

MINUTES**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM
BOARD OF SUPERVISORS REGULAR MONTHLY MEETING****WEDNESDAY, MARCH 7, 2012****9:00 a.m.**

Shreveport Convention Center
 Red River Room
 400 Caddo Street, Shreveport, LA 71101

** 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 are scheduled.**

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, March 7, 2012, at the Shreveport Convention Center in Shreveport, Louisiana. Board Chair Vincent St. Blanc, III, called the meeting to order at 9:10 a.m.

B. PLEDGE OF ALLEGIANCE

Supervisor Keith Gamble led the assembly in reciting 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
 Keith Gamble
 Timothy W. Hardy
 Brett Mellington
 Woody Ogé, 2nd Vice Chair
 Paul Price
 Stephen Smith
 Vincent St. Blanc, III, Chair
 Mike Stone
 Scott Terrill

Members Absent

Robert Brown
 Marco Dorsey
 Deni Grissette
 Mickey Murphy
 Dennis Raether
 Stephen Toups

Staff Present

Dr. Joe May
 Bonni Blouin
 John Paul Domiano
 Leah Goss
 Jan Jackson
 Dr. Derrick Manns
 Bettsie Norton
 Bill Obier
 Jimmy Sawtelle
 Eric Setz
 Dr. Monty Sullivan

D. APPROVAL OF MARCH 7, 2012 AGENDA

On motion of Supervisor Ogé, seconded by Supervisor Carter, the Board voted to approve the March 7, 2012 agenda as presented.

E. APPROVAL OF MINUTES OF FEBRUARY 8, 2012 BOARD MEETING

On motion of Supervisor Hardy, seconded by Supervisor Gamble, the Board voted to approve the minutes of the February 8, 2012 board meeting as presented. The motion carried.

F. REPORTS

1. Chair of the Board Report

Dr. Jim Henderson, Chancellor, Bossier Parish Community College and Charles Strong, Regional Director, Northwest Louisiana Technical College (NWLTC), welcomed the Board to Shreveport.

Mr. Strong commented on the partnership that exists between Bossier Parish Community College (BPCC) and NWLTC and stated that he feels the partnership highlights the strong points of both schools. He noted that BPCC offers all the general education courses for every technical college Associate degree program in the region via video conference and also provides library access to NWLTC students.

Dr. Henderson commented that BPCC and NWLTC have one of the first facility agreements of its kind that opens BPCC to any of the programs that NWLTC needs to offer, and vice versa. He noted that night courses are offered at the NWLTC Minden Campus and added that the two colleges collaborate on a regular basis in order to meet the workforce needs of the region. Dr. Henderson shared some of the events that are happening in the Shreveport/Bossier area. He concluded his welcome with the fact that there has been a Henderson in education in Shreveport/Bossier since 1948 and it is an honor to host the LCTCS.

Chair St. Blanc thanked Chancellor Henderson and Regional Director Strong for making the LCTCS feel welcome.

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

- Board of Regents Trusteeship Conference. Chair St. Blanc stated that he participated in a panel discussion at the conference. He thanked Dr. May for involving the Board and for providing the information that is needed to keep the Board informed and knowledgeable on the role and mission of the LCTCS.

2. President's Report

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

- Dr. May expressed his appreciation to the Northwestern part of the state for the welcome that they have provided to the LCTCS.
- Dr. May introduced and welcomed Dr. Natalie Harder, newly appointed Chancellor of South Louisiana Community College.

- Dr. May introduced and welcomed Dr. Michael Elam, Interim Chancellor for Sowela Technical Community College. Dr. Elam will serve as interim chancellor until the position is filled. Dr. May noted that the search is underway and he is excited with the interest that has been shown by people from around the country. He noted that the screening process has begun and he expects to return to Lake Charles near the end of March.
- Chancellor search for Delgado Community College. Dr. May reported that the Delgado Community College search committee is ongoing and the finalists for the chancellor position will be announced by the end of March. He stated that he hoped to submit a recommendation to the Board at the April board meeting that will be held in New Orleans.
- Dr. May noted that a very important piece of legislation was passed last year that created the Northshore Technical Community College. He asked Dr. William Wainwright, Chancellor, Northshore Technical Community College, to provide a progress report on how the college is proceeding with the transition from technical college to technical community college.

