

# MINUTES

## BOARD OF SUPERVISORS FOR THE UNIVERSITY OF LOUISIANA SYSTEM

JANUARY 7, 2005

### A. Call to Order

Chair Michael Woods called to order the regular meeting of the Board of Supervisors for the University of Louisiana System in the Auditorium, Room 100, "The Louisiana Purchase Board Room," of the Claiborne Building Conference Center, 1201 North Third Street, Baton Rouge, Louisiana, at 10:25 a.m. Chair Woods stated that a public comment card should be filled out if anyone wished to speak before the Board concerning items to be addressed by the Board.

### B. Swearing In of New Board Members and Officers

Dr. Kay Kirkpatrick, System Vice President for Administration and General Counsel, administered the Oath of Office to new Board Members and Officers as follows:

<u>Officers for the year 2005:</u>	Chair	Mr. Michael H. Woods
	Parliamentarian	Mr. Gordon A. Pugh

<u>New Board Members:</u>	District 7	Mr. Robert T. Hale
	District 6	Mr. Jeffrey S. Jenkins

<u>Reappointed Board Member:</u>	District 1	Mrs. Elsie P. Burkhalter
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Mr. Woods welcomed new Board Members Hale and Jenkins and also congratulated Mrs. Burkhalter on her reappointment. Mr. Woods read a letter from Board Member David Wright to Governor Kathleen B. Blanco dated December 21, 2004, regarding his request not to be considered for reappointment from District 4 (copy attached to minutes). Mr. Woods stated that Mr. Wright's resignation was accepted by System President Clausen.

Mr. Pugh and Mr. Coudrain requested that the System Office prepare letters of appreciation and gratitude to outgoing Board Members Robert Davidge, Carl Shetler, and David Wright.

### C. Roll Call

The roll was called.

### PRESENT

Mr. Michael H. Woods, Chair  
Mrs. Elsie P. Burkhalter  
Mr. Victor Bussie  
Mr. Andre G. Coudrain

Mr. Jimmy D. Long, Sr.  
Ms. Katie E. Ortego  
Mr. D. Wayne Parker  
Mr. Gordon A. Pugh

Mr. Robert T. Hale  
Mr. Jeffrey S. Jenkins

Mr. Walter R. Rhodes  
Dr. Eunice W. Smith

**ABSENT**

Mr. Donald T. "Boysie" Bollinger  
Mr. Winfred F. Sibille

Mr. Charles C. Teamer, Sr.

Also present for the meeting were the following: System President Sally Clausen, System staff, administrators and faculty representatives from System campuses, Board Attorney Winston DeCuir, interested citizens, and representatives of the news media.

**D. Invocation**

Mr. Long gave the invocation.

**E. Approval of Minutes of the Board Meeting held December 3, 2004**

Upon motion of Mr. Coudrain, seconded by Mr. Rhodes, the Board voted unanimously to approve the minutes of the regular Board Meeting of December 3, 2004.

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Chair Mike Woods stated two reports to the Board would be taken out of order. He called on Reverend Chris Andrews, Chairman of the UL System Foundation Board, to address the Board. Reverend Andrews stated that over the past three years the Foundation has begun to develop clear initiatives and strategies to further the mission of the University of Louisiana System and its Board. He stated that the Foundation does not have a substantial amount of money but that he will fully disclose what they do have and how it has been utilized over the past three years.

Reverend Andrews stated that the Foundation has received contributions of approximately \$200,000, half of which has come from Mr. Myer Feldman of Washington, D.C. Mr. Feldman's donation has been used primarily for three major purposes: costs directly associated with assisting our campuses with accreditation reviews, presidential searches, and assisting our universities in finding additional resources at the national level. Some funds have also been dedicated to the costs associated with the "R U Ready" Campaign.

In addition, Reverend Andrews stated that donations have been received in memory of former State Superintendent of Education Tom Clausen. These dollars have been merged with a previous scholarship from the now defunct Association of Classroom Teachers to maximize the Foundation's ability to use the interest for student scholarships. Eleven outstanding education majors from System universities recently received scholarships of \$500 each from this fund. Reverend Andrews stated that there is \$53,000 in that account.

Reverend Andrews stated that the preliminary results of an audit of the Foundation's financial statements for the three years ended December 31, 2003 have been received from the Foundation's independent auditor, CPA Michael Choate. Mr. Choate has informed the

Foundation that the Foundation's financial statements are fairly presented and that his report will include no audit findings.

In conclusion, Reverend Andrews stated that a \$100,000 donation was received in December 2004 from the National Foundation for Affordable Housing Solutions which will help to promote many worthy System and university initiatives. The Board accepted the Foundation's report.

