



February 12, 2014 Minutes As Approved March 12, 2014
LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

BOARD OF SUPERVISORS SPECIAL MEETING

MINUTES

Wednesday, February 12, 2014

The Louisiana Building
Baton Rouge Community College
201 Community College Drive, 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. 42.16-17.

A. CALL TO ORDER

Board Chairman, Michael Murphy called the meeting to order at 9:08 am.

B. PLEDGE OF ALLEGIANCE

Supervisor Hardy led the assembly in the pledge of allegiance.

C. ROLL CALL

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

Members Present

Members Absent

Staff Present

Michael J. Murphy, Board Chair
Woody Ogé, 1st Vice Chair
Timothy W. Hardy, 2nd Vice Chair
Helen Carter
Keith Gamble
Deni Grissette
Steve Hemperley
Willie Mount
Paul Price, Jr.
Stephen Smith
Vincent St. Blanc, III
Craig Spohn
Stephen Toups
Frank Russell (late arrival)

Robert Brown
Algernon Doplemore
Joe Potts

Joe D May
Sara L Kleinpeter
Jean Ann Klozowski
Quintin Taylor
Katie Waldrop
Leah Goss
Jan Jackson
Neil Matkin
Derrick Manns
Jimmy Sawtelle
Sandra Kinney
Tony Turner
Sean Martin

*Changing Lives,
Creating Futures*

Joe May
System President

Officers:

Michael J. Murphy
Chair

N. J. "Woody" Ogé
First Vice Chair

Timothy W. Hardy
Second Vice Chair

Members:

Robert Brown
Helen Bridges Carter
Keith Gamble
Deni Grissette
Steve Hemperley
Willie Mount
Joe Potts
Paul Price, Jr.
Stephen C. Smith
Vincent St. Blanc, III
Craig Spohn
Stephen Toups

Student Members:

Algernon Doplemore
Frank Russell

Louisiana
Community
& Technical
College System

265 South Foster Drive
Baton Rouge, LA 70806

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Chair Murphy stated the need to amend the agenda. The following amendment requested was to include the following agenda item:

H.7. Appointment of Acting Chancellor of L.E. Fletcher Technical Community College

On motion of Supervisor Ogé, seconded by Supervisor Grissette, the Board voted to amend the agenda, adding item H.7. Appointment of Acting Chancellor of L.E. Fletcher Technical Community College. The motion carried.

D. APPROVAL OF FEBRUARY 12, 2014 AGENDA

On motion of Supervisor Price, seconded by Supervisor Mount, the Board voted to approve the February 12, 2014 agenda as amended. The motion carried.

E. APPROVAL OF MEETING MINUTES

1. Meeting Minutes of December 11, 2013

On motion of Supervisor St. Blanc, seconded by Supervisor Carter, the Board voted to approve the minutes of the December 11, 2013 meeting as presented. The motion carried.

2. Meeting Minutes of January 31, 2014

On motion of Supervisor Hardy, seconded by Supervisor Price, the Board voted to approve the minutes of the January 31, 2014 meeting as presented. The motion carried.

3. Meeting Minutes of February 8, 2014

On motion of Supervisor Ogé, seconded by Supervisor Mount, the Board voted to approve the minutes of the February 8, 2014 meeting as presented. The motion carried.

F. REPORTS

1. Chair of the Board Report

Chair Murphy expressed his thanks to the Board for their support during the LCTCS Presidential Search.

2. Presidents Report

Dr. May introduced and thanked Dr. Rick Bateman for accepting the appointment as the Interim Director at Northwest Louisiana Technical College and thanked Chancellor Aspinwall at SOWELA for lending Dr. Bateman to NWLTC.

Dr. May noted that the Aspen Institute recognizes top Community Colleges in the Nation, with the winner receiving a million dollar award. There is no application process for this selection; colleges are picked by the Aspen Institute. Three colleges in the LCTCS, Northwest Louisiana Technical College, South Louisiana Community College, and SOWELA were named on the eligibility list of only 150 colleges.

