

**MINUTES****LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM  
BOARD OF SUPERVISORS REGULAR MONTHLY MEETING****WEDNESDAY, FEBRUARY 9, 2011  
10:00 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:** *A breakfast for members of the Board was held at 8:00 a.m., in the 1<sup>st</sup> floor conference room, LCTCS building, prior to the Board meeting.*

**A. CALL TO ORDER**

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, February 9, 2011, at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Vincent St. Blanc, III, called the meeting to order at 10:00 a.m.

**B. PLEDGE OF ALLEGIANCE**

Supervisor Brown 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  
Robert Brown  
Helen Bridges Carter  
Valerie Gaspard  
Deni Grissette  
Timothy W. Hardy  
Michael Murphy, *1<sup>st</sup> Vice Chair*  
Woody Ogé, *2<sup>nd</sup> Vice Chair*  
Ivy Poreé-Marco  
Vincent St. Blanc, III, *Chair*  
Mike Stone  
Stephen Toups

**Members Absent**

Keith Gamble  
Brett Mellington  
Paul Price  
Stephen Smith  
Scott Terrill

**Staff Present**

Dr. Joe May  
Bonni Blouin  
Allen Brown  
Jan Jackson  
Bob Johnson  
Lura Kamiya  
Dr. Derrick Manns  
Joe Marin  
Bill Obier  
Kizzy Payton  
Shannon Sedberry  
Eric Setz  
Greg Speyrer

Dr. Monty Sullivan  
Angél Tetrick  
Joel Watkins

#### **D. APPROVAL OF FEBRUARY 9, 2011 AGENDA**

Supervisor Ogé offered an amendment to the agenda. He stated that in order to accommodate the guests that are present for today's meeting, he would like to request an amendment to the order of the agenda and make agenda item G.4. Naming of the Ray Smith Memorial Child Care Center at Florida Parishes Campus, the first agenda item for consideration under the General Action items.

**On motion of Supervisor Ogé, seconded by Supervisor Carter, the Board voted to approve the February 9, 2011 agenda, as amended.**

#### **E. APPROVAL OF MINUTES OF DECEMBER 8, 2010**

**On motion of Supervisor Hardy, seconded by Supervisor Carter, the Board voted to approve the minutes of the December 8, 2010 meeting as presented. The motion carried.**

#### **F. REPORTS**

##### 1. Chair of the Board Report

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

- Reported on groundbreaking ceremony at L.E. Fletcher Technical Community College in Houma. Congratulated Chancellor Lavigne on the great turnout for the event.
- Announced groundbreaking events to take place in March for the Northwest Louisiana Technical College - Minden Campus in Minden and the Northshore Technical College-Florida Parishes Campus in Greensburg.
- Commented on upcoming challenges this year with the Legislative session. Stressed the need for political diplomacy.
- Commented on the Board of Regents Higher Education Conference that was held. Chair St. Blanc participated as a member on a panel at the conference.

##### 2. President's Report

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

- Recognized Ms. Norene Smith, Regional Director, Northeast Louisiana Technical College, on her impending retirement. Ms. Smith was named Regional Director Emeritus via a resolution presented and read by Dr. May. Ms. Smith will continue to work until March 31<sup>st</sup>. Dr. May stated that the Executive Committee of the Board has announced that they will meet in Monroe on March 28<sup>th</sup> to consider next steps. He thanked Ms. Smith for her contributions and commitment over the years.

Ms. Smith commented that, “...*I am very happy over this but I am sad too. Not only has my profession been my professional life it has been my social life and as I reminisce and look back over the years of all the friends and the people that I have met and been associated with it has just been one of the most rewarding things in my entire life.*”

Supervisor Barham commented that, “...*every one of us can look back in our lives at people who had a positive influence on us and quite often that’s teachers. And I think we all recognize that there were people that we will never know who opened doors, created opportunities that shaped our lives and benefited us and Norene you leave a huge legacy – not only the people that you touched directly but the opportunities and the doors that you opened for many, many people that will never know who you are. But that legacy has had and will have a positive effect in our part of the world for a long, long time. I don’t think there is any way to spend a life any better than doing something like that.*”

