



*Changing Lives,
Creating Futures*

Monty Sullivan
System President

Officers:

Timothy W. Hardy
Chair

Deni Grissette
First Vice Chair

Stephen Toups
Second Vice Chair

Members:

Helen Bridges Carter
Erika McConduit
Willie Mount
Michael J. Murphy
N. J. "Woody" Ogé
Joe Potts
Paul Price, Jr.
Stephen C. Smith
Mark D. Spears, Jr.
Craig Spohn
Vincent St. Blanc, III
Charles Strong

Student Members:

Sommer Brown
Jennifer Burgess

Louisiana
Community
& Technical
College System

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For approval by the LCTCS Board of Supervisors on December 14, 2016.

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

LCTCS BOARD OF SUPERVISORS MONTHLY MEETING

DRAFT MINUTES

**Wednesday, November 9, 2016
10:15 a.m.**

Bossier Parish Community College
Emmett E. Cope Student Services Building (Building F-203)
6220 E. Texas Street
Bossier City, LA

*** 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. 42.16-17.*

A. CALL TO ORDER

Chair Hardy called the November 9, 2016, LCTCS Board of Supervisors monthly meeting to order at 10:23 a.m.

B. PLEDGE OF ALLEGIANCE

Supervisor Vinney St. Blanc led the assembly in reciting the Pledge of Allegiance.

C. ROLL CALL

Sara Kleinpeter conducted roll call to establish a quorum.

Members Present

Timothy W. Hardy, Board Chair
Sommer Brown
Jennifer Burgess
Michael J. Murphy
Woody Ogé
Joe Potts
Stephen Smith
Mark D. Spears, Jr.
Craig Spohn
Vincent St. Blanc, III
Charles Strong

Absent

Deni Grissette
Stephen Toups
Helen Carter
Erika McConduit
Willie Mount
Paul Price, Jr.

Staff Present

Monty Sullivan
Joe Marin
Sara L. Kleinpeter
Katie Waldrop
Paul Carlsen
David Helveston
Quintin Taylor
Tommy Williams
Michael Redmond

D. APPROVAL OF MEETING AGENDA FOR NOVEMBER 9, 2016

On motion by Supervisor St. Blanc, seconded by Supervisor Ogé, the Board voted to approve the November 9, 2016 meeting agenda, as presented. The motion carried.

E. APPROVAL OF MEETING MINUTES FROM SEPTEMBER 14, 2016

On motion by Supervisor Spohn, seconded by Supervisor St. Blanc, the Board voted to approve minutes of the September 14, 2016 meeting agenda, as presented. The motion carried.

REPORTS

1. Chair of the Board Report

Chair Hardy provided the following report:

- ❖ Noted that on Monday, November 7, 2016, Governor John Bel Edwards joined leaders in Lake Charles for a ribbon cutting ceremony for the SOWELA Regional Training Center.
- ❖ Reminded board members of the workforce development announcement with Entergy on November 14th at 1:00 pm in New Orleans. The event will be held at Entergy's Magnolia Auditorium, located at 1600 Perdido St., New Orleans, LA. He asked members to let Sara know if they plan on attending.
- ❖ Thanked the cities of Bossier and Shreveport for their hospitality in welcoming the LCTCS Board of Supervisors. He stated that, as a Shreveport native, he is proud to welcome his colleagues to a part of the state he holds dear to his heart.
- ❖ Bossier Parish Community College Chancellor, Rick Bateman, welcomed the Board to BPCC. He noted that the campus is "student first" and introduced the SGA leaders from BPCC. Additionally, he thanked the SGA, student groups, and athletic teams for making sure BPCC welcomed the Board and special guests in a special way. He invited various partners from BPCC to address the Board. Each of the guests described how their partnership with BPCC was beneficial for both entities. A copy of the power point presentation was provided at each Board member's station. The guests included:
 - Shreveport Mayor Ollie Taylor and Bossier City Mayor Leo Walker
 - Port of Caddo Parish
 - Eric England, Executive Director
 - Dannye Malone, Director of Legal Affairs
 - Benteler Steel and Tube
 - Patrick Guillaume, Benteler Steel Project Director
 - Logan Anderson, Legal Counsel
 - Michael Koch, Interim Chief Operating Officer
 - Red Ball Oxygen
 - Bob Ewing, President
 - Dianne Clark, Northwest LTC Director

