

MINUTES

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

WEDNESDAY, JUNE 11, 2008

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 on 6/11/08 at 8:00 a.m.*

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, June 11, 2008 at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Brett Mellington called the meeting to order at 8:13 a.m.

Dr. Joe May referenced a newspaper article regarding Justin Mixon, a Louisiana Technical College graduate who was killed in action in Iraq. He asked that the Board observe a moment of silence in recognition of this student.

B. PLEDGE OF ALLEGIANCE

The assembly rose for recitation of the Pledge of Allegiance.

C. SWEARING IN OF NEW STUDENT BOARD MEMBERS

Mr. Leo Hamilton, General Counsel for LCTCS, conducted the swearing in of newly appointed student board members, Julio Castillo and Taminika Walker. Mr. Castillo is a student at the Louisiana Technical College, West Jefferson Campus and will serve as the technical college representative on the Board. Ms. Walker is a student at Delgado Community College and will serve as the community college representative on the Board. Both students will serve on the Board for one year.

Ms. Walker introduced herself to the Board and stated that she is a student at Delgado Community College – Westbank Campus. She is currently majoring in General Studies and would like to transfer and pursue a degree in English and eventually teach high school English.

Mr. Castillo introduced himself to the Board and stated the he is a student at the Louisiana Technical College-West Jefferson Campus in New Orleans. He noted that this is his “second time around” the LTC, having graduated from Delgado Community College. He stated that his experiences with the LCTCS have been very positive, resulting in a prosperous and productive life. He added that he would now like to give something back to the System by serving on the Board.

Chair Mellington welcomed both student board members and stated he is looking forward to working with them.

D. ROLL CALL

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

Members Present

Edwards Barham
Helen Bridges Carter
Julio Castillo
Thomas Clark
Carl Franklin
Keith Gamble
Leon Giorgio, Jr.
Kathy Sellers Johnson
Brett Mellington, *Chair*
Michael Murphy
Stephen Smith, *1st Vice Chair*
Vincent St. Blanc, III
Mike Stone
Geraldine Taylor
Stephen Toups
Taminika Walker

Members Absent

Dan Packer

Staff Present

Dr. Joe May
Dr. Robert Bell
Bonni Blouin
Allen Brown
Jennifer Daly
Pat Eddy
Jim Henderson
John Hough
Jan Jackson
Lura Kamiya
Joe Marin
Kizzy Payton
Reba Poulson
Jimmy Sawtelle
Greg Speyrer

E. APPROVAL OF JUNE 11, 2008 REVISED AGENDA

On motion of Supervisor Clark, seconded by Supervisor Taylor, the Board voted to approve the June 11, 2008 revised agenda as presented.

F. APPROVAL OF MINUTES OF MAY 14, 2008 FULL BOARD MEETINGS

On motion of Supervisor Carter, seconded by Supervisor Franklin, the Board voted to approve the minutes of the May 14, 2008 Full Board meeting as presented. The motion carried.

G. REPORTS

1. Chair of the Board Report

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

- Attended South Louisiana Community College (SLCC), and the Louisiana Technical College (LTC) – Lafayette Campus graduations. Encouraged board members to attend LCTCS campus graduation ceremonies in their region/area if their schedule permits.

- Thanked Allen Brown and Internal Audit staff for the tremendous job that they are doing for the LCTCS.

