

MINUTES

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

**WEDNESDAY, MAY 9, 2007
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: *No separate committee meetings were held.*

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, May 9, 2007 at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Brett Mellington called the meeting to order at 9:12 a.m.

B. PLEDGE OF ALLEGIANCE

Chair Mellington stated that he would be participating in a function on May 12th with the Louisiana Honor Air Foundation to raise money to fund a trip for veterans of World War II to travel to Washington, D.C., to visit the World War II memorial and the Tomb of the Unknown Soldier. He asked that everyone keep the group of veterans and guardians in their prayers and added that he felt the trip would be a life changing experience for everyone involved. He asked the audience to think about all veterans who have served this country while the Pledge of Allegiance is recited.

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
Ava Dejoie
Carol Franklin
Kathy Sellers Johnson
Joan McHenry
Brett Mellington, *Chair*
Michael Murphy
Cleo Norris
Stevie Smith, *1st Vice Chair*

Members Absent

John DeLaney
Dan Packer
Sean Reilly
Geraldine Taylor

Staff Present

Dr. Joe D. May
Bonni Blouin
Allen Brown
Jennifer Daly
Pat Eddy
Jim Henderson
John Hough
Jan Jackson
Ken Jenkins
Lura Kamiya

Vincent St. Blanc, III
Mike Stone

Joe Marin
Kizzy Payton
Dr. Jerry Pinsel
Reba Poulson
Dr. Angel Royal
Jimmy Sawtelle
Shannon Sedberry
Greg Speyrer

D. APPROVAL OF MAY 9, 2007 AGENDA

On motion of Supervisor Johnson, seconded by Supervisor St. Blanc, the Board voted to approve the May 9, 2007 agenda as presented.

E. APPROVAL OF MINUTES OF APRIL 11, 2007 FULL BOARD MEETINGS

On motion of Supervisor Johnson, seconded by Supervisor Carter, the Board voted to approve the minutes of the April 11, 2007 Full Board meeting as presented. The motion carried.

F. REPORTS

1. Chair of the Board Report

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

- Met for briefing of LCTCS Advocacy Agenda on Tuesday, 5/1. The day was spent with community leaders and the LCTCS Advocacy Agenda was reviewed. Rodney Braxton, Liz Mangham and Brad Mettingdorf provided an overview of the upcoming legislative session, discussed message points and engagement of stakeholders. The day ended with a reception at the Shaw Center for community leaders and legislators. The LCTCS Day at the Legislature was held on Wednesday, May 2nd. Chair Mellington thanked all campus representatives for their attendance.
- Chair Mellington encouraged Board members to attend commencement activities at the campuses in their area. He asked that they review the information provided by Ms. Blouin and to notify her of their intent to attend any of the upcoming LCTCS commencement activities.
- Recognized Dean Cleve Marchand upon his retirement from the Louisiana Technical College Ascension Campus after 32 years of service.
- Recognized student Board Supervisors Joan McHenry and Cleo Norris for their service to the Board during the past year. Chair Mellington commented that Supervisors McHenry and Norris were the most active and engaged student board members that the Board has ever had. The Board presented each with a plaque to commemorate their time of service to the Board. Supervisor Norris and Supervisor McHenry spoke a few words about their experiences serving on the Board.
- Wished Supervisor Mike Stone a Happy 67th Birthday.

2. President's Report

Dr. Joe May provided the following report:

- President May added his congratulations to Supervisors Norris and McHenry and noted that they are both graduating this semester.
- Provided comments on LCTCS Day at the Legislature. He thanked everyone for their support and for participating in the event.
- Reported that the LCTCS High Priority Facilities Projects FY 07-08 has been updated and copies were distributed to members of the Board. He added that the report has been carried forward to the legislature and stated that Senator Charles Adley has committed to serve as a point-person in the Senate for the LCTCS. Dr. May stated that he had also met with Robbie Carter earlier in the week and indicated that Representative Carter is very interested in pushing the projects forward.
- Joined Regional Director Norene Smith and Chancellor Luke Robins at the Northern Exposure event. Governor Blanco announced that the appraisal has been completed on the land for the Louisiana Delta Community College campus and this project will begin moving forward.
- Louisiana Delta Community College (LDCC) and L.E. Fletcher Technical Community College (FTCC) participated in Southern Association of Colleges and Schools (SACS) visits in April. Chancellor Robins and Chancellor Lavigne provided comments on their respective visits. Each campus is scheduled to be included on the agenda for candidacy status at the SACS meeting in June, 2007. Dr. May stated that additional dollars are budgeted to assist the campuses in their accreditation efforts.
- Jim Henderson reported on his findings from a study conducted on diversity within the technical division of the LCTCS. He stated that the LCTCS Technical Division Diversity Council has been created and consists of the following members: Jim Henderson, LCTCS Senior Vice President of Career and Technical Education; Kizzy Payton, LCTCS Director of Public Relations; Ingrid Plain, LCTCS Technical Division; Frances Killen, LCTCS Human Resources; Dr. Andrea Miller, Chancellor, SOWELA Technical Community College; Dr. Kay McDaniel, Region Director, Region 2; Loe Dunn, Louisiana Technical College-Bastrop Campus; three (3) technical faculty and two (2) campus support staff (waiting on nominations). The first meeting of the Council will be held in June, 2007. He reviewed the implementation steps which include: 1) Assess current diversity climate, (2) Conduct inventory of existing diversity related initiatives, (3) Develop recruitment and professional development strategies, and (4) Create scorecard to monitor progress.

