



## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

### LCTCS BOARD OF SUPERVISORS MINUTES

Wednesday, February 9, 2022  
10:00 a.m.

LCTCS Board 2<sup>nd</sup> Floor Conference Room  
265 S Foster Dr., Baton Rouge, Louisiana 70806

Meeting will be broadcast live for public interest.

For live streaming, visit this link: <https://www.youtube.com/GoLCTCS>

There is an opportunity for public comment prior to an item being considered on the agenda. Public comments may be made in the following ways: (1) Prior to the meeting until 5:00 p.m. on Tuesday, February 8, 2022: via email to [mediarelations@lctcs.edu](mailto:mediarelations@lctcs.edu) or by this [online form](#) or (2) During the meeting via open conference call at (877) 810-9415; Access Code 6499147#.

Any public comments received virtually will be read during the meeting by the board secretary or a designee. All public comments must include an agenda item number, a name, and a brief statement. Public comments are limited to three minutes per comment.

**\*\*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.**

LCTCS President, Dr. Monty Sullivan welcomed all to the February meeting of the LCTCS Board of Supervisors and asked Board Coordinator, Sara Landreneau Kleinpeter, to review a few items with the Board members.

#### **Sara Kleinpeter provides the following reminders:**

- The meeting is being live streamed online, please be mindful of that.
- Those joining by remote access are each asked to keep yourselves on mute during the meeting. Please use the "raise hand" feature if you have a comment or question. When recognized to speak, unmute yourself, give it a few seconds before you make your comments and then return to mute to avoid background noise during the remainder of the meeting.
- If you have trouble with your technology at any point, you should text or call Sara Kleinpeter, Board Coordinator, on her cell phone. (225-235-2332)
- You may view board items via the links posted on the LCTCS Website.
- We will conduct a roll call at the start of the meeting to establish a quorum and as needed to approve the agenda, enter executive session or with voiced opposition to an item. Time will be given at each motion to voice concern or request a roll call vote.
- Members, please state your name when making a motion. Motions must be made via sound, not gesture.

### ***Changing Lives, Creating Futures***

Monty Sullivan  
**System President**

#### Officers:

Paul Price, Jr.  
**Chair**

Willie L. Mount  
**First Vice Chair**

Alterman L. "Chip" Jackson  
**Second Vice Chair**

#### Members:

Tari T. Bradford  
Cynthia Butler-McIntyre  
Helen Bridges Carter  
Rhoman J. Hardy  
Timothy W. Hardy  
Erika McConduit  
Michael J. Murphy  
Stanton W. Salathe  
Stephen C. Smith  
Craig Spohn  
Stephen Toups

#### Student Members:

Josh Couvillion  
Hayley Pickron

Louisiana  
Community  
& Technical  
College System

265 South Foster Drive  
Baton Rouge, LA 70806

Phone: 225-922-2800  
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- Special guests and staff, please remember to accept the request to join as a panelist when it is time for you to present. Please keep your microphones on mute until your presentation begins.
- Public comments can be made during today's meeting via open conference call at (877) 810-9415; Access Code 6499147#. That information is in the notice of meeting posted on the LCTCS website – www.lctcs.edu
- Any public comments received will be read during the meeting by the board secretary or a designee. All public comments must include an agenda item number, a name, and a brief statement. Public comments are limited to three minutes per comment.

A. CALL TO ORDER

Chair Price called the February 9, 2022, LCTCS Board of Supervisors Meeting to Order at 10:03 a.m.

B. PLEDGE OF ALLEGIANCE

Supervisor Tari Bradford led the group in the Pledge of Allegiance.

