



LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

DRAFT MINUTES

Wednesday, February 13, 2019
10:00 a.m.

The Louisiana Building
Baton Rouge Community College
201 Community College Drive, Baton Rouge, Louisiana 70806

Changing Lives,
Creating Futures

Monty Sullivan
System President

Officers:
Stephen Toups
Chair

Paul Price, Jr.
First Vice Chair

Willie L. Mount
Second Vice Chair

Members:
Tari T. Bradford
Helen Bridges Carter
Timothy W. Hardy
Alterman L. "Chip" Jackson

Erika McConduit
Michael J. Murphy
Joe Potts
Stanton W. Salathe
Stephen C. Smith
Mark D. Spears, Jr.
Craig Spohn
Vincent St. Blanc, III

Student Members:
Jeremy Gray
Raissa Oliveira Yantis

Louisiana
Community
& Technical
College System

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\*\* The Board of Supervisors of the Louisiana Community and Technical College System reserves the right to enter Executive Session in accordance with R.S. 42.16-17.

I. CALL TO ORDER

Chair Price called the February 13, 2019, LCTCS Board of Supervisors monthly meeting to order at 10:01 a.m.

II. PLEDGE OF ALLEGIANCE

Supervisor Gray led the assembly in reciting the Pledge of Allegiance.

III. ROLL CALL

Sara Kleinpeter called roll with the following results:

Members Present

Stephen Toups \*\* late arrival
Paul Price, Jr
Tari Bradford
Helen Carter
Jeremy Gray
Erika McConduit \*\* late arrival
Mickey Murphy
Joe Potts
Stanton Salathe
Stevie Smith
Mark D. Spears, Jr. \*\* late arrival
Vincent St. Blanc, III
Raissa Yantis

Absent

Willie Mount
Timothy W. Hardy
Chip Jackson
Craig Spohn

Staff Present

Monty Sullivan
Sara L. Kleinpeter
Chris Broadwater
Emily Campbell
Tarie Roberson
Michael Redmond
Gena Doucet
Adrienne Fontenot
Katie Waldrop
Joe Marin
Quintin Taylor
Willie Smith
Erica Hughes
Joel Watkins
René Cintron
Missy Lacour

IV. APPROVAL OF MEETING AGENDA FOR FEBRUARY 13, 2019

On motion by Supervisor Potts, seconded by Supervisor St. Blanc, the Board voted to approve the February 13, 2019, meeting agenda as presented. The motion carried.

V. APPROVAL OF MEETING MINUTES FROM DECEMBER 12, 2018

On motion by Supervisor Carter, seconded by Supervisor St. Blanc, the Board voted to approve the meeting minutes of December 12, 2018 as presented. The motion carried.

VI. REPORTS

A. Chair of the Board Report

**Chair Price provided the following report:**

- ❖ The LAVetCorps Campus Veteran Center Rollout was announced early today at 9:00 am. Governor Edwards made the announcement and MOUs were signed by the Department of Veterans Affairs and each Higher Ed System. There will be 30 centers on college campuses around the state that will aid veteran students.
- ❖ Invited SOWELA Chancellor, Dr. Neil Aspinwall, SOWELA Workforce Development Director, David Hayes, and Alex Stroman, from TransCanada, to the table to discuss the partnership between SOWELA and TransCanada which they will present for approval in Board Item VIII, B, 2. They highlighted the partnership between SOWELA and TransCanada. TransCanada is committed to safely, responsibly, and reliably transporting energy across the continent, and is additionally committed to be a good neighbor in the communities where they live, work, and operate. TransCanada is thrilled to partner with SOWELA to provide resources in creating a workforce training program.

On a matter of Chair's privilege, Dr. Sullivan presented Item VIII. B. 2 to the Board:

Naming Rights Opportunity for SOWELA Pipeline Training Program

**On motion by Supervisor Smith, seconded by Supervisor Bradford, the Board voted to authorize SOWELA Technical Community College to name the new Pipeline Training Program, the TransCanada Pipeline Training Academy (and factoring any legal name changes that may occur in future years), in honor of a \$1 million donation by TransCanada to help with the expenses associated with the creation and startup of the program. The motion carried.**

Supervisor Toups arrived after the vote of this item.

