

**MINUTES**

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

**WEDNESDAY, MARCH 14, 2007  
10:00 a.m.**

Louisiana Technical College – Young Memorial Campus  
900 Youngs Road, Morgan City, LA 70380  
Room 014 (LPN Classroom)

\*\* 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 tour of the Young Memorial Campus was held at 9:00 a.m.***

Mr. Greg Garrett, Regional Director, Region 3, welcomed the Board, LCTCS staff and guests to the Louisiana Technical College, Young Memorial Campus. He recognized and thanked Ms. Laurie Morrow for her efforts in organizing the Tuesday evening reception and today's Board meeting. He introduced Mr. Bud Williams, Chairman, Young Memorial Advisory Committee and member of the St. Mary Advisory Group. Mr. Williams welcomed the members of the Board.

Mr. Garrett introduced the administrators from each of the campuses in Region 3. Each administrator came forward, along with a community/industry supporter.

Ms. Laurie Morrow addressed the Board and provided a brief history on the creation of the Young Memorial Campus. She stated that the property was donated by the H & B Young Foundation in 1955 for the sole purpose of providing technical education in the area. She introduced Ms. Brenda Ayo, Vice President, H & B Foundation. Ms. Ayo introduced several Foundation Board members who were also in attendance at the meeting: Mr. Emile Wagner, New Orleans; Gwendolyn Ross, Morgan City and Phyllis Garber, Morgan City. Ms. Ayo thanked the Board for visiting the campus and assured them that they are willing to continue the partnership with the LCTCS.

Mr. Garrett introduced Mr. Richard Cox, Administrator, Louisiana Technical College, River Parishes Campus. Mr. Cox addressed the Board and provided information on the various programs available at the River Parishes Campus. He introduced Mr. Gary Allison, Bolero Refining, and Chair, Process Technology Board. Mr. Allison addressed the Board and discussed at length the industry partnership with education and the Process Technology degree program.

Mr. Garrett introduced Ms. Cindy Poskey, Louisiana Technical College, Lafourche Campus. Ms. Poskey addressed the Board and introduced Mr. Roddie Matherne, General Manager, SWeeDee Company. The SWeeDee Company is a nationally recognized company focused on commercial driving and serves as a diesel technology training center.

Mr. Garrett introduced the employees of the Regional Office: Melanie Henry, Chief Academic Officer; William Hebert, Chief Business Officer, Anita Dabon, Student Affairs Officer; Pam Miller, Human Resource Manager; Dale Nash, Campus Coordinator, Franklin Branch.

**A. CALL TO ORDER**

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, March 14, 2007, at Louisiana Technical College, Young Memorial Campus in Morgan City, Louisiana. Board Chair Brett Mellington called the meeting to order at 10:18 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.

**Members Present**

Edwards Barham  
Helen Bridges Carter  
Carl Franklin  
Joan McHenry  
Brett Mellington, *Chair*  
Michael Murphy  
Cleo Norris  
Stevie Smith, *1<sup>st</sup> Vice Chair*  
Vincent St. Blanc, III  
Mike Stone  
Geraldine Taylor

**Members Absent**

Ava Dejoie  
John DeLaney  
Kathy Sellers Johnson  
Sean Reilly

**Staff Present**

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

**D. APPROVAL OF MARCH 14, 2007 AGENDA**

**On motion of Supervisor Franklin, seconded by Supervisor McHenry, the Board voted to approve the March 14, 2007 agenda as presented.**

**E. APPROVAL OF MINUTES OF FEBRUARY 14, 2007 AUDIT COMMITTEE AND FULL BOARD MEETINGS**

**On motion of Supervisor Carter, seconded by Supervisor Taylor, the Board voted to approve the minutes of the February 14, 2007 Audit Committee and Full Board meetings as presented. The motion carried.**

**F. REPORTS**

1. Welcome by Mr. Greg Garrett, Regional Director, Region 3

The Welcome was provided by Mr. Garrett prior to the Call to Order.

## 2. Chair of the Board Report

Chair Mellington presented the Chair of the Board Report. He discussed the following topics:

- Meeting is scheduled for Monday, 3/19/07, at the Governor's Mansion to sign a Memorandum of Understanding (MOU) with the French Ambassador. The MOU is between the Academy of Rennes in Brittany and the LCTCS. The agreement will span for a period of four (4) years and will occur through technical networking and cooperation between Louisiana and French students in common projects. The LCTCS will link with French universities and technical schools and will encourage the establishment of professional exchanges between Louisiana and the Brittany region.
- Extended thanks to Mr. Garret and team for their hospitality, Laurie Morrow and Ann Cooper for conducting the tours of the campus, Stevie Smith for co-hosting the reception on Tuesday evening, and the H & B Young Foundation representatives and partnership representatives.

