



LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

AGENDA

Wednesday, June 13, 2018
10:00 a.m.

The Louisiana Building
Baton Rouge Community College
201 Community College Drive, Baton Rouge, Louisiana 70806

*Changing Lives,
Creating Futures*

Monty Sullivan
System President

Officers:
Timothy W. Hardy
Chair

Stephen Toups
First Vice Chair

Helen Bridges Carter
Second Vice Chair

Members:
Tari T. Bradford
Alterman L. "Chip" Jackson
Erika McConduit
Willie L. Mount
Michael J. Murphy
Joe Potts
Paul Price, Jr.
Stephen C. Smith
Mark D. Spears, Jr.
Craig Spohn
Vincent St. Blanc, III

Student Members:
Jeremy Gray
Raissa Oliveira Yantis

Louisiana
Community
& Technical
College System

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Baton Rouge, LA 70806

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** 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

B. PLEDGE OF ALLEGIANCE

C. SWEARING IN OF NEW BOARD MEMBERS: JEREMY GRAY AND RAISSA YANTIS

D. ROLL CALL

E. APPROVAL OF MEETING AGENDA FOR JUNE 13, 2018

F. APPROVAL OF MEETING MINUTES FROM APRIL 11, 2018 AND MAY 9, 2018

G. REPORTS

1. Chair of the Board Report
2. President's Report

H. GENERAL ACTION ITEMS**

COMMITTEE OF THE WHOLE

1. LCTCS Board of Supervisors Mentorship Program
2. Amendment to the Board By-Laws regarding an annual LCTCS Board Self-Evaluation

ACADEMIC AND STUDENT AFFAIRS

3. Wording Utilized on the High School Equivalency Diploma
4. Honorary Associate of Arts in Humane Letters at Bossier Parish Community College
5. Report on Strategic Sustainability and Growth Initiative 2A – Program Health Index
6. Implementation Plan for Senate Resolution No. 113 and House Resolution No. 112 of the 2018 Regular Session of the Louisiana Legislature
7. Review and Advisement: Revisions to combine LCTCS Policy #1.014 "Assessment" and LCTCS Policy #1.010 "Program Assessment"
8. Review and Advisement: Revisions to LCTCS Policy #1.026, Title IV Federal Financial Assistance: Satisfactory Academic Progress Standards
9. Go Grant for Non-Credit Pilot Proposal
10. Academic Year 2017-2018 Institutional Aid Pilot Overview
11. Review and Advisement: Revisions to LCTCS Policy #5.025 "Tuition Discounts and Waivers"

FACILITIES

12. Preliminary Capital Outlay Requests for FY 2019-2020
13. Disposal of Modular Buildings at Nunez Community College
14. Naming a Prominent Space within the Delgado River City Site in Honor of N. J. “Woody” Ogé

FINANCE

15. Social Services Contract between Fletcher Technical Community College and On-Site Training & Instruction, LLC
16. Social Services Contract between Fletcher Technical Community College and Alford Safety Services, LLC
17. Social Services Contract between Louisiana Delta Community College and Opportunities Industrialization Center of Ouachita, Inc.
18. Social Services Contract between Fletcher Technical Community College and NVI LLC dba Nondestructive and Visual Inspection
19. Tuition and Mandatory Fees for Academic Year 2018-2019

PERSONNEL

20. Layoff Avoidance Measures for FY 2019

I. CONSENT AGENDA

ACADEMIC AND STUDENT AFFAIRS

1. Louisiana Chemical Association’s Process Technology PTECH Program

Program Revisions at River Parishes Community College

- i. Associate of Applied Science (AAS) in Process Technology (CIP 15.0699) – **5 STARS**
 - a. Technical Diploma (TD) in Process Technology (CIP15.0699) – **5 STARS**
 - 1) Certificate of Applied Science (CAS) in Industrial Operations Technician (CIP 15.0699) – **5 STARS**
 - i. Certificate of Technical Studies (CTS) in Process Technology Support Technician (CIP 15.0699) – **5 STARS**

