

MINUTES

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

**WEDNESDAY, JULY 11, 2007
9:00 a.m.**

**The Louisiana Building
Baton Rouge Community College
5310 Florida Blvd., 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 were held.*

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, Wednesday, July 11, 2007 at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Brett Mellington called the meeting to order at 9:08 a.m.

B. PLEDGE OF ALLEGIANCE

The assembly rose for recitation of the Pledge of Allegiance.

C. SWEARING IN OF NEWLY APPOINTED BOARD MEMBERS

Mr. Leo Hamilton, General Counsel for the Board, performed the swearing in of newly appointed board members, Thomas Malcolm Clark and Keith Eric Gamble. Mr. Clark is from Bossier City and is replacing Board Supervisor Sean Reilly. Mr. Gamble is from Shreveport, LA and is filling the vacant position of former Board member Kevin McCotter.

D. ROLL CALL

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

Members Present

Edwards Barham
Helen Bridges Carter
Thomas Clark
Keith Gamble
Cedric Hampton, Jr.
Kathy Sellers Johnson
Brett Mellington, *Chair*
Michael Murphy
Stephen Smith, 1st Vice Chair

Members Absent

Mark Conley
John DeLaney
Ava Dejoie
Carl Franklin
Dan Packer

Staff Present

Dr. Joe May
Bonni Blouin
Allen Brown
Jennifer Daly
Pat Eddy
Jim Henderson
John Hough
Jan Jackson
Ken Jenkins

Vincent St. Blanc, III
Mike Stone
Geraldine Taylor

Lura Kamiya
Joe Marin
Kizzy Payton
Dr. Jerry Pinsel
Shannon Sedberry
Greg Speyrer

E. APPROVAL OF JULY 11, 2007 AGENDA

On motion of Supervisor Johnson, seconded by Supervisor Smith, the Board voted to approve the July 11, 2007 agenda as presented.

F. APPROVAL OF MINUTES OF THE JUNE 13, 2007 AUDIT COMMITTEE AND FULL BOARD MEETINGS

On motion of Supervisor Johnson, seconded by Supervisor Carter, the Board voted to approve the minutes of the June 13, 2007 Audit Committee and Full Board meetings as presented. The motion carried.

G. REPORTS

1. Chair of the Board Report

Chair Mellington presented the Chair of the Board Report. The following topics were discussed:

- Graduation Ceremonies. Chair Mellington encouraged Board members to attend the commencement activities at the LCTCS campuses throughout the state.
- Chair Mellington attended the commencement at the Louisiana Technical College – Acadian Campus, in Crowley, LA. Mike Frances was the keynote speaker for the event.
- Board Standing Committee Assignments. Chair Mellington stated that the revised committee list had been distributed to members of the Board. He asked Board members to review the committee list and to notify him of any changes that needed to be made.
- July 25th meeting scheduled with Dr. Savoie to discuss learning centers. People scheduled to attend the meeting are: Dr. Joe May, Jim Henderson, Board Supervisors Ava Dejoie, Kathy Sellers Johnson, Edwards Barham, Brett Mellington, Stevie Smith and Mickey Murphy. Dr. May added that issues related to the learning centers will be discussed, including the role of the LCTCS related to the learning centers in the state, particularly the centers in Alexandria, the North Shore and the Tallulah area.
- LCTCS Conference Leadership Development Day. Chair Mellington reminded Board members of the upcoming LCTCS Conference Day scheduled for August 11-13, 2007. He encouraged Board members to attend at least a portion of the event. He added that this was an opportunity for Board members to interact with LCTCS staff from across the state and the opportunity to attend interesting educational sessions. He stated that the Leadership Development Day has become a team building effort and felt that this is critically important as the System moves forward to build partnerships and to share good news stories with one another.

- Workforce Training Program – Focus on Louisiana – Dr. May was interviewed by Cox Cable for the program in Lafayette. Dr. May added that the Focus on Louisiana is a series that Cox Cable is conducting.

