



***Changing Lives,
Creating Futures***

Monty Sullivan
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Erika McConduit
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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

Student Members:
Zachary Hitt
Darell Richardson

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Minutes of November 8, 2017 for approval on December 13, 2017

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

MINUTES

**Wednesday, November 8, 2017
9:00 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. 42.16-17.**

A. CALL TO ORDER

Chair Hardy called the November 8, 2017, LCTCS Board of Supervisors monthly meeting to order at 9:08 a.m.

B. PLEDGE OF ALLEGIANCE

Supervisor Jackson led the assembly in reciting the Pledge of Allegiance.

C. ROLL CALL

Sara Kleinpeter called roll with the following results:

Members Present

Timothy W. Hardy
Helen Carter
Chip Jackson
Erika McConduit
Willie Mount
Woody Ogé
Joe Potts
Paul Price, Jr.
Stephen Smith
Mark D. Spears, Jr.
Craig Spohn
Vincent St. Blanc, III
Zachary Hitt
Darell Richardson

Absent

Stephen Toups
Tari Bradford
Michael J. Murphy

Staff Present

Monty Sullivan	Katie Waldrop
Sara L. Kleinpeter	Joe Marin
René Cintron	Emily Campbell
Quintin Taylor	Tarie Roberson
Anthony Brown	Michael Redmond
Emily Mastrantonio	Joel Watkins
Suzette Meiske	Trish Felder
Adrienne Fontenot	Jennifer Daly

D. APPROVAL OF MEETING AGENDA FOR NOVEMBER 8, 2017

On motion by Supervisor Mount, seconded by Supervisor Price, the Board voted to approve the November 8, 2017, meeting agenda. The motion carried.

E. APPROVAL OF MEETING MINUTES FROM SEPTEMBER 20, 2017

On motion by Supervisor Hitt, seconded by Supervisor Potts, the Board voted to approve the September 20, 2017, meeting minutes. The motion carried.

F. REPORTS

1. Chair of the Board Report

Chair Hardy provided the following report:

- ❖ Over the last 24 hours, the Board met to discuss the LCTCS strategic plan. During that time, ACCT Board Chair Emily Yim addressed the Board and Leadership team on the importance of mentorship in Board continuity. He thanked Ms. Yim for taking time out of her schedule to be in Baton Rouge all the way from Seattle, WA.
- ❖ Announced that Supervisor Woody Ogé was recently appointed to serve on the ACCT Communications and Education Committee. Additionally, Supervisor Hardy noted that he was appointed to serve on the ACCT Public Policy and Advocacy Committee. They are both honored to serve.
- ❖ ACCT's National Legislative Summit take place February 11 - 14, 2018, at the Washington, DC Washington Marriott Marquis. If you are interested in attending the Summit, please contact Sara Kleinpeter for registration information.
- ❖ The LCTCS Foundation launched its first annual fund campaign. Higher Louisiana is a campaign to advance the mission of community and technical colleges. Funds raised will support our statewide advocacy efforts. The fundraising goal is \$150,000; total raised to date is \$80,000. All gifts above the \$150,000 goal will be applied to the Curt Eysink Memorial Endowment for 2-year workforce scholarships.

Natalie Harder, Chancellor at South Louisiana Community College (SLCC) and a member of the LCTCS Foundation Board, reported that the Acadiana area hosted a small dinner in Lafayette, and as a result raised \$60,000 towards the Higher Louisiana Campaign.

Rick Bateman, Chancellor at Bossier Parish Community College (BPCC), reported that a gathering was held in Northwest Louisiana and was well attended. As a result, the BPCC Foundation, with a personal match by two board members, will donate \$10,000 to the Higher Louisiana Campaign.

- ❖ Highlighted the various ribbon cuttings and announcements:
 - SOWELA Technical Community College (SOWELA)– Sycamore Student Center Ribbon Cutting and Christening of SOWELA Airplane (sharing a before & after photo)
 - Nunez Community College (NCC) – Announcement for an aerospace program to train students for careers at the expanding Michoud Assembly Facility
 - Central Louisiana Technical Community College (CLTCC) Natchitoches Campus announcement of a New Roof and \$350K for expanding Manufacturing and Welding Training
 - Fletcher Technical Community College (FTCC) held a ribbon cutting announcement courtesy of a \$50K donation from Entergy to support the Certified Line Worker Training program. The Certified Line Worker Training Program is a partnership of the Louisiana Energy Workforce Consortium and LCTCS.

