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

WEDNESDAY, MAY 10, 2006
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 Academic Committee meeting was held 5/10/06 at 8:00 a.m.

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, May 10, 2006, in the Louisiana Building at Baton Rouge Community College, 5310 Florida Blvd., Baton Rouge, Louisiana. Board Chair Kathy Sellers Johnson called the meeting to order at 9:07 a.m.

B. PLEDGE OF ALLEGIANCE

The assembly rose for recitation of the Pledge of Allegiance.

C. ROLL CALL

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

<table>
<thead>
<tr>
<th>Members Present</th>
<th>Members Absent</th>
<th>Staff Present</th>
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<tbody>
<tr>
<td>Edwards Barham</td>
<td>Dan Packer</td>
<td>Dr. Walter G. Bumphus</td>
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<td>Mike Chandler</td>
<td>Stevie Smith</td>
<td>Bonni Blouin</td>
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<td>Ava Dejoie</td>
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<td>Allen Brown</td>
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<td>John DeLaney</td>
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<td>Jennifer Daly</td>
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<td>Carl Franklin</td>
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<td>Pat Eddy</td>
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<td>Kathy Sellers Johnson, Chair</td>
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<td>Jim Henderson</td>
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<td>Alvin Kimble</td>
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<td>Jan Jackson</td>
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<td>Ann Knapp</td>
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<td>Ken Jenkins</td>
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<td>Brett Mellington, 1st Vice Chair</td>
<td></td>
<td>Lura Kamiya</td>
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<td>Sean Reilly</td>
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<td>Howard Karlton</td>
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<td>Vincent St. Blanc, III</td>
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<td>Dr. Jerry Pinsel</td>
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<td>Mike Stone</td>
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<td>Reba Poulson</td>
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<td>Karondellet Womack-Williams</td>
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<td>Dr. Angel Royal</td>
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<td>Greg Speyrer</td>
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<td>Dr. Toya Barnes Teamer</td>
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D. APPROVAL OF MAY 10, 2006 AGENDA

Chair Johnson requested that agenda item G.13. be addressed after the Consent Agenda. She stated that she had received a “Request to Address the Board”, on this item and in accordance with System policy, this item should be addressed at the end of the agenda.

On motion of Supervisor Franklin, seconded by Supervisor Knapp, the Board voted to approve the May 10, 2006, agenda as amended. The motion carried.

E. APPROVAL OF MINUTES OF MARCH 12, 2006 AUDIT COMMITTEE AND FULL BOARD MEETINGS

On motion of Supervisor Knapp, seconded by Supervisor St. Blanc, the Board voted to approve the minutes of the March 12, 2006 Audit Committee and Full Board meetings as presented. The motion carried.

F. REPORTS

1. Chair of the Board Report

Chair Johnson presented the Chair of the Board Report. She discussed the following topics:

- Louisiana Delta Community College chancellor search interviews have been completed. Board Chair Johnson served as Chair of the search committee. Dr. Bumphus will provide a report to the Board later in the meeting.

- Chair Johnson reported that Dr. Bumphus was cited in the spring 2006 national Boulee Journal. His National CEO of the Year award from the Association of Community College Trustees (ACCT) was recognized.

- Reminded Board members of the upcoming ACCT Congress in October, 2006. Notification for the call for nominations has been received for the Trustee Leadership Award, the Chief Executive Officer Award, the Equity Award, Faculty Member and Professional Board Staff Member Award. She asked Board members to submit their nominations to her for these positions.

- Chair Johnson notified the Board that she had received word that former Board member, Charles Alexander, is not doing well. Mr. Alexander was involved in a head-on collision approximately three months ago. She asked everyone to keep Mr. Alexander and his family in their thoughts and prayers.

2. President’s Report

Dr. Walter Bumphus provided the following report:

- Recently received the annual audit exit interview with the legislative auditors. The LCTCS received an unqualified audit, which is the highest and cleanest audit one can receive. He commended Jan Jackson and her staff for their great work.
• Noted article published on Delgado, SOWELA and Nunez in the Community College Journal. This publication goes out to all of the 1200 community and technical colleges across the country.

• Publications from the Baton Rouge Community College and the Louisiana Technical College were provided to each Board member for review.

