

**Northshore Technical Community College  
College Leadership Meeting  
October 24, 2025 8:30 a.m.  
Minutes**

Present		Present	
X	Jim Carlson	X	Burke Jones
X	Daniel Roberts	X	Lizette Leader
	Marc Chauvin (Proxy 1)	X	Bridget LaBorde
X	Melandie McGee	X	Mary Slazer
X	Sarah Pinion		Amanda Jacob
X	Frank Fudesco		Errick Baldwin
	Christi Marceaux (Proxy 2)	X	Eleanor Harris
X	Todd Dozier	X	Christi Brown
X	Dewayne Lambert	X	Christohper Blohm
X	Owen Smith	X	Don Wheat
X	Sandy Yaeger	X	Pamela Williams
Guests: Charles Cambre (Proxy 1), Britanie Breland (Proxy 2), Jennifer Karasoulis, and Lauren Donaldson			

**Location:** Virtual Meeting

**I. Welcome & College Update**

Jim Carlson welcomed the Committee. Carlson discussed capital outlay projects and their status with the Committee. Carlson shared updates to the new AI phone system that the College is currently reviewing. Carlson closed with recapping increased enrollment and the financial status and potential opportunities in the future during the next legislative session.

**II. Minutes from September 12, 2025 Meeting (Daniel Roberts)**

Bridget LaBorde motioned to approve the Meeting Minutes. Pamela Williams seconded the motion. The motion was unanimously approved.

**III. Old Business**

**IV. New Business**

**A. Grade Policy Revisions (Daniel Roberts)**

Daniel Roberts shared revisions to the Faculty Workload Policy with the Committee. After a brief discussion, Lizette Leader motioned to approve revisions to the Grade Policy. Pamela Williams seconded the motion. The motion was unanimously approved.

**B. Faculty Rank & Promotion Policy New (Daniel Roberts)**

Daniel Roberts presented revisions to the Faculty Rank & Promotion Policy to the Committee. After a brief discussion, Melandie McGee motioned to approve

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

revisions to the Faculty Rank & Promotion Policy. Lizette Leader seconded the motion. The motion was unanimously approved.

**C. Antisemitism Policy New** (Frank Fudesco)

Frank Fudesco presented the new Antisemitism Policy with the Committee. After a brief discussion, Lizette Leader motioned to approve the new Antisemitism Policy. Pamela Williams seconded the motion. The motion was unanimously approved.

**D. Campus Free Expression Policy Revisions** (Frank Fudesco)

Frank Fudesco shared Campus Free Expression Policy revisions with the Committee. After a brief discussion, Sarah Pinion motioned to approve revisions to the Campus Free Expression Policy. Sandy Yaeger seconded the motion. The motion was unanimously approved.

**E. Social Media Policy Revisions** (Lauren Donaldson)

Lauren Donaldson presented revisions to the Social Media Policy with the Committee. After a brief discussion, Lizette Leader motioned to approve revisions to the Social Media Policy. Sandy Yaeger seconded the motion. The motion was unanimously approved.

**V. Discussion**

**A. College-wide Software Review Discussion** (Amanda Jacob/Christopher Blohm)

Christopher Blohm let the Committee know that no updates are available at this time.

**B. SACSCOC Prison Education Program Onsite Discussion** (Daniel Roberts)

Daniel Roberts reviewed the purpose of the Prison Education Program and the upcoming SACSCOC team visit (11/10-11/12) for review of our proposed Prison Education Program and prison instructional facilities. Roberts added that additional schedule details would be available early next week.

**C. Review of Strategic Plan** (Melandie McGee)

Item was tabled until a later meeting.

**D. Inactive Student Email Accounts** (Christopher Blohm)

Christopher Blohm shared the challenges with inactive student email accounts. Blohm requested that one year after the most recent semester of attendance be the recommendation by the Committee in which the Committee supported the recommendation.

**E. AI Policy** (Bridget LaBorde)

Christopher Blohm discussed recent Executive Order surrounding AI and the requirement of the college to have an AI policy effective by mid-December 2025. Blohm added that the College is waiting for LCTCS to approve their AI Policy before launching an AI policy for the College. Blohm requested a workgroup to

work on an AI policy for the College that will be presented to the Committee at its next meeting.

**F. Google AI Essentials (Jim Carlson and Bridget LaBorde)**

Jim Carlson and Bridget LaBorde discussed a new opportunity for professional development available to all NTCC employees. Through this initiative, employees will have access to free training in Google AI Essentials, a program designed to strengthen digital skills and introduce participants to practical applications of artificial intelligence in the workplace. This effort aligns with NTCC's commitment to continuous learning and innovation, ensuring faculty and staff are prepared to integrate emerging technologies into their daily work and instructional practices. More details will be distributed soon via NTCC email.

**VI. Challenges**

**VII. Next Meeting**

Next College Leadership Committee Meeting will be December 5 at 9:00 am virtual.

**VIII. Adjourn**

Lizette Leader motioned to adjourn the Committee meeting at approximately 10:00 am. Bridget LaBorde seconded the motion. The motion was unanimously approved.