



**Changing Lives,  
Creating Futures**

Monty Sullivan  
*System President*

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*Chair*

Stephen Toups  
*First Vice Chair*

Helen Bridges Carter  
*Second Vice Chair*

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Tari T. Bradford  
Alterman L. "Chip" Jackson  
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Michael J. Murphy  
N. J. "Woody" Ogé  
Joe Potts  
Paul Price, Jr.  
Stephen C. Smith  
Mark D. Spears, Jr.  
Craig Spohn  
Vincent St. Blanc, III

**Student Members:**  
Zachary Hitt  
Darell Richardson

Louisiana  
Community  
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*Minutes of 01.31.18 Exec Cmt Mtg as Approved on 05.06.20*

## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

### LCTCS BOARD OF SUPERVISORS EXECUTIVE COMMITTEE MEETING

#### DRAFT MINUTES

Wednesday, January 31, 2018  
1:00 p.m.

LCTCS Board Conference Room  
265 South Foster Drive  
Baton Rouge, LA 70806

*Ratified*  
**APPROVED**

*SLK 6/10/20*  
LCTCS BOARD OF SUPERVISORS

**\*\* 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. 42.16-17.**

#### A. CALL TO ORDER

**Chair Hardy called the January 31, 2018, LCTCS Board of Supervisors Executive Committee Meeting to order at 1:22 p.m.**

#### B. PLEDGE OF ALLEGIANCE

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

Chair Hardy appointed Supervisors Stevie Smith and Vinney St. Blanc to the Executive Committee, for the purposes of the day's meeting.

#### C. ROLL CALL

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

##### Members Present

Tim Hardy, Chairman  
Stevie Toups, 1<sup>st</sup> Vice Chairman  
Woody Ogé  
Stevie Smith  
Vinney St. Blanc

##### Members Absent

Helen Carter, 2<sup>nd</sup> Vice Chairman  
Willie Mount

##### Staff Present

Monty Sullivan  
Joe Marin  
Sara Kleinpeter  
Katie Waldrop  
Quintin Taylor

#### D. APPROVAL OF MEETING AGENDA FOR JANUARY 31, 2018

**On motion by Supervisor St. Blanc, seconded by Supervisor Ogé, the Committee voted to approve the January 31, 2018, meeting agenda. The motion carried.**

#### E. APPROVAL OF MINUTES OF JANUARY 6, 2017, LCTCS BOARD OF SUPERVISORS EXECUTIVE COMMITTEE MEETING

**On motion by Supervisor Toups, seconded by Supervisor Smith, the Committee voted to approve the January 6, 2017, Executive Committee meeting minutes as presented. The motion carried.**

As a matter of personal privilege, Chair Hardy asked LCTCS President Monty Sullivan to provide a brief President's Report.

Dr. Sullivan provided the following report:

- ❖ Updated the committee on the legislative front.
  - Anticipated call for special session to be held February 15<sup>th</sup> through March 6<sup>th</sup> or 7<sup>th</sup>.
  - LCTCS has been in conversation with the appropriate leaders related to the Medicaid work requirement and how it impacts the state of Louisiana.
- ❖ Advocacy Tour
  - Eight of ten have been conducted, allowing Dr. Sullivan to visit with 53 legislators.
  - The final two will take place next week and are rescheduled from the winter weather closures earlier in the month.
  - Two more will be added in the Acadiana area – in Opelousas/Washington and Abbeville/Crowley – to make sure the legislators in the more rural Acadiana areas are able to attend.
- ❖ Bellwether Award
  - Two LCTCS Colleges recently presented in the annual competition for the Annual Bellwether Award in March 2018. Chair Hardy joined the leaders in their bid for this award.
    - Bossier Parish Community College's Open Campus
    - LCTCS's Five for Six Program
  - The award winners will be announced in March.

## **F. GENERAL ACTION ITEMS**

**Chair Hardy presented the Committee of the Whole agenda item for consideration by the Committee.**

### **Committee of the Whole**

1. Response to ACT 619 of the 2016 Regular Session of the Louisiana Legislature

For Board information. No action was taken.

**Supervisor Toups presented the Academic Affairs Actions agenda items for consideration by the Committee.**

### **Academic Actions**

2. Review and Advisement: Revision to LCTCS Policy #1.023 "LCTCS Policy on Credit for Prior Learning"

No action was taken. Accepted for review and advisement.