On invitation by Dr. May, Chancellor William Wainwright, Northshore Technical Community College shared with the Board the history behind the request by Cisco Corporation for NTCC students to work with Cisco and NBA for the NBA All Stars event in New Orleans. This is the first time that Cisco has partnered with a local college. Three NTCC students will participate in many activities throughout the NBA All Star weekend and will be great representatives of NTCC and LCTCS.

Dr. May recognized Sandra Kinney, VP for Institutional Research and Planning, for her work representing LCTCS Colleges for negotiated rulemaking in Washington, DC.

Dr. May noted that Dr. Neil Matkin and Mr. Jimmy Sawtelle, amongst others, are working with Senator Landreiu's office to allow for Pell Grants to students in short term certificate programs. Currently, LCTCS is involved in a pilot program to allow some students enrolled in short term certificates with a minimum of 150 hours, to receive Pell Grants for school.

Dr. May provided an update on the Act 360 program. Currently, LCTCS is in the process of hiring bond council, program manager and others to run the program. The projects require at twelve percent match by the state. Currently, cash on hand is \$3,467,000, with cash pledges of \$13,162,000. There are a total of eight land pledges, with four of those valued at \$3 million. Dr. May noted that LCTCS and the colleges are required to raise \$34 million; currently, it has around \$20 million in hand.

G. GENERAL ACTION ITEMS**

Chair Murphy presented the Committee of the Whole agenda items for consideration.

Committee of the Whole (for ratification by the Full Board)

1. Consideration of the Reports for House Concurrent Resolutions 16 & 170, Livingston and St. Mary's Parishes

On motion by Supervisor St. Blanc, seconded by Supervisor Toups, the Board voted to accept and endorse the response to the House Concurrent Resolution 170 of the 2013 Regular Session of the Louisiana Legislature regarding Community College services to the Greater St. Mary Parish area. The motion carried.

Dr. Neil Matkin, LCTCS Executive Vice President addressed the board and introduced Dr. Larry Tremblay, Deputy Commissioner for Planning, Research & Academic Affairs with the Louisiana Board of Regents. Dr. Tremblay noted that both reports have been endorsed by the Board of Regents.

Dr. Matkin reviewed the study done by FutureWorks, as presented to the Board in their meeting materials, which addresses the merger of South Central Louisiana Technical College and Fletcher Technical Community College. Dr. Matkin invited Mr. Earl

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Meador, Director of South Central Louisiana (SCL) Technical College and Mr. Jimmy Sawtelle, Acting Chancellor at Fletcher Technical Community College, to make remarks about the study. Mr. Meador urged the Board to move cautiously in the report to the legislature. Problems have been identified and Mr. Meador hopes the Board will make a careful decision in the middle of the two extremes presented in the report. Mr. Sawtelle noted that both Fletcher and SCL are working toward the same mission: educate the communities they serve.

Supervisor St. Blanc urged the Board to become involved in the future of these two institutions; it is an important issue to be aware of.

Supervisor Smith thanked Dr. Tremblay and the Board of Regents for their support of this initiative.

Dr. May welcomed Representative Dale Erdy to discuss the study in response to House Concurrent Resolution 16. The population growth in Livingston Parish in addition to the economic outlook, Representative Erdy knows there will be future needs to support the growth in the Parish.

Dr. Matkin reviewed the NCHEMS report that recommends Northshore Technical Community College be responsible for assessing the future needs of Livingston Parish. Currently the parish is served by Baton Rouge Community College, River Parishes Community College, and Northshore Technical Community College.

Chancellor William Wainwright introduced his guests in the audience from Livingston Parish: Superintendent John Watson, North Oaks Regional Medical Center Director Regina Scott, Steve Stine with Whitney Bank, and Josh Prejean with Capitol One Bank.

