea's - 13

Woody Ogé, Board Chair
Timothy W. Hardy, 1st Vice Chair
Deni Grissette, 2nd Vice Chair
Edward Banks
Robert Brown
Keith Gamble
Steve Hemperley

Nay's - 0

Willie Mount
Michael Murphy
Joe Potts
Paul Price, Jr.
Vincent St. Blanc, III
Stephen Smith

The Board entered into Executive Session at 10:05 am, following a unanimous vote.

The Board reconvened from Executive Session at 10:52 am. 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, 2nd Vice Chair
Edward Banks
Robert Brown
Keith Gamble
Steve Hemperley

Willie Mount
Michael Murphy
Joe Potts
Paul Price, Jr.
Vincent St. Blanc, III
Stephen Smith

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

On motion by Supervisor St. Blanc, seconded by Supervisor Grissette, the Board approved the appointment of Dr. Douglas "Rick" Bateman as the interim chancellor of Bossier Parish Community College effective January 1, 2015 at an annual base salary of \$142,000 with his benefits remaining at current levels. The motion passed without objection.

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

Facilities Actions

6. Lease Agreement between LCTCS, on behalf of Louisiana Delta Community College, and the Louisiana Division of Administration

On motion by Supervisor Mount, seconded by Supervisor Gamble, the Board authorized the System President and the Chancellor of Louisiana Delta Community College to negotiate and execute a lease agreement for an approximately 40,700 square foot facility from the Louisiana Division of Administration to provide space for the college's workforce development training program at an annual cost not to exceed \$300,000. This lease will require the approval of the Real Estate Leasing Section of Facility Planning and Control, Division of Administration. The motion passed without objection.

7. Lease Agreement between LCTCS, on behalf of Nunez Community College, and Southern Specialty Investments, LLC

On motion by Supervisor Brown, seconded by Supervisor Potts, the Board authorized the System President and the Chancellor of Nunez Community College to negotiate and execute a lease agreement for approximately 7,200 square feet of space from Southern Specialty Investments, LLC to provide space for the college's technical trades programs at a cost not to exceed \$55,000 per year for one year with four, six month options to renew. This lease must be approved by the Division of Administration. The motion passed without objection.

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

Finance Actions

8. Municipalities Continuing Disclosure Cooperation Initiative

On motion by Supervisor Brown, seconded by Supervisor Potts, the Board approved the LCTCS's participation in the Municipalities Continuation Disclosure Cooperation Initiative and authorize the system President to sign all documents relative to its implementation. The motion passed without objection.

9. Contracts:

a. Delgado Community College and Noel-Levitz, LLC

In response to Supervisor Potts' question related to recruitment of Hispanic students, Chancellor Joan Davis stated that all populations will be recruited.

On motion by Supervisor Potts, seconded by Supervisor Brown, the Board approved a consulting services contract between Delgado Community College and Noel-Levitz, LLC, effective October 9, 2014 through October 31, 2015, pending final approval by Division of Administration, Office of Contractual Review. The motion passed without objection.

b. Delgado Community College and Single Stop USA, Inc.

Supervisor Brown noted that he had multiple conversations during the ACCT conference with other leaders across the nation about the value of this program at their colleges. Chancellor Davis noted that this program is a "life line" for some students that lack basic resources to survive.

President Sullivan noted that the Single Stop USA program exists at two colleges: Delgado and Baton Rouge Community College. The success of the program is great. There is a potential opportunity for Single Stop USA to work with the WorkReadyU program and work with all thirteen institutions in the future.

On motion by Supervisor Brown, seconded by Supervisor Hemperley, the Board authorized Delgado Community College to execute a Cooperative Endeavor Agreement between the college and Single Stop USA, Inc., a nonprofit organization, effective September 1, 2014 through August 31, 2015. This agreement is subject to the approval of the Division of Administration, Office of Contractual Review. The motion passed without objection.

c. South Louisiana Community College and BBR Creative, Inc.

On motion by Supervisor Banks, seconded by Supervisor St. Blanc, the Board approved a consulting services contract between South Louisiana Community College and BBR Creative, Inc., effective September 23, 2014 through January 5, 2015, pending final approval by Division of Administration, Office of Contractual Review. The motion passed without objection.

- d. Incumbent Worker Training Grant Training Services Contracts
 - i. Fletcher Technical Community College and Womack Systems

On motion by Supervisor St. Blanc, seconded by Supervisor Price, the Board approved a social services contract between Fletcher Technical Community College and Womack Systems, effective September 22, 2014 to July 31, 2015. This contract is subject to the approval of the State Office of Contractual Review. The motion passed without objection.