- ❖ Invited Delgado Interim Chancellor, Dr. William Wainwright, DCC Vice Chancellor of Workforce Development and Institutional Advancement, Arlanda Williams and DCC Executive Director of the Maritime Center and Interim Executive Director of the Advanced Manufacturing Center, Rick Schwab to discuss DCC's Brown Water Deckhand Training Class & Progress of River City. The River City Campus continues to provide important workforce training programs to the area. Dr. Williams noted that the semester began with 191 students in the academic division and have seen more than 100 students already in the workforce division. Dr. Schwab thanked the Board for their continued support of Delgado.

- ❖ Invited Chris Broadwater, Trish Felder, Donald Songy & Lisa Vosper to discuss the Perkins V State Plan which is Board Item VIII, B, 4. Mr. Broadwater highlighted the Carl D. Perkins Act funds that flow through our system and state high schools that fund programs to spur interest in career and technical education. LCTCS administers the funds for the State of Louisiana. Because of changes in the federal fund distribution, LCTCS had led the statewide effort to create a revised plan for Louisiana's Perkins funding.

Dr. Vosper with the Louisiana Board of Regents complemented the leadership of Ms. Felder and Mr. Broadwater for being so inclusive of and collaborating with all parties that benefit from the Perkins funding.

Mr. Songy, Director of Education Policy for Governor John Bel Edwards noted that the process to update this plan has created opportunities to work better between agencies.

Mr. Broadwater noted that the Board will not meet again before the plan will be presented to the Governor and asks that the Board give Dr. Sullivan the authorization to approve the Perkins V Transition State Plan when it is in a final form for presentation to the Governor.

On a matter of Chair's privilege, Dr. Sullivan presented Item VIII. B. 4 to the Board:

Strengthening Career and Technical Education for the 21st Century Act (Perkins V)  
Transition State Plan Approval

**On motion by Supervisor McConduit, seconded by Supervisor Yantis, the Board voted to authorize LCTCS President, Dr. Monty Sullivan, to review and approve the Perkins V Transition State Plan upon its completion on or before March 15, 2019. The motion carried.**

- ❖ Announced that as is protocol for open meetings, there is an opportunity for public comment at the end of the meeting. If you wish to make comments to the board, please fill out a comment card and turn it into Sara Kleinpeter, Board Coordinator.

B. President's Report

**Dr. Sullivan provided the following report:**

- ❖ Announced that Bossier Parish Community College and South Louisiana Community College were both nominated for the Bellwether Award. This is a great achievement for both institutions.
- ❖ Recognized Dr. Natalie Harder for her recent appointment to the Federal Reserve Human Capital Board. It is a three-year term and she will represent all of higher education in Louisiana.
- ❖ Invited Supervisor Raissa Yantis to share her experience on the recent COSBP (Council of Student Body Presidents) legislative visit in Washington, DC.

Ms. Yantis thanked Dr. Amber Blair for accompanying the group in the Capitol city. She noted that the student leaders visited DC January 30 – February 3, 2019 and visited many members of the Louisiana Federal Congressional Delegation. Additionally, they were able to visit the US Department of Higher Education.

**Dr. Sullivan presented the Board Development Item on the Agenda.**

Dr. Sullivan noted that beginning with this meeting, the staff will present board development sessions during each meeting in an effort to better equip the Board with knowledge of the work that is being done across the system.

VII. BOARD DEVELOPMENT

A. Our Louisiana 2020 Goals #1 & #2: Student Success Part I

Dr. Rene Cintron, LCTCS Chief Academics Officer addressed the board. He reviewed in detail the report provided to the Board. Key points in working on goals one and two include:

- Increase in Graduates over time
- Increase in Short-Term Credentials Earned
- More Graduates Shifting to Workforce Programs
- Increase in Data Collection and Availability
- Breakdown of Graduates by Gender, Age, Race
  - Increase in Women Graduates
  - Increase in Minority Graduates and their Earnings
  - Increase in Adult Graduates and their Earnings
- Increase in Military Graduates

VIII. GENERAL ACTION ITEMS\*\*

**Supervisor Potts presented the Facilities Action items for consideration by the Board.**

A. Facilities

1. Central Louisiana Technical Community College Property Transfer

**On motion by Supervisor Carter, seconded by Supervisor Gray, the Board voted to authorize the President and the Chancellor of the Central Louisiana Technical Community College to negotiate and execute all documents necessary to facilitate a land swap at the Alexandria Campus for the benefit of the college. The property transfer documents will be filed with the local Clerk of Courts and the State Land Office. The proposed properties to be transferred are depicted on the attached illustration. The motion carried.**

