

MINUTES

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

**WEDNESDAY, DECEMBER 9, 2009  
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 are scheduled.*

**A. CALL TO ORDER**

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, December 9, 2009, at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Stephen Smith called the meeting to order at 9:02 a.m.

**B. PLEDGE OF ALLEGIANCE**

Supervisor Price led the assembly rose in reciting 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  
Thomas Clark  
Keith Gamble  
Jared Hauge  
Brett Mellington  
Michael Murphy, *2<sup>nd</sup> Vice Chair*  
Woody Ogé  
Dan Packer  
Paul Price  
Stephen Smith, *Chair*  
Vincent St. Blanc, III, *1<sup>st</sup> Vice Chair*  
Mike Stone  
Deni Taylor  
Stephen Toups

**Members Absent**

Brock Dubois  
Scott Terrill

**Staff Present**

Dr. Joe May  
Bonni Blouin  
Allen Brown  
Jennifer Daly  
Jan Jackson  
Joe Marin  
Kizzy Payton  
Jimmy Sawtelle  
Greg Speyrer  
Patti Sollie  
Dr. Monty Sullivan

**D. APPROVAL OF DECEMBER 9, 2009 AGENDA**

**On motion of Supervisor Carter, seconded by Supervisor Mellington, the Board voted to approve the December 9, 2009 agenda as presented.**

**E. APPROVAL OF MINUTES OF NOVEMBER 11, 2009 FULL BOARD MEETING**

**On motion of Supervisor Mellington, seconded by Supervisor Ogé the Board voted to approve the minutes of the November 11, 2009 Full Board meeting as presented. The motion carried.**

**F. REPORTS**

## 1. Chair of the Board Report

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

- Public Education Review Commission (PERC) Update. Chair Smith distributed to the Board a document listing Recommendations that have been adopted by PERC. He reviewed the Recommendations with the Board. (Document is included in Official Board Packet). Chair Smith commented that the recommendations made so far are consistent with the role, scope and mission of the LCTCS. He noted that the next PERC meeting will be held December 14-15, 2009, and encouraged everyone to attend.

Supervisor Ogé stated that that Governor's Office published a 2-page document in support of all the PERC recommendations.

- Board of Regents' meeting in Alexandria. Chair Smith stated that he attended the Board of Regents' meeting held in Alexandria at The Learning Center at the old Air Force base. He commented that he was impressed with the operation of the facility and the services provided. He further stated that he was also impressed with the questions posed to the Learning Center by the Board of Regents regarding duplication of services and cost effectiveness.
- Louisiana Delta Community College (LDCC) tour of new facility. Chair Smith stated that he visited the site of the LDCC campus for a tour of the new facilities. He said he was impressed with the facility and stated that the new site will provide great visibility for LDCC and will provide the opportunity for higher education services in the Monroe area.
- Delgado Community College Foundation Christmas Social. Chair Smith stated that he attended the Delgado Community College Foundation Christmas Social at the invitation of Dr. Ron Wright, Chancellor. He noted that Board Supervisor Ogé, and former Board member Lee Giorgio and current LCTCS Foundation member, also attended the function.
- Act 391 Update. Chair Smith stated that the Facilities Corporation for the Act 391 programs have been meeting monthly and will meet today to approve the selection of several architects for several projects.
- Recognition of student Board member Jared Hauge. Chair Smith stated that today is the last Board meeting for Board Supervisor Jared Hauge. Chair Smith congratulated Supervisor Hauge on his

commitment to education in Louisiana and recognized the burden that is placed on him in serving as a full-time student and board member.

Dr. May and Chair Smith acknowledged Supervisor Hauge for his service to the Board with a plaque of appreciation from the Board.

Dr. May stated that Supervisor Hauge is a student at Louisiana Delta Community College and has represented the institution and all students in the state well.

Supervisor Hauge thanked the Board for the leadership skills that have been invested in him while serving on the Board. Supervisor Hauge will be graduating from LDCC and will transfer to University of Louisiana-Monroe.

