

MINUTES

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

WEDNESDAY, SEPTEMBER 14, 2011
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.

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, September 14, 2011, at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Vincent St. Blanc, III, called the meeting to order at 9:00 a.m.

B. PLEDGE OF ALLEGIANCE

Board Supervisor Paul Price led the assembly rose in reciting the Pledge of Allegiance.

C. ROLL CALL

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

Members Present

Edwards Barham
Helen Bridges Carter
Warren Gachassin
Keith Gamble
Deni Grissette
Brett Mellington
Woody Ogé, 2nd Vice Chair
Paul Price
Dennis Raether
Stephen Smith
Vincent St. Blanc, III, Chair
Mike Stone
Stephen Toups

Members Absent

Robert Brown
Timothy W. Hardy
Michael Murphy
Scott Terrill

Staff Present

Dr. Joe May
Amanda Allen
Bonni Blouin
John Paul Domiano
Leah Goss
Jan Jackson
Dr. Derrick Manns
Joe Marin
Bill Obier
Kizzy Payton
Jimmy Sawtelle
Shannon Sedberry
Dr. Kristine Strickland
Dr. Monty Sullivan

D. APPROVAL OF SEPTEMBER 14, 2011 AGENDA

On motion of Supervisor Mellington, seconded by Supervisor Carter, the Board voted to approve the September 14, 2011 agenda as presented.

E. APPROVAL OF MINUTES OF AUGUST 10, 2011 FULL BOARD MEETING

On motion of Supervisor Grissette, seconded by Supervisor Gamble, the Board voted to approve the minutes of the August 10, 2011 full board meeting as presented. The motion carried.

F. REPORTS

1. Chair of the Board Report

Board Chair Vincent St. Blanc, III, presented the Chair of the Board report. The following topics were discussed:

- Attended the graduation ceremony at Evangeline Campus in St. Martinville.
- No Board meeting will be held in October. A number of Board members will be attending the Association of Community College Trustees (ACCT) conference. Dr. May will be recognized and will receive the award for Outstanding Chief Executive Officer for the Southern Region.
- Governance Commission – Supervisor Ogé provided a report on the Governance Commission. He stated that eighteen (18) members serve on the Commission. He indicated that the hardest challenge for the Commission will be the public opinion of another study group, and it will have an effect on the evolution of the Commission. He noted that the purpose of the Commission is to determine solutions that will elevate the entire higher education community. He stated that he felt the most appealing item from testimony presented by Representative Maureen Schroeder is that there is no dramatic push by them to go to a single board. He added that they want to develop a structure that works. He stated that study groups have been created with a lead person to facilitate conversations amongst Commission members in an otherwise public venue so telephone conversations can be conducted to share ideas between various Commission members. Supervisor Ogé stated that the Governance Commission will be reviewed in more depth during the Board Development Workshop.

2. President's Report

Dr. Joe May, LCTCS President, presented the President's Report. The following topics were discussed.

- LCTCS Foundation – Real Solution's Campaign. Lee Giorgio, former LCTCS Board member and current member of the Delgado Community College Foundation (DCCF), initiated a request for a donation from DCCF to the LCTCS Foundation, Real Solutions Campaign. Debbie Lea, Interim Chancellor, Delgado Community College, Mr. Robert Wyman, Representative Nita Hutter and Board Supervisor Woody Ogé, members of DCCF, presented a check for \$10,000 dollars to Ms. Leah Goss, Executive Director of System Advancement, for the LCTCS Foundation Real

Solutions Campaign to assist with advocacy efforts in order to change current policy for the betterment of students, employers, communities and citizens of the State. Ms. Goss expressed her appreciation to the DCCF for their very generous donation.

- Delgado Community College 90th Anniversary. Debbie Lea shared a video on the college that was created in celebration of the event. She stated that the video serves as a sneak peak of the video that will be produced and placed on the DCC website. She added that other vignettes of interviews with community members/leaders who are past employees and students of DCC will be created. She noted that in addition to the video, the campus will have a year-long celebration consisting of various events.
- Single Stop – The One Stop Source for Help. Debbie Lea and Leah Goss made a presentation to the Board. Ms. Goss noted that an agenda item exists on today's agenda for the approval of Single Stop, USA. She stated that she began working with Single Stop, USA and the Baton Rouge Area Foundation on an initiative that would bring very unique student support services to help students that face a number of particular barriers to staying in school. She explained that Single Stop works directly with the college to establish the program and then they contract with various providers in the community that actually come onto the campus and provide direct services to students, i.e., legal services, counseling, accounting services, etc. She stated that Single Stop is offering DCC, through the LCTCS, a grant over three years for \$594,000 and BRAF is matching that amount with another \$594,000 for a total of \$1,188,000. DCC is providing a small cash match of \$70,000 a year over three years and in-kind services with the office involved to make this work. Ms. Goss concluded that she is hopeful that this program can be brought to other LCTCS colleges over the next few years.

