

MINUTES

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

**WEDNESDAY, MARCH 12, 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 at 8:00 a.m., 3/12/08.*

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, March 12, 2008 at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Brett Mellington called the meeting to order at 9:07 a.m.

B. PLEDGE OF ALLEGIANCE

Chair Mellington requested a few moments of silence in recognition of the faculty, staff and students of the Louisiana Technical College, Baton Rouge Campus. The assembly rose for recitation of the Pledge of Allegiance.

**C. SWEARING IN OF NEWLY APPOINTED BOARD MEMBERS: LEON GIORGIO AND
STEPHEN TOUPS**

Mr. Leo Hamilton, General Counsel, Louisiana Community and Technical College System (LCTCS), conducted the swearing in of newly appointed board member, Mr. Leon L. Giorgio, Jr.

Mr. Giorgio stated that he is from New Orleans and serves as President and Chief Executive Officer of Select Properties. He noted that he has been involved in education at Delgado Community College for approximately ten years and is interested in workforce development and is an advocate of community and technical colleges. He added that he feels “. . . privileged to be honored to be here and I thank Dr. Johnson, (Chancellor, Delgado Community College), who has inspired me and motivated me . . .”

Chair Mellington welcomed Mr. Giorgio to the Board.

Mr. Toups was unable to attend the meeting due to a scheduling conflict.

D. ROLL CALL

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

Members Present

Edwards Barham
Helen Bridges Carter
Thomas Clark
Carl Franklin, *2nd Vice Chair*
Keith Gamble
Leon Giorgio, Jr.
Kathy Sellers Johnson
Brett Mellington, *Chair*
Michael Murphy
Vincent St. Blanc, III

Members Absent

Kayla Adams
Cedric Hamilton, Jr.
Dan Packer
Stephen Smith
Mike Stone
Geraldine Taylor

Staff Present

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

E. APPROVAL OF FEBRUARY 13, 2008 AGENDA

On motion of Supervisor Johnson, seconded by Supervisor Carter, the Board voted to approve the March 12, 2008 agenda as presented.

F. APPROVAL OF MINUTES OF DECEMBER 12, 2007 FULL BOARD MEETING

On motion of Supervisor Franklin, seconded by Supervisor St. Blanc, the Board voted to approve the minutes of the December 12, 2007 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 Region 4 workshop in Lafayette. The workshop was well attended and provided an opportunity to speak with key stakeholders. Comments received from community sources have been very positive and appreciative of the effort. Thanked Board members for participation in workshops held in their respective areas. Dr. May stated that the next workshop will be held in Monroe. He expressed his appreciation to the Board for their participation. Supervisor Carter commented that the workshop held in Region 9 was excellent with great attendance and people are very interested.
- LCTCS Conference Day is scheduled for April 3-4, 2008. The conference presents an opportunity to interact with faculty and staff members attending the conference. Chair Mellington encouraged all board members to attend the conference and to notify Bonni Blouin if they plan to attend. Dr. May added that the date of the conference had been changed from August to April at the request of the chancellors and the length of the conference has been downsized to 1 ½ days. He noted that

Leah Goss, Director of System Advancement, is coordinating the event this year. He encouraged Board members to attend and noted that Governor Jindal has been invited to attend the conference to share his vision at it relates to the LCTCS.

2. President's Report

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

- Dr. May, on behalf of the Board of Supervisors, recognized Dr. Alex Johnson, Chancellor, Delgado Community College (DCC), for his contributions to the LCTCS. Dr. Johnson has accepted a position as President of Community College of Allegheny County in Pittsburgh. Dr. May expressed his appreciation to Dr. Johnson for his service and for his leadership to DCC.

Dr. Johnson acknowledged the staff at DCC and asked that they stand to be recognized. He extended his well wishes to the Board and recognized the LCTCS chancellors and regional directors. He stated that, “. . . as I leave this state, I will leave behind individuals that I truly love and care about and it is my hope to return on a regular basis to see you all. God bless you and thank you for having me.”

- Mrs. Norene Smith, Regional Director, Region 8, shared information on a recent Council of Occupational Education (COE) visit. She stated that the COE team visited the Delta Ouachita campus on March 3rd and spent a week visiting the campuses in Region 8. She reported that no findings and no recommendations resulted from the visit. She added that there was a commendation on Standard 2 and the team was, “. . . elated at the enthusiasm among the student body at all the campuses and the quality of instruction and faculty in Region 8.”

