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Creating Futures

Monty Sullivan  
System President

Officers:

N. J. "Woody" Ogé  
Chair

Timothy W. Hardy  
First Vice Chair

Deni Grissette  
Second Vice Chair

Members:

Robert Brown  
Helen Bridges Carter  
Keith Gamble  
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Joe Potts  
Paul Price, Jr.  
Stephen C. Smith  
Vincent St. Blanc, III  
Craig Spohn  
Stephen Touns

Student Members:

Da'Antre Austin  
Benson Kinney

Louisiana  
Community  
& Technical  
College System

265 South Foster Drive  
Baton Rouge, LA 70806

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[www.lctcs.edu](http://www.lctcs.edu)

# LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

## LCTCS BOARD OF SUPERVISORS MONTHLY MEETING

### AGENDA

Wednesday, June 10, 2015  
9:00 a.m.

The Louisiana Building  
Baton Rouge Community College  
201 Community College Drive, Baton Rouge, Louisiana 70806

**NOTE: A separate Audit Committee meeting is scheduled for  
Wednesday, June 9, 2015, at 3:00 p.m.**

*The underlined items are hyperlinked to supporting documentation.  
Roll your mouse over the item text and click to open the corresponding item documents.*

\*\* 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. 42.16-17.

#### A. CALL TO ORDER

#### B. PLEDGE OF ALLEGIANCE

#### C. ROLL CALL

#### D. APPROVAL OF JUNE 10, 2015 AGENDA

#### E. APPROVAL OF MEETING MINUTES FROM MAY 13, 2015 Pages 5-13

#### F. REPORTS

1. Chair of the Board Report
2. President's Report

#### G. GENERAL ACTION ITEMS\*\*

##### Facilities Actions

1. Review and Advisement: Preliminary Capital Outlay Request for FY 2016-2017 Pages 14-19

##### Finance Actions

2. Contracts: Pages 20-27
  - a. Fletcher Technical Community College and JLCR, LLC
  - b. Louisiana Delta Community College and Opportunities Industrialization Center of Ouachita, Inc.
  - c. Louisiana Delta Community College and Visual Communication Service
  - d. Northshore Technical Community College and Falck Safety Services
  - e. Northshore Technical Community College and Louisiana Machinery
  - f. Northshore Technical Community College and The Marine Training Institute

- g. Northshore Technical Community College and New Horizons CLC of New Orleans
- h. Northshore Technical Community College and Shell E & P

## H. CONSENT AGENDA

### Academic Consent Items

#### New Programs, Program Revisions and Program Terminations (by College)

1. **Baton Rouge Community College** Pages 28-29
  - New Program
    - a. Associate of Applied Science (AAS) in Midwifery– **2 Stars**  
CIP Code 51.3401
  - Program Revisions
    - b. Certificate of Technical Studies (CTS) in Aviation Maintenance Technician, Powerplant – **5 Stars** CIP Code 47.0608
    - c. Associate of Science (AS) in Pre-Engineering – **5 Stars and Transfer**  
CIP Code 14.0101
      - i. Add a new concentration in Nanosystems Engineering
  - Program Termination
    - d. Certificate of Technical Studies (CTS) in Furniture Technician II – **2 Stars**  
CIP Code 48.0303
2. **Delgado Community College** Pages 30-35
  - New Programs
    - a. Technical Competency Area (TCA) in Architectural Contractor Practices – **5 Stars** CIP Code 15.0101
    - b. Technical Competency Area (TCA) in A+ Certification – **5 Stars** CIP 47.0199
    - c. Technical Competency Area (TCA) in PLC Programming – **4 Stars**  
CIP Code 15.0303
    - d. Technical Competency Area (TCA) in Net+ Certification – **5 Stars**  
CIP Code 11.0901
    - e. Certificate of Technical Studies (CTS) in Computer Network Technology – **5 Stars** CIP Code 11.0901
    - f. Technical Competency Area (TCA) in AutoCAD – **4 Stars**  
CIP Code 15.1301
    - g. Technical Competency Area (TCA) in Revit – **4 Stars**  
CIP Code 15.1301
    - h. Technical Competency Area (TCA) in Quickbooks – **5 Stars**  
CIP Code 52.0302
    - i. Technical Competency Area (TCA) in Logistics Technician-Entry Level – **5 Stars** CIP Code 52.0203
    - j. Technical Competency Area (TCA) in Logistics Technician-Front Line Supervisor – **5 Stars** CIP Code 52.0203
    - k. Technical Competency Area (TCA) in Global Logistics Associate – **5 Stars**  
CIP Code 52.0203