2. President's Report

Dr. Joe May discussed the following topics during the President's Report:

- Thanked everyone for the outstanding job done during the legislative session. Reviewed bills that involved the LCTCS: HB 1; HB 2; HB 765; SB 337 – Capital Outlay Plan. Supervisor Carter thanked Dr. May for the outstanding job and stated that the Board truly appreciated it.
- LCTCS Conference Day. He encouraged everyone to attend and acknowledged Dr. Angel Royal for her role with this event. He announced that Dr. Royal has been detailed to work with the Board of Regents, but will still be responsible for LCTCS Conference Day and the Leadership Development Institute. He added that he plans to have a Board luncheon on August 12th and a possible reception on August 13th during the conference.
- Chancellor and Board Retreats. Dr. May reported that the LCTCS Executive Staff participated in a one day meeting to discuss an outline of strategies on goals for the next year. He reviewed the unofficial goals with the Board: 1) arrange off-site meeting/work session with the regional directors, chancellors and LCTCS staff to have in-depth discussion of issues: a) funding formula, b) facilities, c) how to address workforce and training needs, d) how to move forward with IT system; 2) arrange off-site meeting with Board members, regional directors, chancellors and LCTCS staff to look at bringing agenda for next year and then begin a communications campaign for how to move forward; 3) follow up on success of Senate Bill 337. Will be conducting press conferences around the state at all the campuses where funding was approved and include Board members and elected officials from the area; and, 4) have colleges advertise, by sign/banner, what is happening on their campus. He stated that it is critical to move forward rapidly with actions that were approved for funding. He added that the next step would be to have regional advocacy meetings around the state.
- SACS Accreditation Update on South Louisiana Community College, Louisiana Delta Community College and L.E. Fletcher Technical Community College. Dr. May asked Chancellors Brobst, Robins and Lavigne to come forward to share a brief update on the SACS Accreditation process. Chancellor Brobst addressed the Board. She stated South Louisiana Community College (SLCC) has achieved full accreditation status and Louisiana Delta Community College (LDCC) and L.E. Fletcher Technical Community College (FTCC) have received candidacy status, which is the first step in the accreditation process. Dr. Brobst reviewed the accreditation process with the Board.

Chancellor Robins stated that receiving SACS candidacy status is particularly important at LDCC because they are the only college presently not offering Pell grants to students. He noted that they will now be able to move forward with that process and they are currently waiting to receive their federal ID number and will begin training of staff in the financial aid process and hope to start awarding Pell grants in Fall 2008.

Chancellor Lavigne provided a brief history on the creation of FTCC and what SACS accreditation will mean for the college. He stated that with SACS accreditation, the college will be allowed to

offer pure academic programs and will allow the college to pursue the Associate of Science in Registered Nursing and to move forward with the NLN accreditation of the registered nursing program.

Board members congratulated the chancellors for their accomplishments related to the accreditation process.

Chancellor Lavigne reported on the progress on the purchase of land in the Houma area for the FTCC campus. He noted that revenue is appropriated in Senate Bill 337 and House Bill 2 for land acquisition. He added that the legislative delegation and the community have been very supportive of the school and a meeting is scheduled for July 13th to discuss the process for moving forward. He stated that the property under consideration has been appraised.

Chancellor Robins stated that LDCC is still in negotiation for the acquisition of property for a new campus. He noted that a rough draft of a master plan for the campus is currently being developed and should be completed by the end of the month. He added that all the paperwork is prepared and as soon as the property has been acquired, the project will move forward.

- Update on SOWELA Technical Community College (SOWELA) by Dr. Andrea Miller, Chancellor, and R.B. Smith, Vice chancellor of Economics & Workforce Development. Chancellor Miller stated that like FTCC, prior to 2003, SOWELA was a part of the LTC. In July 2003 SOWELA became the SOWELA Technical Community College and that required that the mission be expanded and that the college go through the accreditation process which allows the college to expand the course/program offerings, particularly in liberal studies. She added that along with that, facilities are needed to accommodate those programs and facility challenges exist at SOWELA. Chancellor Miller stated that the college has had a long-standing relationship with the Chennault Airport Authority and they have presented an opportunity to purchase one of their existing buildings. She stated that the building could be used to expand their program offerings.

Vice Chancellor Smith presented a PowerPoint presentation showing photographs of the building that is offered for sale and an aerial shot of the campus master plan.

