

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

**LCTCS BOARD OF SUPERVISORS MONTHLY MEETING
DRAFT MINUTES**

**Wednesday, February 8, 2017
10:00 a.m.**

The Louisiana Building
Baton Rouge Community College
201 Community College Drive, 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. 42.16-17.*

A. CALL TO ORDER

Chair Grissette called the February 8, 2017, LCTCS Board of Supervisors monthly meeting to order at 10:10 a.m.

B. PLEDGE OF ALLEGIANCE

Supervisor Charles Strong led the assembly in reciting the Pledge of Allegiance.

Out of respect for the guests in attendance and by privilege of the Chair, item F. Special Presentation was taken up immediately following the Pledge of Allegiance.

F. SPECIAL PRESENTATION: SIGNING CEREMONIES:

- The Louisiana National Guard *Troops to College Agreement*
- The Army Reserve Louisiana Recruiting Battalion *Student Soldier Agreement*
- The Louisiana National Guard *Youth Challenge Program Memorandum of Understanding*

Dr. Sullivan thanked the armed service organizations for their service and sacrifice for the USA and each person in the room. LCTCS has a long standing history of partnering with the military. LCTCS was the first system to have all of its colleges noted as Veteran friendly campuses in the State of Louisiana. These agreements will provide more opportunity for military personnel to earn degrees from LCTCS colleges.

Dr. Paul Carlsen reiterated the long standing tradition at LCTCS to serve the military and provide an easy transition for veterans. The agreements today will provide a better opportunity for veterans to receive training and education from LCTCS colleges.

Dr. Carlsen invited US Army Reserve Lieutenant Colonel Eric M. Saulsbury, the Baton Rouge Battalion Commander, to speak about the partnership/agreement. Lt. Col. Saulsbury noted that the agreement will encourage students to graduate and assist in job placement for military graduates. He thanked Dr. Sullivan, Dr. Carlsen, and Dr. René Cintron for their help and guidance to make this agreement a reality.



*Changing Lives,
Creating Futures*

Monty Sullivan
System President

Officers:

Timothy W. Hardy
Chair

Deni Grissette
First Vice Chair

Stephen Toups
Second Vice Chair

Members:

- Helen Bridges Carter
- Erika McConduit
- Willie Mount
- 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
- Charles Strong

Student Members:

- Sommer Brown
- Jennifer Burgess

Louisiana
Community
& Technical
College System

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Baton Rouge, LA 70806

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Dr. Carlsen recognized the members of the US Army Reserve staff in attendance:
Lieutenant Colonel Eric M. Saulsbury, Baton Rouge Battalion Commander
CPT. Victor Alexander, Baton Rouge Company Commander
CPT. Sumalindinie R. Serion, Lafayette Company Commander
CPT. William H. Strouse, New Orleans Company Commander
CPT. Floyd Hill, Shreveport Company Commander
Dr. Jerrick L. Hornbeak, Baton Rouge Education Services Specialist
Mr. Roger Harmon, Public Affairs

All parties signed the agreement and a photo was taken.

Dr. Carlsen invited Col. Michael Borrel, Director of Education Programs, Louisiana National Guard, to address the Board. Col. Borrel shared a video about the Youth Challenge Program (YCP) with the Board. He noted that the YCP is a program that reclaims the lives of 16-18 year old at risk youth and make them productive citizens. It is a five month residential program that provides education and training to the students. There is a program that allows up to thirty students from each class to attend an LCTCS school. Upon completion of the YCP, the students are encouraged to get a job, continue their education, or enter the military. There is an 80% success rate. The program with LCTCS that began about a year ago has allowed 120 students from YCP to obtain training at the college level.

