

MINUTES

**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM
BOARD OF SUPERVISORS REGULAR MONTHLY MEETING**

**WEDNESDAY, APRIL 10, 2013
9:00 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. 42.6.

NOTE: *No separate committee meetings are scheduled.*

I. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, April 10, 2013, at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Michael J. Murphy, called the meeting to order at 9:02 a.m.

II. PLEDGE OF ALLEGIANCE

Board Supervisor Smith led the assembly in reciting the Pledge of Allegiance.

III. ROLL CALL

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

Members Present

Edwards Barham
Robert Brown
Helen Bridges Carter
Jimmy Douglas
Keith Gamble
Deni Grissette
Timothy W. Hardy, 2nd Vice Chair
Brett Mellington
Michael Murphy, Chair
Woody Ogé, 1st Vice Chair
Stephen Smith
Vincent St. Blanc, III

Members Absent

Adrianna Garcia
Paul Price
Mike Stone
Scott Terrill
Stephen Toups

Staff Present

Dr. Joe May
Bonni Blouin
Leah Goss
Jan Jackson
Jean Ann Kozlowski
Dr. Derrick Manns
Joe Marin
Dr. Neil Matkin
Bill Obier
Michael Redmond
Shannon Sedberry
Eric Setz
Joel Watkins

IV. APPROVAL OF APRIL 10, 2013 AGENDA

On motion of Supervisor Ogé, seconded by Supervisor Carter, the Board voted to approve the April 10, 2013 agenda as presented.

V. APPROVAL OF MINUTES OF MARCH 13, 2013 AUDIT COMMITTEE AND FULL BOARD MEETINGS

On motion of Supervisor Mellington, seconded by Supervisor Grissette, the Board voted to approve the minutes of the March 13, 2013 Audit Committee and Full Board meetings as presented. The motion carried.

VI. REPORTS

1. Chair of the Board Report

Chair Murphy presented the Chair of the Board Report. He stated that the meeting would follow a compressed schedule today due to additional commitments on behalf of the Board and, in the interest of conserving time, he would forego the Chair of the Board Report.

2. President's Report

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

- Dr. May stated that Bonni Blouin, Coordinator of Board Services, has announced her intent to retire from the LCTCS at the end of July.
- Dr. May stated that Senate Bill 45, which involves the merger of Capital Area Technical College and Baton Rouge Community College, will be heard by Senate Education Committee today.
- Steve Vassallo, CEO, Terrebonne Economic Development Authority, provided a presentation on the upcoming Louisiana Entrepreneurship Festival which will be held June 20-21st at the Houma-Terrebonne Civic Center. A short video was shown and poster billboards were provided to LCTCS chancellors to post at their campuses. The festival will be recruiting high school juniors and seniors, college students, veterans and adults who are contemplating starting their own business, have a vision/idea/concept about starting a new business or have recently started a new business. Mr. Vassallo thanked Fletcher Technical Community College and South Central Louisiana Technical College for their assistance. Dr. May stated that Jimmy Sawtelle and Quintin Taylor will assist Mr. Vassallo in his efforts to promote the festival.
- Dr. May informed the Board that a shuttle will be available to take individuals to the state capitol for the Senate Education Hearing. The shuttle will leave from the Governor's Building at 10:15 a.m.

VII. GENERAL ACTION ITEMS****Facilities Actions**

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

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

Dr. William Wainwright, Chancellor, Northshore Technical Community College, addressed the Board to provide details and answer questions regarding the Cooperative Endeavor Agreement between Northshore Technical Community College and St. Tammany Parish Government.

On motion of Supervisor Ogé, seconded by Supervisor Grissette, the Board voted to authorize the System President to negotiate and enter into a Cooperative Endeavor Agreement between the Louisiana Community and Technical College System and St. Tammany Parish Government for lease of 12.6 acres on Tamanend Way and its intersection with Highway 434 in Lacombe, Louisiana for a term not to exceed 99 years, effective upon the approval of the FEMA improved project for construction of a campus facility for Northshore Technical Community College. This transaction will be recorded with the State Land Office. The motion carried.

Finance Actions

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

1. Contracts
 - a. Baton Rouge Community College and Reliability Solutions LLC

On motion of Supervisor Gamble, seconded by Supervisor Mellington, the Board voted to approve a professional services contract between Baton Rouge Community College and Reliability Solutions LLC, effective April 1, 2013 through March 31, 2014. This contract is subject to the approval of the Office of Contractual Review. The motion carried.