• Article regarding the Bossier Parish Community College shared by Chancellor Tom Carleton. Chancellor Carlton is quoted in the article as saying, “Shreveport is going to become the Hollywood of the South”.

• Shared article on Board Chair Kathy Sellers Johnson in the Trustee Quarterly. This publication is distributed to all the board members of the 1200 community and technical colleges across the country. The article spoke to the post-Katrina rebuilding efforts and also mentioned Ms. Johnson’s candidacy to the ACCT board.

• Student Board members Karondellet Womack-Williams and Mike Chandler were recognized by Dr. Bumphus, Chair Johnson and members of the Board. A plaque was provided to each student board member commending them for their service to the Board. They each shared a few words on their experiences from serving on the Board.

Supervisor Chandler reported that the Student Government Association Presidents were invited to the Louisiana House of Representatives. He read a portion of the resolution that was presented to SGA presidents.

Supervisor Womack-Williams thanked Dr. Montgomery-Richard, Dr. Dorsey and Ms. Johnson for the positive role that they have served in her life. She thanked the Board for the wonderful and positive experiences she has gained from serving on the Board and stated that she, “leaves with a lot of experience and knowledge”.

G. GENERAL ACTION ITEMS**

Academic Actions

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

1. Update on Perkins/Tech Prep

   ORAL REPORT. NO BOARD ACTION REQUIRED.

   Dr. Bumphus asked Dr. Toya Barnes-Teamer, Senior Vice President for Academic and Student Affairs, and Ms. Reba Poulson, Director, Instructional and Student Services, to come forward.

   Dr. Barnes-Teamer addressed the Board and provided an update on Perkins and funding priorities for program year 2006-2007. She informed the Board that it is mandated by the Federal government to provide quarterly reports to the Board on the administration of Perkins funds for the State of Louisiana. She discussed several major legislative themes that are being addressed in Washington: 1) increased accountability on how Perkins funds are being spent; 2) No Child Left Behind as an academic achievement measure; 3) separating secondary and post-secondary measures; and 4) negotiating performance levels with the local eligible recipients. She added that
stricter accountability measures are being reviewed to establish an improved plan that will develop the institutions to meet their agreed upon level of performance. She further stated that sanctions are being considered that will result in loss of funding if institutions do not meet their agreed upon level of performance. She reviewed other areas that are being considered by the Federal government.

Ms. Poulson reported on funding priorities for 2006-2007. She stated five (5) priority areas are being considered for the upcoming year that all recipients of Perkins funds should address in their local application plan to be submitted: 1) construction; 2) advance manufacturing; 3) hospitality and tourism; 4) IT; and 5) health care. She added that the plan did not have to address every area stated, but should address the areas that are important to their region and the labor market in their region. She spoke about the required uses of funds and listed eight (8) legislative required uses of funds.

Ms. Poulson notified Board members of a conference on “non-traditional training”, that will be held on June 27-28th at the Montélén Hotel in New Orleans. She invited Board members to attend if their schedule permits. She added that another workshop will be held on August 13th on the recruitment and retention of students in non-traditional programs.

Dr. Barnes-Teamer concluded the presentation by discussing the Board of Supervisor’s role in the Perkins administration. She stated four points: 1) One of the Board’s roles is to approve the development, submission and implementation of the Perkins State Plan. She stated that draft copies of the State Plan will be provided to Board members for review and feedback; 2) four (4) meetings are to be held annually; 3) Must annually approve the MOU between the LCTCS and the Board of Elementary and Secondary Education (BESE); and, 4) acknowledged the Perkins Committee members of the LCTCS Board: Edwards Barham, Brett Mellington and Mike Stone.

Dr. Barnes-Teamer acknowledged staff responsible for monitoring of the Perkins program.

Supervisor Mellington suggested that it might be a good time to meet with members of BESE prior to the re-authorization of Perkins funds to determine that everyone is on the same page and moving in the right direction.

A question and answer session followed.

2. Overview of LPN Review

ORAL REPORT. NO BOARD ACTION REQUIRED.