3. Fletcher Technical Community College

**Program Addition**

- a. Associate of Applied Science (AAS) in Medical Laboratory Technician (CIP 51.1004) – **4 STARS**

**On motion by Supervisor St. Blanc, seconded by Supervisor Smith, the Committee voted to approve the program revisions listed for Fletcher Technical Community College. The motion carried.**

4. Louisiana Delta Community College

**Program Modifications**

- a. Associate of Science (AS) in Computer Science (CIP 11.0701) – **5 STARS**
  - i. Certificate of Technical Studies (CTS) in Computer Science: Software Design change to CTS in Secure Software Design (CIP 11.0701) – **5 STARS**
- b. Associate of Applied Science (AAS) in Cyber Technology: Computer Support change to A.A.S. Information Technology (CIP 11.0901) – **5 STARS**
  - i. Certificate of Technical Studies (CTS) in Cyber Technology: Computer Network Professional change to CTS in Systems and Network Administrator (CIP 11.0901) – **5 STARS**
  - ii. Certificate of Technical Studies (CTS) in Cyber Technology: Computer Network Support Specialist change to CTS in Network and Security Analyst (CIP 11.0901) – **5 STARS**
  - iii. Certificate of Technical Studies (CTS) in Cyber Technology: Computer User Support Specialist change to CTS in Client Implementation and Support Specialist (CIP 11.0901) – **5 STARS**

**Program Additions**

- c. As part of the AAS in Information Technology and its corresponding CTS, the following new credentials are being requested:
  - i. Career and Technical Certificate (CTC) in Cisco Certified Network Associate with Industry Based Certification (IBC) of Cisco Certified Network Associate (CIP 11.0901) – **5 STARS**
  - ii. Career and Technical Certificate (CTC) in Cisco Certified Network Professional with Industry Based Certification (IBC) of Cisco Certified Network Professional (CIP 11.0901) – **5 STARS**
  - iii. Career and Technical Certificate (CTC) in Cybersecurity Specialist with Industry Based Certification (IBC) of CompTIA Security+ (CIP 11.0901) – **5 STARS**
  - iv. Career and Technical Certificate (CTC) in Cisco Cybersecurity Analyst with Industry Based Certification (IBC) of Cisco Certified Network Associate Security (CIP 11.0901) – **5 STARS**
  - v. Career and Technical Certificate (CTC) in Computer Support Specialist with Industry Based Certification (IBC) of CompTIA A+ and Network+ (CIP 11.0901) – **5 STARS**
  - vi. Career and Technical Certificate (CTC) in Business Application & Desktop Support with Industry Based Certification (IBC) of CompTIA A+ and MOS Office 2016 Suite (CIP 11.0901) – **5 STARS**

**Program Terminations**

- d. Technical Diploma (TD) in ICT: Computer/Networking Support (CIP 11.1001) – **4 STARS**
  - i. Certificate of Technical Studies (CTS) in ICT: Computer System Technician (CIP 11.1001) – **4 STARS**
  - ii. Certificate of Technical Studies (CTS) in ICT: LAN Administrator (CIP 11.1001) – **4 STARS**
  - iii. Certificate of Technical Studies (CTS) in ICT: Network Security Technician (CIP 11.1001) – **4 STARS**
  
- e. Associate of Applied Science (AAS) in Computer Information Systems: Information Science (CIP 11.0401) – **5 STARS**
  - i. Certificate of Technical Studies (CTS) in Computer Information Systems: E-Commerce (CIP 11.0401) – **5 STARS**
  - ii. Certificate of Technical Studies (CTS) in Computer Information Systems: Information Technology (CIP 11.0401) – **5 STARS**
  - iii. Certificate of Technical Studies (CTS) in Computer Information Systems: Web Design (CIP 11.0401) – **5 STARS**
  - iv. Associate of Applied Science (AAS) in Computer Information Systems: Cybersecurity (CIP 11.0401) – **5 STARS**
  - v. Certificate of Technical Studies (CTS) in Computer Information Systems: Information Assurance (CIP 11.0401) – **5 STARS**
  - vi. Certificate of Technical Studies (CTS) in Computer Information Systems: Information Technology Security (CIP 11.0401) – **5 STARS**
    - 1. Technical Competency Area (TCA) in Computer Information Systems: E-Commerce (CIP 11.0401) – **5 STARS**
    - 2. Technical Competency Area (TCA) in Computer Information Systems: Information Storage (CIP 11.0401) – **5 STARS**
    - 3. Technical Competency Area (TCA) in Computer Information Systems: Information Technology (CIP 11.0401) – **5 STARS**
    - 4. Technical Competency Area (TCA) in Computer Information Systems: Marketing and Social Media (CIP 11.0401) – **5 STARS**
    - 5. Technical Competency Area (TCA) in Computer Information Systems: Project Management (CIP 11.0401) – **5 STARS**
    - 6. Technical Competency Area (TCA) in Computer Information Systems: Web Design (CIP 11.0401) – **5 STARS**
    - 7. Technical Competency Area (TCA) in Computer Information Systems: Cybersecurity (CIP 11.0401) – **5 STARS**
  