- Announced the impending retirement of Mervin Birdwell, Regional Director, Central Louisiana Technical College, effective June 30, 2011. Dr. May expressed his appreciation for Mr. Birdwell’s leadership and reminded everyone that Mr. Birdwell accepted the position of interim regional director a couple of years ago to address a leadership issue in Central Louisiana at the technical college. The position later became permanent. Dr. May thanked Mr. Birdwell for his leadership and for his willingness to “*go above and beyond.*”
- Introduced and welcomed a new member of the LCTCS Leadership Team, Kathleen Mix. Ms. Mix will serve as Vice President for Workforce Initiatives. She formerly served as Vice Chancellor at Delgado Community College. She will head up a partnership with Jeff Lynn at Fast Start to expand support and provide leadership in making application for the Training Adjustment Act (TAACCT) Grants – a \$2 billion dollar investment in community and technical colleges over a four year period by the federal government. Every state is guaranteed \$ 2 ½ million dollars of these funds to support the expansion of technical and career education particularly as it relates to aligning programs to meet workforce needs and putting in place the types of systems to make that happen. The maximum amount eligible to be awarded to each state is \$20 million per year.
- Congratulated Regional Director Kay McDaniel, Capital Area Technical College, Westside Campus, on the announcement of a \$1 million dollar donation from Dow Chemical. Recognized and thanked Board Supervisor Stephen Toups for the roll he played in securing this donation.
- Higher Education Board Conference – Dr. May stated that Governor Jindal announced his higher education agenda during the Higher Education Board Conference. He noted that a big part of that agenda consists of the agenda that the Board of Supervisors worked on during the September 2010 planning session where priorities were outlined on how the LCTCS would continue to serve the needs of the State. Two key issues that will be addressed are PELL Grant funds and the leveling of tuition rates across the state.
- Announced the groundbreaking scheduled for the Minden Campus on Wednesday, February 16<sup>th</sup> at 2:00 p.m.

- Recognized and congratulated Dr. Myrtle Dorsey, Chancellor, Baton Rouge Community College, on receiving SACS approval for the Veterinary Technology Program to begin this spring.
- Congratulated Dr. Albertha Lawson, Assistant Vice President for Institutional Research and Planning, on successfully defending her dissertation and completing her doctorate.
- Acknowledged Dr. Luke Robins, Chancellor, Louisiana Delta Community College, on receiving the Morris Henry Carroll Education Award presented by the City of Monroe's 32<sup>nd</sup> Annual Birthday Salute to Dr. Martin Luther King. This award is given to individuals or organizations in the field of education that have a profound effect on the lives of individuals in the community.
- LCTCS Conference will be held March 23-25<sup>th</sup> at the River Center in Baton Rouge. Registration is open via the LCTCS website.
- Acknowledged Jim Henderson, Chancellor, Bossier Parish Community College (BPCC) and Charles Strong, Regional Director, Northwest Louisiana Technical College, for the expanded partnership between BPCC and Northwest LTC.
- Acknowledged guests in attendance for today's board meeting: Clarence Fields, Sr., Mayor of Pineville; Jacques Roy, Mayor of Alexandria; Jim Clinton, CEO, CENLA Advantage Partnership; and, Joe Rosier, Jr., CEO, Rapides Foundation.

## **G. GENERAL ACTION ITEMS\*\***

### **Facilities Actions**

#### **Supervisor Barham presented agenda item G.4. for consideration by the Board.**

#### **G.4. Naming of the Ray Smith Memorial Child Care Center at Northshore Technical College, Florida Parishes Campus**

Leah Goss, Executive Director of System Advancement, announced that the LCTCS Foundation recently accepted a contribution that will have a huge impact on the Florida Parishes campus and their new facility.

Will Wainwright, Regional Director, Northshore Technical College, introduced Ms. George Anne Smith. He stated that they have worked closely with Ms. Smith for several years and she has provided a \$100,000.00 donation to create the Ray Smith Memorial Child Care Center in memory of her late husband Ray Smith. The donation will be dedicated to the construction of the new Florida Parishes facility. The center is expected to open in Fall 2012 and will support the care and development of the young children training program and the college.

Ms. Smith stated that it is her honor to be able to make this contribution in her husband's memory. She noted that her husband was a graduate of the school, having completed training in welding there in 1960.

Supervisor Carter provided expressed her appreciation to Ms. Smith for her many contributions to the community.

**On motion of Supervisor Carter, seconded by Supervisor Gaspard, the Board voted to authorize Northshore Technical College, Florida Parishes Campus to name the**

**Child Care Center at the new Florida Parishes Campus (to open in fall 2012), the Ray Smith Memorial Child Care Center. The motion carried.**

### **Committee of the Whole**

**Board Chair Vincent St. Blanc, III presented the Committee of the Whole agenda items for consideration by the Board.**

#### 1. Report on Central Louisiana by Dennis Jones

Dr. May noted that the Board authorized the System Office to enter into an agreement with the National Center for Higher Education Management Systems (NCHEMS), represented by CEO, Dennis Jones.

Mr. Jones, President, NCHEMS, provided a report on the study that he conducted in Central Louisiana. A copy of the report - *An Assessment of Community College Service Needs in Central Louisiana*, was provided to the Board. Mr. Jones commented on some of the highlights/major findings of the report and presented his recommendations to the Board (included in the report).

Mayor Fields, Mayor Roy, Jim Clinton and Joe Rosier provided their comments to the board and voiced their support of the recommendations provided in the NCHEMS report.