Dr. May commended Mrs. Smith and asked her to share the System's appreciation with her faculty and staff for their hard work in this endeavor.

- Mr. Travis Lavigne, Chancellor, Fletcher Technical Community College, introduced Ms. Jane Arnette, Executive Director, South Central Industrial Association. The South Central Industrial Association is a non-profit industrial group composed of 240+ businesses representing 40,000 employees in a tri-parish area: Lafourche, Terrebone and St. Mary. Ms. Arnette has created a plan called, “Work It Louisiana.” Ms. Arnette stated that “Work It Louisiana” is an awareness campaign designed to educate students and parents on technical education, career paths and job opportunities. Ms. Arnette shared information on the campaign with the Board. She noted that the campaign is financed through HB 1.
- Dr. May reported that the LCTCS is moving forward with \$257.6 million worth of construction projects throughout the state. The Facilities Corporation is moving forward on the projects. Currently waiting on the cooperative endeavor agreements.
- Dr. Joe Ben Welch, Chancellor, River Parishes Community College (RPCC), shared the master plan for the construction project at RPCC. Angela Catrera, Director of Public Information, and Dr. Bill Martin, Executive Vice Chancellor, assisted in the presentation. Dr. Martin reviewed the historical background of the college from August 1998 to present. Dr. Welch discussed the proposed plans for the expansion of the college.

- Dr. May mentioned the publications/items that were placed at each Board member's station: "Transforming Louisiana's Workforce"; brochure on the Delgado Community College Chancellor Search; *Delgado Directions*; Legislative session agenda; copies of Senate Bill 1 and House Bill 1 from 2008 legislative session (document regarding Ethics Legislation for board review).
- Dr. May stated that the System is working very closely with the administration and legislature, the Secretary of Labor, Tim Barfield and Secretary of Economic Development, Stephen Moret to develop a comprehensive workforce development plan that will be aligned with Blueprint Louisiana, the LCTCS Advocacy Agenda, and the Louisiana Association of Business and Industry (LABI). The first indication of this plan was the Governor's announcement last week of "\$10 million dollars to jump start the LCTCS". Dr. May stated that this will be directed at improving the funding formula.

H. GENERAL ACTION ITEMS**

Academic, Instruction, Workforce Training and Student Affairs Actions

Supervisor Murphy presented the Academic, Instruction Workforce Training and Student Affairs Actions agenda items for consideration by the Board.

1. Institutional Policies on Rank and Promotion with Initial Placement
 - Baton Rouge Community College
 - Bossier Parish Community College
 - Delgado Community College
 - Elaine P. Nunez Community College
 - L.E. Fletcher Technical Community College
 - Louisiana Delta Community College
 - Louisiana Technical College Division
 - River Parishes Community College
 - South Louisiana Community College

Dr. May stated that Dr. Jerry Pinsel has been working with System colleges to create a new system wide rank and promotion policy, including the initial placement of faculty into a rank system across the state. The draft policy was approved by the Board and Dr. Pinsel has been working with the colleges to create their own individual policies. All the colleges, with the exception of SOWELA Technical Community College, have submitted their policy for consideration by the Board. SOWELA is currently going through the SACS accreditation process and will submit their policy after this process has been completed.

On motion of Supervisor Johnson, seconded by Supervisor Clark, the Board voted to approve the institutional policy regarding Rank and Promotion (to include initial placement-in-rank as appropriate), for the following campuses:

**Baton Rouge Community College
Bossier Parish Community College
Delgado Community College
Elaine P. Nunez Community College
L.E. Fletcher Technical Community College
Louisiana Delta Community College
Louisiana Technical College
River Parishes Community College
South Louisiana Community College**

The motion carried.

2. Approval of Perkins State Plan

Mr. Jim Henderson and Reba Poulson discussed the process that was followed to compile the Perkins State Plan.

On motion of Supervisor Carter, seconded by Supervisor Franklin, the Board voted to approve the Five-Year Perkins State Plan which covers the period from July 1, 2008 to June 30, 2013. The motion carried.