C. ROLL CALL

Ms. Kleinpeter called roll with the following results:

**Members Present**

Paul Price, Jr.  
Willie Mount  
Chip Jackson  
Tari Bradford  
Cynthia Butler-McIntyre  
Helen Carter  
Rhoman Hardy  
Erika McConduit  
Mickey Murphy  
Stanton Salathe  
Stephen Toups  
Josh Couvillion\*  
Hayley Pickron

**Absent**

Timothy W. Hardy  
Stephen Smith  
Craig Spohn

**Staff Present**

Monty Sullivan      Quintin Taylor  
Sara L. Kleinpeter      Katie Waldrop  
Joseph Marin      Landon Corbin  
Chris Broadwater      Wendi Palermo

\*notes a member arrived late or departed early

D. APPROVAL OF MEETING AGENDA FOR FEBRUARY 9, 2022

**Chair Price stated, "Members, you have received the agenda and in accordance with Louisiana Revised Statute 42:17.1 as presiding officer I have determined that the matters on this agenda are considered critical or time-sensitive and should not be delayed."**

**On motion by Supervisor Mount, seconded by Supervisor Couvillion, the Board voted to approve the February 9, 2022, agenda and the consideration of the matters on it. The motion carried.**

Following the roll call vote, Ms. Kleinpeter noted that the outcome of the vote ensured that 2/3 of those present voted affirmatively to adopt the agenda and consider the items on it.

E. APPROVAL OF MEETING MINUTES FROM JANUARY 12, 2022

**On motion by Supervisor Couvillion, seconded by Supervisor Butler-McIntyre, the Board voted to approve the January 12, 2022, meeting minutes as presented. The motion carried.**

F. REPORTS

1. Chair of the Board Report

Chair Price provided the following report:

- ❖ Welcomed Supervisor Hayley Pickron to the LCTCS Board of Supervisors, noting that her Council of Student Body peers selected her to fill the term that was vacated by Supervisor Almeida's resignation. She was sworn in earlier this week in advance of today's meeting.

He read her bio: Hayley is a sophomore general studies major at Bossier Parish Community College. She's married to Kenneth, and they recently celebrated their fifth anniversary. Ms. Pickron is a second-year Cavalier Express student recruiter, the current S.G.A. president, and the 2022 BPCC homecoming queen. She enjoys meeting new people and has a passion for helping others in any way possible. Hayley likes to craft, cook, and spend time with her pet rabbit, Honey, in her spare time. Upon graduation from BPCC, she plans to continue her educational journey to pursue a bachelor's and master's degree and begin a career in the higher education field.

Supervisor Pickron thanked the Board for the opportunity to serve on the Board. She is honored to be chosen by COSBP and looks forward to working with each member.

- ❖ Offered congratulations to Rhoman Hardy on his retirement. Supervisor Hardy indicated that he will retire from Shell on April 30, 2022 after a 34-year career with the organization. He looks forward to remaining in Louisiana after retirement.
- ❖ Provided congratulations to Tim Hardy on his role in the first ever Climate Action Plan through the Governor's Climate Initiatives Task Force. Sara will forward the press release to each of you. He encouraged members to read through it. He noted Supervisor Hardy's absence is because he attended an ACCT meeting.

- ❖ Supervisor Josh Couvillion attended the annual COSBP visit to Washington, DC. He was honored to represent LCTCS and CLTCS during the visit. Josh Couvillion and Chancellor Jimmy Sawtelle gave a brief presentation on the experience. He shared a slide deck with photos and highlights of the trip.
- ❖ Announced that the LCTCS Workforce Experience will take place on Tuesday, April 12<sup>th</sup> at the Capitol Barracks and asked members to make plans to attend.
- ❖ Noted that the 2022 Phi Theta Kappa (P.T.K.) All-State Ceremony Luncheon will be a virtual ceremony on April 22. Please let Sara know if you want to join and she will make sure that you get the virtual link.

## 2. President's Report

Dr. Sullivan provided the following report:

Welcomed Baton Rouge Community College Chancellor, Dr. Willie Smith to address the Board. Dr. Smith introduced members of the Franciscan Missionaries of Our Lady Health System to announce a donation in Support of the BRCC Nursing & Allied Health Building. In attendance were Scott Wester, Baton Rouge Market President, Franciscan Missionaries of Our Lady Health System and Tina Schaffer, VP Talent Strategy & Chief D.E.I. Officer, Franciscan Missionaries of Our Lady Health System.

On a matter of personal privilege, Dr. Sullivan asked Chair Price and the Board to consider items H.1. Strategic Partnership Announcement for Baton Rouge Community College and H.2. Authorizing Naming Opportunity at Baton Rouge Community College out of order. There was no objection.