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Chair Woods stated that the second report to be taken out of order would be a report from the Office of the Legislative Auditor. He called on Legislative Auditor Steve Theriot to come forward to present his report to the Board of Supervisors. Mr. Theriot introduced Mr. Tom Cole, Assistant Director of Financial Audits, Ms. Bobbie Babin, Senior Auditor, and Mr. Robbie Robinson, First Assistant Legislative Auditor. Mr. Theriot stated that an audit of the University of Louisiana System for the year ended June 31, 2004 has been concluded. He informed the Board that a report will be issued shortly which will contain an unqualified opinion and no audit findings. Mr. Woods thanked Legislative Auditor Theriot and his staff for attending the meeting and also for their continuing in-depth reviews and recommendations, which assist the System and System universities in improving operations. Mr. Woods also complimented the Presidents for their work and also recognized that this report reflects the Presidents' ability to be good stewards of state and student money held in their trust. He stated they deserve much applause. Mr. Woods complimented the UL Staff for their assistance throughout the year, working closely with System university internal auditors and the Office of the Legislative Auditor.

**E. Report of the Academic and Student Affairs Committee**

Dr. Eunice W. Smith, Chair of the Academic and Student Affairs Committee, presented the Committee report.

Upon motion of Dr. Smith, the Board voted unanimously to accept the recommendations of the Academic and Student Affairs Committee to approve the adoption of the following resolutions.

- E.1. McNeese State University's request for approval to award an honorary Doctorate of Humane Letters to Mr. William J. Doré, Sr. at the spring 2005 commencement exercises.

***NOW, THEREFORE, BE IT RESOLVED,** that the Board of Supervisors for the University of Louisiana System does hereby approve McNeese State University's request to award an honorary Doctorate of Humane Letters to Mr. William J. Doré, Sr. at the spring 2005 commencement.*

- E.2. Nicholls State University's request for approval of the proposed contract between Institut Paul Bocuse of Ecully, France and Chef John Folse Culinary Institute.

***NOW, THEREFORE, BE IT RESOLVED,** that the Board of Supervisors for the University of Louisiana System does hereby approve the contract between Institut Paul Bocuse of Ecully, France and the Chef John Folse Culinary Institute at Nicholls State University.*

**F. Report of the Joint Audit and Finance Committee**

Mr. Andre G. Coudrain, Chair of the Finance Committee, presented the Joint Audit and Finance Committee report.

Upon motion of Mr. Coudrain, the Board voted unanimously to accept the recommendations of the Joint Audit and Finance Committee to approve the adoption of the following resolutions.

- F.1. University of Louisiana System's request for approval of a Centralized Cash Management and Investment Policy for each of the following universities: Grambling State University, McNeese State University, Nicholls State University, Northwestern State University, Southeastern Louisiana University, and University of Louisiana at Monroe.

***NOW, THEREFORE, BE IT RESOLVED,** that the Board of Supervisors for the University of Louisiana System does hereby approve, as submitted, the Centralized Cash Management and Investment Policy for each of the following universities: Grambling State University, McNeese State University, Nicholls State University, Northwestern State University, Southeastern Louisiana University, and University of Louisiana at Monroe.*

- F.2. University of Louisiana System's request for approval of an Accounts Receivable Policy for each of the following universities: Grambling State University, Louisiana Tech University, McNeese State University, Nicholls State University, Northwestern State University, Southeastern Louisiana University, University of Louisiana at Lafayette and University of Louisiana at Monroe.

***NOW, THEREFORE, BE IT RESOLVED,** that the Board of Supervisors for the University of Louisiana System does hereby approve an Accounts Receivable Policy for each of the following universities: Grambling State University, Louisiana Tech University, McNeese State University, Nicholls State University, Northwestern State University, Southeastern Louisiana University, University of Louisiana at Lafayette and University of Louisiana at Monroe.*

- F.3. University of Louisiana System's request to authorize the Louisiana Department of the Treasury to conduct a referendum to allow eligible employees of the University of Louisiana System and System universities to pay Medicare-only tax in order to be eligible for Medicare coverage upon retirement.

***NOW, THEREFORE, BE IT RESOLVED,** that the Board of Supervisors for the University of Louisiana System does hereby approve this resolution requesting the Louisiana Department of Treasury to conduct a divided vote referendum, under Section 218(d)(6) of the Social Security Act, for eligible employees of the University of Louisiana System and System universities hired before April 1, 1986, who are members of the*

*Louisiana State Employees Retirement System (LASERS), the Louisiana School Employees Retirement System, or the Teacher's Retirement System of Louisiana (TRSL) (including the Optional Retirement Plan program). The divided vote referendum will be conducted for the purpose of allowing eligible employees the option of paying the Medicare-only tax, which shall be matched by the employer.*

*AND FURTHER, that for those employees that desire Medicare-only coverage, the effective date of coverage will be July 1, 2005.*

- F.4. University of Louisiana System's discussion of internal audit reports submitted for the period October 15, 2004 through December 15, 2004.