Chancellor Miller also provided an update on the ongoing restoration at SOWELA due to damages cause by Hurricane Rita. She stated that the restoration is in four phases and the first phase is under way and consists of making sure the roofs are repaired.

Mr. Smith added that the second phase includes internal work at three of the buildings that were shut down as a result of the storm and this phase will be completed in approximately three weeks.

Dr. May noted that future updates would be provided to the Board on this possible acquisition.

- Amy Davis, Campus Dean, LTC-Jumonville Campus in New Roads, and Mr. Clayton Chenevert, Instructor, Developmental Studies, shared information on the collaboration between the campus and Pointe Coupee Parish School Board. Ms. Davis stated that this project has been in the works for approximately eight months with the vocational supervisor at the school board, Mr. Linda Damico. She stated that the Perkins Funds were pooled together in order to start an automotive program. She reported that the campus will be offering a TCA program in brakes and electrical and additional TCA's in the following school year in steering and suspension and engine performance technician. She added that any future expansion of the program will be determined

by industry need. She further stated that the Pointe Coupee school system is also opening an alternative school this fall and the school will focus basically on vocational training. The automotive shop will be located at the alternative school and because of the unique setting of the school, post-secondary students will also be able to enroll at this location. She added that the long-range goals include secondary to post-secondary linkage for each program in the alternative school and hope to add at least one program per year.

Mr. Chenevert addressed the Board and reported that he has been notified that a group of high school welding instructors would like to join with the collaboration and offer welding training at the school.

- Pathways to Construction Report. Dr. May stated that the state granted \$15 million to the LCTCS for the Pathways to Construction Program. He reported that 8,000 individuals have been trained thus far. He asked Chancellor Dorsey to provide an update on the program. Chancellor Dorsey asked Ms. Phyllis Mouton, Vice Chancellor for Workforce, Corporate and Continuing Education, to report on the partnership between Baton Rouge Community College and the Louisiana Technical College – Baton Rouge Campus. Ms. Mouton complimented Mr. William Seaman and Delano Klein for their leadership and thanked Dr. May, Jim Henderson, Autumn Johnson and Kizzy Payton for their assistance. She also thanked Chancellor Dorsey, Dr. Kay McDaniel and Lemoyne Williams. She discussed the linkage between BRCC and LTC-Baton Rouge Campus. She stated that BRCC served as the grant recipient and was responsible for all the finance issues. She reported that BRCC received \$3.6 million dollars for the Region 2 program.

Mr. Will Seaman provided a status report on the program. He reported that there were two Pathways to Construction grants – one state and one federal. He stated that with \$1.85 million funding from the state portion of the grant, 1,020 individuals have been trained in construction courses since September 2006 with an employment placement rate of 88%. The federal grant of \$1.83 million has allowed 1300+ individuals to be trained with a placement rate of 71%. He reviewed the implementation process and shared highlights of the program.

H. GENERAL ACTION ITEMS**

Supervisor Murphy presented the Academic, Instruction, Workforce Training and Student Affairs Actions for consideration by the Board.

Academic, Instruction, Workforce Training and Student Affairs Actions

1. Approval of the Memorandum of Understanding (MOU) between the LCTCS and the Board of Elementary and Secondary Education (BESE) for the Administration of Perkins Secondary Career-Technical Education Programs

Jim Henderson addressed the Board and provided an overview of the MOU and the Perkins Program and answered questions posed by the Board.

On motion of Supervisor Carter, seconded by Supervisor Smith, the Board voted to approve the Memorandum of Understanding (MOU) between the LCTCS Board of Supervisors and the Board of Elementary and Secondary Education (BESE) for administration of the secondary career-technical portion of the Carl D. Perkins funds for the fiscal year beginning July 1, 2007 and ending June 30, 2008. The Board of Elementary and Secondary Education has approved and signed the MOU. The motion carried.

Facilities Actions

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

2. Preliminary Capital Outlay Request for FY 2008-2009

The Board accepted the Preliminary Capital Outlay Request for FY 2008-2009 for Review and Advisement. No action was taken. This request will be submitted for approval at the August, 2007 Board meeting.

Finance Actions

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

3. Approval of Internal Audit Plan for 2007-2008

On motion of Supervisor Johnson, seconded by Supervisor St. Blanc, the Board voted to approve the internal audit plan for fiscal year ending June 30, 2008 that was reviewed and approved by the LCTCS Audit Subcommittee on June 13, 2007. The motion carried.

