

MINUTES

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

WEDNESDAY, APRIL 8, 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 Board workshop was held at 1:00 p.m. at the System Office to review Financial Disclosure procedures.*

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, April 8, 2009, at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Stephen Smith called the meeting to order at 9:00 a.m.

B. PLEDGE OF ALLEGIANCE

Supervisor Tommy Clark led the assembly in the recitation of the Pledge of Allegiance.

C. ROLL CALL

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

Members Present

Edwards Barham
Helen Bridges Carter
Thomas Clark
Keith Gamble
Kathy Sellers Johnson
Luke Newman
Woody Ogé
Dan Packer
Stephen Smith, *Chair*
Vincent St. Blanc, III, *1st Vice Chair*
Mike Stone
Scott Terrill

Members Absent

Brett Mellington
Michael Murphy
Deni Taylor

Staff Present

Dr. Joe May
Dr. Robert Bell
Bonni Blouin
Allen Brown
Jennifer Daly
Jim Henderson
John Hough
Jan Jackson
Lura Kamiya
Joe Marin
Kizzy Payton
Dr. Jerry Pinsel

Stephen Toups
Taminika Walker

Shannon Sedberry
Greg Speyrer
Patti Sollie

D. APPROVAL OF APRIL 8, 2009 AGENDA

On motion of Supervisor Sellers Johnson, seconded by Supervisor Carter, the Board voted to approve the April 8, 2009 agenda as presented.

E. APPROVAL OF MINUTES OF MARCH 11, 2009 BOARD MEETING

On motion of Supervisor Carter, seconded by Supervisor Johnson, the Board voted to approve the minutes of the March 11, 2009 board meeting as presented. The motion carried.

F. REPORTS

1. Chair of the Board Report

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

- Act 391. Chair Smith reported that approval had been granted to move forward with a portion of the Act 391 program. He stated that the System would move forward with approximately 1/3 of the overall program each year for the next three years. He added that the LCTCS Facilities Corporation met in March and received instruction to take the necessary steps to move forward. The Bond Commission will meet in May and a proposal will be submitted for programs totaling approximately \$64 million.
- April System Initiatives: (1) April 23-25, 2009. LCTCS 2009 Annual Conference will be held in Shreveport. Governor Bobby Jindal will be the keynote speaker for the event. Stephen Moret and Tim Barfield will be recognized at the conference for their contributions to the System. A reception will be held in honor of Chancellor Tom Carleton on the event of his retirement. (2) Association of Community College Trustees (ACCT) Governance Leadership Institute for CEOs and board members will be held in Mississippi April 25-26, 2009. Supervisor Johnson stated that the LCTCS will sponsor the opening reception at the conference.
- Groundbreaking at Louisiana Delta Community College. Chair Smith reported that a groundbreaking ceremony will be held at the site of the new Louisiana Delta Community College (LDCC) at 2:00 p.m. on Thursday, April 9th.
- Exit interview with Legislative Auditor's to participate in an exit interview for the 2008 audit and an entrance interview for 2009. Chair Smith reported that the System Office received an unqualified audit with no findings for the LCTC System and selected LCTCS campuses. Chair Smith commended Dr. May and Jan Jackson, Senior Vice President of Finance and Administration, and her staff for receiving this compliment. He noted that it is very rare to receive an unqualified audit with no findings, particularly for an institution as large as the LCTCS. He acknowledged Shannon Sedberry and Joe Marin for their work.

- Ethics Requirements Workshop. A workshop will be conducted by Allen Brown, Director, Internal Audit, directly after the board meeting for board members to receive a briefing on reporting requirements. The workshop will be held in the 1st floor conference room at the System Office.
- Canvas Workshop. A contingent of individuals participated in the Canvas Workshop conducted by the Baton Rouge Area Chamber of Commerce and traveled to Richmond, Virginia to receive information and observed how the community college system is managed. Supervisors Vinney St. Blanc, Stevie Toups, Keith Gamble, and Kathy Sellers Johnson commented on the trip.