- f. Associate of Applied Science (AAS) in Cyber Technology: Network Engineering (CIP 11.0901) – **5 STARS**
  - i. Certificate of Technical Studies (CTS) in Cyber Technology: Computer Technician (CIP 11.0901) – **5 STARS**
    - 1. Technical Competency Area (TCA) in Cyber Technology: Computer Technician (CIP 11.0901) – **5 STARS**
    - 2. Technical Competency Area (TCA) in Cyber Technology: System Support Technician (CIP 11.0901) – **5 STARS**
    - 3. Technical Competency Area (TCA) in Cyber Technology: CISCO Certified Network Associate (CCNA) (CIP 11.0901) – **5 STARS**
    - 4. Technical Competency Area (TCA) in Cyber Technology: Information Storage (CIP 11.0901) – **5 STARS**

5. Technical Competency Area (TCA) in Cyber Technology: Wide Area Network Technician (CIP 11.0901) – **5 STARS**

**On motion by Supervisor Ogé, seconded by Supervisor St. Blanc, the Committee voted to approve the program revisions listed for Louisiana Delta Community College. The motion carried.**

5. Northshore Technical Community College

**Program Terminations**

- a. Associate of Applied Science (AAS) in Automotive Technology (CIP 47.0604) – **4 STARS**
- b. Associate of Applied Science (AAS) in Culinary Arts & Occupations (CIP 12.0503) – **4 STARS**
- c. Associate of Applied Science (AAS) in Information Technology (CIP 11.0901) – **5 STARS**
- d. Associate of Applied Science (AAS) in Technical Studies (CIP 47.9999) – **NO STARS**, the following concentrations:
  - i. Air Conditioning and Refrigeration
  - ii. Building Technology Specialist
  - iii. Diesel Empowered Equipment Technology
  - iv. Drafting and Design Technology
  - v. Electric Line Technology
  - vi. Electrician-Industrial
  - vii. Machine Tool Technology
  - viii. Maritime Technology
  - ix. Welding

**On motion by Supervisor Ogé, seconded by Supervisor Toups, the Committee voted to approve the program revisions listed for Northshore Technical Community College. The motion carried.**

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

**Finance Actions**

6. Social Services Contract between Fletcher Technical Community College and NVI LLC dba Nondestructive and Visual Inspection

**On motion by Supervisor St. Blanc, seconded by Supervisor Ogé, the Committee voted to approve a social services contract between Fletcher Technical Community College and NVI LLC dba Nondestructive and Visual Inspection, effective October 2, 2017 to October 1, 2018. This contract is subject to the approval of the State Office of Contractual Review. The motion carried.**

**On motion by Supervisor St. Blanc, seconded by Supervisor Toups, the Committee voted to enter into Executive Session for the purpose of discussing item F.7: Potential Litigation Update. The motion carried.**

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

Yeas - 5

Nays - 0

Tim Hardy, Chairman

Stevie Toups, 1st Vice Chairman

Woody Ogé

Stevie Smith

Vinney St. Blanc

**The Committee entered into Executive Session at 2:21 p.m., following a unanimous vote.**

LCTCS CFO, Joe Marin was an invited guest during the executive session.