Dr. Wainwright addressed the Board and shared the status of the progress towards the path for SACS accreditation. He noted that Northshore Technical Community College (NTCC) offered general education courses for the first time this spring, enrolling over 300 students. In addition, transitional Math and English courses and Career and Technical Education courses are currently offered to 134 students through the NTCC located at the north campus of Southeastern Louisiana University. He added that as a direct result of demand, they are looking for summer course offerings to be delivered at the Livingston Literacy Center where Career and Technical Training currently take place, as well as the St. Tammany Parish Government facility located in Mandeville – both facilities are provided in partnership with Southeastern. He added that Northshore and Southeastern officials are currently in discussion regarding the transfer of three remaining associate degree programs currently offered by Southeastern and organizational changes continue with the development and planning of positions on how the educational departments are structured. In January 2012, the CRIN list was collapsed resulting in one program location as a college. He concluded that they will transition from the current campus to the new Florida Parishes facility and will expand extended classes and continue the planning of the reconditioning of the Slidell Campus.

- Dr. May presented a report on the upcoming legislative session. He stated that 200 pieces of legislation have already been pre-filed. Issues to be addressed during the session include the State employee benefit of retirement, K-12 reform package and dual enrollment. He stated that he will be monitoring the progress of these bills and will keep everyone informed as the bills proceed through the legislature. Dr. May reviewed several of the bills that are being sponsored on behalf of the LCTCS. He stated that the LCTCS will be working to ensure that H.B. 727, which addresses open access penalty and creates a barrier to the LCTCS colleges for serving high risk students, does not pass. He added that he would be working on talking points for the bills for distribution to LCTCS staff.
- Leah Goss, Vice President of System Advancement, briefed the Board on the LCTCS Annual Conference which will begin later in the afternoon. She asked board members to make sure to sign in at the registration desk to receive their conference bag and name tag. She noted that 62 sponsors are participating in this year's conference, and 46 booths will be presenting their goods/services. She stated that there are 60 break-out sessions scheduled with official pre-

conference break-out sessions beginning at 3:00/3:30 p.m. She added that the official kick-off General Session begins at 5:00 p.m., with the appearance of some very well-known celebrities. She stated that Dr. Walter Bumphus, Immediate Past President for the LCTCS, will present at the General Session on Thursday morning and Dr. Mark Milliron will be presenting at the Opening Session on Wednesday afternoon. Dr. May will present the State of the System Address at noon on Thursday and the conference will conclude on Friday with the Awards Banquet at noon. She added that an international guest, Dr. Yokem Freid, Director of Salzburg Global Seminar will host a panel at 8:00 a.m. on Thursday morning.

- Chair St. Blanc asked the Board members from the Northwestern part of the state - Supervisors Tim Hardy, Keith Gamble and Scott Terrill to provide comments.

Supervisor Hardy stated that it is very special for him to be back in Shreveport for the conference. He noted that he was on the legal team that conducted the site preparation for the Shreveport Convention Center and parking garage. He added that he is very proud of what he sees happening in Shreveport and Northwest Louisiana and he expressed his pride in the LCTCS. He noted that the members of the Board of Supervisors whose terms had expired were all re-appointed by the Governor and stated he felt that speaks to the leadership of the Board and what the LCTCS has accomplished.

Supervisor Gamble welcomed everyone to Shreveport and stated that he hoped everyone enjoyed the city. He noted that Chancellor Henderson and Regional Director Strong are leaders in the community and they represent the LCTCS very well.

Supervisor Terrell commented that he has never heard so much complaining about the long drive from Baton Rouge to Shreveport.

G. GENERAL ACTION ITEMS**

Finance Actions

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

1. Contracts:
 - a. Amendment: LCTCS and Single Stop USA, Inc.

On motion of Supervisor Barham, seconded by Supervisor Price, the Board voted to authorize the System President to execute an amendment to the Cooperative Endeavor Agreement between the LCTCS and Single Stop USA, Inc., effective September 1, 2011 through September 1, 2012. The amendment provides payment of \$45,000 on a pro-rated annualized basis to LCTCS from Single Stop USA for direct staff financial counseling services to qualified participants. This agreement is subject to the approval of the Division of Administration, Office of Contractual Review. The motion carried.

- b. L.E. Fletcher Technical Community College and Electrical Training USA, LLC

On motion of Supervisor Carter, seconded by Supervisor Barham, the Board voted to approve a professional services contract between L.E. Fletcher Technical Community

College and Electrical Training USA, LLC, effective December 5, 2011 through August 21, 2012. This contract is subject to the approval of the Office of Contractual Review. The motion carried.

- c. L.E. Fletcher Technical Community College and Tesco Corporation

On motion of Supervisor Hardy, seconded by Supervisor Gamble, the Board voted to approve a professional services contract between L.E. Fletcher Technical Community College and Tesco Corporation, effective February 2, 2012 through August 21, 2012. This contract is subject to the approval of the Office of Contractual Review. The motion carried.