2. Facility Use Agreement between the St. Charles Parish United Way and the LCTCS for the Benefit of River Parishes Community College

**On motion by Supervisor Toups, seconded by Supervisor Bradford, the Board voted to authorize the President and the Chancellor of River Parishes Community College to negotiate and execute all documents necessary to facilitate a Facility Use Agreement with the St. Charles Parish United Way to provide training and instruction in St. Rose at 140 James Drive East. The motion carried.**

3. Acceptance of Property Donation for the Benefit of Delgado Community College West Bank Campus

**On motion by Supervisor McConduit, seconded by Supervisor Toups, the Board voted to accept the donation of property located at 2440 Constellation Street, Algiers from the Algiers Development District through the Delgado Community College Foundation, for the benefit of Delgado Community College West Bank Campus. The proposed land donation is a part of the former Naval Reserve Facility currently known as “Federal City”. The motion carried.**

**Supervisor Bradford presented the Finance Action items for consideration by the Board.**

B. Finance

1. Resolution for Fletcher Technical Community College to partner with Terrebonne Parish Consolidated Government on Grant Opportunity

**On motion by Supervisor Smith, seconded by Supervisor Salathe, the Board voted to approve the attached resolution for the receipt and expenditure of grant funds between Fletcher Technical Community College and Terrebonne Parish Consolidated Government. The motion carried.**

2. Naming Rights Opportunity for SOWELA Pipeline Training Program

**Approved earlier during the meeting.**

3. Student Referendum for Fletcher Technical Community College

Fletcher Technical Community College Chancellor Kristine Strickland introduced the FTCC SGA Vice President and Phi Theta Kappa President to the Board. They each took the opportunity to thank the Board and inform them of the reason for the increase to the Student Activity Fee from \$5 to \$15 per semester. They articulated that the increase in this fee will aid in strengthening the relationship between students and FTCC, allowing for the college to better support students and student activities while enrolled and create a feeling of loyalty to FTCC post completion.

**On motion by Supervisor Smith, seconded by Supervisor McConduit, the Board voted to authorize the Student Government Association of Fletcher Technical Community College (FTCC) to conduct a referendum to assess a \$15.00 per student activity fee each semester, beginning in the 2019 fall term. The motion carried.**

4. Strengthening Career and Technical Education for the 21st Century Act (Perkins V) Transition State Plan Approval

**Approved earlier during the meeting.**

**Supervisor St. Blanc presented the Personnel Action items for consideration by the Board.**

**On motion by Supervisor Bradford, seconded by Supervisor Murphy, the Board voted to enter Executive Session to discuss Item VII.C.1. Litigation Update. The motion carried.**

Board Coordinator, Sara Landreneau Kleinpeter, conducted a roll call vote with the following results:

Yeas - 12	Nays - 0
Stephen Toups	Joe Potts
Paul Price	Stanton Salathe
Tari Bradford	Stevie Smith
Helen Carter	Mark Spears
Jeremy Gray	Vincent St. Blanc, III
Michael Murphy	Raissa Yantis

Ms. Kleinpeter noted for the record that Supervisor McConduit exited the meeting prior to the roll call vote.

**The Board entered Executive Session at 11:52 a.m., following a unanimous vote.**

A roll call vote was taken to reestablish a quorum. The following Supervisors were in attendance:

Stephen Toups	Joe Potts
Paul Price	Stanton Salathe
Tari Bradford	Stevie Smith
Helen Carter	Mark Spears
Jeremy Gray	Vincent St. Blanc, III
Michael Murphy	Raissa Yantis

**The Board reconvened from Executive Session at 12:20 p.m.**

**Chair Price stated that no votes were taken, and no consensus was reached during the Executive Session.**

**Supervisor St. Blanc continued to present the remaining personnel agenda items for consideration by the Board.**

- C. Personnel\*\*
  - 1. Litigation Update

**On motion by Supervisor Potts, seconded by Supervisor Bradford, the Board voted to authorize the System President and Board Council to negotiate a settlement between a former employee of Delgado Community College and Delgado. The motion carried.**

**Supervisor Price presented the Consent Agenda items for consideration by the Board.**

IX. CONSENT AGENDA

**On motion by Supervisor Bradford, seconded by Supervisor Murphy, the Board voted to approve the Consent Agenda which consists of agenda items IX.A through IX.F. The motion carried.**