Board Coordinator, Sara Landreneau Kleinpeter, conducted a roll call vote to reestablish a quorum. The following Supervisors were in attendance:

Tim Hardy, Chairman

Stevie Toups, 1st Vice Chairman

Woody Ogé

Stevie Smith

Vinney St. Blanc

**The Board reconvened from Executive Session at 2:39 p.m.**

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

**Supervisor Smith continued with the Finance Actions Agenda Items for consideration.**

7. Potential Litigation Update\*\*

For Board information. No action was taken.

**G. UPDATES**

There were no additional updates to come before the Board.

**H. OTHER BUSINESS**

Dr. Sullivan announced to the committee that information related to the CMT Empowering Education Tour will be shared soon and invited them to attend any of the concerts in their area.

**I. ANNOUNCEMENTS**

Supervisor St. Blanc noted the importance of Robert's Rule of Order during the LCTCS meetings and complimented Chair Hardy for always leading the Board.

**J. ADJOURNMENT**

**On motion by Supervisor Smith, seconded by Supervisor Toups, the Board adjourned the meeting at 2:42 p.m.**

**LCTCS Board of Supervisors**  
**Resolution to Urge and Request LCTCS Colleges to Develop Learning Engagement**  
**Strategies During COVID-19 Response and Onward**

**Whereas** LCTCS colleges have historically labored to serve the educational and workforce training needs of the citizens of the State of Louisiana; and

**Whereas** the State of Louisiana, and the nation, has recently had to deal with the realities of the COVID-19 pandemic and has had to implement measures limiting social interaction to inhibit the spread of the impact from this pandemic; and

**Whereas** the pandemic has also had a great impact on all facets of life of individuals, private enterprise and government; and

**Whereas** LCTCS colleges, along with other Louisiana colleges and universities, has had to make substantive changes to both operational and instructional delivery methods (through the migration to "on-line" only coursework where possible) in order to facilitate instruction during this period; and

**Whereas** the LCTCS Board of Supervisors recognizes that the 'hands on' training needed for effective career and technical instruction is a challenge for LCTCS colleges and also recognize that many of the students served by LCTCS colleges may not have access to broad band internet nor the hardware to facilitate "on-line" instructional delivery; and

**Whereas** the impact on the state budget and, that given the above, self-generated revenues are unknown at this time but are anticipated to be negatively impacted; and


**Whereas** the majority of the budget for LCTCS colleges are enrollment driven through tuition and self-generated revenues; and


**Whereas**, the federal government through the recent CARES Act provided funding to assist students and institutions; and

**Whereas** the impact from any budget reductions can be best mitigated through measures implemented earlier in the fiscal year, rather than later; and

**Whereas**, the LCTCS has convened a task force of college leaders to develop strategies to manage the challenges currently facing our colleges;

**Therefore, be it resolved**, the LCTCS Board of Supervisors urges and requests that LCTCS colleges, in conjunction with the system president, continue the extraordinary work of delivering on the two-year college mission for the people of Louisiana in these unprecedented times while taking the steps necessary to mitigate the immediate and longer term impacts of the pandemic and the economic downturn on the delivery of education and training, to include but not be limited to preparing for potential state general fund reductions in fiscal year 2021, preparing for uncertain enrollment and operational changes that will likely impact revenue and expenses, maximizing the institutional funds under the CARES Act, and bolster efforts to provide college sponsored institutional financial aid to students by authorizing the temporary elimination of the financial aid cap specified in LCTCS policy #5.025 for fiscal years 2020 and 2021.


  
Stephen Toups  
Chair LCTCS Board

  
Paul Price, Jr.  
1<sup>st</sup> Vice Chair LCTCS Board

Date: May 6, 2020

**APPROVED**  
 6/10/20

**APPROVED**

  
LCTCS BOARD OF SUPERVISORS  
5/6/20



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## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Joseph F. Marin *JFM*  
Chief Operations Officer

**FROM:** Anthony Brown  
Director of Operations, Risk and Emergency Management

**DATE:** April 29, 2020

**SUBJECT:** Disposal of the Former Baton Rouge Community College Westside Campus

**APPROVED**

*slk* 5/6/20  
LCTCS BOARD OF SUPERVISORS

### FOR BOARD ACTION

**Recommendation:** Staff recommends that the Board authorize the President to complete all of the requirements necessary to sell the former Baton Rouge Community College Westside Campus located at 59125 Bayou Road, Plaquemine to the Iberville Parish School Board. Conveyance documents for the sale of this property will be filed with the local Clerk of Courts and the State Land Office.