H.1. Strategic Partnership Announcement for Baton Rouge Community College

**On motion by Supervisor Couvillion, seconded by Supervisor Toups, the Board voted to authorize the President and the Chancellor of Baton Rouge Community College to negotiate and execute a cooperative endeavor agreement between the college and the Franciscan Missionaries of Our Lady Health System to renovate a portion of the Bonne Sante Building on the Mid-City Campus for use as a Healthcare Center. The motion carried.**

H.2. Authorizing Naming Opportunity at Baton Rouge Community College

**In accordance with LCTCS Board Policy #4.003 and Baton Rouge Community College's own naming policy, this memo represents the formal request by the College. On motion by Supervisor Couvillion, seconded by Supervisor Toups, the Board voted to authorize exclusive naming rights over a ten-year (10) period for the proposed Nursing and Allied Health Facility at Baton Rouge Community College. The motion carried.**

- ❖ Shared with the Board that Short Term Pell Grants were approved for those of our students who are taking short term training program. This policy allows for access to a larger portion of our citizens.
- ❖ Invited LCTCS Chief Education and Training Officer, Dr. Wendi Palermo and Louisiana Board of Regents Deputy Commissioner of Academic Affairs and Innovation, Dr. Tristan Denley to discuss the universal transfer in Louisiana. Dr. Denley took the time to explain the process to review all transfer programs and work with each education discipline to develop an education pathway that encourages and enhances the opportunities for transfer.
- ❖ Chris Broadwater, LCTCS Vice President for Workforce Policy & General Counsel, reviewed the impact of the ReBoot program. The initial investment of \$10 million served a total of 6506 students through the program in the areas of construction, healthcare, transportation/logistics, unique local demands, information technology, and manufacturing. Governor John Bel Edwards is requesting \$20 million in the budget to fund this program for another year.

Dr. Sullivan thanked the Board for their support in policy impact and allowing the staff to work toward removing barriers to education for our state's most needed constituents.

- ❖ Introduced Dr. Ashley Mullens, LCTCS Director of Rural Innovation and Broadband. Dr. Mullens joins the staff from the LSU AgCenter with a longtime history working with rural communities. Dr. Mullens is excited to be part of the LCTCS team and looks forward to working with the campuses on their rural initiatives.
- ❖ Provided a brief budget update, noting that the current budget proposed by Governor Edwards invests heavily in higher education and also all education initiatives. The funding supports the alignment of agencies from early childhood education through higher education.
- ❖ College Updates
  - In the final week of January, Bossier Parish Community College (BPCC) launched its Fiber College initiative to deliver targeted, non-credit training in support of Broadband expansion. In the first round of training, 18 industry-based credentials in basic as well as specialized fiber optic certifications were earned. More training is scheduled in the coming months.
  - U.S. Secretary Walsh, along with U.S. Under Secretary Lui, Governor John Bel Edwards, Secretary Coates, and Mayor Cantrell, visited Delgado Community College (DCC) on Monday, February 7th to meet with Resilience Force Nola. Resilience Force is a national initiative to transform America's response to disasters by strengthening and securing America's Resilience Workforce.
  - SOWELA recently received a \$200,000 donation for student scholarships from an out-of-state anonymous donor. This donor typically donates only to 4-year universities but did research on community colleges and picked SOWELA because of their reputation for student success and community engagement.
  - Congratulated Nunez Community College Chancellor Tina Tinney on the birth of her first grandchild.

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

G. BOARD DEVELOPMENT

1. COVID-19 Impact on Enrollment and Finances

Joe Marin, LCTCS COO presented a detailed report on the overall system financials noting that revenue is down but that federal funds from COVID recovery are aiding in operations. Mr. Marin noted that the fiscal office is constantly preparing for the time when supplemental dollars are no longer being directed to the colleges and system.

Dr. Amy Cable reviewed enrollment numbers. Overall, the colleges are down an average of 10% in enrollment and she noted that decline is happening across the nation.

Dr. Sullivan shared that the next steps to move forward include the following goals: Drive enrollment. identify and implement practices that reduce overall operational costs per credit, continue identifying and eliminating loss leaders, and continue to sustain our rural campuses.