Facilities Actions

~~3. Emergency Capital Outlay Request for Chiller at LTC Baton Rouge Technical College Campus~~

PULLED FROM THE AGENDA

Personnel Actions

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

4. Appointment of LCTCS Senior Vice President for Academic and Student Affairs

On motion of Supervisor Johnson, seconded by Supervisor Franklin, the Board voted to ratify the appointment of Dr. Robert H. Bell as Senior Vice President for Academic and Student Affairs for Louisiana Community and Technical College System, at an annualized base salary of \$160,000, to be effective February 29, 2008. The motion carried.

Dr. May introduced Dr. Bell to the Board. Dr. Bell thanked the Board and stated that, “. . . I am extremely pleased and honored to here.”

5. Appointment of Interim Chancellor at Delgado Community College

On motion of Supervisor Johnson, seconded by Supervisor Giorgio, the Board voted to ratify the appointment of Deborah R. Lea for the position of Interim Chancellor of Delgado Community College, at an annualized salary of \$150,000, effective March 16, 2008, and not to exceed June 30, 2008. The motion carried.

6. Appointment of Interim Vice Chancellor for Learning and Student Development at Delgado Community College

On motion of Supervisor Barham, seconded by Supervisor Johnson, the Board voted to approve the appointment of Mr. Harold Gaspard for the position of Interim Vice Chancellor for Learning and Student Development at Delgado Community College, at an annualized salary of \$115,000, effective March 15, 2008 and not to exceed June 30, 2008. The motion carried.

Supervisor Johnson expressed her appreciation to Dr. Alex Johnson for his commitment to Delgado Community College, his leadership to the New Orleans area and for his efforts following Hurricane Katrina.

7. Tenure Hearing Subcommittee Final Determination for Terryl M. Francisco

Dr. May stated the need to enter into Executive Session for the purpose of discussing agenda item H.7. Tenure Hearing Subcommittee Final Determination for Terryl M. Francisco.

On motion of Supervisor Barham, seconded by Supervisor Clark, the Board entered into Executive Session to discuss agenda item H.4. The Executive Session began at 10:30 a.m.

The Full Board reconvened from the Executive Session at 11:32 a.m. Chair Mellington reported that no votes were taken and no consensus reached during Executive Session.

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

Dr. May stated that, in accordance with Board policy and following a tenure hearing, the members of the Tenure Hearing Committee recommend that the full Board of Supervisors approve the recommendation of the Senior Vice President for Career and Technical Education and terminate the employment of Mr. Terryl M. Francisco, as Office Systems Program Instructor, immediately.

On motion of Supervisor Barham, seconded by Supervisor Johnson, the Board voted to immediately terminate the employment of Mr. Terryl M. Francisco, as Office Systems Program Instructor.

I. CONSENT AGENDA

Chair Mellington stated that agenda item I.12. Professional Services Contract between Baton Rouge Community College SGA and the artist “Common,” has been removed from the agenda at the request of the college.

On motion of Supervisor Clark, seconded by Supervisor Franklin, the Board voted to approve the Consent Agenda which includes agenda items I.1. through I.14. (excluding item I.12.), as presented. The motion carried.

Academic, Instruction, Workforce Training and Student Affairs Actions

1. New Program Proposal

Baton Rouge Community College:

AS in Computer Information Systems (CIP 11.0101)

Approved the request to offer the Associate of Science in Computer Information systems (CIP 11.0101) as proposed by the faculty and administrators of BRCC.

2. New Program Proposal

Bossier Parish Community College:

AAS in Web Analyst Programmer (CIP 11.1004)

AAS in Information Programmer-Analyst (CIP 11.0299)

AAS in Information Network Specialist (CIP 11.1002)

AAS in Information Security Specialist (CIP 11.1003)

AAS in Information Systems Administration Specialist (CIP 11.1001)

AAS in the Care and Development of Young Children (CIP 19.0790)

CTS in Help Desk Support (CIP 11.999)

Approved the following new programs as proposed by the faculty and administration of BPCC:

AAS in Web Analyst Programmer (CIP 11.1004)
AAS in Information Programmer-Analyst (CIP 11.0299)
AAS in Information Network Specialist (CIP 11.1002)
AAS in Information Security Specialist (CIP 11.1003)
AAS in Information Systems Administration Specialist (CIP 11.1001)
AAS in the Care and Development of Young Children (CIP 19.0790)
CTS in Help Desk Support (CIP 11.999)

