

MINUTES**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM
BOARD OF SUPERVISORS REGULAR MONTHLY MEETING****WEDNESDAY, MAY 12, 2010****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, May 12, 2010, at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Stephen Smith called the meeting to order at 9:05 a.m.

B. PLEDGE OF ALLEGIANCE

Mr. Timothy W. Hardy, newly appointed board member, led the assembly in reciting the Pledge of Allegiance.

**C. SWEARING IN OF NEWLY APPOINTED BOARD MEMBERS: ROBERT BROWN AND
TIMOTHY HARDY**

Mr. Leo Hamilton, General Counsel for the LCTCS Board of Supervisors, conducted the swearing in of newly appointed board members, Robert Brown and Timothy W. Hardy.

Supervisors Brown and Hardy expressed their appreciation on being appointed to serve on the Board.

D. ROLL CALL

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

Members Present

Edwards Barham
Robert Brown
Brock Dubois
Keith Gamble
Deni Grissette
Anna Hernandez
Timothy W. Hardy
Brett Mellington
Michael Murphy, *2nd Vice Chair*
Woody Ogé
Paul Price
Stephen Smith, *Chair*
Vincent St. Blanc, III, *1st Vice Chair*
Mike Stone
Scott Terrill
Stephen Toups

Members Absent

Helen Bridges Carter

Staff Present

Dr. Joe May
Bonni Blouin
Allen Brown
Jennifer Daly
Jan Jackson
Lura Kamiya
Joe Marin
Kizzy Payton
Dr. Jerry Pinsel
Jimmy Sawtelle
Greg Speyrer
Dr. Monty Sullivan
Angél Tetrick

E. APPROVAL OF MAY 12, 2010 AGENDA

On motion of Supervisor Mellington, seconded by Supervisor Price, the Board voted to approve the May 12, 2010 agenda as presented.

F. APPROVAL OF MINUTES OF APRIL 14, 2010 FULL BOARD MEETING

On motion of Supervisor Ogé, seconded by Supervisor St. Blanc, the Board voted to approve the minutes of the April 14, 2010, full board meeting as presented. The motion carried.

G. REPORTS**1. Chair of the Board Report**

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

- Chair Smith attended the commencement ceremony for the Louisiana Technical College, Northwest Campus in Minden. He visited the existing facility and the property of the new campus location. He thanked Regional Director Charles Strong for the invitation and for his hospitality.
- Chair Smith stated that he and Supervisor Ogé plan to attend the commencement activities at Delgado Community College in New Orleans on Thursday, May 13, 2010.
- Chair Smith provided an update on the Act 391 projects. He noted that the LCTCS Facility Corporation will meet later today to select firms to develop cost proposals for three schools: Northwest Campus in Minden, Fletcher Technical Community College in Houma, and Huey P. Long in Winnfield.

- Chair Smith reminded Board members to submit their annual Financial Disclosure Report to Allen Brown. The deadline to submit the report is May 15th. Board members should contact Allen Brown with any questions.