3. **Northshore Technical Community College**

Pages 36-37

Program Revision

- a. Associate of Applied Science (AAS) in Technical Studies: Industrial Maintenance Technology Concentration – **5 Stars** CIP Code 47.9999
  - i. Revise: Technical Diploma (TD) in Industrial Maintenance Technology – **5 Stars** CIP Code 47.0303
  - ii. Add: Certificate of Technical Studies (CTS) in IMT: General Automated Transportation Technology – **5 Stars** CIP Code 47.0303
  - iii. Add: Certificate of Technical Studies (CTS) in IMT: General Marine Transportation Technology – **5 Stars** CIP Code 47.0303
  - iv. Add: Certificate of Technical Studies (CTS) in IMT: Core – **5 Stars** CIP Code 47.0303
  - v. Add: Technical Competency Area (TCA) in Industrial Maintenance Maritime Foundations – **5 Stars** CIP Code 47.0303
  - vi. Revise: Certificate of Technical Studies (CTS) in IMT: Industrial Maintenance Mechanic – **5 Stars** CIP Code 47.0303
  - vii. Revise: Technical Competency Area (TCA) in MMAT Core to IMT Foundations – **5 Stars** CIP Code 47.0303
  - viii. Delete: Certificate of Technical Studies (CTS) in IMT: Pipefitter – **5 Stars** CIP Code 47.0303

4. **South Louisiana Community College**

Pages 38-39

Program Revision

- a. Associate of Applied Science (AAS) in Technical Studies – **5 Stars** CIP Code 47.9999
  - i. Add: Technical Diploma (TD) in Practical Nursing Concentration – **5 Stars** CIP Code 51.3901
- b. Associate of Applied Science (AAS) in Clinical Laboratory Science – **4 Stars** CIP Code 51.1004
- c. Associate of Applied Science (AAS) in Surgical Technology – **4 Stars** CIP Code 51.0909
- d. Technical Diploma (TD) in Oil and Gas Production Technology – **5 Stars** CIP Code 15.0903
  - i. Add: Certificate of Technical Studies (CTS) in Oil and Gas Production Helper I – **4 Stars** CIP Code 15.0903
  - ii. Add: Certificate of Technical Studies (CTS) in Oil and Gas Production Helper II – **4 Stars** CIP Code 15.0903
- e. Associate of Applied Science (AAS) in Application Software Development – **5 Stars** CIP Code 11.0201

Finance Consent Items

5. Ratification of New Incumbent Worker Training Program Contract Page 42-52
  - a. South Louisiana Community College and LeBeouf Bros. Towing, LLC.

**I. UPDATES**

- |   |               |
|---|---------------|
| 1. Alternative Financing Projects   | Pages 53-69   |
| 2. Report on General Personnel Actions for LCTCS Colleges and System Office | Pages 70-119  |
| 3. Report on Outside Employment of LCTCS Employees                          | Pages 120-128 |
| 4. Status Report on Capital Projects  | Pages 129-130 |

**J. OTHER BUSINESS**

- |   |               |
|---|---------------|
| 1. Approval of Revised 2015 Meeting Schedule  | Pages 131-132 |
| 2. Approval of Proposed 2016 Meeting Schedule | Pages 133-134 |

**K. ANNOUNCEMENTS**

**L. ADJOURNMENT**



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**LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM**

**LCTCS BOARD OF SUPERVISORS MONTHLY MEETING**

**DRAFT MINUTES**

**Wednesday, May 13, 2015**

**9:00 a.m.**

The Louisiana Building  
Baton Rouge Community College

201 Community College Drive, 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. 42.16-17.

**A. CALL TO ORDER**

Chair Ogé called the May 13, 2015 LCTCS Board of Supervisors monthly meeting to order at 9:03 am.