Abigail DePino with the Livingston Economic Development Council addressed the board and noted the support of the LEDC for a building in Livingston parish providing technical education in the parish. The Livingston Parish School Board is providing a building for Northshore Technical Community College for use in educating the community.

On motion by Supervisor Carter seconded by Supervisor Ogé, the Board voted to accept and endorse the response to the House Concurrent Resolution 16 of the 2013 Regular Session of the Louisiana Legislature regarding community college services to Livingston Parish. The motion carried.

Supervisor Price presented the Academic Actions agenda items for consideration.

Academic, Instruction, Workforce Training and Student Affairs Actions

2. Technical revision of language in Policy #1.117, Policy #1.118, Policy #1.119 and Policy #1.120 for High School Equivalency Testing based on provider change

On motion by Supervisor Grissette, seconded by Supervisor Toups, the Board voted to approve the High School Equivalency Testing Program revisions listed below.

Policy # 1.117. High School Equivalency Guidelines

Policy # 1.118. High School Equivalency Attainment

Policy # 1.119. High School Equivalency Retest Guidelines

Policy # 1.120. Issuance of High School Equivalency Diploma

The motion carried.

Supervisor Smith presented the Facilities Actions agenda items for consideration.

Facilities Actions

3. Demolition of Building at South Central Louisiana Technical College, Young Memorial Campus

On motion by Supervisor St. Blanc, seconded by Supervisor Hemperley, the Board voted to approve the demolition of a portable building at South Central Louisiana Technical College, Young Memorial Campus. The demolition of this building requires the approval of The Board of Regents and Facility Planning & Control. The motion carried.

Supervisor Ogé presented the Finance Actions agenda items for consideration.

Finance Actions

4. Contracts and Agreements:
 - a. Amendment to Professional Services Contract between L. E. Fletcher Technical Community College and The Kenaly Complement

On motion by Supervisor Toups, seconded by Supervisor Smith, the Board voted to approve an amendment to a contract between L. E. Fletcher Technical Community College and the Kenaly Complement. The amendment increases the contract by \$45,500, raising it from \$16,000 to \$61,500, and extending the contract end date from November 1, 2013 To February 28, 2014. The motion carried.

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- b. Amendment to Professional Services Contract between Louisiana Delta Community College and Occupational Industrialization Center of Ouachita

On motion by Supervisor Mount, seconded by Supervisor Toups, the Board voted to approve an amendment to a Professional Services Contract between Louisiana Delta Community College and Occupational Industrialization Center of Ouachita for an additional \$30,000. This contract is subject to the approval of the Office of Contractual Review. The motion carried.

5. Revisions to Policy #5.018, Procurement Card

On motion by Supervisor Toups, seconded by Supervisor Hemperley, the Board voted to grant the System President and staff the authority to adjust Policy #5.018, "Lacarte Purchasing Card and Cba (Controlled Billed Account) Policy", as it pertains to maintaining and updating the policy to align with frequent changes to the state's procurement card policy. The motion carried.

Chair Murphy stated the need to enter into Executive Session for the purpose of discussing the character and professional competence of LCTCS Presidential Finalist Candidates.

On motion by Supervisor Hemperley, seconded by Supervisor Price, Chair Murphy requested a roll call vote to enter into Executive Session.

Board Coordinator Ms. Kleinpeter called a vote to enter into Executive Session with the following results:

Yea's – 13

Nay's – 0

Michael J. Murphy, Board Chair
Woody Ogé, 1st Vice Chair
Timothy W. Hardy, 2nd Vice Chair
Helen Carter
Keith Gamble
Deni Grissette
Steve Hemperley
Willie Mount
Paul Price, Jr.
Stephen Smith
Vincent St. Blanc, III
Craig Spohn
Stephen Toups

The Board entered into Executive Session at 10:07 a.m., following a unanimous vote.