H. GENERAL ACTION ITEMS\*\*

**Supervisor Jackson presented the Facilities Action Items for consideration by the Board**

FACILITIES

1. Strategic Partnership Announcement for Baton Rouge Community College

**Approved during the President's Report earlier in the meeting.**

2. Authorizing Naming Opportunity at Baton Rouge Community College

**Approved during the President's Report earlier in the meeting.**

3. Cooperative Endeavor Agreement between Louisiana Delta Community College and City of Bastrop

**On motion by Supervisor R. Hardy, seconded by Supervisor Bradford, the Board voted to approve a Cooperative Endeavor Agreement (C.E.A.) between Louisiana Delta Community College (LDCC) and City of Bastrop, effective upon signature of the parties and continuing for a term of three (3) years with LDCC having the option to extend the C.E.A. for an additional two (2) year period. The motion carried.**

4. Servitude and Right of Way Agreement from the Louisiana Community and Technical College System, on behalf of River Parishes Community College, Reserve Campus to Entergy Louisiana, L.L.C.

**On motion by Supervisor Couvillion, seconded by Supervisor McConduit, the Board voted to authorize the President to execute a right of way agreement between Entergy Louisiana, L.L.C., and the LCTCS on behalf of River Parishes Community College to enhance the power capacity provided to the Reserve site and the for the continued maintenance of the utility distribution equipment. The legal description and technical drawing illustrating the area to be transferred will be maintained in the Office of the Chief Operations Officer. The motion carried.**

5. Utilities Right of Way Agreements – Blanket Approval

**On motion by Supervisor McConduit, seconded by Supervisor R. Hardy, the Board voted to authorize the President to execute right of way agreements between utility providers and the LCTCS, on behalf of its member colleges, for all current and future projects funded through Capital Outlay appropriations. The legal descriptions and technical drawings illustrating the areas to be transferred will be maintained in the Office of the Chief Operations Officer. The motion carried.**

**Supervisor Salathe presented the Finance Action Items for consideration by the Board.**

FINANCE

6. Consulting Services Contract between Bossier Parish Community College and Huron Consulting Services, L.L.C.

**On motion by Supervisor Carter, seconded by Supervisor Bradford, the Board voted to approve an amendment to a consulting services contract between Bossier Parish Community College and Huron Consulting Services, L.L.C., effective January 30, 2022 through January 31, 2023. This contract is subject to the approval of the Office of State Procurement. The motion carried.**

7. Board of Regents Matched Endowed Scholarship

**On motion by Supervisor McConduit, seconded by Supervisor Butler-McIntyre, the Board voted to approve the endowed scholarship below:**

**River Parishes Community College  
EVONIK First Generation Scholarship for PTEC Majors from St. John the Baptist Parish (EVONIK First Gen PTEC-SJTB)  
\$50,000 total (\$30,000 private: \$20,000 public).**

**The motion carried.**

**Supervisor McConduit presented the Personnel Action Items for consideration by the Board.**

PERSONNEL

8. For Review and Advisement – Policy #6.011, Prohibition and Prevention of Discrimination, Harassment, and Retaliation

The Board received for review and advisement the attached revisions to Policy #6.011, Prohibition and Prevention of Discrimination, Harassment, and Retaliation Policy.

**On motion by Supervisor Jackson, seconded by Supervisor Mount, the Board voted to enter Executive Session to discuss Items H.9. Pending and Potential Litigation, H.10. River Parishes Community College Interim Chancellor Compensation, H.11. LCTCS System President Contract Recommendation. The motion carried.**

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

Yeas - 13			Nays - 0
Paul Price, Jr.	Willie Mount	Chip Jackson	
Tari Bradford	Cynthia Butler-McIntyre	Helen Carter	
Rhoman Hardy	Erika McConduit	Mickey Murphy	
Stanton Salathe	Stephen Toups	Josh Couvillion	
Hayley Pickron			

**The Board entered Executive Session at 11:45 a.m., following a unanimous roll call vote in its favor.**

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

Paul Price, Jr.	Willie Mount	Chip Jackson
Tari Bradford	Cynthia Butler-McIntyre	Helen Carter
Rhoman Hardy	Erika McConduit	Mickey Murphy
Stanton Salathe	Stephen Toups	Hayley Pickron

Supervisor Josh Couvillion had technical issues during the session and was not successful in rejoining the meeting.