**B. PLEDGE OF ALLEGIANCE**

Supervisor Vincent St. Blanc led the assembly in reciting the Pledge of Allegiance.

**C. ROLL CALL**

Board Coordinator, Sara Landreneau Kleinpeter, called roll with the following results:

**Members Present**

Woody Ogé, Board Chair  
Timothy W. Hardy, 1<sup>st</sup> Vice Chair  
Deni Grissette, 2<sup>nd</sup> Vice Chair  
Edward Banks  
Robert Brown  
Helen Carter  
Robert Fisher  
Michael J. Murphy  
Joe Potts  
Stephen Smith  
Craig Spohn  
Vincent St. Blanc, III  
Stephen Toups

**Absent**

Keith Gamble  
Steve Hemperley  
Willie Mount  
Paul Price, Jr.

**Staff Present**

Monty Sullivan  
Jean Ann Kozlowski  
Sara L. Kleinpeter  
Katie Waldrop  
Quintin Taylor  
Michael Redmond  
Daniel Roberts  
Stephanie Ercolini  
Anthony Brown  
Kristen Dufauchard  
David Helveston  
Dennis Epps  
Glen Duncan  
Paul Carlsen  
Joel Watkins  
Joe Marin  
Jennifer Daly  
Bill Obier

**D. APPROVAL OF MAY 13, 2015 AGENDA**

**On motion by Supervisor Toups, seconded by Supervisor Spohn, the Board voted to approve the May 13, 2015 agenda as presented. The motion carried.**

**E. APPROVAL OF MEETING MINUTES FROM APRIL 8, 2015**

**On motion by Supervisor Brown, seconded by Supervisor Fisher, the Board voted to approve the April 8, 2015 meeting minutes as presented. The motion carried.**

**F. REPORTS**

## 1. Chair of the Board Report

Chair Oge provided the following report:

- ❖ Highlighted the various events since the last meeting, including events honoring student achievement, facility upgrades through ACTS 391 and 360, and workforce development efforts.
  - Phi Theta Kappa Honors Ceremony
  - Louisiana Workforce Experience
  - Northshore Technical Community College STEM Campus Groundbreaking
  - Delgado Community College Learning Resource Center Ribbon Cutting
  - Delgado Community College Maritime Building Groundbreaking
  - Nunez Community College Student Services Building Groundbreaking
  - Bossier Parish Community College STEM Building Groundbreaking

A short video presentation was shared with the Board and audience.

- ❖ Noted that a revised schedule of groundbreakings through November is included at each member's station and via email. Asked that they note them on their calendars for attendance.
- ❖ Reminded the Board that 2015 Commencement dates are ongoing. A detailed schedule was provided via email and at each member's station. He asked that Board members notify Sara if they plan on attending any of the Commencement ceremonies.
- ❖ Recognized Student Board Members Edward Banks and Robert Fisher for their active membership on the Board during their year's term.

He noted that Supervisor Banks is a student at Louisiana Delta Community College (LDCC) where he is pursuing a degree in Forensic Science. He was born in Monroe, LA, but grew up in Clinton, MS where he graduated from Clinton High School. After receiving his Associates Degree in Forensic Science, Mr. Banks plans to continue his education at LSU.