2. President's Report

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

- Referenced article from *The Chronicle* related to gas prices and the impact on students and the resulting hardship.
- Update on legislature. Dr. May provided an update on the actions that were taken during the legislative session related to the LCTCS.
 - Senate Bill 612: Created new Workforce and Investment Council and the reorganization of the Department of Labor, changing it to the Louisiana Workforce Commission. A key component of this bill is to create a forty-one (41) member council whose charge is to look at regional and statewide workforce needs and forward that information, with the LCTCS and the Board of Regents (BoR), to help align funding with workforce priorities across the state. This bill represents step 1 of addressing the workforce needs of the State.
 - House Bill 1018: This bill represents step 2 of addressing the workforce needs of the State. It will create a new Rapid Response Training Fund of \$10 million that will be a permanently replenished fund. Once the information is received from the Workforce Investment Council and work with the colleges to review their local markets is complete, dollars will be deployed to help jumpstart new programs, expand existing programs, etc., to align with the market needs by region and across the state as a whole. The information will be reviewed by a five member panel to include: Dr. Joe May, the Commissioner of Higher Education, the Secretary of Labor, Secretary of Economic Development and the Chair of the Louisiana Workforce Investment Council. This item will be discussed further at the upcoming planning sessions with the chancellors, regional directors and board members.
 - Two concurrent resolutions, (1 from the House and 1 from the Senate), involving the overhaul of the funding formula have proceeded through the process. The Board of Regents' staff has been working on this issue.
 - Bill to provide authority to all management boards to increase tuition, over the next 4 years, by 3-5%, depending on the current standing of the institution in relation to the southern regional average. All LCTCS colleges will be eligible for a 4-5% tuition increase. The bill does not increase tuition, but allows the System the authority to review and improve tuition increases. This will not be instituted in the Fall, but rather next Spring or Fall.
 - Adult Education is currently housed under the Board of Elementary and Secondary Education (BESE). Studies have recommended that this service be moved under the LCTCS. Representative Trahan, Chair, House Education Committee, has submitted a House Concurrent Resolution requesting that this issue be reviewed in conjunction with the LCTCS and BESE and conduct a study that would examine the possibility of moving adult education under the LCTCS. The study will be conducted next year.
 - Senate Bill 718 regarding financial disclosure: Bill by Senator Martini to move a number of boards and commissions currently in Tier II. Tier II is the same level of financial disclosure as members of the legislature. The bill successfully came out of committee yesterday. Changes to this bill are pending.

- No Board meeting will be held in July. There will be a planning workshop with regional directors and chancellors, July 8-9. The August Board meeting and planning workshop will take place August 12-14. Both the July and August planning workshops, as well as the August Board meeting, will be held at Cypress Bend Conference Center in Many, LA.
- Cooperative Endeavor Agreements – Dr. Luke Robins, Chancellor, Louisiana Delta Community College (LDCC) addressed the Board and provided an update on the status of the Cooperative Endeavor Agreement for LDCC. Dr. Robins reported that the property for the new campus has closed and has moved over to the state’s control. A topographical survey is being conducted and Facilities, Planning and Control are working on minor issues that exist. A design build team has been selected and the Facilities Corporation, along with the advisory group, will meet today to finalize plans. He added that the lease has been completed and possession has been taken of the East Gate facility which will provide 20,000 square feet of additional space for the campus. Faculty has been moved to this facility and 90 sections of coursework will be offered there in the fall.

Dr. May thanked Dr. Robins, Jan Jackson and Supervisor Barham for all their efforts in moving this project forward.

- SOWELA Technical Community College (SOWELA) Cooperative Endeavor Agreement continues to move forward.

H. GENERAL ACTION ITEMS**

Finance Actions

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

1. Cooperative Endeavor Agreement between the Louisiana Community and Technical College System and the L. E. Fletcher Technical Community College Foundation

On motion of Supervisor Johnson, seconded by Supervisor St. Blanc, the Board voted to approve a Cooperative Endeavor Agreement and Joint Operating Agreement between the Louisiana Community and Technical College System and the Fletcher Technical Community College Foundation, effective immediately. (This agreement is subject to approval by the Division of Administration Office of Contractual Review). The motion carried.

Dr. May commented that this agreement is the first one developed in conjunction with Leo Hamilton, Jennifer Shay of the State Auditor’s Office, Allen Brown, Jan Jackson and Leah Goss. He noted that this lifts some of the current restrictions that the System has been operating under. This agreement will be less restrictive and, for the first time, allows colleges to use institutional resources to support the foundation operations.

2. Approval of Policy on System Office Rewards and Recognition Program

On motion of Supervisor Franklin, seconded by Supervisor St. Blanc, the Board voted to approve the Policy on Rewards and Recognition Program. (The policy is subject to review and approval of The Civil Service Commission). The motion carried.

Personnel Actions

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

3. Status of Region 6 Regional Director Position (Discussion)

Supervisor Murphy indicated the need to enter into Executive Session to discuss agenda item H.3. Status of Region 6 Regional Director Position.

On motion of Supervisor St. Blanc, seconded by Supervisor Johnson, the Board voted to enter into Executive Session to discuss agenda item H.3. The Board entered Executive Session at 10:01 a.m.

The full Board reconvened at 11:22 a.m. Chair Mellington reported that no votes were taken and no consensus reached during the Executive Session.

Bonni Blouin called roll and a quorum was re-established.

No action was taken on this agenda item.

I. CONSENT AGENDA

On motion of Supervisor Smith, seconded by Supervisor Johnson, the Board voted to approve the Consent Agenda which consists of agenda items I.1. through I.15. The motion carried.