- b. Bossier Parish Community College and National Council for Workforce Education

On motion of Supervisor St. Blanc, seconded by Supervisor Brown, the Board voted to approve a professional services contract between Bossier Parish Community College and National Council for Workforce Education, effective April 1, 2013 through September 30, 2015. This contract is subject to the approval of the Office of Contractual Review. The motion carried.

- c. Bossier Parish Community College and World Education, Inc.

On motion of Supervisor Mellington, seconded by Supervisor Hardy, the Board voted to approve a professional services contract between Bossier Parish Community College and World Education, Inc., effective April 1, 2013

through September 30, 2015. This contract is subject to the approval of the Office of Contractual Review. The motion carried.

- d. Delgado Community College and Smith Group JJR, Inc.

On motion of Supervisor Brown, seconded by Supervisor Ogé, the Board voted to approve a professional services contract between Delgado Community College and Smith Group JJR, Inc., effective March 20, 2013 through October 30, 2013. This contract is subject to the approval of the Office of Contractual Review. The motion carried.

- e. L.E. Fletcher Technical Community College and Well Control School

On motion of Supervisor St. Blanc, seconded by Supervisor Gamble, the Board voted to approve a professional services contract between L. E. Fletcher Technical Community College and Well Control School, effective January 14, 2013 through January 13, 2014. This contract is subject to the approval of the Office of Contractual Review. The motion carried.

2. Revision to LCTCS Policy #5.024, Recoupment of Overpayments

On motion of Supervisor Mellington, seconded by Supervisor St. Blanc, the Board voted to approve the revision for Policy #5.024, Recoupment of Overpayments. The motion carried.

3. By-Laws Revision for SOWELA Technical Community College Foundation

On motion of Supervisor Grissette, seconded by Supervisor St. Blanc, the Board voted to receive and ratify changes to the SOWELA Technical Community College Foundation By-Laws, which provide that the Foundation shall turn over to the College all the assets of the Foundation within 60 days of the final dissolution date, as highlighted in the Foundation's By-Laws on page 8 under Article XI (Dissolution). The motion carried.

4. Settlement Authority in Litigation

Supervisor Smith stated the need to enter into Executive Session for the purpose of discussing agenda item VII.B.4. – Settlement Authority in Litigation.

On motion of Supervisor St. Blanc, seconded by Supervisor Gamble, the Board entered into Executive Session for the purpose of discussing agenda item VII.B.4. – Settlement Authority in Litigation. The motion carried.

The Board entered into Executive Session at 9:26 a.m.

The Full Board reconvened at 9:48 a.m.

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

Bonni Blouin called roll to re-establish a quorum.

On motion of Supervisor Mellington, seconded by Supervisor Brown, the Board voted to authorize the System President and Board Counsel to negotiate a settlement on behalf of South Louisiana Community College. The motion carried.

Personnel Actions

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

1. Recommendation of Tenure Hearing Committee

On motion of Supervisor St. Blanc, seconded by Supervisor Ogé, the Board voted to ratify the Determination of the Tenure Hearing Committee of the Board of Supervisors at the hearing of March 19, 2013, regarding status of Mr. Harold Schexsnayder, employee of South Louisiana Community College. The motion carried.

2. New Policy on Background Checks for All New Employees

On motion of Supervisor St. Blanc, seconded by Supervisor Mellington, the Board voted to approve the LCTCS Policy for Background Checks for All New Employees, effective July 1, 2013. The motion carried.

VIII. CONSENT AGENDA

On motion of Supervisor Mellington, seconded by Supervisor Carter, the Board voted to approve the Consent Agenda which consists of agenda items VIII.A.1. through VIII.B.5. The motion carried.

A. Academic, Instruction, Workforce Training and Student Affairs Actions

1. **New Programs**

a. Northshore Technical Community College

- (1) Add new Technical Diploma in Maintenance Mechanic Apprenticeship Technology (MMAT) including exit points (TCA-MMAT: Core, CTS-MMAT: Pipefitter, CTS-MMAT: Industrial Maintenance Mechanic, CTS-MMAT: Welder) (CIP: 470303)

Approved the new program at Northshore Technical Community College as presented.