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 of the LCTCS Rank and Promotion Policy

On motion of Supervisor Barham, seconded by Supervisor McHenry, the Board voted to approve the policy dealing with LCTCS Faculty Rank and Promotion. The motion carried.

Facilities Actions

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

2. Report on Campus Physical Security

REPORT ONLY. NO BOARD ACTION REQUIRED.

Jan Jackson, Senior Vice President of Finance and Administration, presented her findings from a review of physical security measures at the LCTCS campuses. A copy of the report was included in the Board packet distributed to each Board member. Ms. Jackson stated that campus leaders have been charged with reviewing current emergency operational plans and all other relevant policies to ensure that they adequately address prevention of and response to criminal threats. She added that Greg Speyrer, Director of IT, will work with the Board of Regents on a committee to review various campus notification systems, such as text messaging and e-mail alerts. In addition to the initial efforts of the LCTCS, the Board of Regents is proposing a Louisiana Postsecondary Education Campus Physical Security Program as a first step toward ensuring the safety of students, faculty and staff of each campus.

3. Louisiana Delta Community College Campus Development

Supervisor Barham presented a brief update on the Louisiana Delta Community College Campus project. He stated that a site has been chosen on I-20 near the Monroe airport. The site has been surveyed and appraised. He added that the Environmental Impact Study is pending but it is not expected that there will be any problems with the study.

On motion of Supervisor Franklin, seconded by Supervisor McHenry, the Board voted to grant the System President the authority to execute documents necessary to finance and construct a campus for Louisiana Delta Community College, contingent upon final purchase of land and review by Board Counsel. This action will require approval of the Board of Regents, the Division of Administration, the Joint Legislative Budget Committee and the Bond Commission. The motion carried.

Ms. Jackson stated that the next step in the process will be to present the action for approval to the Board of Regents.

Supervisor Barham stated that he would keep the Board informed on the progress of the project.

Finance Actions

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

Supervisor Johnson presented a motion to enter into Executive Session to discuss agenda item G.4. Settlement Authority in Antonio B. Majul, Jr. v. LCTCS. Supervisor Franklin seconded the motion. The Board entered into Executive Session at 10:05 a.m.

The Full Board reconvened at 11:08 a.m. Chair Mellington stated that no votes were taken and no consensus reached during Executive Session. Bonni Blouin called roll and a quorum was re-established.

4. Settlement Authority in Antonio B. Majul, Jr. v. LCTCS

On motion of Supervisor Carter, seconded by Supervisor Norris, the Board voted to authorize the System President and Board Counsel to negotiate a settlement in the case of Antonio B. Majul, Jr. v. Board of Supervisors for LSU, et al. Docket No.: 467,700, Div. "26", 19th Judicial District Court. The motion carried.

Personnel Actions

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

5. Appointment of Dean of the Lamar Salter Campus of the Louisiana Technical College Region 6

On motion of Supervisor Smith, seconded by Supervisor St. Blanc, the Board voted to appoint Mr. Michael Kay as Dean of the Lamar Salter Campus for the Louisiana Technical College Region 6 at a base annual salary of \$68,000, effective June 1, 2007. The motion carried.

H. CONSENT AGENDA

On motion of Supervisor Dejoie, seconded by Supervisor McHenry, the Board voted to approve the Consent Agenda which consists of agenda items H.1. through H.9. The motion carried.

Academic, Instruction, Workforce Training and Student Affairs Actions

1. Baton Rouge Community College
Request for New Degree Programs:
A.A.S. Entertainment Technologies
A.A.S. Science Technology

Approved two new degree programs for Baton Rouge Community College: Associate of Applied Science – Entertainment Technologies and Associate of Applied Science – Science Technology.

2. Delgado Community College
Request for Newly Modified Degree Program and Name:
A.A.S. Care and Development of Young Children (CIP 10.0709)
Establishment of Concentrations:
A.A.S. in Hospitality Management
Concentrations: Hotel and Lodging Management
Tourism
Food and Beverage Management

Approved requests from Delgado Community College for a newly modified degree program: A.A.S. in the Care and Development of Young Children; and for the establishment of concentrations within an existing (approved) degree program: A.A.S. in Hospitality Management.

