

MINUTES**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM  
BOARD OF SUPERVISORS REGULAR MONTHLY MEETING****WEDNESDAY, FEBRUARY 8, 2012****9:00 a.m.**

**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. 42.6.

**NOTE:** *No separate committee meetings were held.*

**A. CALL TO ORDER**

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, February 8, 2012, at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Vincent St. Blanc, III, called the meeting to order at 9:00 a.m.

Chair St. Blanc noted that today is the 4-year anniversary of the shooting that occurred at the Louisiana Technical College, Baton Rouge Campus. He requested a few moments of silence in honor of the victims and their families.

**B. PLEDGE OF ALLEGIANCE**

Supervisor Ogé led the assembly in reciting the Pledge of Allegiance.

**C. SWEARING IN OF NEWLY APPOINTED STUDENT BOARD MEMBER – MARCO DORSEY**

Mr. Leo Hamilton, General Counsel, for the Louisiana Community and Technical College, conducted the swearing in of newly appointed student board member, Mr. Marco Dorsey, from Nunez Community College. Mr. Dorsey will serve as the community college student representative to the Board. He replaced former student board member, Warren Gachassin.

Dr. May and Dr. Tommy Warner, Chancellor, Nunez Community College participated in the swearing in ceremony.

Chair St. Blanc congratulated and welcomed Mr. Dorsey to the Board.

Supervisor Dorsey thanked the Board for the welcome that he received and for making him feel at home. He added that he is honored and privileged to serve as a representative on the Board.

**D. ROLL CALL**

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

**Members Present**

Edwards Barham  
 Robert Brown  
 Helen Bridges Carter  
 Marco Dorsey  
 Keith Gamble  
 Deni Grissette  
 Timothy W. Hardy  
 Michael Murphy, *1<sup>st</sup> Vice Chair*  
 Woody Ogé, *2<sup>nd</sup> Vice Chair*  
 Paul Price  
 Vincent St. Blanc, III, *Chair*  
 Scott Terrill  
 Stephen Toups

**Members Absent**

Brett Mellington  
 Dennis Raether  
 Stephen Smith  
 Mike Stone

**Staff Present**

Dr. Joe May  
 Bonni Blouin  
 John Paul Domiano  
 Leah Goss  
 Jan Jackson  
 Lura Kamiya  
 Dr. Derrick Manns  
 Joe Marin  
 Bettsie Norton  
 Bill Obier  
 Jimmy Sawtelle  
 Shannon Sedberry  
 Eric Setz  
 Dr. Monty Sullivan  
 Joel Watkins

**E. APPROVAL OF FEBRUARY 8, 2012 REVISED AGENDA**

**On motion of Supervisor Brown, seconded by Supervisor Price, the Board voted to approve the Revised February 8, 2012 agenda as presented.**

**F. APPROVAL OF MINUTES OF NOVEMBER 8, 2011 AUDIT COMMITTEE, DECEMBER 14, 2011 FULL BOARD AND JANUARY 5, 2012 EXECUTIVE COMMITTEE MEETINGS**

**On motion of Supervisor Carter, seconded by Supervisor Toups, the Board voted to approve the minutes of the November 8, 2011 Audit Committee, December 14, 2011 Full Board and January 5, 2012 Executive Committee meetings as presented. The motion carried.**

**G. REPORTS**

## 1. Chair of the Board Report

Chair St. Blanc presented the Chair of the Board Report. The following topics were discussed:

- Advocacy meeting in Lafayette. Chair St. Blanc, Dr. May, Supervisor Mellington and Interim Chancellor Dupuis participated in the Advocacy meeting held in Lafayette, Louisiana. Chair St. Blanc thanked Dr. Phyllis Dupuis for her efforts in coordinating this event and commented that it was a wonderful event.

- Chair St. Blanc thanked the members of the LCTCS Board of Supervisors Executive Committee for participating in the committee meeting in January.
- Chair St. Blanc acknowledged Dr. Jim Horton and thanked him for his service to Baton Rouge Community College as Interim Chancellor.
- Chair St. Blanc acknowledged and congratulated Travis Lavigne, Chancellor, Fletcher Technical Community College for the \$4 million dollar donation received from British Petroleum (BP).