- Chair Smith thanked Dr. May for hosting the Christmas celebration last evening for members of the Board, LCTCS Chancellors and Regional Directors, LCTCS Executive Staff, members of the Facilities Corporation and LCTCS Foundation. He commented that it was great to see everyone.
- Chair Smith congratulated Dr. May on the birth of his granddaughter, Olive Noel.
- Chair Smith acknowledged Supervisor Dan Packer's birthday today. Dr. May noted that it is also Board Chair Stevie Smith's birthday.
- Chair Smith expressed his appreciation, on behalf of the Board of Supervisors, to Baton Rouge Community College for the Christmas decorations in the Board room and extended his wishes to everyone for a happy holiday.

## 2. President's Report

Dr. Joe May, System President, presented the President's Report. The following topics were discussed:

- Southern Association of Colleges and Schools (SACS). Dr. May stated that several campuses had received good news at the recent SACS conference held in Atlanta. He asked for an update from each of the campuses affected:
  - Chancellor Jan Brobst reported that South Louisiana Community College (SLCC) had been placed on probationary sanction in June 2009 and the college was asked to present an additional monitoring report. She stated that the report was provided in September and a follow-up visit to the campus by the SACS team resulted in no findings or recommendations. SACS made their recommendation to the commission and the sanction/probationary status has been removed. Chancellor Brobst thanked the college staff members and administration for their hard work in remedying the sanction.
  - Jimmy Eagan reported that Delgado Community College received SACS approval.
  - Chancellor Luke Robins reported that Louisiana Delta Community College received initial accreditation in June as was requested to provide a follow-up report on General Education assessment. He stated that the assessment report was submitted in September and the report was received with no comment and no additional reports required. He concluded that the initial accreditation has been confirmed for five years.
  - Chancellor Jim Henderson reported that Bossier Parish Community College has received continuance of their accreditation for the next 10 years.

- Board Chair Stevie Smith recognized and welcomed Mr. Billy Montgomery, member of the LCTCS Facilities Corporation, to the meeting.

Supervisor Clark commented that “Coach” has been a great supporter of higher education and the LCTCS.

- Workforce Training - Rapid Response Fund. Dr. May commented that one of the important achievements for the LCTCS over the last several years has been to receive the funding for the Workforce Training Rapid Response Fund. He noted that it is making a huge difference at LCTCS colleges enabling them to respond to the needs of workforce. He noted that one of the funded activities last year involved the natural gas training program between LTC-Region 7 and Bossier Parish Community College (BPCC).

Chancellor Jim Henderson and Regional Director Charles Strong provided an update on the natural gas training program in Northwest Louisiana. Mr. Strong reported that LTC-Region 7 received Rapid Response funds to address the emerging oil and gas needs related to the Haynesville Shale. He stated that Region 7 has developed training at each of the LTC sites associated with natural gas extraction, i.e. welding, heavy equipment operators, roughnecks, roustabouts. He added that customized training is being provided through Halliburton and the Louisiana Oil and Gas Association. He stated that a state-of-the-art well control training simulator has recently been received and the first class completed. He noted that the word has spread and training classes are already full through June 2010.

Chancellor Henderson stated that there is an item on the agenda today requesting approval of the Associate of Applied Science (AAS) in Oil and Gas Production Technology degree at BPCC. He noted that the program is built on two principles: 1) program had to be developed in concert with the oil and gas industry, and 2) build on the program offered at LTC-Region 7, so a student who completes a Certificate of Technical Studies (CTS) can use those credits towards completion of an Associate’s degree at BPCC. He announced that EnCana will be announcing a \$100,000.00 donation to BPCC in support of the AAS program. He also noted that Chesapeake has indicated that they will be in Bossier with a solid presence for at least 29 years. He stated that the Rapid Response Fund was the catalyst for getting this program started.

Chancellor Henderson also spoke on the Innovative Nursing Program that will be provided at BPCC and was funded under the original Rapid Response Fund. He stated that this program will take LPNs and provide real practical solutions to become a full registered nurse. The program will incorporate on-line instruction, night-time and weekend instruction, and non-traditional clinical hours and will be a model for innovation in helping a working person become a registered nurse.

Chair Smith noted that an item on the agenda today requests approval from BPCC to begin an Oil and Gas Technology program. He stated that approval was also recently granted to Fletcher Technical Community College for a similar program and he stressed the importance of coordinating these programs.