3. Request for Program Expansions – LCTCS Technical Division

Region 6: Alexandria Campus

AAS in Industrial Electronics Technology (CIP 47.0105)

AAS in Drafting and Design Technology (CIP 15.1301)

Region 6: Oakdale Campus

TD in Building Technology Specialist (CIP 46.0401)

TD in Horticulture/Landscape (CIP 01.0601)

Approved the following program expansions as requested by the faculty and administration of the LCTCS Technical Division:

Region 6: Alexandria Campus

AAS in Industrial Electronics Technology (CIP 47.0105)

AAS in Drafting and Design Technology (CIP 15.1301)

Region 6: Oakdale Campus

TD in Building Technology Specialist (CIP 46.0401)

TD in Horticulture/Landscape (CIP 01.0601)

4. Bossier Parish Community College

Change Degree Designation: Respiratory Therapy

From: Associate of Science

To: Associate of Applied Science

Approved the change in degree designation for Respiratory Therapy program, as requested by faculty and administrators of BPCC, from Associate of Science to Associate of Applied Science.

5. Delgado Community College

A. Changes in:

(1) Curriculum Titles:

Change of Exit Point Titles: Motor Vehicle Technology (CIP 47.0604)

Certificate of Technical Studies Concentration:

From: Body and Fender

To: Collision Repair

(2) Degree Designation:

Management Degree Program (CIP 52.0201)

From: Associate of Science

To: Associate of Applied Science

- (3) Program Title:
Management Degree Program (CIP 52.0201)
From: Management
To: Business and Management
- B. Establishment and Revision of Concentrations
 - (1) Associate of Applied Science in Business and Management (CIP 52.0201)
Add Concentrations in:
 - General Business
 - Human Resources/ Leadership
 - Entrepreneurship/ Small Business Management
 - International Business
 - Marketing
 - Music Business
 - Real Estate
 - Retail Management
 - (2) Associate of Applied Science in Computer Information Technology (CIP 11.0301)
Add Concentrations in:
 - Program Analyst Specialist
 - Web Design Specialist

Approved programmatic revisions, as requested by the faculty and administration of Delgado Community College as follows:

- A. Changes in:
 - (1) Curriculum Titles:
 - Change of Exit Point Titles: Motor Vehicle Technology (CIP 47.0604)**
 - Certificate of Technical Studies Concentration:**
 - From: Body and Fender**
 - To: Collision Repair**
 - (2) Degree Designation:
 - Management Degree Program (CIP 52.0201)**
 - From: Associate of Science**
 - To: Associate of Applied Science**
 - (3) Program Title:
 - Management Degree Program (CIP 52.0201)**
 - From: Management**
 - To: Business and Management**
- B. Establishment and Revision of Concentrations
 - (1) Associate of Applied Science in Business and Management (CIP 52.0201)
Add Concentrations in:
 - General Business**
 - Human Resources/ Leadership**
 - Entrepreneurship/ Small Business Management**
 - International Business**
 - Marketing**
 - Music Business**
 - Real Estate**
 - Retail Management**

(2) Associate of Applied Science in Computer Information Technology (CIP 11.0301)

Add Concentrations in:

Program Analyst Specialist

Web Design Specialist

Finance Actions

6. Incumbent Worker Training Program Contracts

Ratified nine (9) new Incumbent Worker Training program contracts for \$1,393,134 and modified two existing contracts for \$354,374 as listed:

- **Cenla Consortium/LTC-Alexandria – Contract Amount: \$140,754**
- **Dano & Curole/LTC-Young Memorial – Contract Amount: \$263,571**
- **Gulf Fleet Management/LTC-Young Memorial & University of Louisiana-Lafayette – Contract Amount: \$53,250**
- **Haynes International Inc./LTC-Delta Ouachita – Contract Amount: \$158,081**
- **J. Ray McDermott/LTC-Young Memorial – Contract Amount: \$294,919**
- **James Construction Group LLC/LTC-Delta Ouachita – Contract Amount: \$248,874**
- **St. Tammany Parish Fire Protection District/Delgado Community College – Contract Amount: \$41,622**
- **Stine Lumber/SOWELA Technical Community College & LTC-Acadian – Contract Amount: \$121,721**
- **Total Environmental Solutions, Inc./Baton Rouge Community College – Contract Amount: \$70,343**
- **Dixie Electric Membership Corp/LTC-Ascension – Contract Amount: \$188,679 – Revised Ending Date: 3/28/08**
- **Honeywell/LTC-Ascension – Contract Amount: \$165,695 – Revised Ending Date: 5/20/08; Reduce Number of Trained Employees to 189**

