



*Changing Lives,
Creating Futures*

Minutes as approved December 11, 2013

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

BOARD OF SUPERVISORS REGULAR MONTHLY MEETING

WEDNESDAY, NOVEMBER 13, 2013

9:00 a.m.

Fletcher Technical Community College, Room 213
1407 Highway 311, Schriever, LA

Joe May
System President

Officers:

Michael J. Murphy
Chair

N. J. "Woody" Ogé
First Vice Chair

Timothy W. Hardy
Second Vice Chair

Members:

Robert Brown
Helen Bridges Carter
Keith Gamble
Deni Grissette
Brett Mellington
Paul Price, Jr.
Stephen C. Smith
Vincent St. Blanc, III
Stephen Toups

Student Members:

Algernon Doplemore
Frank Russell

Louisiana
Community
& Technical
College System

** 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. 42.16.

I. CALL TO ORDER

Board Chairman, Michael Murphy called the meeting to order at 9:04 a.m.

II. PLEDGE OF ALLEGIANCE

Supervisor Toups lead the assembly in the pledge of allegiance.

III. ROLL CALL

Sara Landreneau Kleinpeter, Coordinator of Board Services, called roll and a quorum was established.

Members Present

Michael J. Murphy, Board Chair
Timothy W. Hardy, 2nd Vice Chair
Robert Brown
Helen Carter
Keith Gamble
Brett Mellington
Paul Price, Jr.
Stephen Smith
Vincent St. Blanc, III

Members Absent

Woody Ogé
Deni Grissette
Frank Russell
Algernon
Doplemore

Staff Present

Dr. Joe May
Sara L. Kleinpeter
Jan Jackson
Jean Ann Kozlowski
Dr. Derrick Manns
Joe Marin
Dr. Neil Matkin
Thomas Williams

Leah Goss
Jimmy Sawtelle
Dwayne Grant
Quintin Taylor
Sandra Kinney
Tony Turner

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IV. APPROVAL OF AGENDA FOR NOVEMBER 13, 2013 BOARD MEETING

Chair Murphy stated the need to amend the agenda. The following amendments were requested:

Remove the following agenda items from the agenda:

- ❖ **VIII.A.4.b.** South Louisiana Community College
New Associate of Applied Science in Helicopter Aviation

On motion of Supervisor St. Blanc, seconded by Supervisor Brown, the Board voted to approve the November 13, 2013 agenda as amended. The motion carried.

V. APPROVAL OF MINUTES OF OCTOBER 9, 2013 BOARD MEETING

On motion of Supervisor St. Blanc, seconded by Supervisor Carter, the Board voted to approve the minutes of the October 9, 2013 meeting as presented. The motion carried.

VI. REPORTS

A. Chair of the Board Report

Chair Murphy thanked Supervisor Smith for hosting the dinner held the previous evening with local community members. Supervisor Smith thanked the LCTCS Board for taking the time to come to the Houma, LA area. Chancellor Lavigne thanked the board for choosing Fletcher Technical Community College. Chancellor Lavigne noted the support of the local elected delegation. He introduced the Fletcher Foundation Board members in the audience. Terrebonne Parish President Michele Claudet addressed the board. He thanked the board for their support of Fletcher Technical Community College, noting that the campus helps to supply the workforce in the Houma/Thibodeaux Area.

Chair Murphy congratulated Supervisor on his appointment as a member of the ACCT (Association of Community College Trustees) Public Policy Committee. His term on the committee will expire at the end of the 2014 ACCT Leadership Congress in Chicago, IL.

Chair Murphy noted many of the board members recently attended the Groundbreaking for the Delgado Community College Learning Resource Center. He congratulated Chancellor Sullivan for the work he did to bring such an outstanding facility to the campus.

Chair Murphy invited Supervisor Hardy to update the body on the presidential search. Supervisor Hardy noted that the Association of Community College Trustees is assisting the search committee in the presidential search. Supervisor Hardy expects the following related to the timeline of the search: Applications received by mid-January to be reviewed by the search committee, Search committee to narrow applicants to three to five individuals to be interviewed by the committee and community leaders,

conduct board interviews and make a selection by mid-February. Supervisor Hardy thanked Chair Murphy for entrusting him to serve as chair of the selection committee. Chair Murphy thanked Supervisor Hardy for his work on this selection process. The timeline is available via email or online. Sara has copies of the release if you would like a copy.