And, that Supervisor Robert Fisher is a student at Baton Rouge Community College majoring in Pre-Engineering with a concentration in Chemical Engineering. Growing up in the Greater Baton Rouge Area, Mr. Fisher attended Scotlandville Magnet High School. His future plans include attaining a Bachelor

*Draft Minutes of May 13, 2015 for Approval on June 10, 2015*

Degree in Chemical Engineering at a four year Institution followed by a Master's Degree. His education goal is to obtain a Ph.D. in Chemical Engineering.

Chair Ogé and Dr. Sullivan presented each with a recognition plaque for their service as student representatives on the LCTCS Board of Supervisors for 2014-2015.

Supervisor Banks thanked the Board for their leadership and shared his experience in seeing “how a group of people from different backgrounds come together and work together for the state of Louisiana” was awesome.

Supervisor Fisher also thanked the Board for showing him the true definition of “holding yourself to a standard higher than you hold others...in an effort to accomplish a mission and to serve the state of Louisiana and its workforce needs.”

- ❖ Announced that the Council for Student Body Presidents (COSBP) recently held elections and two new student board members will begin their terms in June. The two new student members are Benson Kinney from Louisiana Delta Community College in Monroe and Da'Antre Austin from South Central Louisiana Technical College.

## 2. President's Report

Dr. Sullivan provided the following report:

- ❖ Reiterated Chair Ogé's comments on the success of the 2015 Louisiana Workforce Experience. A video highlighting the day was shared.
- ❖ Highlighted the recent Brookings Institute Report that features Northshore Technical Community College among top community colleges for wage earnings of graduates. A copy of Brookings Report was provided to the Board.
- ❖ Shared the following Campus Updates
  - **Northshore Technical Community College** – Recently completed its first internal and external giving campaign. In addition to a 94% faculty and staff participation rate, students have contributed 403 service hours to area nonprofits. Understanding that many of our students work and attend college, this contribution inspires a culture of giving among students as they participate in building communities and benefit from the rich experience of service learning.
  - **Bossier Parish Community College** – Will graduate more than 500 students in the next week, making it the largest graduating class in the history of the institution.
  - Several other colleges are on par to surpass previous graduation rates, depending on the completion of final grades.
  - **South Louisiana Community College** – Received a \$100,000 gift from the Lafayette Consolidated Government, finalizing the match for Act 360 match requirement for the new healthcare facility.

- **South Central Louisiana Technical College** – received a \$23,000 contribution from Lafourche Parish for Commercial Vehicle Operation (CVO) training.
- ❖ Referenced an editorial in *The Daily Advertiser* that reflects the importance of investing in organizations and institutions that will help drive the Louisiana economy, especially in the midst of budget discussions.
- ❖ Introduced Holly Hart from Bossier Parish Community College, a participant in this year's Louisiana Leadership Academy, who has been participating in an internship with Dr. Sullivan throughout the week.
- ❖ Announced that Jean Ann Blount will be taking on the role as Senior Coordinator of Research and Administration in the Office of System Advancement, transitioning from her position as the Executive Assistant to the President, and wished her well in her new role.
- ❖ Briefly updated the Board on the 2015 Louisiana Legislative Session. There is a strong potential for level funding from last year in the budget for Higher Education Funding. He thanked the Board for their help in working with legislators to help this take place.

#### **G. GENERAL ACTION ITEMS\*\***

Supervisor Smith presented the Facilities Actions agenda items for consideration by the Board.

##### **Facilities Actions**

1. Lease Agreement Between LCTCS, on Behalf of Central Louisiana Technical Community College, and Bechtel Corporation

**On motion by Supervisor Potts, seconded by Supervisor St. Blanc, the Board voted to authorize the President and the Chancellor of the Central Louisiana Technical Community College to negotiate and execute a lease agreement between the LCTCS, on behalf of the college, and Bechtel Corporation at the Lamar Salter Campus to provide welding training to soldiers transitioning out of the military. A copy of the lease must be filed with the local Clerk of Court. The motion carried.**

2. Disposal of the Current Louisiana Delta Community College, Winnsboro Campus

**On motion by Supervisor Carter, seconded by Supervisor Fisher, the Board voted to authorize the President to complete all of the requirements necessary to dispose of the existing Louisiana Delta Community College Winnsboro Campus. Conveyance documents for the sale of this property must be filed with the local Clerk of Court and the State Land Office. The motion carried.**

Supervisor Grissette presented the Finance Actions agenda items for consideration by the Board.