On motion by Supervisor Grissette, seconded by Supervisor Price, the Board reconvened from Executive Session at 10:34 a.m. A roll call was taken to re-establish a quorum. The motion carried. The following Supervisors were in attendance:

Michael J. Murphy, Board Chair
Woody Ogé, 1st Vice Chair
Timothy W. Hardy, 2nd Vice Chair
Helen Carter
Keith Gamble
Deni Grissette
Steve Hemperley
Willie Mount
Paul Price, Jr.
Stephen Smith
Vincent St. Blanc, III
Craig Spohn
Stephen Toups
Frank Russell

Chair Murphy stated that no votes were taken and no consensus was reached during the Executive Session. Supervisor St. Blanc stated that as a point of order of Robert's Rules of Order, the board reconvened to establish another roll call because of a board member arriving during the ongoing executive session.

On motion by Supervisor St. Blanc, seconded by Supervisor Toups, Supervisor Hardy requested a roll call vote to enter into Executive Session.

Board Coordinator Ms. Kleinpeter called a vote to enter into Executive Session with the following results:

Yea's – 14

Nay's – 0

Michael J. Murphy, Board Chair
Woody Ogé, 1st Vice Chair
Timothy W. Hardy, 2nd Vice Chair
Helen Carter
Keith Gamble
Deni Grissette
Steve Hemperley
Willie Mount
Paul Price, Jr.
Stephen Smith
Vincent St. Blanc, III
Craig Spohn
Stephen Toups
Frank Russell

The Board entered into Executive Session at 10:37 a.m., following a unanimous vote.

On motion by Supervisor Hardy, seconded by Supervisor Price, the Board reconvened from Executive Session at 12:47 p.m. A roll call was taken to re-establish a quorum. The motion carried. The following Supervisors were in attendance:

Yea's – 14

Nay's – 0

Michael J. Murphy, Board Chair
Woody Ogé, 1st Vice Chair
Timothy W. Hardy, 2nd Vice Chair
Helen Carter
Keith Gamble
Deni Grissette
Steve Hemperley
Willie Mount
Paul Price, Jr.
Stephen Smith
Vincent St. Blanc, III
Craig Spohn
Stephen Toups
Frank Russell

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

Supervisor Hardy presented the Personnel Actions agenda items for consideration.

Personnel Actions

6. Appointment of LCTC System President

On motion by Supervisor Hardy, seconded by Supervisor Smith, the Board voted to approve the appointment of Dr. Monty Sullivan as President of LCTCS, effective February 27, 2014, also authorizing the Board Chair to negotiate a financial package acceptable to Dr. Sullivan and Board. The motion carried with the following results.

Yea's – 9

Nay's – 3

Abstain - 2

Michael J. Murphy, Board Chair

Helen Carter

Vincent St. Blanc, III

Woody Ogé, 1st Vice Chair

Keith Gamble

Craig Spohn

Timothy W. Hardy, 2nd Vice Chair

Stephen Toups

Deni Grissette

Steve Hemperley

Willie Mount

Paul Price, Jr.

Stephen Smith

Frank Russell

On motion by Supervisor Toups, seconded by Supervisor Carter, the Board voted to support for Dr. Monty Sullivan in his new role as President of LCTCS. The motion carried with the following results.

Yea's – 14	Nay's – 0	Abstain - 0
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Michael J. Murphy, Board Chair
Woody Ogé, 1st Vice Chair
Timothy W. Hardy, 2nd Vice Chair
Helen Carter
Keith Gamble
Deni Grissette
Steve Hemperley
Willie Mount
Paul Price, Jr.
Vincent St. Blanc, III
Craig Spohn
Stephen Smith
Stephen Toups
Frank Russell

7. Appointment of Acting Chancellor of LE Fletcher Technical Community College.

On motion by Supervisor Smith, seconded by Supervisor St. Blanc, the Board voted to ratify the appointment of James Sawtelle as the Acting Chancellor of L. E. Fletcher Technical Community College, at his current annual salary of \$160,650, with an additional \$2,000 monthly, effective January 27, 2014, until the date that the chancellor is able to return to his office and fully resume his duties. Mr. Sawtelle will continue his duties as Senior Vice President for Workforce Solutions while he serves in the Acting Chancellor role at L. E. Fletcher Technical Community College. The motion carried.