- ❖ Highlighted future ribbon cuttings and announcements:
 - Louisiana Delta Community College (LDCC) will have a press conference on November 9, 2017, announcing the award of the Small Business Development Center.
 - CLTCC will host grand opening of the Natchitoches campus on November 28, 2017.

Thanked all who have a part in advancing the colleges within the system, especially the Governor and LCTCS Leadership team for their work.

- ❖ Noted the new microphones and screens and thanked BRCC for the updated electronic equipment that is necessary for the Board meetings.
- ❖ As is protocol for open meetings, there is an opportunity for public comment at the end of the meeting. If you wish to make comments to the board, please fill out a comment card and turn it into Sara Kleinpeter, Board Coordinator.

2. President's Report

Dr. Sullivan provided the following report:

- ❖ Noted that the Phase 2 of the ACT 360 projects has begun with the sale of bonds. He thanked Governor John Bel Edwards for his support and commitment to the LCTCS mission. He attended the announcements of the four projects Louisiana Delta Community College Tallulah and Monroe, Baton Rouge Community College, and Northshore Technical Community College Livingston Campuses
- ❖ Using personal privilege, Dr. Sullivan noted that employers have indicated that they have success when hiring those who have been farmers or have worked in a rural area. Knowing this, LCTCS sought out discussions with the Future Farmers of America (FFA) to work on an agreement to get FFA members from high school into LCTCS classrooms. He invited FFA representatives to address the Board. The representatives were:

Louisiana Executive Director, Eric Smith
Brennan Uzee, a student at FTCC and graduate of Thibodeaux High School
Jaci Cooper, a student at LSU and graduate of Ponchatoula High School

They were joined by Dr. Emily Campbell, LCTCS Interim Chief Enrollment Management Officer.

Together, they announced that LCTCS and FFA come to an agreement that LCTCS will offer a \$500 one time scholarship to every Louisiana FFA member who graduates from a Louisiana high school beginning the 17/18 school year and attending an LCTCS college the fall semester following high school graduation. Also offering at one time \$1,000 scholarship for each state champion beginning the fall 2018.

Mr. Smith is overwhelmingly excited about this partnership and the opportunity it presents for the students in FFA in Louisiana and for LCTCS. He is thrilled that he gets to "attend a competition today and announce this to the four winners."

Ms. Cooper stated, "I am extremely grateful to you for this opportunity for the students in FFA in Louisiana. Many graduate high school without the opportunity to attend college because of the cost. This will really benefit our FFA members. Thank you."

Mr. Uzee commented, "This is a really big benefit to our FFA members in Louisiana. And, it is a really good way to attract more FFA members to benefit from our legacy project with the money we can give them. So, thank you all for this contribution."

Supervisor St. Blanc noted that this agreement is special to him. He's a former FFA advisor and understands the importance of this organization and its impact on students. FFA is "one of the most important experiences in high school for students." He's thrilled to see this agreement take place.

- ❖ Informed the Board about a new program that SOWELA has implemented as it relates to Soft Skills Training during its curriculum. In an effort to develop a stronger work ethic in students, SOWELA had developed an industry leading strategy to make students aware of the need for academic and technical knowledge, along with a strong work ethic. Chancellor Aspinwall provided an overview to the Work Ethics Curriculum at SOWELA. A team was assembled nearly two years ago to develop a curriculum to teach work ethics along with classes. The team developed six work ethic skills to track. They are attendance, appearance, teamwork/cooperation, communication skills, following rules/civility, and organization/production. The program is a non-credit course that does not cost the student anything. At the end of the curriculum they get a course grade that shows up on the transcript. The course grades and work ethics grade is available to employers by requesting a transcript. The work ethics courses are built into the curriculum and have begun to take effect.

Supervisor Spohn asked Chancellor Aspinwall to follow up with the Board on the feedback/survey responses he receives from employers.

Supervisors Hardy, Carter, Potts, St. Blanc, and Ogé shared their thoughts that this is a vital program initiative for all students. They commend the work being done at SOWELA to increase the awareness that work ethics are just as important to the workforce as appropriate training in the class room.

- ❖ Announced that the first round of the Nunez Community College Chancellor Search has completed and three finalist will participate in an on campus interview on November 13, 2017. They are Tina Tinney, Ricky Thompkins, and Thomas Wright. A press release announcing the finalists will be issued following this meeting. He anticipates a recommendation on a Chancellor for Nunez Community College during the December Board meeting.

- ❖ In September as part of the LCTCS Annual Conference, LCTCS announced a partnership with Viacom/ CMT for an Empowering Education Tour with Louisiana Native, Courtney Cole. Director of Public Relations, Quintin Taylor noted that eight LCTCS colleges were chosen to participate. He introduced a video announcement by CMT artist and Louisiana native, Courtney Cole.