**Finance Actions**

3. Bossier Parish Community College Implementation of Dr. Douglas Peterson First Generation Undergraduate Endowment Scholarship Fund

**On motion by Supervisor Brown, seconded by Supervisor Banks, the Board voted to approve the establishment of the Dr. Douglas Peterson First Generation Scholarship Program for Bossier Parish Community College, which is made possible by a very generous matching private donation of \$30,000 from the family of Dr. Douglas Peterson, matched by a \$20,000 Challenge Grant from the Board of Regents. This endowed program is contingent upon approval by the Board of Regents. The motion carried.**

4. Bossier Parish Community College Implementation of Third Michael H. Woods Family First Generation Undergraduate Endowment Scholarship Fund

**On motion by Supervisor Spohn, seconded by Supervisor Toups, the Board voted to approve the establishment of a third Michael H. Woods Family First Generation Scholarship Program for Bossier Parish Community College, which is made possible by a very generous matching private donation of \$30,000 from the Michael H. Woods Family, matched by a \$20,000 Challenge Grant from the Board of Regents. This endowed program is contingent upon approval by the Board of Regents. The motion carried.**

5. Contracts:

- a. Bossier Parish Community College and LSU Health Sciences Center at Shreveport

**On motion by Supervisor Murphy, seconded by Supervisor Carter, the Board voted to approve a professional services contract between Bossier Parish Community College and the LSU Health Sciences Center at Shreveport, effective July 1, 2015 through June 30, 2016. The motion carried.**

- b. Bossier Parish Community College and Strategic IP Licensing, Inc.

**On motion by Supervisor Banks, seconded by Supervisor Smith, the Board voted to approve a professional services contract between Bossier Parish Community College and Strategic IP Licensing, Inc., effective April 30, 2015 through June 30, 2016, pending final approval by Division of Administration, Office of Contractual Review. The motion carried.**

- c. SOWELA Technical Community College and Communications Consulting Group, LLC

**On motion by Supervisor Spohn, seconded by Supervisor Banks, the Board voted to approve a social services contract between SOWELA Technical Community College and Communications Consulting Group, LLC, effective July 1, 2014 through June 30, 2017, pending final approval by Division of Administration, Office of Contractual Review, including justification for late submission. The motion carried.**

Supervisor Hardy presented the Personnel Actions agenda items for consideration by the Board.

**On motion by Supervisor Brown, seconded by Supervisor Toups, the Board voted to enter into Executive Session for the purpose of discussing the appointment of the Interim Director for Northwest Louisiana Technical College. The motion carried.**

Board Coordinator, Sara Landreneau Kleinpeter, called roll with the following results:

Yeas - 13

Nays - 0

Woody Ogé, Board Chair	Michael J. Murphy
Timothy W. Hardy, 1 <sup>st</sup> Vice Chair	Joe Potts
Deni Grissette, 2 <sup>nd</sup> Vice Chair	Stephen Smith
Edward Banks	Craig Spohn
Robert Brown	Vincent St. Blanc, III
Helen Carter	Stephen Toups
Robert Fisher	

**The Board entered into Executive Session at 9:48 am, following a unanimous vote.**

The Board reconvened from Executive Session at 10:39 am. A roll call vote was taken to reestablish a quorum. The following Supervisors were in attendance:

Woody Ogé, Board Chair	Michael J. Murphy
Timothy W. Hardy, 1 <sup>st</sup> Vice Chair	Joe Potts
Deni Grissette, 2 <sup>nd</sup> Vice Chair	Stephen Smith
Edward Banks	Craig Spohn
Robert Brown	Vincent St. Blanc, III
Helen Carter	Stephen Toups
Robert Fisher	