## 3. President's Report

Dr. May presented the President's Report. He discussed the following topics:

- Thanked Mr. Garrett for his hospitality and for hosting the Board meeting at the Young Memorial Campus.
- Thanked various campuses for hosting orientation meetings for him to meet with administrators, legislators, etc., in each area. Will continue to conduct meetings with institutions throughout the System. Will be in Houma at L.E. Fletcher Technical Community College and the Louisiana Technical College Lafourche Campus campus next week.
- May 2<sup>nd</sup> has been designated as Community and Technical College day at the State Legislature.
- Report/Update on campuses damaged by Hurricane Katrina and Rita. Jan Jackson, Senior Vice President of Finance and Administration, and Ken Jenkins, Director of Facilities, presented a PowerPoint presentation entitled: Progress and Process: Restoration After the 2005 Hurricane Season. The presentation provided in-depth information regarding the status of facilities damaged by Hurricanes Katrina and Rita (Delgado Community College, Nunez Community College, Louisiana Technical College-Region 1, SOWELA Technical Community College), and provided a time-line for when the campus repairs would be completed. A lengthy discussion followed. Chancellor Johnson, Chancellor Warner and Regional Director Kim Rugon also provided comments to the Board.
- Oversight of the Perkins Program and SkillsUSA has been transferred to Mr. Jim Henderson. A request for action to approve a title change for Mr. Henderson to Senior Vice President for Career and Technical Education and Workforce Development will be presented at the April Board meeting.
- Update on Perkins IV plan/report. Mr. Jim Henderson addressed the Board and stated that Dr. Jerry Pinsel and Reba Poulson have worked with the statewide Perkins funding team to develop a transition plan. The final plan is scheduled to be completed by March 26<sup>th</sup>.

**G. GENERAL ACTION ITEMS\*\***

**Academic, Instruction, Workforce Training and Student Affairs Actions**

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

1. Approval to Offer the Associate of Science in Teaching at Baton Rouge Community College

**On motion of Supervisor Carter, seconded by Supervisor Smith, the Board voted to approval of the request from Baton Rouge Community College to offer the Associate of Science in Teaching degree. If approved, the proposal will move to the Board of Regents for further action. The motion carried.**

**Facilities Actions**

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

2. Cooperative Endeavor Agreement between LCTCS for SOWELA Technical Community College and Chennault International Airport Authority

**On motion of Supervisor Smith, seconded by Supervisor Franklin, the Board voted to authorize a cooperative endeavor agreement between SOWELA Technical Community College and the Chennault International Airport Authority and authorize Board Staff and Board Counsel to execute documents to finalize the agreement contingent upon legislation. This Board authorization is required to allow the System president and the Chancellor of SOWELA Technical Community College to pursue legislation to redirect provisions included in Act 118 of the 2005 Legislature that were affected by Hurricane Rita. The motion carried.**

3. Approval of Lease between LCTCS for Louisiana Technical College Region 3, Young Memorial Campus and St. Mary Parish School Board for Branch Campus in Franklin, Louisiana

**On motion of Supervisor St. Blanc, seconded by Supervisor Carter, the Board voted to authorize a two year extension of the lease between LCTCS for Louisiana Technical College Region 3, Young Memorial Campus, and St. Mary Parish School Board, for Franklin Branch Campus effective May 8, 2006. The lease must also be approved by the Division of Administration, Office of Facility Planning and Control. The motion carried.**

4. Approval of Lease between LCTCS for Louisiana Technical College, Region 1/Delgado Community College and Envirotech Systems

**On motion of Supervisor Smith, seconded by Supervisor Carter, the Board voted to approve a lease between LCTCS for the Louisiana Technical College, Region 1/Delgado Community College, and Envirotech Systems effective February 1, 2007 through January 31, 2008. This lease is subject to approval by the Division of Administration. The motion carried.**

**Finance Actions**

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

5. Budget Realignment for College Self-Generated Budget Authority Needs

**On motion of Supervisor Barham, seconded by Supervisor Franklin, the Board voted to approve the realignment of self-generated budget authority for South Louisiana Community College, Baton Rouge Community College, Nunez Community College and Louisiana Delta Community College as allowed by the appropriations bill. This action is contingent upon approval by the Board of Regents and the Division of Administration. The motion carried.**

6. Donation to Louisiana Technical College Region 3, Young Memorial Campus

**For Review and Advisement. No Board action required.**

The H & B Young Foundation of Morgan City presented the Louisiana Technical College Region 3, Young Memorial Campus, with a donation in the amount of \$150,000, bringing the total donations from the Young Foundation to \$938,400 since 2003.