Deborah Lea stated that Single Stop is a program focused on student services. She added that it is the goal of DCC is to be successful so that Single Stop will consider other colleges within the LCTCS. She noted that they are in the process of hiring a full-time counselor to run the program.

Supervisor Ogé suggested checking into an organization called Louisiana Appleseed. Louisiana Appleseed is a national organization of lawyers who donate their time.

- Leah Goss and Dr. Derrick Manns – Salzburg Global Seminar. Dr. May stated that approximately 3 years ago, the LCTCS Foundation, through a grant of approximately \$98,000 through AT&T, established a program that has sent leadership, faculty and students to the Salzburg Global Seminar in Salzburg, Austria. He noted that each year another college has participated.

Dr. Derrick Manns, Director of Education Programs, served as the advisor who traveled with the group to Salzburg. Several students/faculty who participated in this year's program were present and shared their experience with the Board and the effect the program had on their lives – Cassie Megan (student) Sowela Technical Community College and Savitha Pinnepalli (faculty member) and Michelle Daigle (student), River Parishes Community College.

Ms. Goss confirmed that it was 3 years ago that the program was launched and the vision for the program is that eventually all ten community and technical community colleges will be participants with the goal that the program really becomes institutionalized throughout the System and that all the colleges are participating year after year – sending faculty to participate in order to

impact the curriculum and the programs at the college, and that students participate each year. She noted that the original AT&T grant has been exhausted and 4 colleges have participated in the program. She added that she met yesterday with the chancellors of the remaining colleges and presented a plan that will allow the remaining six (6) colleges to participate as early as next year. She stated that a component added this year allows the students to obtain 3 credit hours for participating in the program.

- Dr. May reported that damages received to LCTCS campuses as a result of Tropical Storm Lee were minor.

G. GENERAL ACTION ITEMS**

Academic Actions

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

1. Approval of LCTCS Policy #1.030 – Emeritus(a) Title Policy

On motion of Supervisor Price, seconded by Supervisor Gachassin, the Board voted to approve the proposed revision to LCTCS policy #1.030 – Emeritus Titles. The motion carried.

2. Approval of Revision to LCTCS Policy #2.008 – Residency

Dr. May noted that this proposed policy change relates to changes that are required by the GRAD Act that are necessary in order to get all LCTCS colleges in compliance, and to make sure that the correct rate is charged for non-resident students, and clarifies the ability to make waivers based on the reciprocal agreements that may exist with other states and colleges, as well as how individuals in the military are treated.

Supervisor Smith questioned how many non-resident students exist and where they are located.

Dr. May stated that he would provide this information to the Board. He noted that many of them are temporary non-resident students who are waiting to establish residency after moving to the state.

On motion of Supervisor Smith, seconded by Supervisor Mellington, the Board voted to approve the proposed revision to LCTCS Policy #2.008, Residency, effective spring 2012. The motion passed.

Facilities Actions

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

3. Lease for Delgado Community College and Northshore Technical Community College

Dr. May stated that based on legislative action and previous board action, there were changes outlined on how services would be delivered on the Northshore campus. He noted that this action will allow the consolidation of three leases currently existing at Delgado Community College into one lease.

On motion of Supervisor Carter seconded by Supervisor Ogé, the Board voted to authorize the President to execute a lease to house programs offered by Delgado Community College and Northshore Technical Community College in the Northshore

area, for a period of one year, with annual renewal options for up to three years, not to exceed the prevailing fair market lease values established by the Division of Administration. This will require approval and subsequent advertisement by the Division of Administration, Office of Facility Planning and Control. The motion passed.

4. Proposed Name Change for Central Louisiana Technical College, Shelby Jackson Campus

Mr. Jimmy Sawtelle, Interim Regional Director, Central Louisiana Technical College and Mignone Ater, Dean, Shelby Jackson Campus, addressed the Board to provide background information on the proposal for the name change for Central Louisiana Technical College, Shelby Jackson Campus. Mr. Sawtelle stated that the change is being made in an effort to heighten the awareness of the campus itself in relation to the community. He noted that this has been in the works for several years and originated from members of the community. He added that the new building will be named after Shelby Jackson.