**Chair Ogé stated that no votes were taken and no consensus was reached during the Executive Session.**

#### **Personnel Actions**

##### **6. Appointment of Interim Director for Northwest Louisiana Technical College**

**On motion by Supervisor Fisher, seconded by Supervisor Spohn, the Board voted to appoint Ms. Dianne Clark as the Interim Director of the Northwest Louisiana Technical College with a compensation package consisting of a base salary of \$101,612, a housing allowance of \$20,000, a car allowance of \$5,000 or the use of a state vehicle and a \$2,500 civic organization allowance. The appointment is effective May 13, 2015, for a period of one year. The motion carried.**

Chair Oge presented the Consent Agenda items for consideration by the Board.

**On motion by Supervisor Potts, seconded by Supervisor Toups, the Board voted to approve the Consent Agenda which consists of agenda items H.1 through H.3. The motion carried.**

## **H. CONSENT AGENDA**

### **Academic Consent Items**

#### **New Programs, Program Revisions and Program Terminations (by College)**

##### **1. Baton Rouge Community College**

**Approved new programs and exit points, program revisions, and program terminations as listed below:**

#### **Program Revisions**

- a. Associate of Applied Science in Construction Management – **5 Stars**  
CIP Code 52.2001 (Humanities Elective Revision and Removal of Courses ENGR 207 and CMGT 260 and replace by CMGT 225 and CMGT 235 with no change to the total program credit hours)
- b. Technical Diploma in Horticulture – **2 Stars**  
CIP Code 01.0601 (Reduce credit hours from 60 credit hours to 45 credit hours)
- c. Certificate of Technical Studies in Landscape Technician – **2 Stars**  
CIP Code 01.0601 (Reduce credit hours from 36 credit hours to 25 credit hours)
- d. Technical Competency Area in Grower Technician – **2 Stars**  
CIP Code 01.0601 (Reduce credit hours from 15 credit hours to 11 credit hours)
- e. Technical Diploma in Collision Repair Technology – **5 Stars**  
CIP Code 47.0603 (Reduce credit hours from 60 credit hours to 45 credit hours)
- f. Technical Competency Area in Upholstery Assistant – **2 Stars**  
CIP Code 48.0303 (Reduce credit hours from 13 credit hours to 9 credit hours)
- g. Certificate of Technical Studies in Furniture Technician I – **2 Stars**  
CIP Code 48.0303 (Change name to Certificate of Technical Studies in Furniture Technician)
- h. Certificate of Technical Studies in Upholstery Technician, Vehicle – **2 Stars**  
CIP Code 48.0303 (Reduce credit hours from 23 credit hours to 17 credit hours)

#### **Program Terminations**

- a. Certificate of Technical Studies in Furniture Technician II – **2 Stars**  
CIP Code 48.0303

##### **2. Delgado Community College**

**Approved new programs and exit points, program revisions, and program terminations as listed below:**

#### **New Programs**

- a. Associate of Applied Science in Process Control and Instrumentation – **4 Stars**  
CIP Code 15.0404

##### **3. Nunez Community College**

**Approved new programs and exit points, program revisions, and program terminations as listed below:**

#### **New Programs**

- a. Technical Competency Area in Entrepreneurship – **3 Stars**  
CIP Code 52.0101
- b. Technical Diploma in Culinary Entrepreneurship – **3 Stars**  
CIP Code 12.0503
- c. Technical Competency Area in Hotel, Restaurant, and Tourism – **3 Stars**