2. Program Revisions

- a. Delgado Community College
 - (1) Change the designation and title of the Technical Diploma in Electrician: Commercial Wiring I to Certificate of Technical Studies in Electrician: Commercial (CIP: 460302)
 - (2) Change the designation and title of the Technical Diploma in Electrician: Industrial to Certificate of Technical Studies in Electrician: Small Industrial (CIP: 460302)
- b. Northshore Technical Community College
 - (1) Program revisions in the AAS Criminal Justice Program (CIP: 430104). Reduce the number of hours in Associate of Applied Science degree to 60 credit hours and reduce clock hours to 930
 - (2) Change the name of the AAS in ICT: Computer Network Specialist to AAS in Information Technology (CIP: 110901), 62 credit hours and 1395 clock hours
 - (3) Program revisions in the TD Industrial Electrician Program (CIP: 460302), 48 credit hours and 1140 clock hours
 - (4) Program revisions in the AAS Automotive Technology Program (CIP: 470604), 62 credit hours and 1545 clock hours
 - (5) Program revisions in the AAS Business Office Administration Program (CIP: 520401), 61 credit hours and 930 clock hours
 - (6) Program revisions in the AAS Care and Development of Young Children (CIP: 190709), 65 credit hours and 1485 clock hours
 - (7) Program revisions in the TD Culinary Arts and Occupations (CIP: 120503), 45 credit hours and 1065 clock hours
 - (8) Program revisions in the TD Air Conditioning and Refrigeration Program (CIP: 470201), 45 credit hours and 1140 clock hours
 - (9) Program revisions in the TD Drafting and Design Technology Program (CIP: 151301), 46 credit hours and 1125 clock hours
 - (10) Program revisions in the TD Electrical Line Technology Program (CIP: 460301), 46 credit hours and 1110 clock hours
 - (11) Program revisions in the TD Machine Tool Technology Program (CIP: 480501), 46 credit hours and 1110 clock hours
 - (12) Program revisions in the TD Welding Technology Curriculum (CIP: 480508), 60 credit hours and 1800 clock hours
- c. South Central Louisiana Technical College
 - (1) Program revisions in the Industrial Instrumentation Technology Program (CIP: 150404)
 - Delete the following courses: ETRN 1210 Fundamentals of Semiconductors; ETRN 1220 Transistor Circuits; INST 2620 Motors-Controls-Circuitry; INST 2630 Variable Speed Drives; INST 2610 Controllers; INST 2830 Analog Control Systems; INST 2840 Digital Control Systems.
 - Change name of Technical Competency Area exit point from Basic Electronic Repair to Instrumentation Helper I, 12 credit hours/240 clock hours.
 - Change name of Certificate of Technical Studies exit point from Industrial Electronic Repair to Instrumentation Helper II, 21 credit hours/420 clock hours.

- Reduce the number of hours in Technical Diploma from 60 credit hours to 53 credit hours and reduce clock hours from 1755 to 1110
- Reduce the number of hours in Associate of Applied Science degree from 75 credit hours to 68 credit hours and reduce clock hours from 1980 to 1335

Approved program revisions for South Central Louisiana Technical College, Northshore Technical Community College and Delgado Community College as presented.