Ms. Ater added that the building will be named after Mr. Jackson and a display will be in the building that will include a photo. She added that the Phoebe Jackson Scholarship has also been established in Mr. Jackson's wife name.

On motion of Supervisor Price, seconded by Supervisor Stone, the Board voted to approve the proposed name change of the Central Louisiana Technical College, Shelby Jackson Campus to the Central Louisiana Technical College, Ferriday Campus. Pursuant to R.S. 49:1101, this item is subject to subsequent action by the Board of Regents and the Louisiana Legislature. The motion passed.

Supervisor Barham suggested that other LCTCS campus names may need to be reviewed to determine if name changes are appropriate.

5. Surplus of Unused Property at Central Louisiana Technical College, Huey P. Long Campus

Dr. May noted that the next three agenda items are related to surplus that will result from new campuses being built at the Huey P. Long, Minden Campus and Westside Campuses of the Louisiana Technical College. He stated that the hope is that there will be buyers for the property and if indeed there are buyers, the money will be provided to the college.

On motion of Supervisor Price, seconded by Supervisor Ogé, the Board voted to authorize the President to begin steps necessary to transfer the existing Central Louisiana Technical College, Huey P. Long Campus, to the State Land Office for administration and disposition at the time the new campus becomes operational. The motion passed.

6. Surplus of Unused Property at Northwest Louisiana Technical College, Minden Campus

On motion of Supervisor Mellington, seconded by Supervisor Price, the Board voted to authorize the President to begin steps necessary to transfer the existing Northwest Louisiana Technical College, Minden Campus, to the State land Office for administration and disposition at the time the new campus becomes operational. The motion passed.

7. Surplus of Unused Property at Capital Area Technical College, Westside Campus

On motion of Supervisor Grissette, seconded by Supervisor Ogé, the Board voted to authorize the President to begin steps necessary to transfer the existing Capital Area

Technical College, Westside Campus, to the State Land Office for administration and disposition at the time the new campus becomes operational. The motion passed.

Finance Actions

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

8. FY 2011-2012 Operating Budgets for LCTCS Colleges and LCTCS Office

Dr. May commented on a fundamental change in the funding of the LCTCS colleges and how they operate. He noted the last sentence of the Fiscal Impact paragraph. He stated that for the first time, more of the FY 12 budget (51%) is being provided by students through tuition and fees. He added that the role of the State is increasingly less in terms of the financial support that they provide. He also noted that the net budget increase for the LCTCS colleges will be approximately 5.1%. He reviewed the information contained in the budget report and noted that the report takes into account the GRAD Act implementation and the 15% of the budget that is driven by performance. He stated that this report is required by the Board of Regents.

Dr. May noted that a report was just released this morning from the Delta Project on what has happened the last couple of years related to the cuts in higher education across the nation and stated that he would be contacting her specifically about Louisiana. He added that he would get a copy of the report to members of the Board. He stated that the report pointed out that community and technical colleges virtually took 100% of the cuts nationally as they were implemented.

Supervisor Gachassin commented on the fact that every time there is a shortfall in the budget, tuition increases is the first option considered. He noted that the rise in tuition will begin to drive students out.

On motion of Supervisor Barham, seconded by Supervisor Smith, the Board voted to approve the FY 12 Operating Budgets of the LCTCS Colleges and the LCTCS Board Office. The motion passed.

9. Professional Services Contract between LCTCS and Single Stop USA, Inc.

On motion of Supervisor Toups, seconded by Supervisor Gamble, the Board voted to authorize the System President to execute a Cooperative Endeavor Agreement between the LCTCS and Single Stop, Inc., a nonprofit organization, effective September 1, 2011 through September 1, 2012. This agreement is subject to the approval of the Division of Administration, Office of Contractual Review. The motion passed.

10. Professional Services Contract between Delgado Community College and LSU Health Sciences Center

On motion of Supervisor Ogé, seconded by Supervisor Price, the Board voted to approve a professional services contract between Delgado Community College and LSU Health Sciences Center, effective July 1, 2011 through June 30, 2012. This contract is subject to the approval of the Office of Contractual Review. The motion passed.

11. Professional Services Contract between Baton Rouge Community College and LANtec of Louisiana, LLC

On motion of Supervisor Grissette, seconded by Supervisor Mellington, the Board voted to approve a professional services contract between Baton Rouge Community College and LANtec of Louisiana LLC, effective August 1, 2011 through October 1, 2011. This contract is subject to the approval of the Office of Contractual Review. The motion passed.