Dr. May commented that the donation is a tremendous recognition of what is happening across the State of Louisiana with the recognition of the community and technical colleges and the role they fill. He congratulated Chancellor Lavigne and Fletcher Technical Community College.

- Chair St. Blanc acknowledged Jim Henderson, Chancellor, Bossier Parish Community College, on being selected as the Businessman of the Year by the Bossier Chamber of Commerce.

## 2. President's Report

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

- Dr. May stated that the LCTCS has been issued a budget reduction which resulted in a 2.48% on total funds throughout the System. He stated that the cut has resulted in an impact to the LCTCS colleges and noted that there are agenda items on today's agenda related to reduction in force plans and layoff avoidance plans. He stressed that it is extremely hard for LCTCS colleges and he has encouraged colleges to set aside approximately 3% for the upcoming year to ensure against any further reductions that may come at the middle of the year.
- Dr. Andrea Miller, Chancellor, Baton Rouge Community College. Dr. Miller's official start date at BRCC is February 16<sup>th</sup>.
- Dr. Natalie Harder will begin her service as chancellor of South Louisiana Community College on February 15<sup>th</sup>.
- Dr. May recognized Dr. Phyllis Dupuis, Regional Director, Acadiana Technical College and Interim Chancellor, South Louisiana Community College (SLCC). He commended her on the excellent job that she has done as Regional Director of Acadiana Technical College and in her role as Interim Chancellor for SLCC. Dr. Dupuis was presented with a Resolution and will be awarded the title of Director Emeritus upon her retirement.

Dr. Dupuis addressed the Board and expressed her appreciation to individuals who have played a significant role in her career. She stated, . . ." *to Dr. May for giving me the chance to lead such a great group of people at Acadiana Technical College and at the end of my career to include South Louisiana Community College in that group; to Jim Henderson for giving me that all important first chance, and Monty Sullivan for their continuous support and allowing me to call them and ask for help and advice whenever I wanted and needed and for them to provide that advise; for Jimmy Sawtelle for being my biggest cheerleader and giving me the courage to move out of my*

*comfort zone and obtain my Ph.D. The lord has truly blessed me with 32 great years in a job that I have dearly loved...”*

- Presentation of plaque to Breazeale, Sachse & Wilson for the Philanthropy Initiative. Breazeale, Sachse & Wilson, through Mr. Leo Hamilton, previously presented a \$10,000 donation to the LCTCS Foundation. Ms. Leah Goss, Vice President of System Advancement, made the presentation to Mr. Leo Hamilton and she shared a list of services that were made possible as a result of this Philanthropy Initiative donation.

Mr. Hamilton thanked the Board for the recognition and stated that he, and his firm, are more than happy to work with the Board and they have been fortunate to be involved in the founding and the development of the LCTCS.

- Leah Goss provided an update on the LCTCS Annual Conference that will be held in Shreveport, La., March 7-9, 2012. She stated that the keynote speaker for the Opening Session will be former LCTC System President Dr. Walter Bumphus. She provided highlights of the upcoming conference and noted that 640 people have already registered. She acknowledged Chancellor Jim Henderson and his staff for their assistance in planning the conference and noted that BPCC students will play a major part at the conference.

Dr. May added that Supervisor Ogé, through Huntington Ingalls Shipbuilding, is one of the major contributors to the conference.

Mrs. Goss thanked Mr. Ogé and Huntington Ingalls for their continued support of the conference and noted that their contributions have had a huge impact on the conference.

Supervisor Ogé commented that having a viable community college system is important to business and industry in the state and the contributions to the conference are, “*a labor of love*”.

