

**Northshore Technical Community College  
College Leadership Meeting  
February 11, 2022 9:00 a.m.  
Minutes**

**Present:** William Wainwright, Daniel Roberts, Christi Brown, Kim Finch, Marc Chauvin, Sandy Yaeger, Paul Donaldson, Dewayne Lambert, Lizette Leader, Christy Montgomery, Christi Marceaux, Owen Smith, Amanda Jacob, Christopher Blohm, and Errick Baldwin

**Absent:** Jim Carlson and Chaia Wiley

**Guest:** None

**I. Welcome & College Update** (William Wainwright)

William Wainwright welcomed the Committee. Wainwright discussed the impact of Hurricane Ida and wages impacting current workforce training and college enrollment. Wainwright updated the Committee on the Hammond Area Campus capital outlay project and House Bill 2 with the upcoming legislative session. Wainwright recapped the inaugural Information Technology Summit at the Lacombe Campus. Wainwright also discussed current campus security challenges across the state. Christy Montgomery shared personnel changes within the Division of Student Affairs with the Committee. Daniel Roberts shared personnel changes within the Division of Academic Affairs with the Committee.

**II. Minutes from November 17, 2021 Meeting**

Christy Montgomery motioned to approve the November 17, 2021 Meeting Minutes. Kim Finch seconded the motion. The motion was unanimously approved.

**III. Old Business**

**IV. New Business**

**A. Faculty of Record Policy** (Daniel Roberts)

Daniel Roberts reviewed the Faculty of Record Policy with the Committee. Lizette Leader motioned to approve the new Faculty of Record Policy. Amanda Jacob seconded the motion. The motion was unanimously approved.

**B. Second Associate Degree Policy** (Daniel Roberts)

Daniel Roberts reviewed the Second Associate Degree with the Committee. Paul Donaldson motioned to approve the new Second Associate Degree Policy. Kim Finch seconded the motion. The motion was unanimously approved.

**C. Revised Value Statement** (Christy Montgomery)

Christy Montgomery reviewed the revised Value Statement with the Committee. Kim Finch motioned to approve the revised Value Statement including William Wainwright recommendations. Amanda Jacob seconded the motion. The motion was unanimously approved.

**D. Associate of Science in Nursing (RN)** (Daniel Roberts)

Daniel Roberts reviewed the new degree with the Committee. Roberts added that the process would be an LCTCS Board item at the next meeting. William Wainwright

Please forward all agenda items and handouts to Daniel Roberts one week prior to the meeting.

motioned to approved the new Associate of Science in Nursing (RN). Amanda Jacob seconded the motion. The motion was unanimously approved.

**V. Discussion**

**A. Technology Evaluation** (William Wainwright)

William Wainwright discussed the need to assess our current software packages and determines College needs. Daniel Roberts shared potential new software packages with the Committee. Wainwright requested that Roberts and Christopher Blohm gather a current list of software packages and share at the next Committee meeting.

**VI. Strategic Planning**

**A. Administrative Unit Plan Feedback & Proposed Update** (Paul Donaldson)

Paul Donaldson reviewed a new approach to Administrative Unit Plans moving forward into the planning cycle. The Committee provided feedback and recommended moving forward with the proposed updates to the College Institutional Effectiveness Plan.

**B. Dean of Campus Administration Student Recruitment Initiatives** (William Wainwright)

**Florida Parishes Campus**

Kim Finch discussed current strategies with campus enrollment.

**Sullivan Campus**

Dewayne Lambert discussed current strategies with campus enrollment.

**Livingston Campus**

Lizette Leader discussed current strategies with campus enrollment.

**Lacombe Campus**

Owen Smith discussed current strategies with campus enrollment.

**Hammond Area Campus**

Sandy Yaeger discussed current strategies with campus enrollment.

**VII. Next Meeting**

Next College Leadership Committee Meeting to be on Friday, March 4 9:00 am at the Hammond Area Campus.

**VIII. Adjourn**

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