3. River Parishes Community College
 Request for Modification of Mission Statement

Approved request for modification of Mission Statement for River Parishes Community College.

4. Technical Division – Region 4 – Teche Area Campus
 Request for Program Revision – Technical Competency Area (TCA): Industrial/Agricultural Mechanics Technology – Production Helper (CIP 47.0303)

Approved the request from Louisiana Technical College – Teche Area Campus – for a program revision to Technical Competency Area (TCA): Industrial/Agricultural Mechanics Technology – Production Helper (CIP 47.0303).

Finance Actions

5. Incumbent Worker Training Program Contracts

Ratified two new Incumbent Worker Training Program contract for \$225,676 and two modifications to existing contracts for \$2,314,870 as listed:

- **Cargill Inc. 2/LTC-River Parishes – Contract Amount: \$85,478**
- **Lake Charles Collision Consortium/SOWELA Technical Community College – Contract Amount: \$140,198**
- **Shaw Environmental/Baton Rouge Community College – Revised Ending Date: 9/26/07**
- **Shaw Services/Baton Rouge Community College – Revised Ending Date: 9/26/07**

6. Professional Services Contract between Louisiana Technical College Region 2, Baton Rouge Campus and Bielomatik Jagenberg

Approved an Incumbent Worker Training contract between Louisiana Technical College Region 2, Baton Rouge Campus and Bielomatik Jagenberg, effective March 20, 2007.

7. Professional Services Contract between Delgado Community College and Presidium Learning, Inc.

Approved a contract between the Delgado Community College and the Presidium Learning Inc., effective July 1, 2007.

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

Approved the following Foundation reimbursements:

Date	Foundation	Employee	Institution	Amount	Purpose
10/13/06	DCCF	Dr. Alex Johnson	DCC	\$2,193 (college reimbursed \$2,051 in travel to Foundation)	On behalf of the Chancellor for college related travel, meals and conference registration and other related expenses

11/13/06	DCCF	Dr. Alex Johnson	DCC	\$1,868 (college reimbursed \$941 in travel to Foundation)	On behalf of the Chancellor for college related travel, meals and conference registration and other related expenses
12/13/06	DCCF	Dr. Alex Johnson	DCC	\$1,285 (college reimbursed \$930 in travel to Foundation)	On behalf of the Chancellor for college related travel, meals and conference registration and other related expenses
1/17/07	DCCF	Dr. Alex Johnson	DCC	\$1,670 (college reimbursed \$1,139 in travel to Foundation)	On behalf of the Chancellor for college related travel, meals and conference registration and other related expenses
3/16/07	DCCF	Dr. Alex Johnson	DCC	\$1,622 (college reimbursed \$1,498 in travel to Foundation)	On behalf of the Chancellor for college related travel, meals and conference registration and other related expenses

Facilities Actions

9. Lease Negotiations between LCTCS for River Parishes Community College and the Current Lessor

Authorized the Chancellor of River Parishes Community College to enter into negotiations with A&T Robert Enterprises, LLC, to lease up to 5,000 additional square feet of building space at 7384 John LeBlanc Blvd., Sorrento, Louisiana, for classroom and office use, effective immediately. This agreement is subject to approval by the LCTCS President and the Division of Administration.

I. UPDATES

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

1. Alternative Financing Projects
2. Facilities Assessment Update
3. Report of Breazeale, Sachse, & Wilson Charges
4. Report on General Personnel Actions
5. Status Report on Capital Projects
6. Third Quarter Financial Report
7. Third Quarter Contract Report
8. Workforce Development Report

J. OTHER BUSINESS

1. Board of Regents' Meetings: Joint Board of Regents/BESE – May 17, 2007
 Board of Regents' Committee Meeting: May 23, 2007

Supervisor Norris volunteered to serve as the LCTCS representative at the Joint Board of Regents/BESE meeting on May 17, 2007 and the Board of Regents Committee meetings on May 23, 2007.

K. ANNOUNCEMENTS

- Supervisor Johnson stated that the General Personnel Actions are included in the Updates/Reports section of the Board packet. She assured everyone that she will continue to monitor the personnel actions and encouraged campus representatives to make sure that they present their personnel actions to the LCTCS in a timely manner.
- Chair Mellington reported that he had attended the Region IV “Taste of Success” function. He stated that it was a wonderful event highlighted by a special appearance by a Tina Turner impersonator.
- Congratulations were offered to Chancellor Alex Johnson on his appointment to serve on the Louisiana Recovery Authority Committee. Dr. May also congratulated Dr. Johnson on the successful “Roast” of Governor Kathleen Babineaux Blanco recently held at Delgado Community College.
- Chair Mellington again thanked student Board members Cleo Norris and Joan McHenry for their service to the Board.

L. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Franklin, seconded by Supervisor Johnson, the meeting adjourned at 11:16 a.m.