The schools participating in the free statewide tour are:

- Baton Rouge Community College - New Roads Campus, New Roads
- Bossier Parish Community College, Bossier City
- Central Louisiana Technical Community College - Rod Brady Campus, Jena
- Fletcher Technical Community College, Schriever
- Louisiana Delta Community College - Winnsboro Campus, Winnsboro
- Northshore Technical Community College - Lacombe Campus, Lacombe
- River Parishes Community College - Reserve Campus, Reserve
- SOWELA Technical Community College, Lake Charles

Mr. Taylor noted that the tour will take place over a two week period in the spring. The scheduled will be shared as soon as finalized. This is a great partnership with Viacom and could possibly be extended into future years.

Dr. Sullivan noted that the quality of the applications submitted by the LCTCS colleges was outstanding and

- ❖ Over the summer, LCTCS was approached by the Cristo Rey Organization to partner with them and have high school students in the office on a regular basis. The students are exposed to a professional work environment while completing their high school degree. He introduced Christo Rey student, Kelvin Rosas, to the Board.

G. GENERAL ACTION ITEMS**

Supervisor Price presented the Academic and Student Affairs Actions agenda items for consideration by the Board.

ACADEMIC AND STUDENT AFFAIRS

1. Strategic Sustainability and Growth Initiative 1C- Finding Solutions to Fund Training for Incarcerated Individuals

Chancellor Dennis Epps and Emily Campbell address the board and provided an update on this initiative. Supervisor Potts requested that they provide an update in the spring.

For Board Information. No action was taken.

2. Revision to LCTCS Policy #1.024, "New Program Requests and Curriculum Modifications"

On motion by Supervisor Ogé, seconded by Supervisor Richardson, the Board voted to approve the attached revisions to LCTCS Policy #1.024 "New Program Requests and Curriculum Modifications" including a change in title to "Requests for New Programs: New, Modification, and Adoption." The motion carried.

3. Revisions to LCTCS Policy #1.026, "Title IV Federal Financial Assistance: Satisfactory Academic Progress Standards"

On motion by Supervisor McConduit, seconded by Supervisor Ogé, the Board voted to approve the attached revisions to Policy #1.026, "Title IV Federal Financial Assistance: Satisfactory Academic Progress Standards." The motion carried.

4. Revision to LCTCS Policy #1.031, "Academic Calendar and Census Date"

On motion by Supervisor Potts, seconded by Supervisor Ogé, the Board voted to approve the attached revisions to LCTCS Policy #1.031 "Academic Calendar and Census Date". The motion carried.

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

FACILITIES

5. Naming of the Administration Building, Health and Physical Education Complex and Theatre Building Stage at Bossier Parish Community College

On motion by Supervisor Spohn, seconded by Supervisor Mount, the Board voted to defer the item to later time allowing for a review of a technical issue. The motion carried.

6. Disposal of a Modular Building at Louisiana Delta Community College, Lake Providence Campus

On motion by Supervisor Price, seconded by Supervisor Spohn, the Board voted to approve the disposal of a modular building at the Louisiana Delta Community College, Lake Providence Campus. In accordance with R.S. 38:2212.1, the disposal of this building requires the approval of Facility Planning and Control and the notification of appropriate legislators. The motion carried.

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

FINANCE

7. Approval of the Establishment of the Cavalier Athletic Association, a Non-profit Foundation Benefitting Bossier Parish Community College

On motion by Supervisor Spohn, seconded by Supervisor Carter, the Board voted to approve the establishment of the Cavalier Athletic Association to support amateur sports competition at Bossier Parish Community College. Staff further recommends that the Board receive and approve the Cavalier Athletic Association's Articles of Incorporation and Bylaws. The motion carried.

8. Approval of cooperative endeavor agreement for Northshore Technical Community College and Northshore College Enhancement Foundation

On motion by Supervisor Potts, seconded by Supervisor Ogé, the Board voted to approve the cooperative endeavor agreement for Northshore Technical Community College (NTCC) and Northshore College Enhancement Foundation (NCEF). The motion carried.

9. Approval of Conversion of an Endowed Scholarship at SOWELA Technical Community College

On motion by Supervisor McConduit, seconded by Supervisor Jackson, the Board voted to approve the conversion of the Howell Industries, Inc. Endowed First Generation Scholarship to the Howell Industries Endowed Scholarship – a Two-Year Student Workforce Scholarship. The motion carried.