- JP Morgan Chase
 - Steve Roop, Managing Director/Marketing Executive, North Louisiana & Central Arkansas
 - Stephanie Rogers, BPCC Director of Advancement
 - JP Morgan Chase presented BPCC with a check for \$110,000 to support Internships/Externships in Nursing, Cyber Technology, and Business
- BPCC Open Campus
 - Allison Martin, Director of Institutional Effectiveness Initiatives

2. President's Report

Dr. Sullivan provided the following report:

- ❖ Thanked BPCC for the outstanding welcome to the Bossier/Shreveport area.
- ❖ Updated the Board on the recent heart surgery had by Director Earl Meador.
- ❖ Welcomed Acting Chancellor of Baton Rouge Community College, Mr. Phil Smith, to his first board meeting as Acting Chancellor.
- ❖ BRCC Chancellor Search – Supervisor Michael Murphy noted that the committee received an excellent group of applicants and conducted the first round of interviews recently. The finalists for the position will be announced later in the day, and on campus interviews will be held in the near future. He anticipates an announcement of a candidate at the December Board Meeting.
- ❖ Asked the Board to watch their emails for an invitation to an articulation agreement announcement with another higher education system in Louisiana. He anticipates the announcement to take place on or around November 18th in Baton Rouge.
- ❖ Budget Update:
 - Constitutional Amendment No. 2: Establish Tuition without Legislative Approval failed to pass. This would have allowed tuition authority by higher education boards without approval of the legislature.
 - Constitutional Amendment No. 6: Use of Funds to Eliminate Projected Deficits failed to pass. This would have allowed for more flexibility in the state budget.
 - The FY 16 budget deficits will likely not require another special session. There seems to be a plan in place to manage the deficit.
 - The FY 17 budget poses likely challenges to LCTCS. The focus of this system remains on the workforce needs and students regardless of the budget picture that is presented.
- ❖ Governor John Bel Edwards understands the mission of LCTCS and the impact of midyear budget cuts. His support of our system is evident.
- ❖ Gave an update on Our Louisiana 2020. Growth continues to be on the horizon within the system, and resources will be needed to continue growing.

Chair Hardy thanked the LCTCS team for their dedicated work to help with the recent ACCT Congress held in New Orleans. He thanked Quintin Taylor, Katie Waldrop, Sara Kleinpeter, Woody Ogé, and Monty Sullivan for their help in planning and executing his successful campaign for a term on the ACCT Board of Directors.

F. GENERAL ACTION ITEMS**

Supervisor Hardy presented the Committee of the Whole Actions agenda items for consideration by the Board.

On motion by Supervisor Ogé, seconded by Supervisor St. Blanc, the Board voted to ratify the action taken during the October 19, 2016 Executive Committee - items 1.a through b. The motion carried.

Committee of the Whole (for Ratification by the Full Board)

1. Ratification of Actions Taken at October 19, 2016 Executive Committee Meeting
 - a. Approval Of Minutes Of June 24, 2016, LCTCS Board Of Supervisors Executive Committee Meeting

Personnel Actions **

- b. Appointment of Acting Chancellor at Baton Rouge Community College

Ms. Kleinpeter noted on record that Supervisor Craig Spohn departed the meeting due to a schedule conflict, but that a quorum of the Board is present in his absence.