Dr. Bumphus asked Dr. Toya Barnes-Teamer and Dr. Jerry Pinsel to come forward to provide an overview of the Louisiana Practical Nurse review. He stated that the Board of Regents had commissioned an extensive study of the LPN programs across the state. He added that during the course of that review, consultants visited LCTCS campuses that host a LPN program.

Dr. Barnes-Teamer stated that this presentation is a follow-up to the presentation that was made to the Board in March, 2006. She stated that the System has been engaged with the campuses who provide the LPN program to review the recommendations of the committee, and in preparation of compiling a formal response to the Board of Regents on their report and the corrective actions that were presented in that report.
Dr. Pinsel stated that the LCTCS received eighty-two (82) recommendations in the Board of Regents report. (A copy of the recommendations was provided to members of the Board). She noted that five (5) LCTCS colleges offer the LPN program: Delgado Community College, Nunez Community College, L.E. Fletcher Technical Community College, Louisiana Technical College and SOWELA Technical Community College. She added that four of the five are either fully accredited by SACS-COC or they are seeking candidacy status and this has some effect on some of the recommendations as stated. She stated that, at present, the colleges offer some combination of the Nursing Assistance Program, the Practical Nursing Program and the Registered Nursing Program. She noted that the CNA is a registry, it is not a certification and there are two separate boards that govern what happens in practical and registered nursing. She reported that the career ladder and smoother transition issue have both been a concern of the workgroup and they are very close to having a common CNA and even closer to having a common Practical Nursing Program across the System and it links directly to the secondary program in the nursing assistant. She reviewed the recommendations with members of the Board. She concluded that the recommendations entail a process that will take an estimated five years to complete.

Dr. Barnes-Teamer shared next steps: 1) provide a formal report to the Board of Regents – due date is May 15th; and, 2) develop framework for a 3-5 year program for improvement and enhancement of the programs within the System.

A question and answer session followed.

**Finance Actions**

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

3. Tuition Increase for L.E. Fletcher Technical Community College

   On motion of Supervisor Knapp, seconded by Supervisor Reilly, the Board voted to approve L.E. Fletcher Technical Community College’s request to increase its tuition from $42 to $52 per student credit hour, effective fall 2006. The motion passed.

4. Tuition Increase for SOWELA Technical Community College

   On motion of Supervisor Knapp, seconded by Supervisor Stone, the Board voted to approve SOWELA Technical Community College’s request to increase its tuition from $42 to $52 per student credit hour, effective fall 2006. The motion passed.

5. Approval of Athletic Student Self-Assessed Fee for Bossier Parish Community College

   Supervisor Chandler questioned how this fee was initiated and approved. Chancellor Carlton responded to the question and stated that a referendum was presented to the students to determine whether they wanted to support an athletic program at the college. He stated that the referendum passed overwhelmingly.

   On motion of Supervisor Knapp, seconded by Supervisor Franklin, the Board voted to approve an Athletic Student Self-Assessed fee of $20, for Bossier Parish Community College, as approved by student referendum, effective fall 2006. The motion passed.

On motion of Supervisor Knapp, seconded by Supervisor Chandler, the Board voted to approve the 2006-2007 Audit Plan as adopted at the April 12, 2006, Audit Committee meeting. The motion passed.

7. H-1B President’s High Growth Initiative Contracts

On motion of Supervisor Knapp, seconded by Supervisor Kimble, the Board voted to ratify four new H-1B President’s High Growth Initiative contracts for LCTCS colleges and campuses to receive grant funds totaling $565,169 as listed:

- Bossier Parish Community College – LPN Program – Contract Amount: $211,150
- LTC-Lafourche (Galliano Branch) – Electrical Helpers – Contract Amount: $72,500
- LTC-Northeast – Coil Manufacturing – Contract Amount: $89,019
- LTC System – Welding – Contract Amount: $192,500

The motion passed.

Personnel Actions

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

8. General Personnel Actions for LCTCS Colleges and the System Office

On motion of Supervisor Kimble, seconded by Supervisor Chandler, the Board voted to approve and ratify the combined personnel action for the LCTCS colleges and System Office to include three (3) retirements; fifteen (15) resignations; one (1) termination; four (4) leaves of absence; eight (8) new positions; five (5) promotions/changes/salary increases; thirteen (13) replacements; and, three hundred twenty-nine (329) summer faculty appointments. The motion passed.