12. Professional Services Contract between Baton Rouge Community College and Reliability Solutions Training, LLC

On motion of Supervisor Smith, seconded by Supervisor Price, the Board voted to approve a professional services contract between Baton Rouge Community College and Reliability Solutions Training, LLC, effective August 29, 2011 through November 30, 2011. This contract is subject to the approval of the office of Contractual Review. The motion passed.

13. Professional Services Contract between Baton Rouge Community College and Orion Technical Training

On motion of Supervisor Ogé, seconded by Supervisor Carter, the Board voted to approve a professional services contract between Baton Rouge Community College and Orion Technical Training, effective October 1, 2011 through July 31, 2012. This contract is subject to the approval of the Office of Contractual Review. The motion passed.

14. Professional Services Contract between Baton Rouge Community College and The Reynolds Company

On motion of Supervisor Price, seconded by Supervisor Barham, the Board voted to approve a professional services contract between Baton Rouge Community College and The Reynolds Company, effective December 1, 2011 through July 31, 2012. This contract is subject to the approval of the Office of Contractual Review. The motion passed.

15. Professional Services Contract between L.E. Fletcher Technical Community College and On Site Training and Instruction, Inc.

On motion of Supervisor Grissette, seconded by Supervisor Toups, the Board voted to approve a professional services contract between L.E. Fletcher Technical Community College and On Site Training and Instruction, Inc., effective August 22, 2011 through August 21, 2012. This contract is subject to the approval of the Office of Contractual Review. The motion passed.

16. Professional Services Contract between L.E. Fletcher Technical Community College and Prime Time Training, Inc.

On motion of Supervisor Gamble, seconded by Supervisor Mellington, the Board voted to approve a professional services contract between L.E. Fletcher Technical Community College and Prime Time Training, Inc., effective August 1, 2011 through July 31, 2012. This contract is subject to the approval of the Office of Contractual Review. The motion passed.

17. Review and Advisement: Revised LCTCS Policy #5.013, Cash Management and Investment

FOR REVIEW AND ADVISEMENT ONLY. NO BOARD ACTION WAS TAKEN.

Personnel Actions

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

18. Appointment Extension for Interim Regional Director, Central Louisiana Technical College

On motion of Supervisor Mellington, seconded by Supervisor Barham, the Board voted to ratify the appointment extension of James Sawtelle as Interim Regional Director of Central Louisiana Technical College, on a month-to-month basis beginning August 27, 2011, for the period necessary for completion of Board of Regents action on the NCHEMS study report entitled, An Assessment of Community College Service Needs in Central Louisiana. The motion passed.

H. CONSENT AGENDA

On motion of Supervisor Toups, seconded by Supervisor Gamble, the Board voted to approve the Consent Agenda which consists of agenda items H.1. through H.6. The motion carried.

Academic, Instruction, Workforce Training and Student Affairs Actions

1. New Programs
a. Baton Rouge Community College
1) Certificate of Technical Studies in Cyber Security (CIP: 11.1003)

Approved the request from Baton Rouge Community College for a new Certificate of Technical Studies in Cyber Security (CIP: 11.1003).

2. Program Revisions
a. South Central Louisiana Technical College
1) Revision of Surgical Technology Program to reflect reduction in credit hours (64-AAS) as stipulated by BoR (CIP: 510909)
Approved the request from South Central Louisiana Technical College for a program revision in Surgical Technology as submitted.

- b. Acadiana Technical College
- 1) Revision of Surgical Technology Program to reflect reduction in credit hours (64-AAS) as stipulated by BoR (CIP: 510909)

Approved the request from Acadiana Technical College for a revision to the Surgical Technology Program as submitted.

- 2) Revision of Information Technology Program (AAS, TD, CTS, TCA) to reflect reduction in credit hours, combining programs (CIP: 110901)

Approved the request from Acadiana Technical College for a revision in Information Technology as submitted.

- c. South Central Louisiana Technical College

- 1) Remove CTS in Legal Office Specialist as an exit point in the Business Office Administration/Technology Curriculum (CIP: 520401)

Approved the request from South Central Louisiana Technical College for program revisions in Business Office Administration/Technology as submitted.