Chair Murphy thanked the Fletcher Technical Community College Foundation for their work in supporting the community and the college.

Chair Murphy recognized Glenny Lee Buquet as a member of the audience. Ms. Buquet was a member on the Board of Elementary and Secondary Education (BESE) for more than twenty years.

B. President's Report

LCTCS President, Dr. Joe May gave a report on the following items:

- Introduced Dr. Dale Doty as the new chancellor at River Parishes Community College. Dr. Doty addressed the board and thanked them for the opportunity to serve at River Parishes Community College.
- Introduced Chancellor William Wainwright to update the board on the status of the Northshore Charter School. Chancellor Wainwright, along with Northshore Charter School Principal, Julie Rodrigues gave a moving presentation on the good the school is doing for the community and its students. The school opened fall 2013 and has a current enrollment of 170 students.
- Jimmy Sawtelle and Chancellor Dr. Natalie Harder addressed the board about the Manufacturing Extension Partnership of Louisiana (MEPOL). Mr. Sawtelle and Dr. Hardy have been working to aid in a smooth transition of MEPOL to South Louisiana Community College. MEPOL is a program that offers value-driven, best-practice solutions to Louisiana Manufacturers.
- Chancellor Wainwright reported that Northshore Technical Community College received feedback in October that SACS received the application for accreditation and should receive feedback on the application sometime in the spring of 2014. Chancellor Wainwright thanked Dr. May and his team for their guidance in this process. He also thanked the staff and leadership at Delgado, River Parishes, Fletcher and SOWELA Colleges for their feedback and support throughout the application process. Dr. May is pleased and excited about the progress being made.
- Dr. May noted that he would like to discuss at a future meeting Delgado being highlighted by Goldman Sachs as a part of the 10,000 Small Businesses as well as the various grant recipients throughout the system.

VII. GENERAL ACTION ITEMS**

Supervisor Price presented the academic action item for consideration.

A. Academic Actions

1. Establish a Fletcher Technical Community College Center of Excellence

Chancellor Travis Lavigne addressed the Board and provided history on the support of the Center of Excellence from industry partners in the area. Joining Chancellor Lavigne to present the overall concept and plan of the Petroleum Center for Workforce Excellence were Larry Thomas, general manager of Government and Public Affairs with BP America, Inc., and Chris John, president of the Louisiana Mid-Continent Oil and Gas Association.

Chancellor Lavigne shared a video of support from community and business partners. He introduced the advisory committee members and the foundation board members in the audience.

Supervisor Smith noted is strong support of this designation. The application now moves to the Board of Regents for approval.

On motion by Supervisor Smith, seconded by Supervisor Brown, the Board approved a Petroleum Center for Excellence for deep water oil and gas production to be developed and operated in accordance with the requirements of Act 555 of the 2010 Regular Session of the Louisiana and LCTCS and Board of Regents' policy on educational centers.

Supervisor Smith presented the facilities action items for consideration.

B. Facilities Actions

1. Revised Capital Outlay Request for FY 2014-15

On motion by Supervisor Toups, seconded by Supervisor St. Blanc, the Board authorized an amendment to the LCTCS FY 15 Capital Outlay Request to allow the inclusion of a project to construct a 400 space parking lot at Bossier Parish Community College, at a cost of approximately \$1.5 million. In order to address a timing issue, this project has been approved by the Board of Regents, contingent upon approval by the LCTCS Board. This amendment must also be approved by the Division of Administration, Office of Facility Planning and Control and the Legislature.

2. Servitude Grant and Title Transfer for L. E. Fletcher Technical Community College, BP Integrated Production Technologies Building

On motion by Supervisor St. Blanc, seconded by Supervisor Gamble, the Board authorized the System President to execute the “Form of Agreement of Title Transfer” and “Servitude Grant,” between the Consolidated Water District Number 1 of Terrebonne Parish and the Louisiana Community and Technical College System for construction of the L. E. Fletcher Technical Community College Campus, BP Integrated Production Technologies Building.

Supervisor Mellington presented the finance action items for consideration.