H. Consent Agenda

Chair Murphy presented the Consent agenda items for consideration.

Supervisor Toups noted for the record that he is abstaining from a vote on the consent agenda due to a conflict of interest.

On motion by Supervisor Smith, seconded by Supervisor Price, the Board voted to approve the Consent Agenda which consists of agenda items H.1 through H.11. The motion carried the following results.

Yea's – 14	Nay's – 0	Abstain - 1
Michael J. Murphy, Board Chair		Stephen Toups
Woody Ogé, 1 st Vice Chair		
Timothy W. Hardy, 2 nd Vice Chair		
Helen Carter		
Keith Gamble		
Deni Grissette		
Steve Hemperley		
Willie Mount		
Paul Price, Jr.		
Vincent St. Blanc, III		
Craig Spohn		
Stephen Smith		

New Programs

- 1. Bossier Parish Community College**
 - A. Certificate of Technical Studies Business Entrepreneurship (CIP: 52.0701)**
- 2. South Louisiana Community College**
 - A. Associate of Applied Science in Application Software Developer with a Technical Diploma in Application Software Specialist and a Certificate of Technical Studies in Software System Analyst (CIP: 11.0201)**

Program Revisions/Replication

- 3. Bossier Parish Community College**
 - a. Program name change for the Certificate of Technical Studies in Help Desk Support to reflect a new name of Certificate of Technical Studies in Digital Media (CIP: 11.9999)**
- 4. Northshore Technical Community College**
 - b. Program revision in the Technical Competency Area Basic Care Giver (CIP: 19.0709) 3 credit hours and 45 clock hours**
 - c. Program reactivation of the TCA in EMT Basic program (CIP: 51.0904) 8 credit hours, 165 clock hours at the Sullivan, Hammond, Florida Parishes Campuses and the Slidell Behrman Instructional Service Center.**

- d. Program reactivation of the TCA in CNA (CIP: 51.3902) 5 credit hours, 155 clock hours at the Sullivan, Hammond, Florida Parishes Campuses and the Slidell Behrman Instructional Service Center.
- 5. Delgado Community College
 - e. Change in Program titles
 - i. Change the title of the Certificate of Technical Studies in Welding: Arc Welder-GTAW *from* Welding: Arc Welder-GTAW *to* Welding: Gas Tungsten Arc Welding (GTAW) (CIP Code: 48.0508)
 - ii. Change the title of the Certificate of Technical Studies in Welding: Arc Welder-FCAW *from* Welding: Arc Welder-FCAW *to* Welding: Flux Cored Arc Welding (FCAW) and Gas Metal Arc Welding (GMAW) (CIP Code: 48.0508)
 - iii. Change the title of the Certificate of Technical Studies in Welding: Arc Welder-SMAW *from* Welding: Arc Welder-SMAW *to* Welding: Shielded Metal Arc Welding (SMAW) (CIP Code: 48.0508)
 - iv. Change the title of the Certificate of Technical Studies in MTT: Lathe Operator *from* MTT: Lathe Operator *to* Precision Machining (CIP Code: 48.0501)
- 6. South Louisiana Community College
 - f. Changes in the Industrial Electronics program courses to provide alignment with current business and industry needs (CIP: 47.0105)