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

Facilities

2. Refunding of Delta Campus Facilities Corporation Series 2008 Bonds

On motion by Supervisor St. Blanc, seconded by Supervisor Potts, the Board voted to approve the form of and authorize the System President to execute agreements and associated documents, as listed below, between the LCTCS Board of Supervisors and the Delta Campus Facilities Corporation for Revenue Refunding Bonds Series 2016 for the Delta Campus Facilities Corporation project, which will refinance the remaining outstanding Series 2008 Bonds originally issued for the Louisiana Delta Community College. This action has been approved by the Delta Campus Facilities Corporation and was approved by the State Bond Commission on October 20, 2016. The motion carried.

3. Refunding of LCTCS Facilities Corporation Act 391 Bonds, Series 2009 and Series 2010

On motion by Supervisor Strong, seconded by Supervisor Ogé, the Board voted to approve the form of and authorize the System President to execute agreements and associated documents, as listed below, between the LCTCS Board of Supervisors and the LCTCS Facilities Corporation for Revenue Refunding Bonds Series 2016 for the LCTCS Act 391 Facilities Corporation projects, which will refinance the remaining current outstanding 2009A, 2009 B and 2010 bonds originally issued for LCTCS Act 391 projects. This action has been approved by the LCTCS Facilities Corporation and was approved by the State Bond Commission on October 20, 2016. The motion carried.

4. Purchase of Property on behalf of SOWELA Technical Community College

On motion by Supervisor Potts, seconded by Supervisor Ogé, the Board voted to authorize the System President and the Chancellor of SOWELA Technical Community College to negotiate and execute all documents necessary for the purchase of a portion of a roadway leading to the SOWELA Regional Training Center for up to \$15,000. The purchase will be recorded with the Division of Administration, State Land Office. A copy of the property's legal description is available in the office of the Chief Operations Officer. The motion carried.

5. Cooperative Endeavor Agreement for the Transfer of Land and Donation of Fill Dirt for the Northshore Technical Community College, Livingston Campus

On motion by Supervisor Potts, seconded by Supervisor Brown, the Board voted to authorize the LCTCS President to enter into cooperative endeavor agreements with the LCTCS Foundation and the Livingston Parish School Board for the transfer of approximately 12.27 acres and a 60' X 300' parcel of land located on Burgess Street in Walker, LA and with the LCTCS Foundation and the Livingston Parish Government for the transfer of fill dirt and affiliated use of equipment for construction of the Livingston Parish campus for the Northshore Technical Community College. The cooperative endeavor agreements are being drafted and upon execution staff will record this acquisition with the State Land Office. The motion carried.

6. College Naming Policy for Central Louisiana Technical Community College

On motion by Supervisor Ogé, seconded by Supervisor St. Blanc, the Board voted to approve the college naming policy for Central Louisiana Technical Community College, which is in accordance with Board Policy #4.003, Naming of LCTCS Facilities. A copy of the naming policy for the college is attached. The motion carried.

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

Finance

7. Fee Assessment for Duplicative WorkReady U Transcripts and Diplomas

On motion by Supervisor Smith, seconded by Supervisor Spears, the Board voted to authorize WorkReady U to charge fees of \$15.00 for duplicative transcripts and \$25.00 for duplicative diplomas. These fees may be waived at the direction of the System President. The motion carried.

8. Board of Regents Matched Endowments

On motion by Supervisor Smith, seconded by Supervisor Brown and all other members of the Board present, the Board voted to approve the endowed scholarships listed below:

- a. Bossier Parish Community College**
 - i. AEP/BREMO Two-Year Endowed Workforce Scholarship in Nursing**
\$600,000 (\$300,000 private; \$300,000 public)
- b. SOWELA Technical Community College**
 - i. Two-Year Endowed Workforce Scholarship in Industrial Instrumentation Technology**
\$40,000 (\$30,000 private; \$10,000 public)
 - ii. Two-Year Endowed Workforce Scholarship in Welding**
\$40,000 (\$30,000 private; \$10,000 public)
 - iii. Greater Lake Charles Rotary Club Endowed First Generation Scholarship**
\$50,000 (\$30,000 private; \$20,000 public)

The motion carried.