10. Board of Regents Matched Endowments

On motion by Supervisor Smith, seconded by Supervisor St. Blanc, the Board voted to approve the endowed scholarships below:

- a. **South Louisiana Community College**
 - i. **Lafayette General Health Heart of Nursing Endowed Scholarship in Nursing \$20,000 total (\$10,000 private: \$10,000 public)**
 - ii. **Evangeline Endowed Scholarship in Nursing \$20,000 total (\$10,000 private: \$10,000 public)**
 - iii. **Acadiana Healthcare Endowed Scholarship in Nursing \$200,000 total (\$100,000 private: \$100,000 public)**
 - iv. **St. Landry Parish Cy-Pres Award Endowed Scholarship in Nursing \$161,958.64 total (\$81,958.64 private: \$80,000 public)**

11. Professional Services Contract between LCTCS and Ellucian Support, Inc.

On motion by Supervisor McConduit, seconded by Supervisor Hitt, 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, 2017 through November 30, 2018. The motion carried.

12. Professional Services Contract between LCTCS and Ellucian Company, LP

On motion by Supervisor St. Blanc, seconded by Supervisor Richardson, 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, 2018 through December 31, 2022. The contract will be subject to the approval of the Office of State Procurement. The motion carried.

13. Social Services Contract between Baton Rouge Community College and Reliability Solutions Training, LLC

On motion by Supervisor McConduit, seconded by Supervisor Spohn, the Board voted to approve a social services contract between Baton Rouge Community College and Reliability Solutions Training, LLC, effective November 30, 2017 to September 30, 2018. This contract is subject to the approval of the Office of State Procurement. The motion carried.

On motion by Supervisor Spohn, seconded by Supervisor Price, the Board voted to enter into Executive Session for the purpose discussing Settlement Authority in Litigation at Louisiana Delta Community College, Pending Litigation, and LCTCS Chancellor Contract Recommendations. The motion carried.

Board Coordinator, Sara Landreneau Kleinpeter, conducted a roll call vote with the following results:

Yeas - 14

Nays - 0

Timothy W. Hardy	Paul Price, Jr.
Helen Carter	Stephen Smith
Chip Jackson	Mark Spears
Erika McConduit	Craig Spohn
Willie Mount	Vincent St. Blanc, III
Woody Ogé	Zachary Hitt
Joe Potts	Darell Richardson

The Board entered into Executive Session at 10:45 a.m., following a unanimous vote.

The Board reconvened from Executive Session at 12:35 p.m.

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

Timothy W. Hardy	Paul Price, Jr.
Helen Carter	Stephen Smith
Chip Jackson	Mark Spears
Erika McConduit	Craig Spohn
Willie Mount	Vincent St. Blanc, III
Woody Ogé	Zachary Hitt
Joe Potts	Darell Richardson

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

14. Settlement Authority in Litigation, Louisiana Delta Community College

On motion by Supervisor Price, seconded by Supervisor Carter, the Board voted to authorize the System President and Board Counsel to negotiate the settlement of tuition and fee refunds for students who enrolled in an agriculture flight instruction program at Louisiana Delta Community College. The motion carried.

15. Pending Litigation Discussion

No action was taken.

Supervisor Mount recalled item 5, following her discussion with legal counsel. Supervisor Carter presented item 5 of the agenda.

5. Naming of the Administration Building, Health and Physical Education Complex and Theatre Building Stage at Bossier Parish Community College

On motion by Supervisor Mount, seconded by Supervisor Spohn, the Board voted to amend the original motion to add “Lobby of” before “health and physical complex” and add “Lobby” after “the Billy Wayne Montgomery Heath and Physical Education.” The motion carried.

On motion by Supervisor Spohn, seconded by Supervisor Mount, the Board voted to authorize Bossier Parish Community College to name the Administration Building the John R. McConathy Administration Building, the Lobby of the Health and Physical Education Complex the Billy Wayne Montgomery Health and Physical Education Lobby, and the Theatre Building stage the Stephen W. Slaughter Stage. The motion carried.

Supervisor Ogé presented the Personnel Agenda items for consideration by the Board.