Program Adoptions at Nunez Community College

- ii. Associate of Applied Science (AAS) in Process Technology (CIP 15.0699) – **5 STARS**
 - a. Technical Diploma (TD) in Process Technology (CIP15.0699) – **5 STARS**
 - 1) Certificate of Technical Studies (CTS) in Process Technology Support Technician (CIP 15.0699) – **5 STARS**

Program Adoptions at SOWELA Technical Community College

- iii. Associate of Applied Science (AAS) in Process Technology (CIP 15.0699) – **5 STARS**

- a. Technical Diploma (TD) in Process Technology (CIP15.0699) – **5 STARS**
 - 1) Certificate of Technical Studies (CTS) in Process Technology Support Technician (CIP 15.0699) – **5 STARS**

Program Adoptions at Louisiana Delta Community College

- iv. Associate of Applied Science (AAS) in Process Technology (CIP 15.0699) – **5 STARS**
 - a. Technical Diploma (TD) in Process Technology (CIP15.0699) – **5 STARS**
 - 1) Certificate of Technical Studies (CTS) in Process Technology Support Technician (CIP 15.0699) – **5 STARS**

Program Adoptions at Baton Rouge Community College

- v. Associate of Applied Science (AAS) in Process Technology (CIP 15.0699) – **5 STARS**

2. Baton Rouge Community College

Program Additions

- i. Associate of Applied Science (AAS) in Vehicle Maintenance and Repair Technologies (CIP 47.0600) – **4 STARS**
 - a. Technical Diploma (TD) in Auto Body Repair Technician (CIP 47.0603) – **4 STARS**
 - 1) Certificate of Technical Studies (CTS) in Refinish Technician (CIP 47.0603) – **4 STARS**

Program Revisions

- ii. Associate of Arts (AA) – Liberal Arts, Global Studies Concentration to International Studies Concentration (CIP 24.0101) – **Transfer**
- iii. Technical Diploma (TD) – Information Technology (CIP 11.0901) – **5 STARS**
- iv. Certificate of Technical Studies (CTS) – Engineering Aid II to Engineering Aid (CIP 15.1301) – **3 STARS**
- v. Certificate of Technical Studies (CTS) – Carpentry Technician II to Carpentry Technician (CIP 46.0201) – **3 STARS**

Program Terminations

- vi. Certificate of Applied Science (CAS) – Emergency Management (CIP 43.9999) – **0 STARS**
- vii. Technical Competency Area (TCA) – Grower Technician (CIP 01.0601) – **2 STARS**
- viii. Technical Competency Area (TCA) – Computer Technician (CIP 11.0901) – **2 STARS**
- ix. Technical Competency Area (TCA) – Wide Area Network Technician (CIP 11.0901) – **4 STARS**
- x. Technical Competency Area (TCA) – System Support Technician (CIP 11.0901) – **4 STARS**
- xi. Technical Competency Area (TCA) – Application Specialist (CIP 11.0901) – **3 STARS**

- xii. Technical Competency Area (TCA) – Desktop Application Specialist (CIP 11.0901) – **3 STARS**
- xiii. Technical Competency Area (TCA) – Local Area Network (LAN) Specialist (CIP 11.0901) – **4 STARS**
- xiv. Technical Competency Area (TCA) – Shampoo Operator (CIP 12.0401) – **2 STARS**
- xv. Technical Competency Area (TCA) – Entry Level Prep Cook II (CIP 12.0503) – **2 STARS**
- xvi. Technical Competency Area (TCA) – Engineering Aid I (CIP 15.1301) – **3 STARS**
- xvii. Technical Competency Area (TCA) – Basic Caregiver (CIP 19.0709) – **1 Star**
- xviii. Technical Competency Area (TCA) – Infant/Toddler or Preschool Caregiver (CIP 19.0709) – **1 STAR**
- xix. Technical Competency Area (TCA) – Transportation Security Administration (CIP 43.0301) – **0 STARS**
- xx. Technical Competency Area (TCA) – Carpentry Technician I (CIP 46.0210) – **3 STARS**
- xxi. Technical Competency Area (TCA) – Collision Repair Apprentice (CIP 47.0603) – **2 STARS**
- xxii. Technical Competency Area (TCA) – Upholstery Assistant (CIP 48.0303) – **1 Star**
- xxiii. Technical Competency Area (TCA) – Printmaking (CIP 50.0710) – **2 STARS**
- xxiv. Technical Competency Area (TCA) – Emergency Medical Technician (EMT) Basic (CIP 51.0810) – **2 STARS**
- xxv. Technical Competency Area (TCA) – Nurse Assistant (CIP 51.3902) – **2 STARS**