Supervisor Gamble presented the Information Technology Actions agenda items for consideration by the Board.

Information Technology Actions

10. Policy #7.007, Software License Compliance

On motion by Supervisor Mount, seconded by Supervisor Banks, the Board adopted Information Technology Policy #7.007 which requires that all LCTCS colleges develop college level software license compliance policies. The motion passed without objection.

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

On motion by Supervisor Mount, seconded by Supervisor St. Blanc, the Board approved the Consent Agenda which consists of agenda items H.1 through H.4. The motion passed without objection.

H. CONSENT AGENDA

1. New Programs

Approved new programs and exit points listed below:

- a. Northwest Louisiana Technical College
 - i. New Technical Diploma in Electrician: Industrial (CIP: 46.0302) (TD 45 credit hours and 1365 clock hours); AAS 60 credit hours and 1590 clock hours at the Mansfield, Minden, Natchitoches, Sabine Valley and Shreveport campuses
 - ii. New concentration in Electrician: Industrial as an option in the Associate of Technical Studies degree (CIP: 47.9999) Mansfield, Minden, Natchitoches, Sabine Valley and Shreveport campuses
- b. River Parishes Community College
 - i. New Certificate of Technical Studies program in Clinical Medical Assistant (CIP: 51.0801)
- c. Baton Rouge Community College
 - i. New Associate of Science in Surgical Technology – transfer of program from Our Lady of the Lake College (CIP: 51.0909)

2. Program Revisions

Approved program revisions as listed below:

- a. Baton Rouge Community College
 - i. Revisions in the AAS in Business Technology Program and adding new course in Professional Selling BUSN 150 (CIP: 52.0101). Changes affect Management and Entrepreneurship Concentrations.
- b. Northwest Louisiana Technical College
 - i. Addition of the Culinary Arts and Occupations Technical Diploma (CIP: 12.0503) (TD 45 credit hours and 1625 clock hours; AAS 60 credit hours, AAS 1590 clock hours) under the Associate of Technical Studies Associate Degree (CIP: 47.9999) at the Shreveport campus
 - ii. Addition of the Cosmetology Technical Diploma (CIP: 12.0401) (TD 51 credit hours and 1560 clock hours; AAS 66 credit hours and 1785 clock hours) under the Associate of Technical Studies Associate Degree (CIP: 47.9999) at the Natchitoches campus
 - iii. Addition of the Barber-Styling Technical Diploma (CIP: 120402) (TD 53 credit hours and 1605 clock hours; AAS 68 credit hours and 1830 clock hours) under the Associate of Technical Studies Associate Degree (CIP: 47.9999) at the Shreveport campus
 - iv. Addition of the Care and Development of Young Children Technical Diploma (CIP: 19.0709) (TD 45 credit hours and 1350 clock hours; AAS 60 credit hours and 1575 clock hours) under the Associate of Technical Studies Associate Degree (CIP: 47.9999) at the Natchitoches campus

3. Program Terminations

Approved program terminations as listed below:

- a. River Parishes Community College
 - i. Terminate the Associate of Liberal Arts (CIP: 24.0101), program has been replaced by Louisiana Transfer Degrees

Finance Items

4. Incumbent Worker Training Program Contracts

Ratified three (3) new and one (1) amended Incumbent Work Training Program Contracts as listed below:

- a. L.E. Fletcher Technical Community College with Keystone Engineering, Inc.
- b. Northshore Technical Community College with Gulf Crane Services, Inc.
- c. South Louisiana Community College with Acadian Ambulance Service, Inc.
- d. South Louisiana Community College with Associated Grocers, Inc.

Chair Ogé referenced the updates found in Item H. and encouraged Board members to review this information.

I. UPDATES

1. Alternative Financing Projects
2. First Quarter Contracts Report
3. FY 14-15 1st Quarter Financial Status Report
4. Report of Breazeale Sachse & Wilson for Quarter Ending September 30, 2014
5. Report on General Personnel Actions for LCTCS Colleges and System Office
6. Status Report on Capital Projects

J. OTHER BUSINESS

There was no other business brought before the board.

K. ANNOUNCEMENTS

Chair Ogé invited all to attend the SLCC St. Martinville Campus Groundbreaking ceremony at 2:00 pm. Supervisor Smith noted that the event will be inside a heated tent.

Supervisor Murphy expressed his joy and honor to present to the Louisiana Leadership Academy. He noted the outstanding quality of individuals in the class and looks forward to seeing these future leaders succeed.

L. ADJOURNMENT

There being no further business to come before the Board, and on motion by Supervisor Mount, seconded by Supervisor St. Blanc, Chair Ogé adjourned the meeting at 11:12 am.