Program Termination

- 7. Bossier Parish Community College
 - a. Program termination of the Technical Competency Area -TCA in Computer Drafting and Design due to low completion (CIP: 15.1301)
 - b. Program termination Technical Competency Area in Stage Management due to low completion (CIP: 50.0599)
- 8. South Central Louisiana Technical College
 - c. Program termination of the Certificate of Technical Studies in Drafting and Design Tech: Eng. Aide II (15.1301) from the River Parishes (Reserve) and Young Memorial Campuses
 - d. Program termination of the Technical Diploma in Drafting and Design Technician (15.1301) from the River Parishes (Reserve) and Young Memorial Campuses
 - e. Program termination of the Emergency Medical Technician Basic program at the Galliano Instructional Service Center (CIP: 51.0904)
 - f. Program termination of the Certificate of Technical Studies in Patient Care Technician (CIP: 51.2601) at the Lafourche (Thibodaux) and Young Memorial campuses
- 9. Delgado Community College
 - g. Program termination of the Certificate of Technical Studies in Welding: ARC Welder-GMAW (CIP Code: 48.0508)

- h. Program termination of the Certificate Technical Studies in Welding: Production Line Welder II (CIP Code: 48.0508)**
- i. Program termination of the Certificate of Technical Studies in Welding: Production Line Welder Ship Builder (CIP Code 48.0508)**
- j. Program termination of the Certificate of Technical Studies in MTT: Mill Operator (CIP Code: 48.0501)**
- k. Program termination of the Certificate of Technical Studies in MTT: CNC Operator (CIP Code: 48.0501)**

Finance Actions

- 10. Professional Services Contract between South Louisiana Community College and Architects Southwest**
- 11. Incumbent Worker Training Program Contracts**
 - l. Bossier Parish Community College and Ternium USA, Inc.**
 - m. L. E. Fletcher Technical Community College and Blanchard Contractors, Inc.**
 - n. L. E. Fletcher Technical Community College and Dynamic Production Services, Inc.**
 - o. L. E. Fletcher Technical Community College and Synergy Bank**
 - p. LSU Continuing Education, Baton Rouge and Tuner Group Consortium**
 - q. Northshore Technical Community College and Gulf Crane Services, Inc.**
 - r. South Louisiana Community College and High Tech Components, LLC**

I. UPDATES

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

- 1. Alternative Financing Projects
- 2. Second Quarter Financial Report
- 3. Second Quarter Contracts Report
- 4. Report of Breazeale, Sachse & Wilson for the Quarter Ended December 31, 2013
- 5. Report on General Personnel Actions for LCTCS Colleges and System Office
- 6. Status Report on Capital Projects

J. OTHER BUSINESS

1. Board of Regents' Trusteeship Conference – Monday, February 17, 2014
Chair Murphy encouraged the Board members to attend the Board of Regents' Trusteeship Conference

Chair Murphy noted for the record that Supervisor Brown is absent because he is representing the Board at the ACCT Legislative Leadership in Washington, DC.

Chair Murphy introduced the three new board members in attendance:

1. Mr. Steven Hemperley
2. Mrs. Willie Mount
3. Mr. Craig Spohn

Each new board member shared their positive comments on becoming part of the LCTCS Board.

Chair Murphy issued a heartfelt thanks to Dr. May for his outstanding leadership over the last seven years on behalf of LCTCS and wished Dr. May the best luck in the future. Supervisors Hardy, St. Blanc, Carter, Toups, Mount, and Gamble conveyed individual, sincere thanks and well wishes to Dr. May.

On invitation by Chair Murphy, Dr. May addressed the Board and auditorium stating that it was an honor and joy to work for the LCTCS for the last seven years.

K. ANNOUNCEMENTS

Chair Murphy noted that the LCTCS Annual Conference will occur in March. Four former board members: Edwards Baraham, Scott Terrill, Mike Stone and Brett Mellington will be invited to attend the March Board meeting and honored for their service to the LCTCS.

Ms. Leah Goss, Senior Vice President of System Advancement, reviewed the highlights of the LCTCS Annual Conference, occurring March 12-14, 2014, and provided the Board with a packet of details related to the conference. Ms. Goss hopes that the Board members participate in various conference events.

L. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Price, seconded by Supervisor Hemperley, the meeting adjourned at 1:11 p.m.