Supervisor Barham commented that it is critical to have the support of the legislative delegation and the community in this endeavor.

Mayor Roy agreed with this comment and stated that he felt they would have the support needed.

**On motion of Supervisor Barham, seconded by Supervisor Murphy, the Board voted to accept the Report on the Two-year College Needs of Central Louisiana as delivered and authorized the System President to work with the Board of Regents and any other relevant party to carry out the recommendations contained in the report. The motion carried.**

#### 2. Two-year College Student Success Measure

Dr. May stated there is a deadline issue on this agenda item related to the GRAD Act and that he has not had an opportunity to fully discuss this matter with members of the Leadership Team. He added that the recommendation provided will include/reflect any input that may be received during the final discussion later today with members of the Leadership Team regarding this issue.

**On motion of Supervisor Ogé, seconded by Supervisor Toups, the Board voted to approve the framework as presented below and authorize the System President to finalize operational definitions and work with the Board of Regents to ensure this measure is instituted as the primary measure of student success for LCTCS institutions within the GRAD Act reporting and accountability structure.**

*Student Success within the institutions of the LCTCS shall be measured based upon the percent of a fall cohort of program placed students completing any one of the following successful outcomes with a period of five years:*

1. *Completion of postsecondary award,*
2. *Completion of a recognized industry-based certification/licensure,*
3. *Transfer to a university, or*
4. *Employment at a quality job wage.*

### Academic Actions

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

3. Approval of LCTCS - Adult Education Policies (Policy#1.101–1.120)

**On motion of Supervisor Gaspard, seconded by Supervisor Poreé-Marco, the Board voted to approve the proposed policies related to Adult Education as listed:**

- **1.101 Introduction**
- **1.102 Standardized Assessments**
- **1.103 Approved Assessments**
- **1.104 Placement in an Educational Functioning Level**
- **1.105 Follow-up Assessments**
- **1.106 Special Populations**
- **1.107 National Reporting System Core Measures**
- **1.108 Reporting Core Measures**
- **1.109 Student Goal Setting for Core Measures**
- **1.110 Data Matching**
- **1.111 Data Accuracy and Entry**
- **1.112 Quarterly Reporting**
- **1.113 State Approved Adult Education Data System**
- **1.114 Resolving Data Analysis Problems and Deviations**
- **1.115 Program Administration**
- **1.116 Requirement for Students**
- **1.117 Requirements for Taking the GED Test**
- **1.118 Requirements for Passing the GED Test**
- **1.119 Requirements for GED Retesting**
- **1.120 Issuance of Equivalency Diplomas**

The motion carried.

### Facilities Actions

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

4. Naming of the Ray Smith Memorial Child Care Center at Northshore Technical College, Florida Parishes Campus

**This agenda item was addressed earlier in the agenda.**

5. Energy Pipeline Right of Way at Louisiana Delta Community College

**On motion of Supervisor Stone, seconded by Supervisor Hardy, the Board voted to authorize granting a right-of-way to Atmos Energy Corporation, to relocate a gas line adjacent to the campus of Louisiana Delta Community College. The right-of-way authorization must be recorded in the State Land Office. The motion carried.**

### Finance Actions

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

6. College Non-Resident Tuition Increase Plans

**On motion of Supervisor Brown, seconded by Supervisor Barham, the Board voted to approve the plan for non-resident tuition increases for LCTCS colleges in accordance with provisions of Act 741, the Louisiana Granting Resources and Autonomy for Diplomas Act (Grad Act) of 2010 as presented. The motion carried.**

7. Professional Services Contract between Northshore Technical College and NOVACES

**On motion of Supervisor Carter, seconded by Supervisor Poreé-Marco, the Board voted to approve a professional services contract between Northshore Technical College and NOVACES, effective January 10, 2011 through May 2, 2011. This contract is subject to the approval of the Office of Contractual Review. The motion carried.**

### H. CONSENT AGENDA

**On motion of Supervisor Gaspard, seconded by Supervisor Toups, the Board voted to approve the Consent Agenda which consists of agenda items H.1. through H.8. The motion carried.**

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

1. Delgado Community College Curriculum Changes

a. New Programs/Additions

- Construction Management and Civil Construction concentrations to the Associate of Applied Science in Civil and Construction Applied Engineering Technology

b. Program Revisions

- Change degree designation for the Accounting degree program from Associate of Science to Associate of Applied Science (CIP: 520302)
- Change title of Technical Diploma in A/C Refrig: Residential A/C & Refrig from A/C Refrig: Residential A/C & Refrig to Technical Diploma in Master HVAC/R Technician (CIP 470201)
- Change the title of the Certificate of Technical Studies in AC/Refrig: domestic A/C & Refrig. from Certificate of Technical Studies in AC/Refrig: Domestic A/C & Refrig to Certificate of Technical Studies in Certified HVAC Technician (CIP: 470201)
- Change name of Associate of Applied Science in Construction Technology from Associate of Applied Science in Construction Technology to Associate of Applied Science in Civil and Construction Applied Engineering Technology (CIP: 150201)

c. Program Termination

- Terminate the Certificate of Technical Studies in A/C Refrig. Helper II (CIP: 470201)
- Delete the Degree Option in Construction Management Technology from the Associate of Applied Science in Civil and Construction Applied Engineering Technology (CIP: 522001)