3. Central Louisiana Technical Community College

Program Revisions

- i. Associate of Applied Science (AAS) in Business Office Administration (CIP 52.0401) – **4 STARS**
 - a. Accounting Concentration change in clock hours from 1110 to 1050
 - b. Information Technology Concentration change in clock hours from 1365 to 1290
 - c. Medical Office Concentration change in clock hours 1005 to 975
 - d. General Concentration change in clock hours from 1095 to 1125
- ii. Technical Diploma (TD) in Business Office Technology (CIP 52.0401) – **4 STARS**
 - a. Certificate of Technical Studies (CTS) in Office Assistant Specialist to Administrative Assistant (CIP 52.0401) change in clock hours from 690 to 630; change in credit hours from 34 to 31 – **3 STARS**
 - b. Certificate of Technical Studies (CTS) in Medical Office Specialist (CIP 52.0401) – **3 STARS**
 - c. Certificate of Technical Studies (CTS) in Information Technology Specialist (CIP 52.0401) change in clock hours from 765 to 915; change in credit hours from 28 to 37 – **4 STARS**
 - d. Certificate of Technical Studies (CTS) in Accounting Office Assistant to Accounting Office Specialist (CIP 52.0401)

change in clock hours from 675 to 570; change in credit hours from 34 to 31– **4 STARS**

- e. Certificate of Technical Studies (CTS) in Medical Records Billing Clerk (CIP 52.0401) change in clock hours from 390 to 435; change in credit hours from 24 to 27– **4 STARS**

Program Additions

- iii. Certificate of Technical Studies (CTS) in Customer Service Specialist (CIP 52.0401) – **3 STARS**
 - a. Career and Technical Certificate (CTC) in Customer Service Representative (CIP 52.0401) – **3 STARS**
- iv. Certificate of Technical Studies (CTS) in Software Application Specialist (CIP 52.0401) – **4 STARS**
 - a. Career and Technical Certificate (CTC) in Software Applications (CIP 52.0401) – **4 STARS**
- v. Certificate of Technical Studies (CTS) – Engine Technician (CIP 47.0604) – **4 STARS**
 - a. Career and Technical Certificate (CTC) in Engine Repair Technician with an IBC in Engine Repair from Automotive Service Excellence (ASE) (CIP 47.0604) – **4 STARS**
 - b. Career and Technical Certificate (CTC) in Automatic Transmission and Transaxle Technician with an IBC in Automatic Transmission/Transaxle from Automotive Service Excellence (ASE) (CIP 47.0604) – **4 STARS**
 - c. Career and Technical Certificate (CTC) in Manual Drive Train Technician with an IBC in Manual Drive Train and Axles from Automotive Service Excellence (ASE) (CIP 47.0604) – **4 STARS**
 - d. Career and Technical Certificate (CTC) in Steering, Suspension, and Brake Technician with an IBC in Suspension & Steering and Brakes from Automotive Service Excellence (ASE) (CIP 47.0604) – **4 STARS**
 - e. Career and Technical Certificate (CTC) in Electrical Technician with an IBC in Electrical/Electronic Systems from Automotive Service Excellence (ASE) (CIP 47.604) – **4 STARS**
 - f. Career and Technical Certificate (CTC) in Heating and Air Technician with an IBC in Heating and Air Conditioning from Automotive Service Excellence (ASE) (CIP 47.0604) – **4 STARS**
 - g. Career and Technical Certificate (CTC) in Engine Performance Technician with an IBC in Engine Performance from Automotive Service Excellence (ASE) (CIP 47.0604) – **4 STARS**

Program Terminations

- vi. Certificate of Technical Studies (CTS) in Legal Office Specialist – (CIP 52.0401) – **4 STARS**
- vii. Certificate of Technical Studies (CTS) in Office Management Specialist - (CIP 52.0401) – **4 STARS**