- Workforce Training Rapid Response Fund – Dr. Monty Sullivan

Dr. Sullivan reported on the Rapid Response funds for 2010 and how these funds will be utilized. He stated that the proposals are being reviewed by the Workforce Commission, Department of Economic Development and the Board of Regents staff. He noted that the awards will be

presented to the institutions with the requirement that there be collaboration between institutions that are proposing similar programs. He added that LCTCS Online will be leveraged as much as possible in the development of curriculum and in the broad distribution of the curriculum. He stated that the funds will be distributed in late December.

Dr. Sullivan further stated that another point of focus will be non-credit instruction. He mentioned that the Workforce Commission has questioned the possibility of providing training for TWIC cards. He noted it would be helpful to have this training at LCTCS institutions and noted that it will create a centralized repository of the curriculum to be delivered readily at any LCTCS institution.

- Articulation and Transfer Council

Dr. Sullivan provided an update on the progress of the Articulation and Transfer Council. He stated that a single course list has been created of all LCTCS courses and a review is being conducted to align the course name, number and title to ensure consistency across LCTCS institutions and omit duplications. The Program Inventory List has been completed and the program deletion requests being submitted to the Board for approval today are a result of this effort.

Dr. Sullivan stated that the Articulation and Transfer Council is scheduled to meet on December 17<sup>th</sup>. He noted that the expectation is to have a common consistent 60-hour Associate Degree program established by January 31<sup>st</sup>. He stated that the remainder of the work is due to be completed by March 31<sup>st</sup>.

- Career Diploma Update

Dr. Sullivan stated that the High School Redesign Committee is meeting today to review the final guidelines proposed by the Department of Education staff. He noted that the work done in reviewing and alignment of LCTCS career and technical education courses, and the course offerings of the Department of Education, has created a significant partnership between the LCTCS and the Department of Education. He stated that the High School Redesign Committee will hear a recommendation today to require students in the career diploma track to have the exact same assessment requirements as those students in the traditional diploma. He commented that this recommendation will likely pass.

- Act 391 Update

Dr. May stated that it is unprecedented to have this many facility related projects ongoing at any one time. He noted that there are a total of 23 different projects and today's presentation will focus on the first eight major initial undertakings (Phase 1).

Jan Jackson facilitated a presentation providing an update on Act 391 projects. She reviewed the projects by Phase 1, 2 and 3, and by projects that require site acquisitions and projects for existing campus improvements.

Presentations were made by the campus representatives listed on their respective project(s):

- Travis Lavigne, Chancellor, Fletcher Technical Community College – land and design of new campus in Houma - \$4,000,000
- Will Wainwright, Regional Director, Florida Parishes Area Region 9 – land and design for new Florida Parishes Campus in Greensburg - \$300,000
- Charles Strong, Regional Director, Northwest Area Region 7– Northwest campus in Minden - \$14,700,000
- Kay McDaniel, Regional Director, Capital Area Region 2 – Westside Campus in Plaquemine - \$3,150,000
- Mervin Birdwell, Regional Director, Central Area Region 6 – new building for Shelby M. Jackson Campus in Ferriday - \$4,725,000
- Greg Garrett, Regional Director, South Central Region 3 – new building for Young Memorial Campus in Morgan City - \$5,460,000
- Phyllis Dupuis, Regional Director, Acadiana Region 4 – new buildings for Gulf Area Campus in Abbeville - \$6,300,000
- Tommy Warner, Chancellor, Nunez Community College – Improvements to hurricane damaged buildings in Chalmette - \$1,618,162

Dr. Luke Robins, Chancellor, Louisiana Delta Community College (LDCC), provided an update on the progress of the new LDCC campus. He noted that the expectation is the project will be 70% complete at the end of December.

- Regional Meeting Update – Dr. May thanked everyone for their attendance and support at the regional advocacy meetings being conducted around the state, most recently in Monroe and Shreveport. He stated that the response has been tremendous.
- Adult Education – Dr. May commented on Governor Jindal’s press conference held in Marksville last week. He stated that the Governor announced several initiatives related to K-12 education. He noted that the Governor’s recommendation that adult education be moved from the Department of Education (BESE) to the LCTCS will substantially impact technical and community colleges across the state. He added that a plan is being developed to include a new name, and a business model of how the program will be implemented around the state. He further stated that the goal is to create 1,000+ locations around the state to deliver adult education that will be close to where people live and work. He added that he hopes to present a plan to the Board at the February 2010 board meeting.