- Delete the Degree Option in Civil Construction Technology from the Associate of Applied Science in Civil and Construction Applied Engineering Technology (CIP: 150201)

**Approved the revisions to curriculum as requested by Delgado Community College.**

2. New Programs/Additions
  - a. Bossier Parish Community College
    - TCA in Construction Entrepreneurship

**Approved the request from Bossier Parish Community College to offer a new program: TCA in Construction Entrepreneurship (CIP: 460412)**

3. Program Revisions
  - a. Baton Rouge Community College
    - TCA in Printmaking (CIP 500710)

**Approved the request from Baton Rouge Community College to offer a new program: TCA in Printmaking (CIP: 500710)**

- b. Fletcher Technical Community College
  - AAS Consolidation of Three Technical Studies Programs (Manufacturing, Transportation Technology and Construction Service Technology), into one Technical Studies Program (CIP 479999)

**Approved the request from Fletcher Technical Community College to consolidate three Technical Studies Programs (Manufacturing, Transportation Technology and Construction Service Technology) into one Technical Studies Program (CIP: 479999)**

4. Program Closures
  - a. Capital Area Technical College – Folkes Campus (Dixon Correctional Institute)
    - Automotive Program (TD, CTS, TCA – CIP: 470604)

**Approved the request from Capital Area Technical College – Folkes Campus (Dixon Correctional Institute), to close the Automotive Program (CIP: 470604)**

### **Finance Actions**

5. For Board Action: Revision to Policy #5.021, Waivers of Tuition Authorized Pursuant to House Bill 10

**Approved the revision to LCTCS Policy #5.021, Waivers of Tuition Authorized Pursuant to House Bill 10, as submitted.**

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

**Approved the following Foundation reimbursements:**



Date	Foundation	Recipient	Amount	Purpose
November 19, 2010	BPCC Foundation	Stephanie Rogers	\$1,052.73	Travel reimbursement for trip to Washington DC on November 3-6, 2010 for Council for Resource Developers 44 <sup>th</sup> Annual Conference
December 15, 2010	LCTCS Foundation	Joe May	\$3,500	Payment of dues for Dr. May's membership in the Committee of 100-Louisiana
January 19, 2011	LCTCS Foundation	Joe May	\$2,500	Travel expenses for trip to Russia with the U. S. President's Delegation

7. Incumbent Worker Training Program Contracts:

- Triton Diving Services, LLC and L.E. Fletcher Technical Community College
- Jambon Marine, LLC and L. E. Fletcher Technical Community College
- Mid-South Extrusion Inc. and Northeast Louisiana Technical College

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

- **Triton Diving Services, LLC and L.E. Fletcher Technical Community College – Contract Amount: \$157,355.00**
- **Jambon Marine, LLC and L.E. Fletcher Technical Community College – Contract Amount: \$39,982.80**
- **Mid-South Extrusion Inc. and Northeast Louisiana Technical College – Contract Amount: \$67,732.50**

**Personnel Actions**

8. Correction of Retirement Date for Outgoing Chancellor of South Louisiana Community College

**Ratified the approval of extension of retirement date for Dr. Jan Brobst, outgoing South Louisiana Community College Chancellor, to January 4, 2011.**

**I. 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. Student Technology Fee Survey
4. Status Report on Capital Projects
5. Second Quarter Financial Report
6. Second Quarter Contracts Report
7. Report of Breazeale, Sachse & Wilson for the Quarter Ended December 31, 2010

**J. OTHER BUSINESS**

None presented.

**K. ANNOUNCEMENTS**

- Chair St. Blanc reminded everyone of the groundbreaking ceremonies in Minden and Florida Parishes campuses.
- Supervisor Ogé congratulated Delgado Community College for their Spring/Fall enrollment figures. They have exceeded their highest enrollment with 19,258 students.
- No March 2011 board meeting due to Mardi Gras holiday. The Executive Committee of the Board will hold a meeting in Monroe on Monday, March 28<sup>th</sup>.
- Enrollment figures for Spring semester will be released soon.

**L. ADJOURNMENT**

**There being no further business to come before the Board, on motion of Supervisor Carter, seconded by Supervisor Ogé, the meeting adjourned at 11:41 a.m.**