2. President's Report

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

- Acknowledged Dr. Andrea Miller, Chancellor, SOWELA Technical Community College, for the receipt of a \$25,000 donation from Northrop Grumman. The donation will benefit the college's Aviation Maintenance Technology department and will be used to modernize and replace equipment, upgrade facilities and for recruitment efforts.
- 28th Annual Skills USA Competition was held May 3-7. More than 150 community and technical college students participated in this year's event that was conducted through a new method of virtual completions geared at implementing cost savings for the colleges. 34 gold medal winners will travel to the national competition in Kansas City, MO, June 20-25. Dr. May recognized the leadership of Jimmy Sawtelle, Vice President for Career and Technical College, for organizing this year's event.
- German university leaders visited the Capital Area Louisiana Technical College on Tuesday, May 4th, as a part of their 5-day conference, "Institutional Diversity in the U.S. Higher Education System." The conference was hosted by the German-American Fulbright Scholars Commission, and the program consisted of workshops and site visits to public and private universities in New Orleans and Baton Rouge to observe U.S. higher education in action.
- Acadiana Technical College held its annual fundraiser, *Taste of Success*, on Friday, April 30th. The event grossed over \$15,000 through patron support and ticket sales, as well as \$15,000 through in-kind sponsor support. Nearly 450 guests attended the event, including Board Supervisors Mellington and Dubois.
- American Association of Community Colleges (AACC) held the annual meeting in Seattle, WA. A student from Baton Rouge Community College (BRCC), Sarah Callahan, was named the 2010 New Century Scholar. Since the establishment of the New Century Scholar nine years ago in 2001, a student from BRCC has earned the title for the State of Louisiana 6 times, 3 of them in the past 3 consecutive years.
- Legislative Update. Dr. May reviewed the bills that are currently being considered by the Louisiana legislature. A PowerPoint presentation was provided.
- Every Day is Community & Technical College Day at the capitol. Every Tuesday, Wednesday and Thursday during the legislative session, representatives from LCTCS institutions visit the capital to experience the legislative process in person. Chancellor Tommy Warner and Regional Director Will Wainwright shared their experiences from their visit to the capitol. A short video was presented.
- Twenty (20) LCTCS faculty are participating in the Train the Trainer session this week for the British Petroleum (BP) approved curriculum. The training will ready LCTCS faculty to train workers in the days ahead to assist with the oil spill in the Gulf of Mexico. The initial sessions are

focused on Level 1-3 of the environmental clean-up curriculum. LCTCS institutions will subsequently be engaged in the training at Levels 4-5.

- LCTCS Analysis of 4th Quarter FY 2010 Saving Plan by College. Dr. May distributed a handout containing figures related to the cost savings due to the spending freeze.
- Dr. Joe Ben Welch, Chancellor, River Parishes Community College (RPCC), reported on the fundraising efforts of the RPCC Foundation.
- Dr. Monty Sullivan, Executive Vice President, provided updates on ERP; Articulation Transfer Council and Adult Education – Work Ready U.

H. GENERAL ACTION ITEMS**

Academic Actions

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

1. For Review and Advise ment: Deletion of LCTCS Academic Policy #1.019

NO ACTION REQUIRED. FOR REVIEW AND ADVISEMENT ONLY.

Facilities Actions

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

2. For Review and Advise ment: Revised Policy #4.006, Capital Outlay Requests

NO ACTION REQUIRED. FOR REVIEW AND ADVISEMENT ONLY.

Finance Actions

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

3. Professional Services Contract between Capital Area Technical College and Associated Builders and Contractors

Supervisor Barham presented a motion to approve a professional services contract between Capital Area Technical College and Associated Builders and Contractors, Inc., effective June, 2010 to October 30, 2010. This contract is subject to the approval of the Office of Contractual Review. Supervisor Murphy seconded the motion.

Supervisor Toups recused himself from voting on agenda item H.3.

A roll call vote was taken, resulting in fifteen (15) Yea votes, (Edwards Barham, Robert Brown, Brock Dubois, Keith Gamble, Deni Grissette, Anna Hernandez, Timothy W. Hardy, Brett Mellington, Michael Murphy, Woody Ogé, Paul Price, Stephen Smith, Vinney St. Blanc, Mike Stone, Scott Terrill), and one (1) abstain (Stephen Toups). The motion carried.

4. Professional Services Contract between Baton Rouge Community College and Presidium, Inc.

Supervisor Barham presented a motion to approve a professional services contract between Baton Rouge Community College and Presidium Inc., effective March 5, 2010 through March 4, 2011. This contract is subject to the approval of the Office of Contractual Review. Supervisor Grissette seconded the motion.

Supervisor Mellington asked for clarification on the purpose of the contract with Presidium, Inc.

Dr. Bradley Ebersole, Vice Chancellor of Academic Affairs, Baton Rouge Community College, addressed the Board and stated that Presidium would provide 24/7 support service to students. He noted that Delgado Community College is currently using the program and added that he did not know the specifics of the contract or what services were being provided.