- A. Baton Rouge Community College
  - 1. Program Modifications
    - a. Associate of Applied Science (AAS) from Computing and Information Systems (CIP 11.0201) to Computing and Information Systems (CIP 11.0501) – 5 STARS
  - 2. Program Modifications to be Delivered 100% Through Distance Education Technology
    - a. Associate of Science (AS) General Science (CIP 52.1601) Transfer Program
    - b. Associate of Science (AS) Business (CIP 52.0101) – 5 STARS
    - c. Associate of Applied Science (AAS) Business Administration, Concentrations in Entrepreneurship and Management (CIP 52.0101) – 5 STARS
    - d. Associate of Arts (AA), Louisiana Transfer, Concentrations in General Business and Social Sciences (CIP 24.0199) – Transfer Program
    - e. Certificate of Technical Studies (CTS) Retail Management (CIP 52.0212) – 5 STARS
  - 3. Program Modifications to be Delivered 50-99% Through Distance Education Technology
    - a. Associate of Arts (AA), Louisiana Transfer, Concentrations in Criminal Justice, and Fine Arts (CIP 24.0199) – Transfer Program
    - b. Associate of Arts (AA), Liberal Arts, Concentrations in African American Studies, Studio Arts, and International Studies (CIP 24.0101) – Transfer Program
    - c. Associate of Science (AS), Louisiana Transfer, Physical Sciences (CIP 24.0199) – Transfer Program
    - d. Associate of Science (AS) Pre-Engineering, Concentrations in Biological Engineering, Chemical Engineering, Electrical and Computer Engineering, Environmental Engineering, Industrial Engineering, and Petroleum Engineering (CIP 14.0101) – 5 STARS
    - e. Associate of Applied Science (AAS) Paralegal Studies (CIP 22.0302) – 5 STARS
    - f. Certificate of Technical Studies (CTS) Enrolled Agent (CIP 52.0302) – 4 STARS
- B. Bossier Parish Community College
  - 1. Program Additions
    - a. Career and Technical Certificate (CTC) – Emergency Medical Technician (CIP 51.0904) – 4 STARS with IBCs in Emergency Medical Technician from the National Registry of EMTs and Basic Life Support: CPR and AED from the American Medical Association
    - b. Career and Technical Certificate (CTC) – ECG Telemetry Technician (CIP 51.0902) – 4 STARS with IBCs in EKG Technician from the National Health Career Association and

Basic Life Support: CPR and AED from the American Medical Association

- c. Career and Technical Certificate (CTC) – Laboratory Assistant (CIP 51.0802) – 4 STARS aligned with nationally certified phlebotomists requirements
- d. Career and Technical Certificate (CTC) – Medical Unit Coordinator (CIP 51.0801) – 3 STARS with IBCs in Medical Administrative Assistant from the National Health Career Association and CPR and AED Systems from HealthCare Heart Safety
- e. Career and Technical Certificate (CTC) – Computer Repair (CIP 47.0104) – 4 STARS with IBCs in IT Fundamentals from CompTIA and A+ from CompTIA
- f. Career and Technical Certificate (CTC) – Web Design (CIP 11.1004) – 5 STARS with IBCs in JavaScript Specialist from CIW-Certified Internet Webmaster and Advanced HTML5 and CSS3 from CIW Certified Internet Webmaster
- g. Career and Technical Certificate (CTC) – Cisco Certified Network Associate (CIP 11.0901) – 5 STARS with IBCs in CCENT from Cisco
- h. Career and Technical Certificate (CTC) – Software Applications (CIP 11.0401) – 5 STARS with IBCs in Word 2016 Expert and Excel 2016 Expert from Microsoft

2. Program Deletions

- a. Technical Competency Area (TCA) – Emergency Medical Technician (CIP 51.0904) – 4 STARS
- b. Technical Competency Area (TCA) – ECG Telemetry Technician (CIP 51.0902) – 4 STARS
- c. Technical Competency Area (TCA) – Laboratory Assistant (CIP 51.0802) – 4 STARS
- d. Technical Competency Area (TCA) – Medical Unit Coordinator (CIP 51.0801) – 3 STARS
- e. Technical Competency Area (TCA) – Computer Repair (CIP 47.0104) – 4 STARS
- f. Technical Competency Area (TCA) – Web Design (CIP 11.1004) – 5 STARS
- g. Technical Competency Area (TCA) – Cisco Certified Network Associate (CIP 11.0901) – 5 STARS
- h. Technical Competency Area (TCA) – Software Applications (CIP 11.0401) – 5 STARS