PERSONNEL

16. LCTCS Chancellor Contract Recommendations

On motion by Supervisor Spohn, seconded by Supervisor Price, the Board voted to authorize the President to amend college chancellor contracts as follows:

- All contracts for chancellors will continue to include allowances for housing and personal vehicle usage, or use of a state vehicle, and an allowance for civic organization expenses, as in the past.
- Contracts for chancellors in the first year of office will be extended to June 30, 2021 but otherwise remain unchanged with regards to the compensation terms initially approved by the Board.
- Contracts for all chancellors, except those in their first year of office, will include an annual deferred compensation benefit of \$10,000 effective January 1, 2018.
- The contract for the chancellor of Delgado Community College shall be extended to June 30, 2020.
- Due to additional duties from the realignment of former technical college campuses, contracts for the chancellors of South Louisiana Community College, Central Louisiana Technical Community College and Fletcher Technical Community College will provide for a 3% increase of base salary and be extended to June 30, 2020.
- Due to additional duties from the realignment of a former technical college campus, the contract for the chancellor of River Parishes Community College shall provide for a 3% percent increase of base salary and be extended to June 30, 2019.
- The contract for the chancellor of Bossier Parish Community College shall provide for a 5% increase to base salary and be extended to June 30, 2020.
- The contract for the chancellor of Northshore Technical Community College and SOWELA Technical Community College shall provide for a 7.3% increase to base salary and be extended to June 30, 2021.

- All above actions would be effective July 1, 2017. As per federal tax guidelines, the deferred compensation amount shall not be retroactive to the July 1, 2017 effective date.

The motion carried.

17. Chancellor Emeritus Status for Dr. Thomas R. Warner

On motion by Supervisor Ogé seconded by Supervisor McConduit and Supervisor Potts, the Board voted to suspend certain procedural provisions of policy #1.030 “Emeritus Title” and grant the title of Chancellor Emeritus of Nunez Community College to Dr. Thomas R. Warner, effective upon his retirement as Chancellor of Nunez Community College. The motion carried.

Supervisor Spohn presented the Information Technology items for consideration by the Board.

INFORMATION TECHNOLOGY

18. Review and Advisement: Policy #7.008, “Accessibility of Content Delivered Electronically”

The Board accept for review and advisement the attached proposed policy #7.008 “Accessibility of Electronic Information” which is proposed to become effective January 1, 2018. No action was taken.

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

H. CONSENT AGENDA

On motion by Supervisor Ogé, seconded by Supervisor St. Blanc, the Board voted to approve the Consent Agenda which consists of agenda items I.1 through I.9. The motion carried.

ACADEMIC AND STUDENT AFFAIRS

Baton Rouge Community College

Program Revisions

1. Associate of Applied Science (AAS) in Technical Studies (CIP 47.9999) –
5 STARS
 - a. Concentration in National Center for Construction Education and Research (NCCER) Electrical – **5 STARS**
 - b. Concentration in NCCER Pipefitting – **5 STARS**

New Programs

2. Technical Diploma (TD) in NCCER Electrical Level 4 (CIP 46.0302) –
5 STARS
3. Certificate of Technical Studies (CTS) in NCCER Electrical Level 2 (CIP 46.0302) – **3 STARS**
4. Technical Diploma (TD) in NCCER Pipefitting Level 4 (CIP 46.0502) –
5 STARS
5. Certificate of Technical Studies (CTS) in NCCER Pipefitting Level 2 (CIP 46.0502) – **3 STARS**

Baton Rouge Community College

Program Revisions

6. Associate of Applied Science (AAS) in Business Technology (CIP 52.0101) title change to Associate of Applied Science (AAS) in Business Administration – **4 STARS**

Louisiana Delta Community College

Program Additions

7. Career and Technical Certificate (CTC) in Basic Accounting (CIP 52.0304) – **5 STARS**
8. Career and Technical Certificate (CTC) in Business Entrepreneurship (CIP 52.0701) – **5 STARS**

SOWELA Technical Community College

Program Revision to be Delivered 100% through Distance Education Technology

9. Associate of Applied Science (AAS) in Business Administration (CIP 52.0101) – **5 STARS**

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

I. UPDATES

1. Alternative Financing Projects
2. Report of Breazeale Sachse & Wilson, LLC for Quarter Ending September 30, 2017
3. Report on General Personnel Actions for LCTCS Colleges and System Office
4. Quarterly Financial Reports
5. Status Report on Capital Projects
6. First Quarter Contracts Report

Chair Hardy asked if there is any other business to come before the Board.

J. OTHER BUSINESS

There was no additional business to come before the Board.

Chair Hardy asked if there are any announcements or public comment to come before the Board.

K. ANNOUNCEMENTS AND PUBLIC COMMENT

There were no announcements or public comment to come before the Board.

L. ADJOURNMENT

On motion by Supervisor Price, seconded by Supervisor Carter, the meeting was adjourned at 12:51 p.m.