## G. GENERAL ACTION ITEMS\*\*

### Facilities Actions

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

1. Acquisition and Transfer of Property for Florida Parishes Campus, Northshore Region 9 Project

**On motion of Supervisor Carter, seconded by Supervisor Mellington, the Board voted to authorize a Transfer Agreement between the LCTCS Facilities Corporation and the State of Louisiana, LCTCS, to transfer 53.311 acres for the Florida Parishes Campus, acquired by the Corporation to the State of Louisiana, LCTCS, in accordance with the ACT 391 Cooperative Endeavor Agreement and associated documents, and the requirements contained in the ACT 391 bond documents. The Board also authorized an Act of Donation**

of 1.278 acres to the State of Louisiana by Helen Schilling Holmes for right of way access for the Greensburg Campus. (This action is subject to approval by the LCTCS Facilities Corporation and the Division of Administration). The motion carried.

### Finance Actions

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

2. Professional Services Contract between LTC Central Region 6 and John H. Carter Co., Inc.

**On motion of Supervisor Barham, seconded by Supervisor Price, the Board voted to approve a professional services contract between LTC Central Region 6 and John H. Carter, Co., effective October 12, 2009 through October 4, 2010. (This contract is subject to the approval of the Office of Contractual Review). The motion carried.**

3. Professional Services Contract between LTC Central Region 6 and Eaton Hydraulics Training Services

**On motion of Supervisor Barham, seconded by Supervisor Clark, the Board voted to approve a professional services contract between LTC Central Region 6 and Eaton Hydraulics Training Services, effective October 5, 2009 through October 4, 2010. (This contract is subject to the approval of the Office of Contractual Review). The motion carried.**

### H. CONSENT AGENDA

**On motion of Supervisor Mellington, seconded by Supervisor Carter, the Board voted to approve the Consent Agenda which consists of agenda items H.1. through H.4. The motion carried.**

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

1. Bossier Parish Community College
  - Request for Approval of New Programs:
    - A.A.S. in Oil and Gas Production Technology (CIP 15.0903)  
**Approved the proposed Associate of Applied Science (with a Certificate of Technical Studies exit point) as requested by Bossier Parish Community College.**
    - A.S. in Nursing (CIP 51.0803)  
**Approved the Associate of Science in Nursing as requested by Bossier Parish Community College.**
    - T.C.A. in Computer Drafting and Design (CIP 15.1301)  
**Approved the proposed T.C.A. in Computer Drafting and Design as requested by Bossier Parish Community College.**
    - T.C.A. in Manufacturing Technology (CIP 15.0513)  
**Approved the proposed T.C.A. in Manufacturing Technology as requested by Bossier Parish Community College.**
  - Request for Program Deletion from LCTCS Inventory:
    - T.C.A. in Television and Film Set Construction (CIP 50.0501)  
**Approved the removal of the T.C.A. in Television and Film Set Construction (CIP 50.0501) from all program inventories.**

## 2. LCTCS Technical Division

- Request for Program Expansions:
  - Acadiana Region 4:
    - Lafayette Campus – Certificate of Technical Studies-Pharmacy Technician (CIP 51.0805) [including related exit points in the common curriculum]
    - Acadian Campus – Certificate of Technical Studies-Medical Assistant (CIP 51.0801) [including related exit points in the common curriculum]

**Approved the C.T.S. in Pharmacy Technician for the Lafayette Campus and the C.T.S. in Medical Assistant for the Acadian Campus.**
- Request for Program Revisions:
  - Civil Surveying & Mapping (CIP 15.1102)
  - Clinical Laboratory Technician (CIP from 51.0802 to 51.1004)
  - Accounting (CIP 52.0302)
  - Computer Specialist (Applications) (CIP 11.0301)
  - Office Systems Technology (CIP 52.0401)
  - Medical Office Assistant (CIP 51.0706)
  - Legal Office Assistant (CIP 22.0302)