2. President's Report

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

- Annual Regional meetings. Dr. May reported that thirty-four (34) meetings had been held around the state with college faculty and staff, business and industry leaders and legislators across the state. Dr. May commended Jennifer Daly on her assistance on arranging the meetings and thanked all staff, chancellors and regional directors, for their assistance and participation in the meetings. He thanked board members for their participation and input during the meetings.
- State budget update. Dr. May noted that the LCTCS was spared the first cuts to the budget which allowed growth in the System with an increase in enrollment of 7,000 students from last spring. Dr. May noted that the budget will be a major topic during the upcoming legislative session and Governor Jindal will hold a press conference today in Lafayette to announce his support in receiving better flexibility on how he can manage a statutory dedicated funds that will result in a decreased burden as it relates to higher education and health care. Dr. May commented on the number of the editorials and articles pointing out the tremendous contribution that the LCTCS has had on businesses and the economy. He noted that the House Appropriations Committee will meet on April 21st. He added that the budget would be prioritized – not all campuses will be treated the same – and a funding formula will be used to determine distribution of the budget. Continued meetings will be held with chancellors and regional directors to finalize an approach to address the budget.
- The legislative session will begin on April 27th. Dr. May listed several things that the System will be advocating in line with overall System goals: 1) Senator Ben Nevers is working to develop an articulation/transfer bill to ensure transferability of degrees between 2-year and 4-year institutions; 2) increase the number of core courses to be transferred; 3) create a tracking instrument to ensure students receive proper credit for courses taken. A document outlining the LCTCS position on this issue was provided to state legislators and includes 13 points to be included in a Transfer Policy. A copy of the document was distributed to members of the board.

Chair Smith stressed the importance of this issue. Board members discussed the issue at length.

Dr. May continued with listing System goals with 4) Senator A.G. Crow has pre-filed legislative that will result in positive changes to the Tops Tech program and will allow more students to take advantage of the program by ensuring that they will continue to receive Tops Tech funds if they transfer to a 4-year institution. Currently, the benefits cease at the end of two years, creating a

major disincentive for students; 5) standard on-line tuition throughout the state for all colleges; 6) work with administration to address rules related to carry-over funds to assist in managing the budget.

- Acknowledged Dr. Jan Brobst, Chancellor, South Louisiana Community College, on the creation of a new Associate of Science in Nursing degree program at the college. Dr. May congratulated Dr. Brobst and introduced guests who have supported the creation of the nursing program and have assisted the college in its development. Guests present for the board meeting are: Karen Sue Zoeller, Vice President of Workforce Development, Louisiana Hospital Association; Mark C. Romig, Vice President of Marketing and Public Relations, Hospital Corporation of America; Anna Backman, Vice President of Human Resources, Hospital Corporation of America; Jane Fuller, Director of Human Resources, Southwest Medical Center; and Doris Kirst, Director Med/Surg, Southwest Medical Center. Dr. May expressed the appreciation of the System for these individual's support and for working with our colleges and stated that the new program will be essential to addressing the health care needs in the Lafayette area.
- National Association of Industrial Technology Accreditation (NATE). Dr. May congratulated Dr. Kay McDaniel, Regional Director, Region 2, for receiving NATE accreditation. He noted that Region 9 will also receive accreditation and Region 8 is currently going through the process and just received the Heating/Air Conditioning accreditation. He noted that this accreditation helps ensure the quality of instruction for students.
- April 21st – River Parishes Community College (RPCC) will celebrate its 10 year anniversary. Dr. May congratulated Dr. Joe Ben Welch, Chancellor, RPCC, on this milestone.
- Grant between Nunez Community College (Nunez) and Tulane University (Tulane). Dr. May reported that a new grant between Nunez and Tulane has just been announced. Dr. Tommy Warner, Chancellor, Nunez, addressed the board to provide information on the grant. Dr. Warner introduced the new Nunez Vice Chancellor of Academic Affairs, Steve Barrier and Don Hoffman, Nunez Dean of Business and Technology. Representing Tulane University was Dr. Vijay John, Chair of Chemical and Bio-molecular Engineering. Chancellor Warner stated that the cooperative grant was made available through the Board of Regents and the U.S. Department of Housing and Urban Development. The grant was evaluated by the National Science Foundation and Nunez received the grant along with Tulane University and Xavier University for approximately \$3.9 million dollars. The grant is entitled, The Research Commercialization and Educational Enhancement Program and will allow for hands-on training for engineers. Nunez received \$1.5 million and Tulane received \$1.2 million. Dr. John shared information about the grant. A PowerPoint presentation was provided.

G. GENERAL ACTION ITEMS**

Committee of the Whole

Supervisor Smith presented the Committee of the Whole agenda item for consideration by the Board.