- d. LCTCS and Brustein and Manasevit, PLLC

On motion of Supervisor Smith, seconded by Supervisor Ogé, the Board voted to approve a professional legal services contract between LCTCS Board of Supervisors and Brustein and Manasevit, PLLC, effective July 1, 2011 through June 30, 2014. For final approval, the contract must be reviewed by the Office of the Attorney General, the Office of Risk Management and the Office of Contractual Review. The contract will be in the amount of \$240,000 over 3 years. The motion carried.

2. Mobile/Electronic Messaging Device Policy

On motion of Supervisor Mellington, seconded by Supervisor Price, the Board voted to approve the Mobile/Electronic Messaging Device Policy as presented. The motion carried.

3. Review and Advise ment: Revised Policy #5.029, LCTCS Foundation Support of Annual Conference Events

FOR REVIEW AND ADVISEMENT ONLY. NO ACTION WAS TAKEN.

4. Refunding of BRCC Facilities Corporation Bonds

On motion of Supervisor Barham, seconded by Supervisor Smith, the Board voted to approve the form of and authorize the System President to execute agreements and associated documents between the LCTCS Board of Supervisors and the BRCC Facilities Corporation, for Revenue Refunding Bonds Series 2012 for the BRCC Facilities Corporation project, which will refinance the remaining current outstanding Series 2002 Bonds originally issued for the Baton Rouge Community College. This action has been approved by the BRCC Facilities Corporation and the State Bond Commission. The motion carried.

H. CONSENT AGENDA

On motion of Supervisor Mellington, seconded by Supervisor Carter, 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. Program Revisions

a. Northwest Louisiana Technical College

- Program expansion/replication of a TD in Carpentry Program (CIP: 46.0201) to be located at the Caddo Correctional Center
- Program expansion/replication of a CTS in Building Technology Specialist Program (CIP: 46.0601) to be located at the Caddo Correctional Center

Approved the request from Northwest Louisiana Technical College to replicate the Carpentry program TD and the CTS in Building Technology Specialist program at the Caddo Correctional Center as submitted.

- Program expansion of a TD in Machine Tool Technology (CIP: 48.0501) to be located at the Shreveport Campus

Approved the request from Northwest Louisiana Technical College for a program revision of the TD in the Machine Tool Technology program in Shreveport as submitted.

- Program reduction in credit hours in the AAS from 75 to 60, and reduce clock hours from 1635 to 1575 and the TD from 60-45 and reduce clock hours from 1410 to 1350 in the Care and Development of Young Children program (CIP: 19.0709) to meet the Board of Regents requirement

Approved the request from Northwest Louisiana Technical College for revisions in the Care of Development of Young Children program as submitted.

b. Bossier Parish Community College

- Change the name of the BPCC associate degree in Telecommunications to Associate of Applied Science in Communications (CIP: 10.0105)

Approved the request from Bossier Parish Community College to change the name from the Associate in Telecommunications to Associate of Applied Science in Communications.

c. Capital Area Technical College

- Program revision to adjust the CTS in Patient Care Technician to meet the clock to credit hour ration to comply with federal standards (CIP: 512601)
- Program reduction in credit hours in the AAS from 75 to 60, and the TD from 60-45 in the Care and Development of Young Children Program (CIP: 19.0709) to meet the Board of Regent's expectations

Approved the revisions in Patient Care Technician and the Care and Development of Young Children programs at the Capital Area Technical College as submitted.

2. Program Termination
 - a. Bossier Parish Community College
 - Deletion of the Technical Competency Area in Respiratory Therapy (CIP 51.0908)

Approved the request for program termination of the Bossier Parish Community College Technical Competency Area in Respiratory Therapy as submitted.

Finance Actions

3. For Review and Advisement: Clarifying Language, Policy #5.003, Contract Submission and Approval

NO BOARD ACTION TAKEN. FOR REVIEW AND ADVISEMENT ONLY.

4. Incumbent Worker Training Program Contracts
 - St. Margaret's Daughters' Home and Delgado Community College
 - The Procter & Gamble Manufacturing Company and Central Louisiana Technical College

Ratified two (2) new Incumbent Worker Training Program Contracts as submitted:

- The Procter & Gamble Mfg. Co. Inc./Central Louisiana Technical College – Contract Amount: \$108,520.50
- St. Margaret's Daughters Home/Delgado Community College – Contract Amount: \$180,048.34

I. UPDATES

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

J. OTHER BUSINESS

- Supervisor Stevie Smith requested a future report on Single Stop.
- Supervisor Brett Mellington requested an updated on ACT 391 projects. Jan Jackson, Senior Vice President of Finance and Administrative Services, will distribute a report on ACT 391 projects to members of the Board. Ms. Jackson noted that these reports are posted on the LCTCS website each month.

K. ANNOUNCEMENTS

- A luncheon for the Board will be provided in Room 206.

L. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Ogé, seconded by Supervisor Price, the meeting adjourned at 10:14 a.m.