- viii. Business Office Administration Concentrations in
 - a. Legal Office
 - b. Computer Applications
 - c. Office Management
- ix. Certificate of Technical Studies (CTS) – Power Train (CIP 47.0604) – **4 STARS**
- x. Certificate of Technical Studies (CTS) – Electrical Technician (CIP 47.0604) – **4 STARS**
 - a. Technical Competency Area (TCA) – Electrical Technician
- xi. Certificate of Technical Studies (CTS) – Engine Performance Technician (CIP 47.0604) – **4 STARS**
 - a. Technical Competency Area (TCA) – Engine Performance Technician (CIP 47.0604) – **4 STARS**
- xii. Technical Competency Area (TCA) – Engine Repair Technician (CIP 47.0604) – **4 STARS**
- xiii. Technical Competency Area (TCA) – Automatic Transmission and Transaxle Technician (CIP 47.0604) – **4 STARS**
- xiv. Technical Competency Area (TCA) – Manual Drive Train Technician (CIP 47.0604) – **4 STARS**
- xv. Technical Competency Area (TCA) – Steering and Suspension Technician (CIP 47.0604) – **4 STARS**
- xvi. Technical Competency Area (TCA) – Brake Technician (CIP 47.0604) – **4 STARS**
- xvii. Technical Competency Area (TCA) – Heating and Air Technician (CIP 47.0604) – **4 STARS**

4. Louisiana Delta Community College

Program Additions

- i. Associate of Applied Science (AAS) – Paramedicine (CIP 51.0904) – **2 STARS**
- ii. Certificate of Technical Studies (CTS) – Mortgage Document Specialist (CIP 52.0809) – **4 STARS**

5. Delgado Community College

Program Additions

- i. Career and Technical Certificate (CTC) in Emergency Medical Technician – Basic with an Industry Based Credential in EMT-Basic (CIP 51.0904) – **2 STARS**
- ii. Career and Technical Certificate (CTC) in Dietary Manager Industry Based Credential in Certified Dietary Manager (CIP 51.3199) – **4 STARS**
- iii. Career and Technical Certificate (CTC) in Phlebotomy Technician Industry Based Credential in Phlebotomy Technician (CIP 51.1009) – **3 STARS**
- iv. Career and Technical Certificate (CTC) in EKG Technician Industry Based Credential in Nationally Registered Certified EKG Technician (CIP 51.0902) – **4 STARS**
- v. Career and Technical Certificate (CTC) in Certified Nursing Assistant Industry Based Credential in Certified Nursing Assistant (CIP 51.3999) – **4 STARS**

- vi. Career and Technical Certificate (CTC) in Dialysis Technician Industry Based Credential in Hemodialysis Examination (CIP 51.1011) – **0 STARS**
- vii. Career and Technical Certificate (CTC) in Child Development Associate Industry Based Credential in Child Development Associate (CIP 19.0709) – **1 STAR**
- viii. Career and Technical Certificate (CTC) in A+ Certification Industry Based Credential in Comp TIA A+ (CIP 47.0104) – **4 STARS**
- ix. Career and Technical Certificate (CTC) in Application Programming Industry Based Credential in C++ Certified Associate Programmer (CIP 11.0901) – **5 STARS**
- x. Career and Technical Certificate (CTC) in AutoCAD (CIP 15.1301) Industry Based Credential in Autodesk AutoCad Certified User – **4 STARS**
- xi. Career and Technical Certificate (CTC) in Information Security Industry Based Credential in Systems Security Certified Practitioner and Certified Information Security Professional (CIP 11.1003) – **4 STARS**
- xii. Career and Technical Certificate (CTC) in Information Technology Support Industry Based Credential in A+ Certification in Computer Help Desk (CIP 11.1006) – **5 STARS**
- xiii. Career and Technical Certificate (CTC) in Motor Vehicle Maintenance and Light Repair Industry Based Credential in Automotive Service Excellence G1 Certification (CIP 47.0604) – **4 STARS**
- xiv. Career and Technical Certificate (CTC) in NET+ Certification Industry Based Credential in Net+ Certification, CompTIA Network (CIP 11.0901) – **5 STARS**
- xv. Career and Technical Certificate (CTC) in Quickbooks Industry Based Credential in Certified Quickbooks User (CIP 52.0302) – **4 STARS**
- xvi. Career and Technical Certificate (CTC) in Real Estate Sales Agent Industry Based Credential in Real Estate Sales Agent (CIP 52.1501) – **4 STARS**
- xvii. Career and Technical Certificate (CTC) in Revit Industry Based Credential in Autodesk Revit Certified User (CIP 15.1301) – **5 STARS**
- xviii. Career and Technical Certificate (CTC) in Web Programming Industry Based Credential in Microsoft Certified Professional Web Application (CIP 11.0801) – **5 STARS**
- xix. Career and Technical Certificate (CTC) in Welding: FCAW & GMAW Industry Based Credential in American Welding Society (CIP 48.0508) – **4 STARS**