National Guard staff attending:

Mr. Ernie Gonzales, Office of Secretary of Defense for Reserve Affairs
LTC. Markus Lueder, Special Assistant to the Director of Education Programs
MAJ. Jackie Manton, Director, Youth Challenge Program - Gillis Long
MAJ. Kenneth Paul, Director, Youth Challenge Program - Camp Beauregard
CPT. Jason Montgomery, Director, Youth Challenge Program - Camp Minden
CSM. Mary Magee, Senior Enlisted Advisor, Louisiana National Guard Education Programs
MSG. Richard Bullock, Recruiting Consultant, Louisiana Youth Challenge Programs
Mrs. Megan Ready, Public Relations Director, Louisiana Youth Challenge Programs
MAJ. Barry Riley, Deputy Director, Youth Challenge Program - Gillis Long
1SG. Jerome Neal, Commandant, Youth Challenge Program - Gillis Long
Mrs. Audra Desselles, Lead Counselor, Youth Challenge Program - Gillis Long
1LT. Quatiara Goins - Deputy Director, Youth Challenge Program - Camp Minden
Students from the Youth Challenge Program

Dr. Sullivan asked all of the students in attendance to introduce themselves to the Board. Each student stated their name, hometown, and course enrolled in. Dr. Sullivan advised each to finish their programs.

All parties signed the agreement and a photo was taken.

Joey Strickland, Secretary of the Louisiana Department of Veteran Affairs, spoke about the importance for providing education opportunities for veterans. He thanked all parties involved in the agreements that will benefit veterans in Louisiana. He spoke about the services that the Office of Veteran Affairs is able to offer to veterans in Louisiana. He presented Dr. Sullivan,

on behalf of LCTCS, two books - *Korea Reborn: A Grateful Nation* and *25th Anniversary: The Liberation of Kuwait*. These books are given to veterans in Louisiana.

Dr. Sullivan introduced Louisiana Delta Community College SGA President, currently serving on the Louisiana Board of Regents and a former member of this Board, Mr. Benson Kinney.

Mr. Kinney gave a presentation about creating safe zones at college campuses for those who are recovering from substance and alcohol abuse. Mr. Kinney asked for the support of the LCTCS Board in his effort to create this program. The Board valued his idea and had many questions related to the program and its potential for success within the LCTCS. Dr. Sullivan agreed to a further discussion to find a college within the system to pilot this program and to discuss at a future meeting.

C. ROLL CALL

Sara Kleinpeter called roll with the following results:

Members Present

Deni Grissette
Erika McConduit
Michael J. Murphy
Woody Ogé
Joe Potts
Paul Price, Jr.
Mark D. Spears, Jr.
Vincent St. Blanc, III
Charles Strong

Absent

Timothy W. Hardy
Stephen Toups
Sommer Brown
Jennifer Burgess
Helen Carter
Willie Mount
Stephen Smith
Craig Spohn

Staff Present

Monty Sullivan
Sara L. Kleinpeter
Quintin Taylor
Alex Appeaning
Michael Redmond
David Helveston
Erica Hughes
Anthony Brown
Katie Waldrop
Joe Marin
Paul Carlsen
Joel Watkins
René Cintron
Suzette Meiske
Missy LaCour
Carly Dartez

D. APPROVAL OF MEETING AGENDA FOR FEBRUARY 8, 2017

On motion by Supervisor Ogé, seconded by Supervisor McConduit, the Board voted to approve the February 8, 2017, meeting agenda. The motion carried.

E. APPROVAL OF MEETING MINUTES FROM DECEMBER 14, 2016

On motion by Supervisor St. Blanc, seconded by Supervisor Ogé, the Board voted to approve the December 14, 2016, meeting minutes as presented. The motion carried.

G. REPORTS

1. Chair of the Board Report

Chair Grissette provided the following report:

- ❖ In keeping with the 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 return it to Sara Kleinpeter, Board Coordinator.

