

**Northshore Technical Community College**  
**College Leadership Meeting**  
**May 21, 2021 1:00 p.m.**  
**Minutes**

**Present:** William Wainwright, Daniel Roberts, Natasha Foret proxy for Amanda Jacob, Christi Brown, Lizette Leader, Owen Smith, Kim Finch, Christi Marceaux, Marc Chauvin, April Smith, Sandy Yaeger, Errick Baldwin, Christy Montgomery, and Khiem Ngo

**Absent:** Paul Donaldson, Dewayne Lambert, Jim Carlson, and Gabriel Berger

**Guest:** None

**I. Welcome**

William Wainwright welcomed the Committee.

**II. Minutes from April 23, 2021 Meeting**

Kim Finch motioned to approve the April 23, 2021 Meeting Minutes. Sandy Yaeger seconded the motion. The motion was unanimously approved.

**III. Old Business**

**IV. New Business**

**V. Discussion**

**A. College Update** (William Wainwright)

William Wainwright discussed the recent floods in Baton Rouge and Lake Charles and added that April Smith is working on relaunching flood recovery courses. Wainwright updated the Committee about the progress in the legislature on the new Foster's Promise program. Wainwright recapped each campus' commencement and recognized Committee members involved with making each commencement a success this year. Wainwright closed with looking at new ways of marketing and advertising our campuses and programs for the fall.

**B. Full Return to Campus Work** (William Wainwright & Christi Brown)

Christi Brown reminded the Committee on the continued mask mandate on NTCC campuses along with continued COVID screenings when arriving on campus. Brown updated the committee that social distance requirements are 3 feet and 100% capacity is allowed in buildings. William Wainwright informed the Committee that the LCTCS staff is currently studying a potential telework policy and will take time for a telework policy to be implemented. Wainwright also informed the Committee about moving forward with returning to work on-campus and no longer allowing telework on a permanent basis starting June 1. Wainwright discussed the student success benefits of providing in-person services on all campuses.

**C. Information Technology Update** (Khiem Ngo)

Khiem Ngo shared with the Committee a new portal where students can access all online resources and logins within one page. Ngo suggested developing one

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for faculty and staff as well. Ngo also discussed recommendations with the Committee about managing non-credit/workforce student email addresses and how it impacts services.

**VI. Next Meeting**

Next College Leadership Committee Meeting to be on June 16 at 1:00 pm.

**VII. Adjourn**

Lizette Leader motioned to adjourn the Committee meeting at approximately 2:00 pm. Owen Smith seconded the motion. The motion was unanimously approved.