9. Professional and Social Services Contracts:

- a. Bossier Parish Community College and 3Play Media, Inc.**

On motion by Supervisor St. Blanc, seconded by Supervisor Potts, the Board voted to approve a professional services contract between Bossier Parish Community College and 3Play Media, Inc., effective November 1, 2016 through September 30, 2018. This contract is subject to the approval of the Office of State Procurement. The motion carried.

b. Bossier Parish Community College and Kraft Technology Resources

On motion by Supervisor Hardy, seconded by Supervisor Strong, the Board voted to approve a social services contract between Bossier Parish Community College and Kraft Technology Resources, effective October 15, 2016 to June 30, 2017. This contract is subject to the approval of the Office of State Procurement. The motion carried.

c. Delgado Community College and Maritime Services Group of Louisiana, LLC

On motion by Supervisor Potts, seconded by Supervisor Murphy, the Board voted to approve a social services contract between Delgado Community College and Maritime Services Group of Louisiana, LLC, effective August 1, 2016 to July 10, 2017. This contract is subject to the approval of the Office of State Procurement. The motion carried.

d. LCTCS and Ellucian Company, LP

On motion by Supervisor St. Blanc, seconded by Supervisor Hardy, the Board voted to authorize the System President to execute a contract between the LCTCS and Ellucian Company, LP for hosting services, effective January 1, 2017 through December 31, 2017. The contract will be subject to the approval of the Office of State Procurement. The motion carried.

e. LCTCS and Ellucian Support, Inc.

On motion by Supervisor Burgess, seconded by Supervisor St. Blanc, the Board voted to authorize the System President to execute a contract between the LCTCS and Ellucian Support, Inc. for maintenance services, effective December 1, 2016 through November 30, 2017. The motion carried.

10. Review and Advisement: New LCTCS Policy #5.033, "Fiscal Health Monitoring"

The Board accepted, for review and advisement, finance policy #5.033 "Fiscal Health Monitoring."

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

Personnel Actions

11. Review and Advisement: Revisions to LCTCS Policy #6.003 “Leave Record Establishment and Regulations for all Unclassified, Non-Civil Service Employees”

The Board accepted, for review and advisement, the revisions to the attached policy #6.003 “Leave Record Establishment and Regulations for all Unclassified, Non-Civil Service Employees” effective August 15, 2016.

On motion by Supervisor Ogé, seconded by Supervisor Spears, the Board voted to enter into Executive Session for the purpose of discussing LCTCS Chancellor Contract Recommendations. The motion carried.

Board Coordinator, Sara Landreneau Kleinpeter, called roll with the following results:

Yeas – 10	Nays - 0
Timothy W. Hardy, Board Chair	
Sommer Brown	
Jennifer Burgess	
Michael J. Murphy	
Woody Ogé	
Joe Potts	
Stephen Smith	
Mark D. Spears, Jr.	
Vincent St. Blanc, III	
Charles Strong	

The Board entered into Executive Session at 11:53 a.m., following a unanimous vote.

The Board reconvened from Executive Session at 12:24 p.m.

A roll call vote was taken to reestablish a quorum. The following Supervisors were in attendance:

Timothy W. Hardy, Board Chair	Joe Potts
Sommer Brown	Stephen Smith
Jennifer Burgess	Mark D. Spears, Jr.
Michael J. Murphy	Vincent St. Blanc, III
Woody Ogé	Charles Strong

Chair Hardy stated that no votes were taken and no consensus was reached during the Executive Session.

12. LCTCS Chancellor Contract Recommendations

On motion by Supervisor Smith, seconded by Supervisor St. Blanc, the Board voted to authorize the System President to affect college chancellor contracts as follows:

- **The contracts for chancellors will remain under their current terms.**
- **There is a need for an equity adjustment for one chancellor. Therefore the compensation for Chancellor William Wainwright will be adjusted to provide for an equity adjustment of \$20,000.**
- **All above actions would be effective July 1, 2016.**

The motion carried.