9. Appointment of Chancellor for Louisiana Delta Community College

Dr. Bumphus provided a review of the Louisiana Delta Community College chancellor search process. Comments were made by members of the Search Committee.

On motion of Supervisor Barham, seconded by Supervisor Johnson, the Board voted to approve the appointment of Dr. Luke Robins as Chancellor of Louisiana Delta Community College, effective July 1, 2006. Further staff recommends that Dr. Robins’ compensation package would consist of a three year rolling contract with a base compensation of $119,000 with associated benefits; a housing allowance of $20,000 and a car allowance of $5,000 or a state provided car. This compensation package is consistent with the packages offered to other chancellors in the System. The motion passed.

Dr. Bumphus introduced Dr. Robins to the Board and System faculty and staff.

Dr. Robins addressed the Board and stated, “... I am delighted and very honored to have been chosen as the next chancellor at Delta Community College.”
Dr. Bumphus publicly thanked Mr. Barry Delcambre for serving as Interim Chancellor of Louisiana Delta Community College. He asked Mr. Delcambre to stand to be recognized.

Dr. Bumphus recognized the chairman of the Louisiana Delta Community College Foundation, Mr. Wynn Lawrence.

10. Appointment of Interim Vice President for Career and Technical Education

PULLED FROM THE AGENDA

Supervisor Franklin stated the need to enter into Executive Session for the purpose of discussing agenda item G.11. Appointment of Directors for Regional Technical Education Centers.

On motion of Supervisor Knapp, seconded by Supervisor Womack-Williams, the full Board entered into Executive Session at 10:10 a.m., for the purpose of discussing agenda G.11. Appointment of Directors for Regional Technical Education Centers.

The full Board reconvened the meeting at 11:51 a.m. Bonni Blouin called roll and a quorum was re-established. Supervisor Johnson reported that no votes had been taken and no consensus reached during the Executive Session.

Chair Johnson stated that it had been brought to her attention that agenda item G. 12. needed to be corrected. She explained that when the original agenda was submitted to the Board and posted, it was under the impression that Dr. Bumphus would not attend the meeting and an extension to the deadline to submit a transition plan for the Louisiana Technical College would be requested. She added that when it was determined that Dr. Bumphus would be available to attend the meeting, the decision was made to move forward with approval of the transition plan and the agenda was revised. She concluded that, at this point, it is the request to refute back to the request for an extension in the deadline of submission of the plan because the plan is not yet ready. She stated she would entertain a motion from the Board that agenda item G.12. be corrected to read: Request for Extension to Deadline for Submission of Transition Plan for Louisiana Technical College Central and District Offices as Established in the LTC Ad Hoc Committee Report.

On motion of Supervisor Knapp, seconded by Supervisor Mellington, the Board approved to correct agenda item G.12. to: Request for Extension to Deadline for Submission of Transition Plan for Louisiana Technical College Administration as Established in the LTC Ad Hoc Committee Report. The motion passed.

11. Appointment of Directors for Regional Technical Education Centers
   a. Region 2
   b. Region 3
   c. Region 4
   d. Region 6
   e. Region 7
   f. Region 8
   g. Region 9
Dr. Bumphus reviewed the process for the selection of the regional directors. He noted that the System is under a June 30th deadline to have the regions up and implemented.

On motion of Supervisor Chandler, seconded by Supervisor Kimble, the Board voted to approve the appointment of the individuals listed as follows for the Multi-campus Regional Technical Education Centers, at the designated titles and corresponding salaries listed.

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<tr>
<th>Region</th>
<th>Name</th>
<th>Proposed Title</th>
<th>Salary</th>
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<tr>
<td>2</td>
<td>Dr. Kay McDaniel</td>
<td>Regional Director</td>
<td>$85,000</td>
</tr>
<tr>
<td>3</td>
<td>Gregory Garrett</td>
<td>Regional Director</td>
<td>$93,840</td>
</tr>
<tr>
<td>4</td>
<td>Dr. Christopher Williams</td>
<td>Regional Director</td>
<td>$94,759</td>
</tr>
<tr>
<td>6</td>
<td>Robert Savage</td>
<td>Regional Director</td>
<td>$85,000</td>
</tr>
<tr>
<td>7</td>
<td>Charles Strong</td>
<td>Regional Director</td>
<td>$85,000</td>
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<tr>
<td>8</td>
<td>Norene Smith</td>
<td>Regional Director</td>
<td>$97,850</td>
</tr>
<tr>
<td>9</td>
<td>William Wainwright</td>
<td>Regional Director</td>
<td>$85,000</td>
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The appointments will become effective July 1, 2006, and transition will begin immediately.