Program Terminations

- xx. Technical Competency Area (TCA) in Emergency Medical Responder (CIP 51.0904) – **4 STARS**
- xxi. Technical Competency Area (TCA) in Direct Support Professional (CIP 44.9999) – **0 STARS**
- xxii. Technical Competency Area (TCA) in Emergency Telecommunicator (CIP 51.0904) – **4 STARS**
- xxiii. Technical Competency Area (TCA) in First Aid (CIP 51.2699) – **0 STARS**

- xxiv. Technical Competency Area (TCA) in Emergency Medical Technician-Intermediate (CIP 51.0904) – **4 STARS**
- xxv. Technical Competency Area (TCA) in Audio Engineering (CIP 50.0999) – **2 STARS**
- xxvi. Technical Competency Area (TCA) in Music Business (CIP 50.1003) – **2 STARS**
- xxvii. Technical Competency Area (TCA) in Child Development Associate-Renewal (CIP 19.0709) – **1 STAR**
- xxviii. Technical Competency Area (TCA) in Homeland Security (CIP 43.0301) – **4 STARS**
- xxix. Technical Competency Area (TCA) in Juvenile Justice (CIP 43.0110) – **4 STARS**
- xxx. Technical Competency Area (TCA) in Culinary Cost Control (CIP 12.0505) – **2 STARS**
- xxxi. Technical Competency Area (TCA) in Culinary Supervision (CIP 12.0505) – **2 STARS**
- xxxii. Technical Competency Area (TCA) in Food and Beverage Purchasing (CIP 12.0505) – **2 STARS**
- xxxiii. Technical Competency Area (TCA) in Food Safety and Sanitation (CIP 12.0505) – **2 STARS**
- xxxiv. Technical Competency Area (TCA) in Architectural Contractor Practices (CIP 15.0101) – **0 STARS**
- xxxv. Technical Competency Area (TCA) in Automotive Gas Metal Arc Welding (CIP 48.0508) – **4 STARS**
- xxxvi. Technical Competency Area (TCA) in Clerical Automation (CIP 52.0401) – **4 STARS**
- xxxvii. Technical Competency Area (TCA) in Desktop Publishing (CIP 52.0401) – **4 STARS**
- xxxviii. Technical Competency Area (TCA) in Digital Media Technologies (CIP 50.0102) – **4 STARS**
- xxxix. Technical Competency Area (TCA) in Management Trainee in General Business (CIP 52.0201) – **5 STARS**
- xl. Technical Competency Area (TCA) in NCCER Technical Core Studies (CIP 15.0000) – **4 STARS**
- xli. Technical Competency Area (TCA) in PLC Programming (CIP 15.0303) – **4 STARS**
- xl.ii. Technical Competency Area (TCA) in Global Logistics Associate (CIP 52.0203) – **4 STARS**
- xl.iii. Technical Competency Area (TCA) in Logistics Technology Entry Level (CIP 52.0203) – **4 STARS**
- xl.iv. Technical Competency Area (TCA) in Logistics Technology Front Line supervisor (CIP 52.0203) – **4 STARS**

6. Northwest Louisiana Technical Community College (NWLTC)

Program Additions

- i. Associate of Applied Science (AAS) in Health Information Technology (CIP 51.0707) – **5 STARS**
 - a. Technical Diploma (TD) in Health Information Technology Specialist (CIP 51.0707) – **5 STARS**
 - 1) Certificate of Technical Studies (CTS) in Medical Office Specialist (CIP 51.0707) – **5 STARS**