C. Delgado Community College

1. Program Additions

- a. Associate of Applied Science (AAS) in Business and Management, Concentrations in:
  - i. Business Systems Design (CIP 11.0103) – 5 STARS
  - ii. Banking and Lending Assistant (CIP 52.0803) – 4 STARS
- b. Certificate of Technical Studies (CTS) Business Systems Design (CIP 11.0103) – 5 STARS
- c. Certificate of Technical Studies (CTS) Banking and Lending Assistant (CIP 52.0803) – 4 STARS

2. Program Modifications

- a. Associate of Applied Science (AAS) Electronics Service Technology (CIP 15.0401) – 3 STARS



- D. Fletcher Technical Community College
  - 1. Curriculum Modification
    - a. Associate of Applied Science (AAS), Business Administration, Paralegal Studies Concentration (CIP 22.0302) – 5 STARS
- E. SOWELA Technical Community College
  - 1. Program Additions
    - a. Career and Technical Certificate (CTC) – Entry Level Cook (CIP 12.0503) – 4 STARS with IBCs in ServSafe from the National Restaurant Association and Allergen Awareness from TAP Series
    - b. Career and Technical Certificate (CTC) – PC Support Technician (CIP 11.0103) – 5 STARS with an IBC in PC Pro from TestOut
    - c. Career and Technical Certificate (CTC) – General Clerk, Business (CIP 52.0101) – 5 STARS with an IBC in Desktop Pro from TestOut
  - 2. Program Deletions
    - a. Technical Competency Area (TCA) – Entry Level Cook (CIP 12.0503) – 4 STARS
    - b. Technical Competency Area (TCA) – PC Support Technician (CIP 11.0103) – 5 STARS
    - c. Technical Competency Area (TCA) – General Clerk, Business Administration (CIP 52.0101) – 5 STARS
    - d. Technical Competency Area (TCA) – Photo Assistant (CIP 50.0699) – 2 STARS
    - e. Technical Competency Area (TCA) – Engineering Aide 1 (CIP 15.1301) – 2 STARS
- F. South Louisiana Community College
  - 1. Program Modifications
    - a. Associate of Applied Science (AAS) – Technical Studies, Industrial Marine Electronics Technology Concentration (CIP 47.0616) – 2 STARS
    - b. Technical Diploma (TD) – Industrial Marine Electronics Technology (CIP 47.0616) – 2 STARS
    - c. Technical Diploma (TD) – AMT: Airframe/Powerplant (CIP 47.0608) to Aviation Maintenance Technology (CIP 47.0608) – 5 STARS
  - 2. Program Deletions
    - a. Certificate of Technical Studies (CTS) – Industrial Marine Electronics Technician (CIP 47.0616) – 2 STARS
      - i. Technical Competency Area (TCA) – Electronics Helper I (CIP 47.0616) – 2 STARS
      - ii. Technical Competency Area (TCA) – Electronics Helper II (CIP 47.0616) – 2 STARS

**Chair Price referenced the Updates and encouraged Board members to review the information provided.**

X. UPDATES

- A. Alternative Financing Projects
- B. Quarterly Financial Report
- C. Report of Breazeale Sachse & Wilson, LLC for Quarter Ending December 31, 2018
- D. Report on General Personnel Actions for LCTCS Colleges and System Office
- E. Second Quarter Contracts Report
- F. Status Report on Capital Projects

XI. OTHER BUSINESS

Supervisor Toups announced the he will be representing LCTCS on March 8, 2019 at the criminal reform Reinvesting in Education panel.

Supervisor Toups noted that each member was given a new lapel pin for their membership on the Board.

Ms. Kleinpeter reminded members that the Annual Financial Disclosure for 2018 is due by May 15, 2019, and to check their email for more information.

Chair Price shared condolences on behalf of the Board to Supervisor Jackson and his family for the death of his mother, Sellie Jackson Brown.

Chair Price provided birthday well wishes to Dr. Sullivan (2/18) and Stevie Toups (2/21).

Chair Price reminded those who needed to remember that Valentine's Day is tomorrow.

XII. ANNOUNCEMENTS AND PUBLIC COMMENT

There was no request for public comment to come before the Board.

XIII. ADJOURNMENT

**On motion by Supervisor Salathe, seconded by Supervisor Potts, the Board voted to adjourn the meeting at 12:27 p.m.**