1. For Review and Advisement: Proposed Amendment to LCTCS Board Bylaws

Dr. May explained that the Southern Association of Colleges and Schools (SACS) has a criteria for accreditation which includes principles that all institutions must meet in order to be in compliance. He stated that during a recent SACS visit to Fletcher Technical Community College, the SACS visiting team cited the campus for the lack of a board policy to address the removal of board members.

Dr. May stated that, after consultation with Mr. Leo Hamilton, Board Counsel, Dr. Bob Bell and representatives from Fletcher and SACS, a recommendation was developed to address this issue. The recommendation is presented for review and advisement at this time and will be presented for board approval at the May 2009 board meeting.

Dr. May presented the Staff Recommendation: **The staff recommends that the Board accept for Review and Advisement the amendment to Article I of the Bylaws of the Board of Supervisors of the Louisiana Community and Technical College System. The amendment adds to Article I, a new Section 17, which addresses removal of Board members for cause, through impeachment by the Louisiana House of Representatives and trial by the Senate, as required by the Louisiana Constitution.**

FOR REVIEW AND ADVISEMENT ONLY. NO BOARD ACTION TAKEN ON THIS ITEM.

Facilities Actions

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

2. Approval of Lease between Louisiana Delta Community College and the City of Monroe

On motion of Supervisor Sellers Johnson, seconded by Supervisor St. Blanc, the Board voted to authorize the LCTCS President to negotiate a lease between LCTCS, for Louisiana Delta Community College (LDCC), and the City of Monroe, effective August 31, 2009 through February 28, 2011, or until permanent space becomes available at the new LDCC campus. The lease must also be approved by the Division of Administration, Office of Facility Planning and Control. The motion carried.

3. Advertisement for Lease Space for River Parishes Community College Campus

On motion of Supervisor Walker, seconded by Supervisor Toups, the Board voted to authorize the LCTCS President and the Chancellor of River Parishes Community College (RPCC) to solicit new bids for leased space to accommodate the portion of RPCC presently housed in leased space set to expire in October of 2009. The bid solicitation will be issued by the Division of Administration. The motion carried.

Finance Actions

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

4. Endowed Professorship for South Louisiana Community College

Supervisor Sellers Johnson congratulated Chancellor Brobst on receiving this endowed professorship.

Chancellor Brobst addressed the Board and stated that the donor of the endowed professorship is a member of the LCTCS Board of Supervisors, Mr. Edwards Barham, and his wife Bennie. Dr. Brobst thanked Supervisor Barham for his generous donation.

On motion of Supervisor Barham, seconded by Supervisor St. Blanc, the Board voted to approve the establishment of the Ina May Gaskin Endowed Professorship for South Louisiana Community College, contingent upon approval by the Board of Regents. The motion passed.

5. Endowed Professorship for L. E. Fletcher Technical Community College

Chair Smith commented that this endowed professorship was a direct result of the Board having their board meeting in Houma last month. He noted that this is the reason to conduct the board meetings in different areas throughout the state.

On motion of Supervisor Smith, seconded by Supervisor Newman, the Board voted to approve the establishment of the Aman and Bessie Campeau Claudet Memorial Endowed Professorship at L. E. Fletcher Technical Community College, contingent upon approval by the Board of Regents. The motion passed.

6. Proposed Distribution of FY 2010 Budget

Dr. May stated that no action would be taken on this agenda item at this time. The 2010 budget will be presented for approval at a later. Date.

7. Incumbent Worker Training Program Contracts
 - Chevron U.S.A.
 - U. S. Agencies Management Services
 - Housing Authority of the City of Alexandria
 - Dyslexia Association of Greater Baton Rouge

On motion of Supervisor Barham, seconded by Supervisor Carter, the Board voted to ratify three new contracts and one modification to an existing contract as presented. The motion passed.

8. Professional Services Contract between L. E. Fletcher Technical Community College and Safety and Training Consultants, LLC

On motion of Supervisor Stone, seconded by Supervisor Toups, the Board voted to approve a professional services contract between L. E. Fletcher Technical Community College and Safety and Training Consultants, effective March 16, 2009 to March 15, 2010. The contract is subject to approval by the Office of Contractual Review. The motion passed.

9. Professional Services Contract between Louisiana Technical College and Allen Green and Williamson

On motion of Supervisor Newman, seconded by Supervisor Smith, the Board voted to approve a professional services contract between the Louisiana Technical College and Allen,

Green and Williamson, effective June 1, 2009 to May 31, 2010. This contract is subject to approval by the Office of Contractual Review. The motion passed.