**Approved the listed program revisions, as requested by the instructional leadership within the LCTCS Technical Division:**

  - **Civil Surveying and Mapping (CIP 15.1102) Addition of 4 new courses;**
  - **Clinical Laboratory Technician (CIP change from 51.0802 to 51.1004);**
  - **Creation of an A.A.S. in Business Office Technology (CIP 52.0401) with various exit points by combining various programs.**
- Request for New Programs:
  - Acadiana Region 4:
    - Lafayette Campus – Certificate of Technical Studies-Clinical Laboratory Assistant (CIP 51.0802)

**Approved the Certificate of Technical Studies as proposed for the Lafayette Campus in the Acadiana Region.**
  - Northshore Region 9:
    - Florida Parishes Campus – Certificate of Technical Studies-Juvenile Justice (CIP 2000)

**Approved the Certificate of Technical Studies in Juvenile Justice as proposed by the Florida Parishes Campus in the Florida Parishes Area.**
- Board of Regents CRIN Deletions:
  - Southeast Area:
    - ❖ CTS in Medical Assistant (CIP 51.0801)
    - ❖ CTS in Hospitality/Tourism: Travel Clerk Assistant (CIP 52.0903)
    - ❖ TD in Hospitality/Tourism: Travel Clerk (CIP 52.0902)
    - ❖ CTS in Hospitality/Tourism: Guest Services Asst. (CIP 52.0904)
    - ❖ TD in Hospitality/Tourism: Guest Services Agent (CIP 52.0904)
    - ❖ CTS in Main/Marine Electrician Apprentice (CIP 46.0399)
    - ❖ CTS in Pipefitter Apprentice (CIP 46.0502)
    - ❖ CTS in CRT: Basic Structure Repair Person (CIP 47.0603)
    - ❖ TD in Collision Repair Technology (CIP 47.0603)
    - ❖ CTS in Outside Machinist (CIP 48.0501)
    - ❖ CTS Inside Machinist (CIP 48.0501)
    - ❖ CTS Sheet Metal Apprentice (CIP 48.0506)



- Acadiana Region 4:
  - T.H. Harris Campus:
    - ❖ TD in Cosmetology (CIP 12.0401)
    - ❖ TD in Care & Development of Young Children (CIP 19.0709)
    - ❖ AAS in Care & Development of Young Children (CIP 19.0709)
    - ❖ TD in Electrician: Industrial Electrician (CIP 46.0302)
    - ❖ TD in Automotive (CIP 47.0604)

**Approved the requests from Southeast Area and Acadiana Area to delete seventeen programmatic items (listed) on the Board of Regents' current Curriculum Inventory.**

### Finance Actions

3. Approval of MOU between LCTCS and the Board of Elementary and Secondary Education (BESE) for the Administration of Perkins Secondary Career & Technical Education Programs

**Approved the Memorandum of Understanding (MOU) between the LCTCS Board of Supervisors and the Board of Elementary and Secondary Education (BESE) for administration of the secondary career and technical education portion of the Carl D. Perkins funds for the fiscal year beginning July 1, 2009 and ending June 30, 2010. The Board of Elementary and Secondary Education approved and signed the MOU at the October Board meeting.**

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

**Approved the following Foundation reimbursements:**

- **8/27/09 – Dr. Joe May – International Initiatives/ATT Grant Fund - \$1,369.35: Meals on behalf of LCTCS Faculty, Chancellors and LCTCS Staff from June 30-July 8, 2009 during Salzburg Global Leadership Program.**
- **9/1/09 – Dr. Joe May – President's Fund-Conference/Event - \$1,286.01: Expenses in connection with Council for Resource Development President's Fundraising workshop from 7/18/09-7/21/09 (this was fully reimbursed from CRD on 9/10/09).**

### **I. UPDATES**

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

### **J. OTHER BUSINESS**

- Supervisor St. Blanc thanked Stevie Smith for the pecans.

### **K. ANNOUNCEMENTS**

- PERC meeting will be held on December 14-15, 2009.

### **L. ADJOURNMENT**

**There being no further business to come before the Board, on motion of Supervisor Gamble, seconded by Supervisor Clark, the meeting adjourned at 11:04 a.m.**