**The Board reconvened from Executive Session at 12:24 p.m. Chair Price stated that no votes were taken, and no consensus was reached during the Executive Session.**

9. Pending and Potential Litigation

**Informational item only.**

10. River Parishes Community College Interim Chancellor Compensation

**On motion by Supervisor Mount, seconded by Supervisor Bradford, the Board voted to approve a compensation package increase for Dr. James Carlson, Interim Chancellor at River Parishes Community College (RPCC), with a base salary of \$162,750, a housing allowance of \$25,000, a vehicle allowance of \$7,500 or the use of a state vehicle, and a civic organization allowance of \$2,500 for a total compensation of \$197,750 to be effective February 7, 2022. The motion carried.**

11. LCTCS System President Contract Recommendation

**Due to Dr. Sullivan's recent exemplary performance evaluation and in accordance with the LCTCS Board Policy #6.005, Evaluation Process for LCTCS President, we are requesting the following actions effective February 9, 2022 and extended through February 8, 2027.**

**On motion by Supervisor Mount, seconded by Supervisor Jackson, the Board voted to approve that Dr. Sullivan's annual base pay be \$429,000 with a housing allowance of \$50,000, an auto allowance of \$24,000 and an employer deferred compensation retirement contribution of \$57,000, or an amount equal to the maximum allowable value under Internal Revenue Service guidelines, for a total compensation of \$560,000. The contract shall include an annual 2.5% escalator, based on base pay, pending favorable performance evaluations, although the Board has the authority to provide additional compensation.**

**We are also requesting that Mr. Joseph Marin, Chief Operations Officer at the Board Office be notified of this implementation.**

**The motion carried.**

**Chair Price presented the Consent Agenda Items for consideration by the Board.**

**On motion by Supervisor Mount, seconded by Supervisor Butler-McIntyre, the Board voted to approve the Consent Agenda which consists of agenda items I.1. through I.2. The motion carried.**

**I. CONSENT AGENDA**

1. Bossier Parish Community College  
Program Addition
  - a. Certificate of Technical Studies (C.T.S.), Medical Assistant (CIP 51.0801) – with an Industry Based Certification in Basic Life Support from the American Heart Association – **3 STARS**
2. South Louisiana Community College  
Program Additions
  - a. Associate of Applied Science (A.A.S.), Medical Assistant (CIP 51.0801) – **2 STARS**
    - i. Technical Diploma (T.D.), Medical Assistant – Coding Associate (CIP 51.080) – **2 STARS**
      - a) Certificate of Technical Studies (C.T.S.), Clinical Medical Assistant (CIP 51.080) – **2 STARS**
        - 1) Career and Technical Certificate (C.T.C.) Administrative Medical Assistant (CIP 51.0801) with an Industry Based Certification in Certified Medical Administrative Assistant (CMAA) from the National Healthcare Association – **2 STARS**
- Program Termination
  - b. Technical Diploma (T.D.), Industrial Machine Shop Technician (CIP 48.0501) – **3 STARS**
    - i. Certificate of Technical Studies (C.T.S.) Drill press operator (CIP 48.0501) – **3 STARS**

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

J. UPDATES

1. Alternative Financing Projects
2. Report on General Personnel Actions for LCTCS Colleges and System Office
3. F.Y. 2021-2022 2nd Quarter Financial Status Report
4. F.Y. 2021-2022 2nd Quarter Report on Contracts
5. Report of Breazeale Sachse & Wilson, L.L.C. Charges for Quarter Ending December 31, 2021
6. Status Report on Capital Projects

K. OTHER BUSINESS

No additional business was presented to the Board.

L. ANNOUNCEMENTS

Ms. Kleinpeter noted there were no requests for public comment via phone, email, or web submission.

There were no additional announcements for the Board.

M. ADJOURNMENT

**On motion by Supervisor Toups, seconded by Supervisor Carter, the meeting adjourned at 12:31 p.m.**