Management Information Systems/Information Technology Actions

Supervisor Toups presented the Management Information Systems/Information Technology Actions agenda items for consideration by the Board.

10. Approval of Revision of LCTCS Policy for Remote Access

On motion of Supervisor Gamble, seconded by Supervisor Walker, the Board voted to approve the proposed revisions to the LCTCS Policy #7.004, Remote Access Policy. The motion passed.

Personnel Actions

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

11. Title Revision for Vice Chancellor at Baton Rouge Community College

On motion of Supervisor Carter, seconded by Supervisor Sellers Johnson, the Board voted to approve the change in title for Ms. Phyllis Mouton from that of Vice Chancellor for Workforce, Corporate, and Continuing Education to Vice Chancellor for Economic Development. Compensation will remain the same. The motion passed.

H. CONSENT AGENDA

On motion of Supervisor Sellers Johnson, seconded by Supervisor Stone, the Board voted to approve the Consent Agenda which consists of agenda items H.1. through H.3. The motion carried.

***AN ADDITION WAS MADE TO THE MINUTES. THE LISTING OF APPROVED CONSENT AGENDA ITEMS WAS MISTAKENLY OMMITTED FROM THE MINUTES. ***

Academic, Instruction, Workforce Training and Student Affairs Actions

1. South Louisiana Community College
Approval of Letter of Intent to Offer Associate of Science in Nursing

Approved the request from South Louisiana Community College to file a Letter of Intent with the Louisiana Board of Regents for the development of an Associate Degree in Nursing (Registered).

2. LCTCS Technical Division

- Program Expansions:
 - Region 1 – Jefferson Campus: Technical Diploma: Electric Line Technician (CIP 46.0301)
 - Region 6 – Oakdale Campus: Technical Diploma: Diesel Powered Equipment (CIP 47.0605)

- Region 7 – Sabine Valley Campus: Certificate of Technical Studies: Patient Care Technician (CIP 51.2601)

Approved the request from the LCTCS Technical Division for the following program expansions within the following regions/campuses:

- **Region 1 – Jefferson Campus: Technical Diploma: Electric Line Technician (CIP 46.0301)**
- **Region 6 – Oakdale Campus: Technical Diploma: Diesel Powered Equipment (CIP 47.0605)**
- **Region 7 – Sabine Valley Campus: Certificate of Technical Studies: Patient Care Technician (CIP 51.2601)**

Finance Actions

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

Approved the following reimbursement Foundation reimbursements:

Date	Foundation	Institution	Amount	Purpose
February 11, 2009	LCTCS Foundation	Jennifer Daly, Director of Institutional Research, LCTCS	\$2,236.24	Reimbursement for meal and postage expenses incurred for Regional Meetings held in Monroe and Shreveport, LA on February 3 and 4, 2009, respectively.
March 10, 2009	LCTCS Foundation	Jennifer Daly, Director of Institutional Research, LCTCS	\$2,154.22	Reimbursement for meal, supply, travel and lodging expenses incurred for Regional Meetings held in Sorrento and Hammond, LA on February 17-19, 2009.
March 10, 2009	LCTCS Foundation	Jennifer Daly, Director of Institutional Research, LCTCS	\$1,013.57	Reimbursement for meal and supply expenses incurred for Regional Meeting held in Baton Rouge, LA on February 11, 2009.
March 10, 2009	LCTCS Foundation	Jennifer Daly, Director of Institutional Research, LCTCS	\$1,088.79	Reimbursement for meal expenses incurred for Regional Meeting held in Metairie, LA on March 4, 2009.

I. UPDATES

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

J. OTHER BUSINESS

K. ANNOUNCEMENTS

- Supervisor Newman commended Jim Henderson and Jimmy Sawtelle on the GoogleApps program.
- LCTCS commencement information. Chair Smith encouraged board members to attend the commencement ceremonies in their respective areas.
- An Ethics Workshop will be held in the 2nd floor conference room at the System Office immediately after the board meeting.

L. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Walker, seconded by Supervisor Ogé, the meeting adjourned at 10:24 a.m.

***AN ADDITION MADE TO MINUTES. THE LISTING OF APPROVED CONSENT AGENDA ITEMS WAS MISTAKENLY OMMITTED FROM THE MINUTES. * ADDITION MADE BY BONNI BLOUIN, COORDINATOR OF BOARD SERVICES, 9/27/10.**