C. Finance Actions

1. Contracts:
 - a. Interagency Agreement between Bossier Parish Community College and Mississippi Community College Board

On motion by Supervisor Toups, seconded by Supervisor St. Blanc, the Board authorized Bossier Parish Community College to execute an Interagency Agreement between the college and Mississippi Community College Board, effective August 15, 2013 through September 30, 2015. This agreement is subject to the approval of the Division of Administration, Office of Contractual Review.

- b. Professional Services Contract between Central Louisiana Technical Community College and Southeast Maintenance, Inc.

Chancellor Rodney Ellis explained that this agreement will assist in finding qualified instructors at a cost affordable to the college.

On motion by Supervisor Toups, seconded by Supervisor Gamble, the Board approved a professional services contract between Central Louisiana Technical Community College and Southeast Maintenance, Inc., effective October 7, 2013 through October 6, 2014. This contract is subject to the approval of the State Office of Contractual Review.

Supervisor Hardy presented the personnel action items for consideration.

D. Personnel Actions **

1. For Review and Advisement: Revision of Policy #6.003, Leave Record Establishment and Regulations for All Unclassified, Non-Civil Service Employees

Dr. May read the staff recommendation that the Board amended Policy #6.003, "Leave Record Establishment and Regulations for All Unclassified, Non-Civil Service Employees", as it pertains to the repayment of annual leave disbursed to an employee upon separation (non-retirement), when the employee is rehired prior to the exhaustion of the annual leave payout.

No action was taken on this item.

VIII. CONSENT AGENDA

Chairman Murphy presented the consent agenda items for consideration.

On motion of Supervisor Brown, seconded by Supervisor Carter, the Board voted to approve the Consent Agenda which consists of agenda items VIII.A.1. through VIII.C.1., excluding agenda item VIII.A.4.b. which was removed from the agenda. The motion carried.

A. New Programs

Approved new programs as listed:

1. **Nunez Community College**
 - a. **New Technical Competency Area in Certified Nursing Assistant (CIP: 513902)**
2. **Northwest Louisiana Technical College**
 - a. **New Technical Diploma in Industrial Manufacturing Technology (CIP: 150613)**
3. **Bossier Parish Community College**
 - a. **New Certificate of Technical Studies in Retail Management (CIP: 520212)**
4. **South Louisiana Community College**
 - a. **New Associate of Applied Science in Digital Media Design (CIP: 110803)**
 - b. ~~New Associate of Applied Science in Helicopter Aviation (CIP: 470608)~~ (REMOVED FROM THE AGENDA)
5. **Central Louisiana Technical Community College**
 - a. **New Associate of Applied Science in Technical Studies (CIP: 479999)**
 - b. **New Associate of General Studies (CIP: 240102)**

B. Program Revisions/Replication

Approved program revisions/replications as listed:

1. **River Parishes Community College**

- a. Program revisions to the AAS in Drafting and Design Technology program (CIP: 151301) reduction in credit hours from 75 credit hours to 60 credit hours and the following exit point revisions:
 - i. Revision of the Certificate of Technical Studies in Drafting and Design Technology: Eng. Aide II 19 credit hours (CIP: 151301)
2. Baton Rouge Community College (CATC Acadian)
 - a. Program revisions in the Technical Diploma in Office Administration program (CIP: 520401)
3. South Louisiana Community College
 - a. Program revision in the Technical Diploma in Alternative Energy & Chemical Process Operations program (CIP: 150503)

C. Finance Actions

Approved finance actions as listed:

1. Amendment to Cooperative Endeavor Agreement between Baton Rouge Community College and Single Stop USA

IX. UPDATES

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

- A. Alternative Financing Projects
- B. First Quarter Contracts Report
- C. Report of Breazeale, Sachse and Wilson Charges for Quarter Ended September 30, 2013
- D. First Quarter Financial Report
- E. Report on General Personnel Actions for LCTCS Colleges and System Office
- F. Status Report on Capital Projects

X. OTHER BUSINESS

XI. ANNOUNCEMENTS

- Chair Murphy noted that Ms. Kleinpeter has copies of the press release related to presidential search timeline.
- The Board of Supervisors of the Louisiana Community and Technical College System will meet at 11 am for a planning session with LCTCS Chancellor and Directors and LCTCS Executive Staff.

XII. ADJOURNMENT

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