Academic, Instruction, Workforce Training and Student Affairs Actions

1. New Mission Statement – SOWELA Technical Community College

Approved the new institutional Mission Statement from SOWELA Technical Community College.

2. Request to Offer New Program: Associate of Science in Teaching (CIP 13.1202)
Louisiana Delta Community College
South Louisiana Community College

Approved the requests from Louisiana Delta Community College and South Louisiana Community College to offer the Associate of Science in Teaching degree.

3. Request to Offer New Program: Certificate of Technical Studies
Delgado Community College – CTS in Diesel Power Technology (CIP 47.0605)
Region 7 – Northwest Campus – Heavy Construction Vehicle Operator (CIP 49.0202) [inclusive of TCA Exit Points in NCCER Core Certification, Construction Vehicle Operator, Heavy Equipment Operator]

**Approved the requests from Delgado Community College and the Louisiana Technical College-Northwest Campus, to offer new Certificate of Technical Studies. These include:
Delgado Community College: CTS in Diesel Power Technology (CIP 47.0605)**

LTC-Northwest Campus: CTS in Heavy Construction Vehicle Equipment Operator (CIP 49.0202) [to include TCA Exit Point in NCCER Core Certification, Construction Vehicle Operator, Heavy Equipment Operator]

4. Program Expansion: Region 1
 - a. Jefferson Campus: CTS Medical Assistant (CIP 51.0801)

Approved the request from the Louisiana Technical College-Jefferson Campus, to expand the availability of the Certificate of Technical Studies in Medical Assistant (CIP 51.0801) for their campus.

5. Program Expansions: Region 6
 - a. Avoyelles Campus: Technical Diploma: Horticulture/Landscape Technician (CIP 01.0601) [inclusive of the standard exit points]
 - b. Huey P. Long Campus: Technical Diploma: Building Technology Specialist (CIP 46.0401) [inclusive of the standard exit points]

Approved the requests from Region 6: Louisiana Technical College-Avoyelles and Huey P. Long campuses, to offer the following Technical Diploma Programs (inclusive of the standard exit points):

**LTC-Avoyelles Campus: Horticulture/Landscape Technician (CIP 01.0601)
LTC-Huey P. Long Campus: Building Technology Specialist (CIP 46.0401)**

6. Delgado Community College: Establishment of New Concentrations and/or Exit Points within Programs
 - Concentrations within the A.A.S.-Computer Information Technology (CIP 11.0301)
 - (1) E-Commerce Specialist
 - (2) Technical Specialist

Approved the requests from Delgado Community College to establish two new concentrations within the current A.A.S. in Computer Information Technology (CIP 11.0301). These include: E-Commerce Specialist and Technical Specialist.

7. Bossier Parish Community College: Establishment of New Concentrations and/or Exit Points within Programs
 - TCAs within the A.A.-Theatre
 - (1) Lighting Design; (2) State Theatre Management; (3) Scene Design; (4) Acting;
 1. Costume Design; (6) Theatre Technician; and (7) Directing

Approved seven new Technical Competency Areas within the existing Associate of Arts degree in Theatre at Bossier Parish Community College: 1) Lighting Design, 2) State Theatre Management, 3) Scene Design, 4) Acting, 5) Costume Design, 6) Theatre Technician, and 7) Directing.

Finance Actions

8. Incumbent Worker Training Program Contracts

Ratified two new Incumbent Worker Training Program contracts for \$157,198 and modification to an existing contract for \$119,362 as listed:

- **Association of Retarded Citizens/Ouachita (ARCO)/Louisiana Delta Community College – Contract Amount: \$43,560**
- **Odyssey Marine/LTC-Young Memorial & L.E. Fletcher Technical Community College – Contract Amount: \$113,638**
- **Voith Paper Fabrics Consortium/Bossier Parish Community College/LTC-Shreveport, LSUS Cont. Ed. - Revised Ending Date: 9/30/08**

9. Professional Services Contract between LTC Region 3 River Parishes and Rockwell Automation, Inc.

Approved a professional services contract between the LTC Region 3 River Parishes Campus and Rockwell Automation, Inc., effective may 1, 2008 through March 31, 2009. This contract is subject to approval by the Office of Contractual Review.

10. Professional Services Contract between Baton Rouge Community College and American Home Inspector Training Institute

Approved a professional services contract between Baton Rouge Community College and American Home Inspector Training Institute, effective August 1, 2008 through June 30, 2009. This contract is subject to approval by the Office of Contractual Review.