4. Louisiana Technical College Distribution of General Fund Allocation

Jim Henderson and Jan Jackson addressed the Board and provided detailed information on the distribution of the general fund allocation to the Louisiana Technical College.

On motion of Supervisor St. Blanc, seconded by Supervisor Taylor, the Board voted to approve FY 2007-2008 allocation model funding by Louisiana Technical College Region based upon student enrollment, as well as other funding appropriated to the Louisiana Technical College by the 2007 Legislature. The motion carried.

5. Settlement Authority for Litigation: Wanda Anderson, et al v. Board of Supervisors

Supervisor Smith stated the need to enter into Executive Session to discuss agenda item H.5. Settlement Authority for Litigation: Wanda Anderson, et al v. Board of Supervisors.

On motion of Supervisor Johnson, seconded by Supervisor Murphy, the Board entered into Executive Session to discuss agenda item H.5. Settlement Authority for Litigation: Wanda Anderson, et al v. Board of Supervisors. The Board entered into Executive Session at 10:59 a.m.

The Full Board reconvened at 11:45 a.m. Chair Mellington reported that no consensus was reached and no votes were taken during Executive Session.

On motion of Supervisor Barham, seconded by Supervisor Carter, the Board voted to authorize the System President and Board Counsel to negotiate a settlement in the case of Wanda Anderson, et al vs. Board of Supervisors. The motion carried.

I. CONSENT AGENDA

On motion of Supervisor Johnson, seconded by Supervisor Hampton, the Board voted to approve the Consent Agenda which includes agenda items I.1. through I.14. The motion carried.

Academic, Instruction, Workforce Training and Student Affairs Actions

1. LCTCS Policy Revisions:

For Review and Advisement: Policy #2.008 – Residency

For Review and Advisement: Policy #1.044 Rank and Promotion

Received for Review and Advisement revisions to LCTCS Policy #2.008 – Residency, and Policy #1.044 – Rank and Promotion.

2. Instructional Rank and Promotion Changes:

Bossier Parish Community College

Delgado Community College

Approved the recommendations from the chancellors of Bossier Parish Community College and Delgado Community College, for instructional rank and promotion-in-rank for faculty members under their current institutional policies.

3. Delgado Community College

Strategic Plan (to include a Revised Mission Statement)

Approved the Delgado Community College Strategic Plan: Recovery, Regeneration and Transformation, including Mission Statement, as presented by Chancellor Alex Johnson to the Board in June.

4. Elaine P. Nunez Community College

Changes in Designations for Credentials on the BoR Curriculum Inventory

From: CCIS in Computer Information Systems (CIP 11.0401)

To: CAS in Computer Information Systems (CIP 11.0401)

From: CTS in Office Careers (CIP 52.0401)

To: CAS in Office Careers (CIP 52.0401)

From: CTS in Legal, Medical and General Office

To: CAS in Legal, Medical and General Office

Approved the submitted requests for changes to the Board of Regents Curriculum Inventory (CRIN) from Elaine P. Nunez Community College as follows:

From: CCIS in Computer Information Systems (CIP 11.0401)

To: CAS in Computer Information Systems (CIP 11.0401)

From: CTS in Office Careers (CIP 52.0401)

To: CAS in Office Careers (CIP 52.0401)

From: CTS in Legal, Medical and General Office

To: CAS in Legal, Medical and General Office

5. Technical Division

Program Expansions

Region 3: Young Memorial Campus

Certificate of Technical Studies: Medical Office Assistant (CIP 51.0716)

Certificate of Technical Studies: Patient Care Technology (CIP 51.2601)

(to include the smaller, related exit points in the common curriculum)

Region 4: Evangeline Campus

Technical Diploma: Jewelry Manufacturing Technology (CIP 47.0408)

Region 6: Huey P. Long Campus

Certificate of Technical Studies: Patient Care Technology (CIP 51.2601)

(to include the smaller, related exit points in the common curriculum)

Region 7: Mansfield Campus

Certificate of Technical Studies: Landscape Technician (CIP 06.0101)