3. Program Termination

- a. Acadiana Technical College

- 1) Automotive Technology Lafayette Campus (AAS only) [CIP: 470604]
- 2) Computer Electronics Technology Gulf Area Campus (AAS only) [CIP: 470104]
- 3) Masonry Program (TD, CTS) Acadian Campus (CIP: 460101)

Approved the request from Acadiana Technical College for a program termination in Automotive Technology, Computer Electronics Technology and Masonry as submitted.

4. Mission Revision

- a. Sowela Technical Community College

Approved the ratification of the new mission statement as requested by Sowela Technical Community College.

Finance Actions

5. Incumbent Worker Training Program Contracts

- Mosaic Fertilizer LLC and Baton Rouge Community College
- Hyatt Louisiana LLC dba Hyatt Regency New Orleans and Delgado Community College
- PBC Management Inc., and Delgado Community College
- URS Corporation and Delgado Community College
- Blake International USA Rigs LLC and L. E. Fletcher Technical Community College
- Trapp Cadillac Chevrolet, Inc., and L. E. Fletcher Technical Community College
- Acadian Ambulance Service, Inc., and South Louisiana Community College
- Intermoor Inc., and South Central Louisiana Technical College

Approved the ratification of eight (8) new Incumbent Worker Training Program contracts as listed:

- **Mosaic Fertilizer LLC/Baton Rouge Community College – Contract Amount: \$276,681**
- **Hyatt Louisiana, LLC dba Hyatt Regency New Orleans/Delgado Community College – Contract Amount: \$155,650**
- **PBC Management, Inc./Delgado Community College – Contract Amount: \$799,003**
- **URS Corporation/Delgado Community College – Contract Amount: 100,999**
- **Blake International USA Rigs, LLC/L.E. Fletcher Technical Community College – Contract Amount: \$253,740**
- **Trapp Cadillac Chevrolet, Inc./L.E. Fletcher Technical Community College – Contract Amount: \$85,113**
- **Acadian Ambulance Service, Inc./South Louisiana Community College – Contract Amount: \$341,536**
- **Intermoor Inc./South Central Louisiana Technical College – Contract Amount: 210,163**

6. Foundation Reimbursement to or on behalf of Employees

Approved the following Foundation reimbursements:

Date	Foundation	Recipient	Amount	Purpose
August 1, 2011	LCTCS Foundation	Stephen Hadley	\$2,240	Tuition for Salzburg Global Seminar in Salzburg, Austria – July 9-16, 2011
August 1, 2011	LCTCS Foundation	Constance Chemay	\$2,240	Tuition for Salzburg Global Seminar in Salzburg, Austria– July 9-16, 2011
August 1, 2011	LCTCS Foundation	Savitha Pinnepalli	\$2,240	Tuition for Salzburg Global Seminar in Salzburg, Austria– July 9-16, 2011
August 1, 2011	LCTCS Foundation	Brookie Walker	\$2,240	Tuition for Salzburg Global Seminar in Salzburg, Austria– July 9-16, 2011
August 1, 2011	LCTCS Foundation	Annie Mckinney	\$2,240	Tuition for Salzburg Global Seminar in Salzburg, Austria– July 9-16, 2011
August 1, 2011	LCTCS Foundation	Toni Stephens	\$2,240	Tuition for Salzburg Global Seminar in Salzburg, Austria– July 9-16, 2011
August 1, 2011	LCTCS Foundation	Brenda Boston	\$2,240	Tuition for Salzburg Global Seminar in Salzburg, Austria– July 9-16, 2011
August 22, 2011	River Parishes Community College Foundation	Stephen Hadley	\$1,725	Air fare for trip to Salzburg, Austria to Salzburg Global Seminar
August 22, 2011	River Parishes Community College Foundation	Constance Chemay	\$1,725	Air fare for trip to Salzburg, Austria to Salzburg Global Seminar
August 22, 2011	River Parishes Community College Foundation	Savitha Pinnepalli	\$1,725	Air fare for trip to Salzburg, Austria to Salzburg Global Seminar

I. UPDATES

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

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 Renovation

J. OTHER BUSINESS

- Supervisor Mellington mentioned an issue related to community college modernization that was to be proposed by President Obama as part of the Jobs Creation Act and consists of \$5 million dollars that will be divided up among the states based on enrollment numbers. He stated that Louisiana is in line for \$43 million dollars.

Dr. May stated that he has a meeting next week in Washington regarding this issue.

K. ANNOUNCEMENTS

- Chair St. Blanc reminded Board members of the Board Development Workshop that begins at 12:00 noon at the Hilton Capital Hotel.

L. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Carter, seconded by Supervisor Ogé, the meeting adjourned at 10:49 a.m.