Mr. Richard Thompson, System Director of Internal Audit, presented the report to the Committee. No official Board action is required.

**G. Report of the Facilities Planning Committee**

Mr. D. Wayne Parker, Facilities Planning Committee member, presented the Committee report.

Upon motion of Mr. Parker, the Board voted unanimously to accept the recommendations of the Facilities Planning Committee to approve the adoption of the following resolutions.

- G.1. Grambling State University's request for approval to begin the process of selecting a firm to develop and implement a comprehensive student housing plan utilizing a 501(c)3 not-for-profit corporation.

*NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors for the University of Louisiana System does hereby approve Grambling State University's request to begin the process of selecting a firm to develop and implement a comprehensive student housing plan utilizing a 501(c)3 not-for-profit corporation.*

*AND FURTHER, that all required information and documentation will be submitted to the Board of Supervisors for the University of Louisiana System for approval prior to initiating any official action regarding this item.*

- G.2. McNeese State University's request for approval to proceed with the process of acquiring and installing scoreboards at the university athletic complex through Cowboy Facilities, Inc., a 501(c)3, not-for-profit corporation.

*NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors for the University of Louisiana System does hereby approve McNeese State University's request to proceed with the process of acquiring and installing scoreboards at the university athletic complex through Cowboy Facilities, Inc., a 501(c)3, not-for-profit corporation.*

*AND FURTHER, that all required information and documentation will be submitted to the Board of Supervisors for the University of Louisiana System for approval prior to initiating any official action regarding this item.*

- G.3. McNeese State University's request for approval to demolish a biology greenhouse located on the main campus.

***NOW, THEREFORE, BE IT RESOLVED,** that the Board of Supervisors for the University of Louisiana System does hereby approve McNeese State University's request to demolish a biology greenhouse located on the main campus.*

***AND FURTHER,** that ULS staff and legal counsel ensure that all documents conform to statutory and administrative requirements.*

## **H. Report of Personnel Committee**

Mrs. Elsie P. Burkhalter, Vice Chair of the Personnel Committee, presented the Committee report.

Upon motion of Mrs. Burkhalter, the Board voted unanimously to accept the recommendations of the Personnel Committee to approve the adoption of the following resolutions.

- H.1. McNeese State University's request for approval to appoint Dr. Wayne R. Fetter as Dean of the Burton College of Education effective January 10, 2005.

***NOW, THEREFORE, BE IT RESOLVED,** that the Board of Supervisors for the University of Louisiana System does hereby approve McNeese State University's request to appoint Dr. Wayne R. Fetter as Dean of the Burton College of Education at an annual salary of \$86,000 effective January 10, 2005.*

- H.2. Southeastern Louisiana University's request for approval to appoint Dr. Daniel R. McCarthy as Interim Dean of the College of Science and Technology effective June 1, 2005.

***NOW, THEREFORE, BE IT RESOLVED,** that the Board of Supervisors for the University of Louisiana System does hereby approve Southeastern Louisiana University's request to appoint Dr. Daniel R. McCarthy as Interim Dean of the College of Science and Technology at an annual salary of \$102,500 effective June 1, 2005.*

## **I. Report of System President's Business**

- I.1. Personnel Actions

Dr. Sally Clausen, System President, reported that staff reviewed the System personnel actions and recommended them for Board approval as amended.

*Upon motion of Mr. Coudrain, seconded by Mrs. Burkhalter, the Board voted unanimously to approve the System personnel actions as amended.*

- I.2. System President's Report

- a. University of Louisiana System's discussion of reports issued by the Office of the Legislative Auditor.

This report was taken out of order. See comments on page three.

- b. Other Business

- Dr. Clausen informed the Board that Student Board Member Katie Ortego addressed the Board of Regents on Thursday, January 6, 2005, regarding an initiative taking place on UL Lafayette's campus involving a software package entitled Blackboard. Dr. Clausen reminded the Board that Ms. Ortego gave a demonstration of Blackboard at our December Board meeting. She invited Ms. Ortego to make any comments.
- Ms. Ortego informed the Board that UL System SGA presidents will meet in Baton Rouge on Friday, January 14, 2005 to discuss the spring "R U Ready" campaign and also to meet with Dr. Clausen regarding the upcoming legislative session and budget issues. Ms. Ortego also informed the Board that the SGA presidents will attend the Presidential Inauguration in Washington, D.C. from January 18-21, 2005.
- Dr. Clausen discussed the ULS Administrative Salary Policy. She stated the policy considers institutional characteristics such as enrollment, budget size, and SREB classification. Dr. Clausen stated that UL System university presidents are also held to significant measures of accountability. Presidents are judged on performance indicators such as program accreditation, audit reports, graduation rates, and average faculty salaries compared to peers. Dr. Clausen requested support and a motion to grant salary increases at a later date to System university presidents ranging from 2% to 4.4% consistent with the ULS Administrative Salary Policy with approval of the Board Chairman.