Dr. Ron Wright provided additional information on the program. He stated that the program works to provide an immediate response to students seeking information on the college. He noted that it has worked very well for Delgado Community College, if the right information is provided to the company.

Supervisor Murphy presented a substitute motion to defer action on this agenda item pending additional information be provided regarding the services to be provided through the contract. Supervisor Mellington seconded the motion. The agenda item was deferred until the June 2010 board meeting. The motion carried.

5. Incumbent Worker Training Program Contracts

- Agape Northwest Regional Hospice, LLC and Bossier Parish Community College
- Barrister Global Services Network and Northshore Technical College
- Gulf Crane Services, Inc. and Northshore Technical College
- Shell Exploration & Production, Co. and Northshore Technical College

Supervisor Mellington presented a motion to ratify four (4) new Incumbent Worker Training Program Contracts as presented:

- **Agape Northwest Regional Hospice, L.L.C./Bossier Parish Community College: Contract Amount - \$39,680.56.**
- **Gulf Crane Services, Inc./Northshore Technical College: Contract Amount - \$132,544.50.**
- **Barrister Global Services Network, Inc./Northshore Technical College: Contract Amount - \$96,470.00**
- **Shell Exploration & Production Company/Northshore Technical College: Contract Amount - \$422,719.00**

Supervisor Price seconded the motion.

Supervisor Keith Gamble recused himself from voting on agenda item H.5.

A roll call vote was taken resulting in fifteen (15) Yeas, (Edwards Barham, Robert Brown, Brock Dubois, Deni Grissette, Anna Hernandez, Timothy W. Hardy, Brett Mellington, Michael Murphy, Woody Ogé, Paul Price, Stephen Smith, Vinney St. Blanc, Mike Stone, Scott Terrill,, Stevie Toups), and one (1) abstain (Keith Gamble). The motion carried.

Personnel Actions

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

6. For Review and Advise ment: Revised Policy #6.013, System Policy on Chancellor Evaluation and Salary Increases

FOR REVIEW AND ADVISEMENT ONLY. NO ACTION REQUIRED.

Committee of the Whole

Supervisor Smith presented the Committee of the Whole agenda items for consideration by the Board.

7. Ratification of Regional Main Campus

On motion of Supervisor Mellington, seconded by Supervisor Murphy, the Board voted to ratify the following seven (7) Technical College Regions' Main (or Hub) campuses as follows:

Region Name	Regional Director	Campus Location	Physical Address
Capital Area Technical College	Dr. Kay McDaniel	Baton Rouge Campus	3250 North Acadian, Baton Rouge, LA 70805
South Central Louisiana Technical College	Mr. Gregory Garrett	Young Memorial Campus	900 Youngs Road Morgan City, LA 70381
Acadiana Technical College	Dr. Phyllis Dupuis	Lafayette Campus	1101 Bertrand Drive Lafayette, LA 70506
Central Louisiana Technical College	Mr. Mervin Birdwell	Alexandria Campus	4311 S. MacArthur Drive Alexandria, LA 71302
Northwest Louisiana Technical College	Mr. Charles Strong	Northwest Campus*	814 Constable Street Minden, LA 71055
Northeast Louisiana Technical College	Ms. Norene Smith	Delta Ouachita Campus	609 Vocational Parkway West Monroe LA 71292
Northshore Technical College	Mr. William Wainwright	Sullivan Campus	1710 Sullivan Drive Bogalusa, LA 70427
<i>*Denotes new campus planned for construction</i>			

The motion carried.

8. Consolidation of Northshore Technical College – Ascension Campus with River Parishes Community College

On motion of Supervisor Hardy, seconded by Supervisor Brown, the Board voted to approve the request to consolidate Northshore Technical College (NTC) – Ascension Campus with River Parishes Community College (RPCC). Staff further approved the staff recommendation to require a follow-up report monthly outlining the progress until such time as the consolidation is complete. The motion carried.

I. CONSENT AGENDA

On motion of Supervisor Gamble, seconded by Supervisor Brown, the Board voted to approve the Consent Agenda which consists of agenda items I.1. through I.8. The motion carried.