- Jan Jackson, Senior Vice President of Finance and Administration and Bill Obier, Director, Facility, Planning, Management & Administrative Services, provided an update on ACT 391 Construction Projects. A PowerPoint presentation was presented.
- Dr. Luke Robins, Chancellor, Louisiana Delta Community College and Dr. Phyllis Dupuis provided an update on the Memorandums of Understanding (MOUs) that exist between Louisiana Delta Community College and Northeast Louisiana Technical College and South Louisiana Community College and Acadiana Technical College. A PowerPoint presentation was presented.

## **H. GENERAL ACTION ITEMS\*\***

### **Committee of the Whole**

**Chair St. Blanc presented the Committee of the Whole agenda items for ratification by the Full Board.**

1. Consideration of the Report for Senate Concurrent Resolutions 61, 73, 88 and 98 of the 2011 Regular Legislative Session

Dr. May commented that Dr. Larry Tremblay of the Board of Regents provided a report to the Board on this issue at the December 2011 Board meeting. He referenced the report that was provided and noted that the Executive Committee of the Board met in January 2012 to review the report.

**On motion of Supervisor Ogé, seconded by Supervisor Brown, the Board voted to ratify the action of the Executive Committee and accept the report, *Assessment of the Technical and Two-Year Postsecondary Education Needs in Selected Regions of Louisiana – Responses to Study Resolutions Offered by Members of the Louisiana State Legislature, Regular Session 2011, Numbers SCR 61, SCR 88, HCR 182, SR 98 and SCR 73*, in fulfillment of the requirements of the respective resolutions and further authorize the System President to make any non-substantive edits that may be necessary prior to formal communication of the report to the Legislature as specified by the respective resolutions. The motion carried.**

2. Consideration of the Report in Fulfillment of Act 419 of the 2011 Regular Legislative Session

**On motion of Supervisor Brown, seconded by Supervisor Ogé, the Board voted to ratify the action of the Executive Committee authorizing the System President to fulfill the requirements of Act 419 in conjunction with the Commissioner of Higher Education, other system heads, and all relevant stakeholders to develop a plan in fulfillment of the requirements of Act 419 of the 2011 Regular Legislative Session. The motion carried.**

#### Academic, Instruction, Workforce Training and Student Affairs Actions

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

3. Approval of Proposed LCTCS Policy #5.031 – Electronic Content

**On motion of Supervisor Grissette, seconded by Supervisor Murphy, the Board voted to adopt the proposed policy #5.031 relating to electronic content as authorized by the legislature in HB 165 by Senator Walsworth which became Act 308, signed by the Governor. The motion carried.**

#### Facilities Actions

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

4. Capital Outlay Project for L. E. Fletcher Technical Community College

Chancellor Lavigne reported on actions that will take place with the funds that were donated to the campus by British Petroleum (BP).

**On motion of Supervisor Hardy, seconded by Supervisor Ogé, the Board voted to approve the design, construction, and equipping of a new Integrated Production Technologies Facility to be located on the new L. E. Fletcher Technical Community College campus, under one of the following options:**

- 1) Authorization for the System President to amend the FY 2013 Capital Outlay request in the amount of \$8 million, including a \$4 million state match for a generous donation of \$4 million by BP; or
- 2) In lieu of approval of the state match through capital outlay, authorization for the System President to submit a project request of \$4 million for the facility under the provisions of Act 959 of the 2003 Regular Session (R.S. 39:128 (B) (\$).

**The Capital Outlay amendment was approved by the Board of Regents on December 7, 2011. Both options require the approval of the Board of Regents, the Division of Administration, Office of Facility Planning and Control and the Joint Legislative Committee on the Budget or the Legislature. The motion carried.**

5. Temporary Right of Way for SOWELA Technical Community College

**On motion of Supervisor Toups, seconded by Supervisor Grissette, the Board voted to authorize granting a temporary right-of-way to Chennault International Airport Authority to allow the installation of drainage structures on the campus of SOWELA Technical Community College. The legal description of the area included in the temporary right-of-way is available in the Office of the Senior Vice President for Finance and Administration. This temporary right-of-way authorization must be recorded in the State Land Office. The motion carried.**