7. Professional Services Contract between Bossier Parish Community College and McKesson Information Solutions, LLC

Approved a professional services contract between Bossier Parish Community College and McKesson Information Solutions, LLC, effective January 1, 2008 through January 31, 2008.

8. Professional Services Contract between Bossier Parish Community College and Gayla Godfrey

Approved a professional services contract between Bossier Parish Community College and Gayla Godfrey, effective January 7, 2008 through January 6, 2009.

9. Professional Services Contract between LTC Region 3 Young Memorial and New Horizons

Approved a professional services contract between LTC Region 3 Young Memorial campus and New Horizons, effective January 7, 2008 to January 7, 2009.

10. Professional Services Contract between LTC Region 3 Young Memorial and Alford Safety Services

Approved a professional services contract between LTC Region 3 Young Memorial campus and Alford Safety Services, effective February 4, 2008 to February 3, 2009.

11. Professional Services Contract amendment between LTC Region 4 Teche Area and Occupational Training Inc.

Approved amending a professional services contract between LTC Region 4 Teche Area campus and Occupational Safety Training, Inc., increasing the contract amount from \$29,140 to \$101,908.

12. Professional Services Contract between Baton Rouge Community College SGA and the artist “Common”

Approved a professional services contract between Baton Rouge Community College and the artist known as “Common,” effective for the week of April 17, 2008.

13. Professional Services Contract between L.E. Fletcher Technical Community College and Alford Safety Services, Inc.

Approved a professional services contract between Fletcher Technical Community College and Alford Safety Services Inc., effective March 1, 2008 to September 30, 2008.

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

Approved the following Foundation reimbursement:

Date	Foundation	Institution	Amount	Purpose
January 29, 2008	Delgado Community College Foundation	Delgado Community College	\$1,230 / Davis – Churchman Memorial Fund	Distribution of donation to Kimberly Davis, Secretary for memorial fund
January 29, 2008	Delgado Community College Foundation	Delgado Community College	\$1,230 / Davis – Churchman Memorial Fund	Distribution of donation to Ludie Churchman, Instructor, for memorial fund
January 29, 2008	Delgado Community College Foundation	Delgado Community College	\$6,000 / Unrestricted Fund	Salary Supplement for 6 months for Nita Hutter, Institutional Advancement Director
January 29, 2008	Delgado Community College Foundation	Delgado Community College	\$2,500 / Unrestricted Fund	Salary Supplement for 6 months for Steve Zeringue, Senior Compliance Officer

J. UPDATES

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

1. Alternative Financing Projects
2. Facilities Assessment Update
3. Report on General Personnel Actions for LCTCS Colleges and System Office
4. Status Report on Capital Projects
5. FY 07-08 Second Quarter Financial Report
6. FY 07-08 Second Quarter Report on Contracts
7. Workforce Development Report

K. OTHER BUSINESS

1. Board of Regents' Committee Meetings – March 26, 2008

Board Supervisor Stephen Smith will represent the LCTCS at the Board of Regents' committee meetings on March 26, 2008.

Dr. May expressed his appreciation to Stevie Smith for attending the Board of Regents' meetings and representing the System.

L. ANNOUNCEMENTS

- Chair Mellington reminded everyone that Board packets will now be distributed electronically. Board members should contact Bonni Blouin if they prefer to receive a paper copy.
- Supervisor Johnson announced that Dr. Myrtle Dorsey, Chancellor, Baton Rouge Community College, has recently been elected to the American Association of Community Colleges (AACC) Board. She is the first chancellor of Louisiana to be elected to the Board and will be seated next month.
- Chair Mellington noted that the Association of Community College Trustees (ACCT) annual congress will be held in New York City, October 29-November 1st. Ms. Johnson serves as a board member of ACCT.

M. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Franklin, seconded by Supervisor Johnson, the meeting adjourned at 11:40 a.m.