Academic, Instruction, Workforce Training and Student Affairs Actions

1. Baton Rouge Community College:

- Request for New Program: A.S. in Engineering

Approved the request from Baton Rouge Community College to offer an Associate of Science in Engineering.

2. Bossier Parish Community College:

- a. Request for Approval to Award an Honorary Degree
Request for Approval to Award a Honorary Degree Posthumously

Approved the request from Bossier Parish Community College to award two honorary degrees:

- 1) **Honorary Associate of Arts in Humane Letters to Chancellor Emeritus Tom Carleton**
- 2) **Associate of General Studies (posthumously) to Shelly Ann Bourgeois**

- b. New Programs:

- Medical Office Specialist T.D. (Existing Program)
 - T.C.A. in Medical Transcription (CIP 51.0708)
- C.T.S. Industrial Control System (CIP 47.0303)

Approved the request from Bossier Parish Community College to offer a new exit point within the existing Technical Diploma in Medical Office Specialist: T.C.A. in Medical Transcription (CIP 51.0708).

3. Fletcher Technical Community College:

- New Exit Points within Existing Program: Integrated Production Technology
 - C.T.S. in Production Helper
 - T.C.A. in Introduction to Production Technology

Approved the request from Fletcher Technical Community College to add to new exit points to the existing program in Integrated Production Technology:

- **C.T.S. in Production Helper**
- **T.C.A. in Introduction to Production Technology**

4. SOWELA Technical Community College:
- a. Curriculum Revisions: A.A.S. in Drafting and Design Technology (CIP 15.1310)

Approved the request from SOWELA Technical Community College to incorporate a number of curriculum modifications within the A.A.S. in Drafting and Design Technology program.

- b. New Programs:
 - T.D. in General Apprenticeship: Plumbing Construction (CIP 46.0503)
 - C.T.S. in General Apprenticeship in Plumbing Construction
 - T.C.A. in Trade Helper in Plumbing Construction
 - T.C.A. in Technician in Plumbing Construction
 - T.D. in General Apprenticeship: Electrical Construction (CIP 46.0301)
 - C.T.S. in Electrical Construction
 - T.C.A. in Trade Helper in Electrical Construction
 - T.C.A. in Technician in Electrical Construction

Approved the request from SOWELA Technical Community College to offer a new set of Technical Diplomas in Apprenticeship, to include:

- **T.D. in General Apprenticeship: Plumbing Construction (CIP 46.0503)**
 - **C.T.S. in General Apprenticeship in Plumbing Construction**
 - **T.C.A. in Trade Helper in Plumbing Construction**
 - **T.C.A. in Technician in Plumbing Construction**
- **T.D. in General Apprenticeship: Electrical Construction (CIP 46.0301)**
 - **C.T.S. in Electrical Construction**
 - **T.C.A. in Trade Helper in Electrical Construction**
 - **T.C.A. in Technician in Electrical Construction**

5. Central Louisiana Technical College – Alexandria Campus:
- C.T.S. in Pharmacy Technician (CIP 51.0805)

Approved the request from Central Louisiana Technical College to offer a C.T.S. in Pharmacy Technician on behalf of the Alexandria Campus.

6. Northwest Louisiana Technical College
- Board of Regents CRIN Deletions:
 - Natchitoches Campus:
 - T.D. in Jewelry Technology (CIP 50.0713)
 - C.T.S. in Jewelry Technician: Repair [and all related T.C.A. Exit Points]
 - C.T.S. in Pharmacy Technician (CIP 51.0805)
 - C.T.S. in Production Line Welder: Shipbuilding (CIP 48.0508) ONLY this Exit Point
 - Sabine Valley Campus:
 - C.T.S. in Pharmacy Technician (CIP 51.0805)

Approved the request from Northwest Louisiana Technical College to delete the following programs currently reflected in the Board of Regents' Curriculum Inventory (CRIN):