*Upon motion of Mr. Coudrain, seconded by Mr. Bussie, the Board voted unanimously to authorize System President Clausen to grant salary increases to System university presidents ranging from 2% to 4.4%, consistent with the ULS Administrative Salary Policy with the approval of the Board Chairman.*

- Dr. Clausen presented a PowerPoint presentation to the Board regarding funding for the University of Louisiana System. She stated that the University of Louisiana System is quite under funded compared to its regional peers. President Clausen said that higher education in Louisiana has never recovered since the 1980s' oil crisis when 13 budget cuts were sustained over a ten-year period. She stated that our System is still approximately \$100 million behind our peers in state funding support, despite recapturing some of those dollars in the past eight years. She also informed the Board that full-time resident tuition and fees are much less

than most of our peers. Dr. Clausen stated that in 2001, Act 1117 granted permission to management boards to raise tuition by 3% per year until July 2005. She stated that in February, the Board will be asked to approve a 3% tuition increase allowed by that Act.

- Dr. Clausen informed the Board that System staff member Nettie Daniels has accepted a position at Grambling State University as Associate Vice President for Planning and Institutional Research. She thanked Ms. Daniels for her six years of dedicated service to the System and wished her well as she pursues a new direction in her professional career.

**J. Report of Board Chair's Business**

J.1. Board Chairman's Report

- a. University of Louisiana System Foundation's request to accept the audit report for years ended December 31, 2001, 2002, and 2003.

This report was taken out of order. See comments on pages two and three.

- b. Other Business

- Mr. Woods asked Mrs. Burkhalter, Chair of the Nominating Committee, to give the Committee Report.

*Upon motion of Mrs. Burkhalter, the Board voted unanimously to accept the recommendation of the Nominating Committee and elected Mr. Jimmy D. Long, Sr. as the 2005 Vice Chair of the Board.*

Dr. Kay Kirkpatrick, System Vice President for Administration and General Counsel, administered the Oath of Office to Mr. Jimmy D. Long, Sr., 2005 Vice Chair of the Board.

- Mr. Woods announced the following 2005 committee chairmanships:

Academic and Student Affairs	Mr. Charles C. Teamer, Sr.
Athletic	Mr. Walter R. Rhodes
Audit	Mr. D. Wayne Parker
Facilities Planning	Mr. Winfred F. Sibille
Finance	Mr. Andre G. Coudrain
Grievance	Dr. Eunice W. Smith
Legislation	Mr. Victor Bussie
Personnel	Mrs. Elsie P. Burkhalter



Mr. Woods stated that Board Members will receive Committee assignments before the February Board meeting. He thanked Board Members for their willingness to serve.

- Mr. Woods informed the Board that the February 24 and 25 meetings would be in Monroe. He also stated there may be a need for a March Board Meeting to discuss legislative issues. He stated the Board typically meets the fourth Friday of the month which in March would be Good Friday. He suggested meeting in conjunction with the Board of Regents on Thursday, March 24. He also suggested the possibility of meeting on March 18. He asked Board Members to submit their preference in writing and stated a decision regarding a March meeting would be made as soon as possible.
- Mr. Woods announced that the AGB National Conference on Trusteeship on April 2-5, 2005 will be in San Diego. He encouraged Board Members to participate if possible.

Upon motion of Mr. Coudrain, seconded by Dr. Smith, the Board voted unanimously to amend its agenda to include one item of Other Business.

Other Business – University of Louisiana System’s request for approval to provide tuition relief for students legally residing in countries affected by the Tsunami for each of the following universities: Grambling State University, Louisiana Tech University, McNeese State University, Nicholls State University, Northwestern State University, Southeastern Louisiana University, University of Louisiana at Lafayette, and University of Louisiana at Monroe.

***NOW, THEREFORE BE IT RESOLVED,** that the Board of Supervisors for the University of Louisiana does hereby authorize University of Louisiana institution presidents to provide appropriate tuition relief, within budgetary limitations, to students directly affected by and legally residing in countries affected by the Tsunami.*

- Mr. Woods solicited comments from Supervisors who attended Board of Regents’ meetings on behalf of the Board. Mr. Long reported that he attended the December 8, 2004 Board of Regents meeting and gave a brief report regarding actions affecting System universities which were taken by the Academic and Student Affairs Committee, the Facilities and Property Committee, and the Executive Committee.

**K. Other Business**

There was no other business to come before the Board.

**L. Adjournment**

Upon motion of Mr. Coudrain, seconded by Mrs. Burkhalter, there being no further business, the Board adjourned at 11:31 a.m.