- i. Career and Technical Certificate (CTC) in Customer Service Specialist with an Industry Based Credential (IBC) in Customer Service and Sales Specialist from the Retail Association (CIP 51.0707) – **3 STARS**
- ii. Certificate of Technical Studies (CTS) in Electrical Helper Level II (CIP 46.0302) – **4 STARS**
- iii. Career and Technical Certificate (CTC) in Health Care Aide with an Industry Based Credential (IBC) in CPR from the American Heart Association and Certified Nursing Assistant license from the Louisiana Department of Health and Hospitals (CIP 51.3901) – **2 STARS**
- iv. Career and Technical Certificate (CTC) in Electrician Helper – Level 1 with an Industry Based Credential (IBC) in NCCER Safety Core, OSHA 10, and Safety Awareness Training (TappiSafe) (CIP 46.0302) – **4 STARS**
- v. Career and Technical Certificate (CTC) in Customer Service Specialist with an Industry Based Credential (IBC) in Customer Service and Sales Specialist from the Retail Association (CIP 52.0401) – **3 STARS**

Program Revisions

- vi. Technical Diploma (TD) in Practical Nursing (CIP 51.3901) – **5 STARS**
- vii. Technical Diploma (TD) in Business Office Technology – Medical Office Concentration (CIP 52.0401) – **3 STARS**
- viii. Certificate of Technical Studies (CTS) in Medical Office Specialist (CIP 52.0401) – **3 STARS**
- ix. Technical Diploma (TD) in Industrial Electrician (CIP 46.0302) – **4 STARS**

Program Terminations

- x. Technical Diploma (TD) - Marine Electrician (CIP 46.0302) – **4 STARS**
- xi. Technical Diploma (TD) – Commercial Wiring I (CIP 46.0302) – **4 STARS**
- xii. Technical Diploma (TD) – Commercial Wiring II (CIP 46.0302) – **4 STARS**
- xiii. Certificate of Technical Studies (CTS) – Energy Systems Technician (CIP 46.0302) – **4 STARS**
- xiv. Certificate of Technical Studies (CTS) – Industrial Electrician Apprentice (CIP 46.0302) – **4 STARS**
- xv. Certificate of Technical Studies (CTS) – Basic Electrical Core Residential Electrician - (CIP 46.0302) – **4 STARS**
- xvi. Technical Competency Area (TCA) – Solar System Installer (CIP 46.0302) – **4 STARS**
- xvii. Technical Competency Area (TCA) – Electrician Helper – (CIP 46.0302) – **4 STARS**
- xviii. Technical Competency Area (TCA) – Health Aid – (CIP 51.3901)
- xix. Technical Competency Area (TCA) – Electrician Helper I (CIP 46.0302) – **4 STARS**
- xx. Technical Competency Area (TCA) – Electrician Helper II (CIP 46.0302) – **4 STARS**

- xxi. Technical Competency Area (TCA) – Electrical Solar System Installer (CIP 46.0302) – **4 STARS**

7. Nunez Community College

- i. Associate of Applied Science (AAS) in Aerospace Technology (CIP 15.0801) – **4 STARS**
 - a. Technical Diploma (TD) in Aerospace Technology (CIP 15.0801) – **4 STARS**
 - 1) Certificate of Technical Studies (CTS) in Process Aerospace Technology (CIP 15.0801) – **4 STARS**

J. UPDATES

- 1. Alternative Financing Projects
- 2. Quarterly Financial Report
- 3. Report of Breazeale Sachse & Wilson, LLC for Quarter Ending March 31, 2018
- 4. Report on General Personnel Actions for LCTCS Colleges and System Office (April and May 2018)
- 5. Third Quarter Contracts Report
- 6. Status Report on Capital Projects
- 7. Student Technology Fee Survey

K. OTHER BUSINESS

- 1. Nominations for 2018-2020 LCTCS Board Officers

L. ANNOUNCEMENTS AND PUBLIC COMMENT

M. ADJOURNMENT