Supervisor Knapp commented that, with this action, the System will be embarking upon a very serious effort to establish leadership of which the Board has very high expectations for each director’s ability to be an excellent leader and to create an outstanding team. She emphasized that the Board supports Dr. Bumphus in his efforts to ensure, through training and other avenues, that there will be high performance in all regions.

Chair Johnson followed by stating that this responsibility is enormous and emphasized the seriousness behind these appointments and stated that progress in the regions will be monitored.

The motion passed.

12. Request for Extension to Deadline for Submission of Transition Plan for Louisiana Technical College Central and District Offices as Established in the LTC Ad Hoc Committee Report

On motion of Supervisor Reilly, seconded by Supervisor St. Blanc, the Board voted to approve the request for a one month extension to the deadline for submission of the Transition Plan for the Louisiana Technical College central and district offices as established in the LTC Ad Hoc Committee Report to the LCTCS Board of Supervisors in fulfillment of Act No. 506 of the 2005 Regular Legislative Session. The motion passed.


H. CONSENT AGENDA

On motion of Supervisor Knapp, seconded by Supervisor Mellington, the Board voted to approve the Consent Agenda which consists of agenda items H.1. through H.6. The motion passed.
Academic Actions

1. Request from Louisiana Technical College for Program Expansions:
   a. District 2 – Jumonville Campus:
      - Technical Diploma in Cosmetology (CIP 12.0401)
      - Certificate of Technical Studies in:
        - Cosmetology (CIP 12.0401)
        - Nail Technician (CIP 12.0410)
        - Esthetics (CIP 12.0403)
      - Technical Competency Areas in:
        - Cosmetology (CIP 12.0401)
        - Film and Video Production: Production Assistant (CIP 50.0502)
   b. District 4 – Lafayette Campus:
      - AAS in Aviation Maintenance Technology (CIP 47.0608)
      - AAS in Culinary Arts and Occupations (CIP 12.0503)
   c. All Districts – (Statewide)

Campuses Affected:

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<th>Acadian</th>
<th>Gulf Area</th>
<th>Northwest-Wade</th>
<th>West Jefferson</th>
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<tr>
<td>Alexandria</td>
<td>Hammond</td>
<td>Oakdale</td>
<td>Young Memorial</td>
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<td>Ascension</td>
<td>Huey P. Long</td>
<td>River Parishes</td>
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<td>Avoyelles</td>
<td>Jefferson</td>
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<td>Bastrop</td>
<td>Jumonville</td>
<td>Sabine Valley</td>
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<td>Baton Rouge</td>
<td>Lafayette</td>
<td>Shelby M. Jackson</td>
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<td>Charles B. Coriel</td>
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<td>Delta-Ouachita</td>
<td>Lamar Salter</td>
<td>Sidney Collier</td>
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<td>Sullivan</td>
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<td>T.H. Harris</td>
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<td>Folkes-Hunt</td>
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<td>Tallulah</td>
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<td>Folkes-Main</td>
<td>Northwest</td>
<td>Teche Area</td>
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Approved the request from the Louisiana Technical College for program expansions for the following:

   a. District 2 – Jumonville Campus:
      - Technical Diploma in Cosmetology (CIP 12.0401)
      - Certificate of Technical Studies in:
        - Cosmetology (CIP 12.0401)
        - Nail Technician (CIP 12.0410)
        - Esthetics (CIP 12.0403)
      - Technical Competency Areas in:
        - Cosmetology (CIP 12.0401)
        - Film and Video Production: Production Assistant (CIP 50.0502)
   b. District 4 – Lafayette Campus:
      - AAS in Aviation Maintenance Technology (CIP 47.0608)
      - AAS in Culinary Arts and Occupations (CIP 12.0503)
   c. All Districts (Statewide)
2. Request for Renaming of Degree Program for Louisiana Technical College (Statewide)
   - From: Associate of Science in Early Childhood (CIP 13.1209)
   - To: Associate of Science in the Care and Development of Young Children (CIP 19.0709)
   - with appropriate exit points to include:
     A.A. S. at LTC Baton Rouge, Lafayette, Natchitoches, T.H. Harris and Teche Area
     Technical Diploma at LTC Delta Ouachita, Evangeline, Lamar Salter and Northeast

   Approved the request from Louisiana Technical College to change the name of the current Associate of Applied Science in Early Childhood Education (CIP 19.0709) to the Care and Development of Young Children (CIP 19.0709) inclusive of the Technical Diploma exit point associated with this degree program.

3. Request from Baton Rouge Community College to Bestow Associate of Arts Honorary Degree to Mr. Louis Gossett, Jr.

   Approved the request from Baton Rouge Community College to confer an Honorary Associate of Arts degree to Mr. Louis Gossett, Jr.

4. Request from Baton Rouge Community College to Offer New Program: Associate of Science in Business

   Approved the request from Baton Rouge Community College to offer the Associate of Science in Business degree.

Finance Actions

5. Incumbent Worker Training Program Contracts

   Ratified six modifications to existing Incumbent Worker Training Program contracts in the amount of $4,181,722 and $901,392 as listed:
   - Louisiana Health Services dba Blue Cross Blue Shield/Bossier Parish Community College – Revised Ending Date: 1/31/07
   - Shaw Environmental/Baton Rouge Community College – Revised Ending Date: 6/26/07
- Shell Exploration & Production/LTC-Hammond, Delgado Community College, University of Louisiana-Lafayette – Revised Ending Date: 10/8/06
- Gulf Fleet Management/Delgado Community College – Revised Contract Amount: $82,249 – Revised Ending Date: 9/14/06
- L & M BoTruc Rentals/LTC-Young Memorial & Delgado Community College – Revised Contract Amount: $150,918 – Revised Ending Date: 11/14/06
- US Agencies Management Services/Bossier Parish Community College & LSU Continuing Education – Revised Contract Amount: $235,177 – Revised Ending Date: 12/31/06


13. Ratification of Force Majeure Plan for Delgado Community College

On motion of Supervisor Reilly, seconded by Supervisor Franklin, the Board voted to ratify the Delgado Community College Force Majeure plan, including associated employment actions as outlined in the plan, for the spring 2006 semester.

Chair Johnson announced that she had received a request from Mr. Penny Ferguson to speak on the Force Majeure plan for Delgado Community College prior to the vote by the Board on this item. She invited Mr. Ferguson to come forward to address the Board.

Mr. Ferguson stated that he had originally requested to speak at the April 2006 Board meeting and no longer wished to address the Board on this issue.

Chair Johnson stated that she had not been informed that Mr. Ferguson no longer requested to address the Board and wanted to make the opportunity available to him in case he chose to do so.

The motion passed.

I. UPDATES

Chair Johnson urged Board members to review the updates/reports provided.

1. Business and Industrial Visit Report
2. Status Report on Capital Projects
3. Alternative Financing Projects
4. Facilities Assessment Update
5. Third Quarter Report on Contracts
6. Third Quarter Financial Reports
J. OTHER BUSINESS

1. Appointment of Nominating Committee for 2006-2007 Board Officers

Chair Johnson appointed the following Board members to serve on the Nominating Committee to appoint the 2006-2007 Board Officers: Ann Knapp, Chair; Alvin Kimble and Ava Dejoie. Supervisor Knapp will provide a report of the committee at the June 2006 Board meeting.

2. Board of Regents’ Committee Meetings – May 24-25, 2006

Chair Johnson asked Board members to check their schedules and notify Ms. Blouin if they are available to attend the Board of Regents Committee meetings on May 24, 2006.

K. ANNOUNCEMENTS

No announcements were provided.

L. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Knapp, seconded by Supervisor Mellington, the meeting adjourned at 12:10 p.m.