### Finance Actions

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

6. Attorney General Opinion Regarding Mandatory Student Fees

**On motion of Supervisor Murphy, seconded by Supervisor Grissette, the Board voted to authorize the System president to seek clarification regarding student fees, particularly mandatory fees, potentially to include requesting an Attorney General's Opinion. The motion carried.**

7. Contracts:

- a. South Central Louisiana Technical College and Industrial Training International
- b. South Central Louisiana Technical College and National Technology Transfer, Inc.
- c. South Central Louisiana Technical College and SmartDog, LLC

**On motion of Supervisor Toups, seconded by Supervisor Brown, the Board voted to approve the contracts listed for the stated effective dates. Each contract is subject to the approval of the Office of Contractual Review.**

- a. South Central Louisiana Technical College and Industrial Training International – October 17, 2011 through October 16, 2012
- b. South Central Louisiana Technical College and National Technology Transfer, Inc. – October 17, 2011 through October 16, 2012
- c. South Central Louisiana Technical College and Smart Dog, LLC – January 6, 2012 through October 16, 2012

**The motion carried.**

8. For Review and Advise ment: Mobile/Electronic Messaging Device Policy

**FOR REVIEW AND ADVISEMENT. NO BOARD ACTION WAS TAKEN.**

### Personnel Actions

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

9. Reduction in Force/Layoff Avoidance Plan for Capital Area Technical College

**On motion of Supervisor Carter, seconded by Supervisor Brown, the Board voted to approve the layoff avoidance and layoff plans presented for Capital Area Technical College as a**

result of a FY 12 mid-year reduction in funding of \$256,773 for the college. The motion carried.

10. Reduction in Force/Layoff Avoidance Plan for Central Louisiana Technical College

**On motion of Supervisor Barham, seconded by Supervisor Toups, the Board voted to approve the layoff avoidance and layoff plans presented for Central Louisiana Technical College as a result of a FY 12 mid-year reduction in funding of \$248,076 for the college. The motion carried.**

11. Reduction in Force/Layoff Avoidance Plan for South Central Louisiana Technical College

**On motion of Supervisor Grissette, seconded by Supervisor Toups, the Board voted to approve the layoff avoidance and layoff plans presented for South Central Louisiana Technical College as a result of a FY 12 mid-year reduction in funding of \$228,584 for the college. The motion carried.**

12. Appointment of Interim Chancellor for Sowela Technical Community College

**On motion of Supervisor Toups, seconded by Supervisor Barham, the Board voted to authorize the System President to appoint Dr. Michael Anthony Elam as Interim Chancellor of SOWELA Technical Community College, effective February 15, 2012 through April 30, 2012, and continuing on a month-to-month basis thereafter, until June 30, 2012. Staff also recommends that the Board authorize the President to negotiate compensation for Dr. Elam at a pro-rata amount not to exceed the annualized compensation of the previous Chancellor at a salary of \$139,390, a housing allowance of \$20,000, a car allowance of \$5,000, or optional use of a state car and a civic allowance of \$2500. The motion carried.**

**I. CONSENT AGENDA**

**On motion of Supervisor Brown, seconded by Supervisor Price, the Board voted to approve the Consent Agenda which consists of agenda items H.1. through H.4. The motion carried.**

**Academic, Instruction, Workforce Training and Student Affairs Actions**

1. New Programs

a. Central Louisiana Technical College

- New TCA in Building Technology Specialist (CIP: 460401)
- New TCA in Plumbing Specialist (Avoyelles Correctional Center)

**Approved the request from Central Louisiana Technical College for new program exit points:**

- **New TCA in Building Technology Specialist (CIP: 460401)**
- **New TCA in Plumbing Specialist (Avoyelles Correctional Center)**

b. Sowela Technical Community College

- New CTS in Criminal Justice/Police Studies (18 credit hours, CIP: 430104)

- New CTS in Criminal Justice/Police/Legal Studies (27 credit hours, CIP: 430104)

**Approved the request from Sowela Technical Community College to add the following programs:**

- **New CTS in Criminal Justice/Police Studies (18 credit hours, CIP: 430104)**
- **New CTS in Criminal Justice/Police/Legal Studies (27 credit hours, CIP: 430104)**

2. Program Revisions

a. Capital Area Technical College

- Program replication of the Automotive Technology Program CTS in Electrical Technician (CIP: 470604) to be located at the Folkes/Dixon Correctional Institute location.