2. President's Report

Dr. Sullivan provided the following report:

- ❖ Invited South Central Louisiana Technical College Director Earl Meador to discuss the apprenticeship program. SCL received a national contract from the Department of Labor to promote apprenticeships in the maritime and transportation sector nationwide. The contract is based on the format that there would be five sectors of excellence throughout the country, based in south Louisiana. The first sector of excellence meeting was held recently. More than twenty businesses met to discuss apprenticeships. Representatives from the River Region (petrochemical and refining industry) as well as Coastal Maritime (inland brown water and off shore operators) attended the meeting and began discussion on creating apprenticeships in their industry. The contract will provide for funds over the next five years to entice businesses to develop long standing apprenticeship programs. This meeting is the first step to creating opportunities for unemployed individuals to enter the workforce via an apprenticeship program. Director Meador will continue to discuss this program with the Board in the future.
- ❖ Provided the following campus updates
 - Bossier Parish Community College (BPCC) was nominated and is a finalist for the national Bellwether Award for its Open Campus.
 - South Louisiana Community College (SLCC) recently opened the new healthcare facility and honored founding LCTCS Board Member, Brett Mellington.
- ❖ Budget update: As a system, over a nine year time period, there have been sixteen budget reductions totaling an \$82 million reduction in the state general fund. In some cases, those funds have been replaced with tuition, but not fully. Currently, the state is facing a fiscal year deficit of \$300 million for FY 16/17 and projected to be another deficit of \$400 million for FY17/18. Additionally, in June of 2018, \$1.5 billion in sales taxes will roll off as a revenue source. The fiscal circumstance of the LCTCS Colleges, and the State of Louisiana, is bleak. Dr. Sullivan thanked Chairman Hardy for his direction and the support of the Board to begin the process of reviewing efficiencies within the system

and determine the best path forward for the system. The LCTCS will continue to focus on being great every day even with the budget challenges that it faces.

H. GENERAL ACTION ITEMS**

Vice Chair Grissette presented the Committee of the Whole agenda items for consideration by the Board.

On motion by Supervisor Murphy, seconded by Supervisor St. Blanc, the Board voted to enter into Executive Session for the purpose of discussing the personnel actions provisionally approved during the January 6, 2017 meeting of the Executive Committee. The motion carried.

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

Yeas - 9		Nays - 0
Deni Grissette	Paul Price, Jr.	
Erika McConduit	Mark D. Spears, Jr.	
Michael J. Murphy	Vincent St. Blanc, III	
Woody Ogé	Charles Strong	
Joe Potts		

The Board entered into Executive Session at 11:31 a.m., following a unanimous vote.

The Board reconvened from Executive Session at 12:52 p.m.

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

Deni Grissette	Paul Price, Jr.
Erika McConduit	Mark D. Spears, Jr.
Michael J. Murphy	Vincent St. Blanc, III
Woody Ogé	Charles Strong
Joe Potts	

Vice Chair Grissette stated that no votes were taken and no consensus was reached during the Executive Session.

Committee of the Whole (for Ratification by the Full Board)

1. Ratification of Actions Taken at the January 6, 2017 Executive Committee Meeting
 - a. Approval of the October 19, 2016 LCTCS Board of Supervisors Executive Committee Meeting Minutes

Personnel Actions

- b. Layoff Avoidance/Reduction in Force Plan for Bossier Parish Community College
- c. Layoff Avoidance/Reduction in Force Plan for Louisiana Delta Community College
- d. Layoff Avoidance/Reduction in Force Plan for Northwest Louisiana Technical College

On motion by Supervisor Potts, seconded by Supervisor Strong, the Board voted to ratify the actions taken during the January 6, 2017, LCTCS Executive Committee Meeting.

Supervisor Price presented the Academic and Student Affairs Action items for consideration by the Board.

Academic and Student Affairs Actions

2. Review and Advisement: Revisions to LCTCS Policy #3.001, "Electronic Learning Policy Statements"

No action was taken.

3. Review and Advisement: Repeal LCTCS Policy #1.045, "LCTCSOnline Initial Policy Statements" and LCTCS Policies numbered 3.002 through 3.013

No action was taken.

4. Revisions to LCTCS Policy #2.004, "Student Conduct and Appeal Procedures"

On motion by Supervisor Ogé, seconded by Supervisor Strong, the Board voted to approve the attached revisions to Policy #2.004, "Student Conduct and Appeal Procedures." The motion carried.