**Background:** A new facility for the BRCC Plaquemine Campus, currently operated by River Parishes Community College, was constructed in 2012 through Act 391 funding. Since the former campus was no longer needed by the LCTCS, Iberville Parish School Board entered into a Cooperative Endeavor Agreement (CEA) with the LCTCS to use this site as a maintenance and storage facility in 2013. The Iberville Parish School Board proposes to renovate this facility and add additional space for their use; therefore, they desire to purchase this facility from the LCTCS.

A recent appraisal of the property concluded that it had an appraised value of \$795,000. The School Board has been providing maintenance and upkeep to this facility since 2013. According to information provided by the School Board, they have expended more than \$400,000 on maintenance items at this campus since they have occupied it. The facility needs a new roof, estimated at \$250,000 for replacement. The CEA of 2013 included a provision that the Iberville Parish School Board would provide lawn care services for the new Plaquemine Campus, which they have been providing. The School Board offered \$250,000 for the cash purchase of this property. Given the appraised value, the amount the School Board has already paid for repairs, and the amount needed for the roof replacement, the staff recommends accepting this offer for the property.

LCTCS owns this property with no reversionary clauses or any other restrictions that would prohibit its sale. Staff will perform all due diligence requirements necessary to ensure compliance with all state regulations and policies regarding disposal of LCTCS owned property.

**Fiscal Impact:** \$250,000

**History of Prior Actions:** During the September 2011 meeting, the Board approved the transfer of this property to the State Land Office as surplus property designated for disposal. However, the State Land Office no longer conducts sales of property for higher education management boards.

**Benefits to the System:** The disposal of this property will eliminate all costs and liabilities associated with the ownership of this facility.

*Monty Sullivan*  
Approved for Recommendation to the Board  
Dr. Monty Sullivan, President

*May 6, 2020*  
Date

**APPROVED**

*slk* 6/10/20  
Ratified

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## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

**TO:** Dr. Monty Sullivan  
LCTCS President

**FROM:** Joseph F. Marin  
Chief Operations Officer

**DATE:** May 6, 2020

**SUBJECT:** Appointment of Chancellor for Baton Rouge Community College

### FOR BOARD ACTION

**Recommendation:** Staff recommends the Board appoint Dr. Willie Smith, Sr. as chancellor of Baton Rouge Community College, with an employment contract effective May 6, 2020 through December 31, 2023, with a compensation package consisting of an annual base salary of \$213,000, a housing allowance of \$20,000, a vehicle allowance of \$5,000 (or the use of a college vehicle), a civic organization allowance of \$2,500 and an employer sponsored deferred compensation package of \$20,000.

**Background:** Baton Rouge Community College undertook a comprehensive national search for a permanent chancellor for the college with the departure of Dr. Littleton-Steib and continued this search through the COVID-19 pandemic through electronic means. After following the LCTCS college chancellor search protocols that have been in place for years, Dr. Willie Smith Sr. has been nominated as the candidate most qualified for the position.

Since June of 2019, Dr. Willie Smith, Sr. has served as the interim chancellor of the college to oversee college operations, including the recent conversion of student instruction to online delivery in response to the current pandemic. Additionally, Dr. Smith has overseen many varied important projects and initiatives, such as the Act 360 build out of the Acadian Campus, requiring an individual with tested college leadership skills. Prior to this, Dr. Smith's work experience included serving as the Vice President for Workforce Development at the LCTCS, the Director for South Central Louisiana Technical College and the Vice President for Academic and Workforce Solutions for South Louisiana Community College. Due to his nineteen years of service, Dr. Smith is intrinsically familiar with the LCTCS and is best equipped to provide leadership for Baton Rouge Community College.

**Fiscal Impact:** None, as funds are budgeted for the chancellor position.

**History of Prior Actions:** N/A

**Benefits to System:** This appointment will allow for the continued operational leadership of Baton Rouge Community College.

*Monty Sullivan*  
Approved for Recommendation to the Board  
Dr. Monty Sullivan, President

*May 6, 2020*  
Date

**APPROVED**

*Ratified*

*slk 6/10/20*

LCTCS BOARD OF SUPERVISORS

**APPROVED**

*slk 5/6/20*  
LCTCS BOARD OF SUPERVISORS