**Approved the program revisions for the replication of the Automotive Technology program CTS in Electrical Technician at the Folkes/Dixon Correctional Institute location as submitted.**

b. Sowela Technical Community College

- Name change of AAS: Industrial Instrumentation to AAS: Industrial Instrumentation Technology (CIP: 150404)
- Name change of TD: Practical Nursing (inc. IV Therapy) to TD: Practical Nursing (CIP: 513901)
- Name change of TD: Electrician Industrial to TD: Industrial Electrician (CIP: 460302)
- Name change of TD: Computer Programmer to TD: Computer Technology-Programming Specialist (CIP: 110202)
- Name change of TD: Networking Specialist to TD: Computer Technology-Networking Specialist (CIP: 110901)
- Name change of CTS: Entry Level Draftsman to CTS: Entry Level Drafter (CIP: 151301)
- Change level of TCA: Electrical Technician and add new CTS: Electrical Technician (16 credit hours, CIP: 470604)
- Change level of TCS: Electrical Technical to CTS: Electrical Technician (16 credit hours, CIP: 470604)
- Change level of TCA: Aviation Maintenance Helper and add new CTS: Aviation Maintenance Helper (15 credit hours, CIP: 470608)
- Change level of TCA: Collision Repair Apprentice and add new CTS: Collision Repair Apprentice (19 credit hours, CIP: 470603)

**Approved the program name and level changes of programs as submitted by Sowela Technical College to align with industry.**

**Finance Actions**

3. Incumbent Worker Training Program Contracts

- Baton Rouge Community College and Catfish Queen (dba Belle of Baton Rouge Casino)



- Bossier Parish Community College and Southland Printing
- Northshore Technical Community College and Gulf Crane

Ratified three (3) new Incumbent Worker Training Program Contracts as submitted:

- **Baton Rouge Community College and Catfish Queen (dba Belle of Baton Rouge Casino) – Contract Amount: \$101,527.10**
- **Bossier Parish Community College and Southland Printing – Contract Amount: \$203,709.50**
- **Northshore Technical Community College and Gulf Crane – Contract Amount: \$177,760.00**

4. Approval of Foundation Reimbursements to or on behalf of Employees

**Approved the following Foundation reimbursements:**

Date	Foundation	Recipient	Amount	Purpose
October 27, 2011	Cavalier Athletic Foundation, Inc.	Aaron Vorachek	\$1,236.42	Reimbursement for out of pocket expenses for baseball team for fall “away games”
November 29, 2011	BPCC Foundation, Inc.	Stephanie Rogers	\$1,042.64	Travel reimbursement for CRD Conference
November 29, 2011	BPCC Foundation, Inc.	Linda Sonnier	\$1,920.86	Travel reimbursement for CRD Conference

**J. UPDATES**

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

1. Alternative Financing Projects
2. Report on General Personnel Actions for LCTCS Colleges and System Office
3. Status Report on Capital Projects
4. Second Quarter Financial Report
5. Second Quarter Contracts Report
6. Report of Breazeale, Sachse & Wilson for the Quarter Ended December 31, 2011
7. Student Technology Fee Survey
8. Status Report on Progress of Northshore Technical Community College, Slidell Campus Renovation

**K. OTHER BUSINESS**

No other business was addressed.

**L. ANNOUNCEMENTS**

- Chair St. Blanc encouraged everyone to attend the LCTCS Annual Conference. He reminded everyone that the date of the March board meeting has been changed to March 7, 2012, to coincide with the annual conference.

**M. ADJOURNMENT**

**There being no further business to come before the Board, on motion of Supervisor Ogé, seconded by Supervisor Price, the meeting adjourned at 10:40 a.m.**