- **T.D. in Jewelry Technology (CIP 50.0713)**

- **C.T.S.in Jewelry Technician: Repair [and all related T.C.A. Exit Points]**
- **C.T.S. in Pharmacy Technician (CIP 51.0805)**
- **C.T.S. in Production Line Welder: Shipbuilding (CIP 48.0508) ONLY this Exit Point**
- **Sabine Valley Campus:**
 - **C.T.S. in Pharmacy Technician (CIP 51.0805)**

7. South Central Louisiana Technical College

- Board of Regents CRIN Deletions:
 - Young Memorial Campus:
 - T.D. in Carpentry (CIP 46.0201)
 - C.T.S. in Carpentry Technician II [and all related Exit Points]

Approved the request from South Central Technical College to delete the following from the Board of Regents' Curriculum Inventory (CRIN):

- **Young Memorial Campus:**
 - **T.D. in Carpentry (CIP 46.0201)**
 - **C.T.S. in Carpentry Technician II [and all related Exit Points]**

Finance Actions

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

Approved the following Foundation reimbursements:

Date	Foundation	Recipient	Amount	Purpose
3/29/2010	Fletcher Technical Community College Foundation, Inc.	Dr. Adrienne Bethancourt, Dean of Nursing and Allied Health	\$3,987.80	Disbursement of private donated funds to be used to purchase medical supplies in support of a humanitarian medical mission endeavor in Guatemala
4/15/2010	LCTCS Foundation	Mr. Will Wainwright	\$6,000	Honorarium related to instruction in Saudi Arabian Community Colleges
4/15/2010	LCTCS Foundation	Dr. Joe May	\$3,000	Reimbursement for membership dues to Committee of 100; to advance economic development for the state of Louisiana
4/15/2010	LCTCS Foundation	Dr. Joe May	\$4,406.30	Airfare for return trip from India; Dr. May accompanied the Undersecretary of Education, Dr. Martha Kanter, on a US Dept of Education trip to India to strengthen US and India higher education relationships and to assist India in developing community colleges.
4/15/2010	LCTCS Foundation	Dr. Joe May	\$1,623.28	Board dinner in New Orleans during 2010 LCTCS Annual Conference

J. UPDATES

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

1. Alternative Financing Projects
2. Incumbent Worker Training Program Contracts
3. Report on General Personnel Actions for LCTCS Colleges and System Office
4. Report of Breazeale, Sachse & Wilson for the Quarter Ended March 31, 2010
5. Status Report on Capital Projects
6. Third Quarter Financial Report
7. Third Quarter Contracts Report
8. Workforce Development Report

K. OTHER BUSINESS

1. Appointment of Nominating Committee for Selection of New Board Officers

Chair Smith announced the members of the Nominating Committee for the selection of 2010-2011 Board officers: Brett Mellington, Edwards Barham and Mike Stone. The Nominating Committee will present a recommendation to the Full Board for the 2010-2011 board officers at the June 2010 board meeting.

2. Recognition of Student Board Members

Chair Smith and Dr. May recognized and thanked student board members, Brock Dubois and Anna Hernandez, for their service on the LCTCS Board of Supervisors. A plaque in appreciation for service to the Board was presented to each. Supervisors Dubois and Supervisor Hernandez voiced their appreciation for having the experience of serving on the Board.

Chair Smith recognized Marc Guichard, for his position as student board member for the Louisiana Board of Regents. Mr. Guichard is a student at Delgado Community College. He was presented with a plaque in recognition for his service to the Board of Regents. Mr. Guichard thanked the Board for the recognition and shared some comments regarding his service.

L. ANNOUNCEMENTS

- Chair Smith visited SOWELA Technical Community College. He thanked Chancellor Miller for hosting him during his visit to the campus.
- Chair Smith commented on the British Petroleum disaster in the Gulf of Mexico. He noted that the oil spill has tremendous long term ramifications for Louisiana and could pose possible problems with oil exploration in the future. He also noted that British Petroleum has been a major contributor to LCTCS institutions in the past and this disaster could potentially affect those contributions.

M. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Gamble, seconded by Supervisor Toups, the meeting adjourned at 10:50 a.m.