11. Professional Services Contract between Baton Rouge Community College and the Graham Group

Approved a professional services contract between Baton Rouge Community College and the Graham Group, effective August 2, 2008 through June 30, 2009. This contract is subject to approval by the Office of Contractual Review.

12. Professional Services Contract between Bossier Parish Community College and Health Care Performance Partners, LLC

Approved a professional services contract between Bossier Parish Community College and Health Care Performance Partners LLC, effective April 1, 2008 through September 30, 2009. This contract is subject to approval by the Office of Contractual Review.

13. Professional Services Contract between Delgado Community College and LSU Health Sciences Center

Approved a professional services contract between Delgado Community College and LSU Health Sciences Center, effective July 1, 2008 through June 30, 2009. This contract is subject to the approval of the Office of Contractual Review.

14. Professional Services Contract between Louisiana Technical College and Allen, Green and Williamson, LLP

Approved a professional services contract between the Louisiana Technical College and Allen, Green and Williamson, LLP, effective June 1, 2008 through May 31, 2009. This contract is subject to approval by the Office of Contractual Review.

15. Professional Services Contract between LTC Region 9 Ascension Campus and Wolf Creek Business Growth Institute, Inc.

Approved a professional services contract between the LTC Region 9 Ascension Campus and Wolf Creek Business Growth Institute, Inc., effective May 23, 2008 through May 22, 2009. This contract is subject to approval by the Office of Contractual Review.

J. UPDATES

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

1. Alternative Financing Projects
2. Report on General Personnel Actions
3. Status Report on Capital Projects
4. Workforce Development Report

K. OTHER BUSINESS

1. Appointment of Board Officers for 2008-2009

Supervisor Sellers-Johnson, Chair, Nominating Committee announced the selection of Board Officers for 2008-2009. She reported that Stephen Smith will serve as Board Chair, Carl Franklin will serve as 1st Vice Chair, and Vincent St. Blanc, III, will serve as 2nd Vice Chair.

On motion of Supervisor Johnson, seconded by Supervisor Barham, the Board voted to approve the selections of the Nominating Committee for Board Offices for 2008-2009. The motion carried.

Supervisor St. Blanc commented that, “. . . *it humbles me when I look at all the talent and leadership on this board and you choose someone like me – I will give it 101% . . .*”

Supervisor Franklin commented that, “. . . *I am looking forward to serving as first vice chair. I have served on the board now for 5 years and I have learned a lot and I have enjoyed all our board members. I enjoy the system and serving the students, that’s what this is all about. . .*”

Supervisor Smith stated that he is, “. . . *very much looking forward to continuing my service on this board . . . it has been a tremendous learning experience for me . . . there is a legacy of leadership on this board, some of which are still with us, and some of which are no longer with us . . . I have learned a lot from each of these people. One of the phrases that I have heard over the years about our System, to describe our System, and I want to re-emphasize it to everyone, that we are trying to build a ‘world-class’ System. We are trying to build a System to be envied by other folks. . . I want to continue to build a ‘world-class’ system.*”

Supervisor Smith recounted some of the significant things that have occurred during Chair Mellington's term as Board Chair:

- ✓ Transition of System leadership occurred with the hiring of Dr. Joe May.
- ✓ Continuing recovery from Hurricane Katrina
- ✓ Increase in funding for System
- ✓ Generational investment in facilities

Chair Mellington commented that, “. . . *it has been a pleasure serving as Board Chair. In 1999, I never would have imagined that I would be sitting in this chair at this point. But, it has been an honor to serve. . . we have had three System presidents, two System presidents for sure, that told us that this is the best board in the State. . .we have also had comments that they feel like this is the best board in the country in the community and technical college system, and I cannot deny that and it is because all of the people that are sitting at this table. We have been extremely fortunate in the people that we have had on our board, and the people that have come through here and since left. We work together as a team. We understand what our mission is and what our purpose is, and that purpose is to make this system world-class. . . I am going to cherish the times that I have served as chair and been a member of this board. We have seen the worst and we have seen the best. And, believe me, I want to keep looking at the best and I think that we have gotten to the point now where that is all we are going to see is the best. I want to thank all the guys in our System. You guys are tremendous. The resource that we got in all of you is second to none. We still have a ways to go, but I know that you guys are going to help us get there.*”

L. ANNOUNCEMENTS

- Dr. May recognized Chair Brett Mellington for his service as Board Chair for 2006-2008. A plaque was presented to Mr. Mellington in recognition and appreciation for his service as board chair.

M. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Smith, seconded by Supervisor Taylor, the meeting adjourned at 11:35 a.m.