Supervisor Ogé presented the Facilities Action items for consideration by the Board.

Facilities Actions

5. Servitude and Right of Way Agreement from the LCTCS, on behalf of Northshore Technical Community College, to CLECO Power, LLC

On motion by Supervisor Potts, seconded by Supervisor St. Blanc, the Board voted to authorize the President to execute a right of way agreement between the LCTCS, on behalf of Northshore Technical Community College (NTCC), and CLECO Power, L.L.C. for the connection of electrical service and the continued maintenance of the utility distribution equipment to be installed to service the new Lacombe campus that is currently under construction. 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.

6. Cooperative Endeavor Agreement between Northshore Technical Community College and St. Tammany Parish Government

On motion by Supervisor St. Blanc, seconded by Supervisor McConduit, the Board voted to authorize the President and the Chancellor of Northshore Technical Community College to execute a Cooperative Endeavor Agreement, on behalf of the LCTCS, with the LCTCS Foundation and St. Tammany Parish Government to enter into a servitude agreement with the St. Tammany Parish Government to facilitate proper drainage in St. Tammany Parish, and utilize funds reimbursed by the St. Tammany Parish Government for the servitude to construct an outdoor classroom. The legal description and technical drawing illustrating the area of the servitude will be maintained in the office of the Chief Operations Officer. The motion carried.

Supervisor Murphy presented the Personnel Action items for consideration by the Board.

Personnel Action

7. Revisions to LCTCS Policy #6.011, “Harassment Policy”

On motion by Supervisor Potts, seconded by Supervisor Ogé, the Board voted to approve the attached revised LCTCS Policy #6.011, “Harassment, Discrimination and Retaliation”. The motion carried.

Vice Chair Grissette presented the Consent Agenda items for consideration by the Board.

On motion by Supervisor Strong, seconded by Supervisor Murphy, the Board voted to approve the Consent Agenda which consists of agenda items I.1 through I.4. The motion carried.

I. CONSENT AGENDA

Academic and Student Affairs

Approved new programs and exit points, program revisions, and program terminations as listed below:

Baton Rouge Community College

Program Revisions

1. Associate of Science (AS) in General Science
(CIP 24.0199) – **TRANSFER ORIENTED**

Central Louisiana Technical Community College

Program Revisions (to be offered 100% online)

2. Associate of Applied Science (AAS) in Criminal Justice
(CIP 43.0104) – **4 STARS**

Northshore Technical Community College

Program Revisions

3. Associate of Applied Science (AAS) in Technical Studies: Welding
(CIP 47.9999) – **5 STARS**
4. Technical Diploma (TD) in Welding
(CIP 48.0508) – **5 STARS**

Vice Chair Grissette referenced the Updates provided and encouraged Board members to review this information.

J. UPDATES

1. Alternative Financing Projects
2. Quarterly Financial Report
3. Report of Breazeale Sachse & Wilson, LLC for Quarter Ending December 31, 2016
4. Report on General Personnel Actions for LCTCS Colleges and System Office
5. Second Quarter Contracts Report
6. Status Report on Capital Projects

K. OTHER BUSINESS

There was no other business to come before the Board.

L. ANNOUNCEMENTS AND PUBLIC COMMENT

Dr. Sullivan noted that Northshore Technical Community College is hosting an open house of the new campus on February 14th beginning at 10:30 a.m. Additionally, they will hold a ribbon cutting on March 6, 2017. All are invited.

Supervisor McConduit noted, for the record, that during the December meeting she had a number of questions to CSRS about minority contractor outreach. Since that meeting, representatives from CSRS have met with her and they are working together to create a better outreach plan. Supervisor McConduit thanked CSRS for the open dialogue and shared that the conversations are mutually beneficial for LCTCS and CSRS.

There were no requests for public comment nor any additional announcements to come before the Board.

M. ADJOURNMENT

There being no further business to come before the Board, and on motion by Supervisor Ogé, seconded by Supervisor Price, Vice Chair Grissette adjourned the meeting at 1:06 p.m.