7. Settlement Proposal in Joseph J. Jacobsen v. LCTCS

**On motion of Supervisor Franklin, seconded by Supervisor St. Blanc, the Board voted to ratify a settlement agreement, approved on an interim basis by the System President, between Louisiana Community and Technical College System and Joseph J. Jacobsen, Suit No. 524, 439, 19<sup>th</sup> Judicial District Court, Parish of East Baton Rouge, whereby, upon the payment of \$500 by LCTCS, each party will release the other from all claims. The motion carried.**

### Legislative Actions

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

8. For Review and Advisement: Board Member Liability for Personnel Actions

**For Review and Advisement. No Board action required.**

LCTCS staff recommended that the Board accept for review and advisement a proposed revision to the Board Bylaws that would amend the duties of the System President relating to Board liability for personnel actions.

Mr. Leo Hamilton, General Counsel for the Board, provided comments. He indicated that this action was designed to alleviate liability to Board members for personnel actions at a certain level. He noted that actions related to the position of Campus Dean and above would still require Board approval.

### Personnel Actions

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

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

**On motion of Supervisor Smith, seconded by Supervisor Carter, the Board voted to approve and ratify the personnel actions for the combined Louisiana Community and Technical College System to include: two (2) retirements; twelve (12) resignations; four (4)**

**terminations; one (1) other cessation of employment; one (1) leave of absence; nine (9) new positions; twenty-one (21) promotions/changes/salary increases; and, sixteen (16) replacements. The motion carried.**

## **H. CONSENT AGENDA**

**On motion of Supervisor Barham, seconded by Supervisor Taylor, the Board voted to approve the Consent Agenda which includes agenda items H.1. through H.7. The motion carried.**

### **Facilities Actions**

1. Approval of Lease between Delgado Community College and DeGaulle Investment Team, LLC

**Approved a lease between Delgado Community College and DeGaulle Investment Team, LLC for 2,784 square feet of office space at 2703 General DeGaulle Drive, New Orleans, Louisiana, effective March 1, 2007, in addition to the 9,998 square feet of office space lease in October 2005.**

### **Finance Actions**

2. Incumbent Worker Training Program Contracts

**Ratified four new Incumbent Worker Training Program contracts for \$901,769 and one modification to an existing contract for \$145,256 as listed:**

- **Candy Fleet 3/Delgado Community College/Louisiana Technical College-Young Memorial and Fletcher Technical Community College – Contract Amount: \$184,355**
- **Galliano Marine Services/Fletcher Technical Community College – Contract Amount: \$163,403**
- **Lakeview Regional Medical/Louisiana Technical College-River Parishes – Contract Amount: \$187,839**
- **Marathon Petroleum/Louisiana Technical College-River Parishes – Contract Amount: \$366,173**
- **Pilgrim Manor Guest House/Bossier Parish Community College/LSU-Shreveport/Northwestern State University – Revised Contract Amount: \$91,356**

3. Professional Service Contract between Delgado Community College and the Jefferson Chamber of Commerce

**Approved a contract, as outlined in the Community Development Block Grant, between the Delgado Community College and the Jefferson Chamber of Commerce, effective April 1, 2007.**

4. Professional Service Contract between Delgado Community College and the Louisiana Restaurant Association

**Approved a contract, as outlined in the Community Development Block Grant, between the Delgado Community College and the Louisiana Restaurant Association Education Foundation, effective April 1, 2007.**

5. Professional Service Contract between Delgado Community College and Reconcile New Orleans

**Approved a contract, as outlined in the Community Development Block Grant, between the Delgado Community College and Reconcile New Orleans, Inc., effective April 1, 2007.**

6. Hallie H. Box Endowed Professorship for Baton Rouge Community College

**Approved the establishment of the Hallie H. Box endowed Professorship in Business and Technology at Baton Rouge Community College, contingent upon approval by the Board of Regents.**

7. Michael S. and Leslie Greely Albritton Endowed Professorship for Baton Rouge Community College

**Approved the establishment of the Michael S. and Leslie Greely Albritton Endowed Professorship in the Film and Entertainment Department of Arts and Liberal Arts at Baton Rouge Community College, contingent upon approval by the Board of Regents.**

## **I. UPDATES**

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

1. Workforce Development Report
2. Status Report on Capital Projects
3. Alternative Financing Projects
4. Facilities Assessment Update
5. Perkins IV Transition Plan
6. Rank and Promotion Policy

## **J. OTHER BUSINESS**

1. Board of Regents' Committee Meetings – Wednesday, March 21, 2007

Supervisor St. Blanc volunteered to serve as the LCTCS Board of Supervisor's representative at the Board of Regents' Committee meetings on Wednesday, March 21, 2007.

## **K. ANNOUNCEMENTS**

- Chair Mellington recognized Representative Dartez and noted that she attended the reception held on Tuesday evening. He thanked her for her support.

## **L. ADJOURNMENT**

**There being no further business to come before the Board, on motion of Supervisor Franklin, seconded by Supervisor Carter, the meeting adjourned at 12:20 p.m.**