Chair Hardy presented the Consent Agenda items for consideration by the Board.

On motion by Supervisor St. Blanc, seconded by Supervisor Potts, the Board voted to approve the Consent Agenda which consists of agenda items G.1 through G.5. The motion carried.

G. CONSENT AGENDA

Academic and Student Affairs

Approved new programs and exit points, program revisions, and program terminations as listed below:

Baton Rouge Community College

Program Terminations (To Be Replaced by New Program)

1. Technical Diploma (TD) in Industrial Maintenance Technology (CIP 47.0303) – **5 STARS**
 - a. Certificate of Technical Studies (CTS) in Industrial Maintenance Technology, Pneumatic Hydraulic Apprentice (CIP 47.0303) – **4 STARS**
 - b. Certificate of Technical Studies (CTS) in Industrial Maintenance Technology, Millwright Apprentice (CIP 47.0303) – **4 STARS**
 - c. Technical Competency Area (TCA) in Industrial Maintenance Technology, Fabrication Apprentice (CIP 47.0303) – **3 STARS**

Bossier Parish Community College

Program Addition

2. Technical Competency Area (TCA) in Computer Repair (CIP 47.0104) – **5 STARS**

SOWELA Technical Community College

Program Terminations (To Be Replaced by New Program)

3. Associate of Applied Science (AAS) in Computer Networking Specialist (CIP 11.0901) – **5 STARS**
 - a. Technical Diploma (TD) in Computer Networking Specialist (CIP 11.0901) – **5 STARS**
 - b. Certificate of Technical Studies (CTS) in IT Network Apprentice (CIP 11.0901) – **5 STARS**
 - c. Technical Competency Area (TCA) in Cisco Networking Technician (CIP 11.0901) – **5 STARS**
 - d. Technical Competency Area (TCA) in PC Support Technician (CIP 11.0901) – **5 STARS**
4. Associate of Applied Science (AAS) in Computer Software Specialist (CIP 11.0202) – **5 STARS**
 - a. Technical Diploma (TD) in Computer Software Specialist (CIP 11.0202) – **5 STARS**
 - b. Certificate of Technical Studies (CTS) in Software Apprentice (CIP 11.0202) – **5 STARS**
 - c. Technical Competency Area (TCA) in Software Support Technician (CIP 11.0202) – **5 STARS**

Program Additions

5. Associate of Applied Science (AAS) in Information Systems Technology (CIP 11.0103) – **5 STARS**
 - a. Technical Diploma (TD) in Information Systems Technology (CIP 11.0103) – **5 STARS**
 - b. Certificate of Technical Studies (CTS) in Information Technology Apprentice (CIP 11.0103) – **5 STARS**
 - c. Technical Competency Area (TCA) in PC Support Technician (CIP 11.0103) – **5 STARS**

Chair Hardy referenced the Updates and encouraged Board members to review the information provided to them.

H. UPDATES

1. Alternative Financing Projects
2. First Quarter Contracts Report
3. First Quarter Financial Report
4. Report of Breazeale Sachse & Wilson for Quarter Ending September 30, 2016
5. Report on General Personnel Actions for LCTCS Colleges and System Office
6. Status Report on Capital Projects

I. ANNOUNCEMENTS

Chair Hardy announced that members of the CSRS Team will take Board members to view the construction of the new building at BPCC.

Ms. Kleinpeter announced that copies of the *Top 10 Education Issues in Louisiana* publication by Education's Next Horizon, led by Mr. John Warner Smith were placed at each member's station. Mr. Smith is available to address the Board at a future meeting if requested by the Board.

There were no additional announcements.

J. ADJOURNMENT

There being no further business to come before the Board, and on motion by Supervisor Ogé, seconded by Supervisor Potts, Chair Hardy adjourned the meeting at 12:31 p.m.