3. Program Terminations/Inactivation

- a. Delgado Community College
 - (1) Terminate the Certificate of Technical Studies in Electrical Construction (CIP: 460302)
 - (2) Terminate the Technical Diploma in Electrician: Commercial Wiring II (CIP: 460302)
- a. Northwest Louisiana Technical College (multiple sites)
 - (1) Minden Campus
 - Remove Accounting Technology AAS & TD (CIP: 520302)
 - Remove Commercial Vehicle Operations TCA (now an exit point for Heavy Construction Vehicle Operation) (CIP: 420205)
 - Remove Computer Specialist AAS & TD (see above) (CIP: 110301)
 - Remove Drafting & Design – **CLOSURE** – COE APPROVAL RECEIVED (CIP: 151301)
 - Remove Hotel and Tourism AAS & TD (see above) (CIP: 520904)
 - Remove Medical Office Assistant CTS (see above) (CIP: 510716)
 - Remove Office Systems Technology AAS & TD (see above) (CIP: 520401)
 - (2) Natchitoches Campus
 - Remove Accounting Tech TD & AAS (see above) (CIP: 520302)
 - Change Automotive Technology status to **Inactive** as of 12/31/12 (CIP: 470604)
 - Remove Carpentry TD – listed as Inactive since 2004 (CIP: 460201)
 - Remove Computer Specialist TD & AAS (see above) (CIP: 110501)
 - Remove EMT Technician/Paramedic-Basis TCS – listed inactive since 2007 (CIP: 510904)
 - Remove Medical Office Assistant CTS (see above) (CIP: 510716)
 - Remove Office Systems AAS & TD (see above) (CIP: 520401)
 - Change Industrial Electronics TD status to **teach out** (CIP: 470105)
 - (3) Sabine Valley Campus (Many)
 - Change Accounting Technology TD status to **teach out** (CIP: 520302)
 - Change Automotive Technology TD status in **Inactive** as of 12/31/12 (CIP: 470604)
 - Change Building Technology Specialist TD status to **Inactive** as of 12/31/12 (CIP: 460401)
 - Remove Computer Specialist Apps TD (see above) (CIP: 110301)
 - Remove Medical Office Assistant CTS (see above) (CIP: 510716)
 - Remove Office Systems Technology TD (see above) (CIP: 520401)

- (4) David Wade Correctional Center
 - Change Automotive status to **Inactive** as of 12/31/12 (CIP: 470604)
 - Change Horticulture status to **Inactive** as of 12/31/12 (CIP: 010601)
- (5) Mansfield Campus
 - Remove Accounting Technology (see above) (CIP: 520302)
 - Change Building Technology Specialist status to **Inactive** as of 12/31/12 (CIP: 460401)
 - Remove Medical Office Assistant (see above) (CIP: 510716)
 - Change Nurse Assistant status to **Inactive** as of 12/31/12 (CIP: 513902)
 - Remove Office Systems Technology (see above) (CIP: 520401)
- (6) Shreveport Campus
 - Change Carpentry status to **Inactive** as of 12/31/12 (CIP: 460201)
 - Remove Digital Audio Video Technology TD (CIP: 470101)
 - Change Office Systems Technology TD status to **teach out** (CIP: 520401)
 - Change Drafting & Design to **Inactive** status as of 6/30/13 (CIP: 151301)
 - Change Graphics to **Inactive** status as of 6/30/13 (CIP: 100303)

Approved the requests from LCTCS colleges for inactivation and termination of the programs listed.

4. Mission Revision

- a. South Louisiana Community College

Approved the new mission statement as requested by South Louisiana Community College.

B. Finance Actions

- 5. Incumbent Worker Training Program Contracts
 - a. Danos & Curole Marine Contractors and South Central Louisiana Technical College
 - b. Danos & Curole Marine Contractors, LLC and South Central Louisiana Technical College-Amendment #1
 - c. Enterprise Products Company and Delgado Community College-Amendment #1
 - d. Georgia Pacific and Baton Rouge Community College
 - e. Stine LLC, dba Stine Lumber Company and SOWELA Technical Community College
 - f. TopCor Belco, LLC and Capital Area Technical College

Ratified four (4) new and one (1) financially ratified Incumbent Worker Training Program contracts as listed:

- a. **Danos & Curole Marine Contractors and South Central Louisiana Technical College – Contract Amount: \$516,296.00**
- b. **Danos & Curole Marine Contractors, LLC and South Central Louisiana Technical College-Amendment #1 –**

- c. **Enterprise Products Company and Delgado Community College-Amendment #1 – Contract Amount: \$727,365.32**
- d. **Georgia Pacific and Baton Rouge Community College – Contract Amount: \$103,863.25**
- e. **Stine LLC, dba Stine Lumber Company and SOWELA Technical Community College – Contract Amount: \$124,355.00**
- f. **TopCor Belco, LLC and Capital Area Technical College – Contract Amount: \$62,414.00**

IX. UPDATES/REPORTS

1. Alternative Financing Projects
2. Report on General Personnel Actions for LCTCS Colleges and System Office
3. Status Report on Capital Projects
4. Status Report on Progress of Northshore Technical Community College, Slidell Campus

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

X. OTHER BUSINESS

No other business presented.

XI. ANNOUNCEMENTS

No announcements were made.

XII. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Barham, seconded by Supervisor Carter, the meeting adjourned at 9:57 a.m.