(to include the smaller, related exit points in the common curriculum)

Approved the following requests for various program expansions within the regions/campus of the LCTCS Technical Division:

Region 3: Young Memorial Campus

Certificate of Technical Studies: Medical Office Assistant (CIP 51.0716)

Certificate of Technical Studies: Patient Care Technology (CIP 51.2601)

(to include the smaller, related exit points in the common curriculum)

Region 4: Evangeline Campus

Technical Diploma: Jewelry Manufacturing Technology (CIP 47.0408)

Region 6: Huey P. Long Campus

Certificate of Technical Studies: Patient Care Technology (CIP 51.2601)

(to include the smaller, related exit points in the common curriculum)

Region 7: Mansfield Campus

Certificate of Technical Studies: Landscape Technician (CIP 06.0101)

(to include the smaller, related exit points in the common curriculum)

Finance Actions

6. Incumbent Worker Training Program Contracts

Ratified one new Incumbent Worker Training Program contract for \$349,768: Halliburton Energy Services/LTC-Teche Area Campus – Contract Amount \$349,768.

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

Approved a contract between Delgado Community College and LSU Health Sciences Center, effective July 1, 2007. The contract requires approval by the Office of Contractual Review.

8. Professional Services Contract between Louisiana Technical College Greater Acadiana Region 4 and Iberia Industrial Development Foundation

Approved a contract between Louisiana Technical College Greater Acadiana Region 4 and Iberia Industrial Development Foundation, effective February 1, 2007. This contract requires approval by the Office of Contractual Review.

9. Professional Services Contract between Board of Regents of the State of Louisiana and Louisiana Delta Community College for “Development and Implementation of a Financial Aid System”

Approved a contract between the Board of Regents and Louisiana Delta Community College, effective June 1, 2007. This contract requires approval by the Office of Contractual Review.

10. Professional Services Contract between Board of Regents of the State of Louisiana and Louisiana Delta Community College for “Improving the Success and Performance Measures of Students in Development Studies”

Approved a contract between the Board of Regents and Louisiana Delta Community College, effective June 1, 2007. This contract requires approval by the Office of Contractual Review.

11. Professional Services Contract between Board of Regents of the State of Louisiana and Bossier Parish Community College for “Enhanced Culture Experiences”

Approved a contract between the Board of Regents and Bossier Parish Community College, effective June 1, 2007. This contract requires approval by the Office of Contractual Review.

12. Professional Services Contract between Board of Regents of the State of Louisiana and Bossier Parish Community College for “A Pilot for an Early Warning System in Developmental Mathematics”

Approved a contract between the Board of Regents and Bossier Parish Community College, effective June 1, 2007. This contract requires approval by the Office of Contractual Review.

13. Professional Services Contract between Board of Regents of the State of Louisiana and Bossier Parish Community College for “Enhancing Student Learning and Engagement of Teacher Education Candidates through Technology”

Approved a contract between the Board of Regents and Bossier Parish Community College, effective June 1, 2007. This contract requires approval by the Office of Contractual Review.

14. Contract between Baton Rouge Community College and Capital Area Transit System

Approved a contract between Baton Rouge Community College and Capitol Area Transit System (CATS), effective August 21, 2007. This contract requires approval by the Office of Contractual Review.

J. UPDATES

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

1. Alternative Financing Projects
2. Facilities Assessment Update
3. Report on General Personnel Actions for LCTCS Colleges and the System Office
4. Status Report on Capital Projects
5. Workforce Development Report

K. OTHER BUSINESS

1. Board of Regents' Committee Meetings – NO JULY MEETING

L. ANNOUNCEMENTS

- Supervisor Johnson reported on the Board of Regents Master Plan Workgroup meetings. She stated that she, Chancellor Luke Robins and Jennifer Day, LCTCS Director of Institutional Research, attended the Retention and Completion work group/meeting. She noted that there was no representative from the Louisiana Technical College attended the meeting and stated the need for representation from the LTC at this work group. She asked Chair Mellington to appoint someone from the LTC to serve on this work group. Dr. May responded that he was aware of the need for adequate representation at the BoR meetings and he would follow up on this issue.

M. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Carter, seconded by Supervisor Smith, the meeting adjourned at 11:48 a.m.