*Draft Minutes of May 13, 2015 for Approval on June 10, 2015*

CIP Code 52.0101

Program Revisions

- a. Associate of Applied Science in Business Technology-Entrepreneurship – **3 Stars** CIP Code 52.0101 (Humanities Elective Revision)
- b. Associate of Applied Science in Business Technology-Medical Office Management – **3 Stars** CIP Code 51.0713 (Humanities Elective Revision)
- c. Associate of Applied Science in Business Technology-Business Administration – **3 Stars** CIP Code 52.0101 (Math Elective Revision)
- d. Associate of Applied Science in Care and Development of Young Children – **1 Star** CIP Code 19.0709 (Speech Course Revision)
- e. Certificate of Technical Studies in Emergency Medical Technician-Paramedic – **4 Stars** CIP Code 51.0904 (Name change to Certificate of Technical Studies in Emergency Medical Service Paramedic and increase in credit hours from 33 credit hours to 37 credit hours)
- f. Associate of Applied Science in Industrial Technology – **4 Stars** CIP Code 15.0612 (Humanities Elective Revision)

Chair Ogé referenced the updates found in Item I and encouraged board members to review this information.

**I. UPDATES**

1. Alternative Financing Projects
2. Report on General Personnel Actions for LCTCS Colleges and System Office
3. Status Report on Capital Projects
4. Third Quarter Contracts Report
5. Third Quarter Financial Report
6. Report of Breazeale, Sachse, & Wilson Charges for the Quarter Ended March 31, 2015

**J. OTHER BUSINESS**

Chair Ogé noted that the annual publication of the LCTCS Office of System Advancement, *Moves Magazine*, was issued recently via electronic distribution.

Chair Ogé reminded Board members that their annual ethics report is due Friday, May 15, 2015, and asked those who had not completed it to do so as soon as possible, before Friday.

## **K. ANNOUNCEMENTS**

Chancellor Earl Meador addressed the Board on the work Chancellors and Directors are doing to identify budget efficiencies throughout the system, and ways to maximize revenue. He noted that he is speaking on behalf of his peer chancellors and directors. As leaders, they have to be able to change and adapt and work with the challenges that are presented. Any discussion of operation efficiencies must begin with the fundamental discussion regarding the methods of best practices needed to reduce operating costs at each college and maximize revenues. Goal will be to trim excess spending while still providing substantive training to their students and the communities they serve. There are primarily four areas the chancellors/directors are focusing on are:

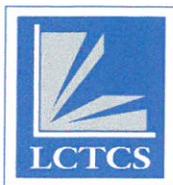
- Implementation of Xenegrade at each college. A software program that will allow a platform to understand non-credit programming at each campus.
- Procurement – working toward receiving system privileges to procure system wide, resulting in a saving of funds.
- Class Offerings – making good decisions in course offerings, maximizing revenue in how often and which campuses offer each class.
- Star Ratings – Will continue to maintain Star 1 or Star 2 as needed to maintain the value of education provided at each campus, serving the communities in which the programs reside.

In the current budget situation, campus leaders are leaning toward business like decision making as a cost saving method, but will never lose site of the root or core of existing as colleges. The priority of student services is forefront throughout ongoing changes in the state.

## **L. ADJOURNMENT**

There being no further business to come before the Board, and on motion by Supervisor Spohn, seconded by Supervisor Toups, Chair Ogé adjourned the meeting at 10:51 am.





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**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Joseph F. Marin *JFM*  
Senior Vice President for Finance and Administration

**FROM:** Anthony Brown  
Director of Operations, Risk and Emergency Management

**DATE:** May 21, 2015

**SUBJECT:** Preliminary Capital Outlay Request for FY 2016-2017

### FOR REVIEW AND ADVISEMENT

**Recommendation:** Staff recommends that the board accept for review and advisement the FY 2016-2017 preliminary list of Capital Outlay recommended projects.

**Background:** This list reflects the capital construction needs of each of the LCTCS member colleges. The FY 2016-2017 LCTCS Capital Outlay recommended projects are prioritized in groups as follows:

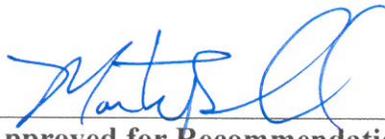
- **Emergency Projects** are defined as projects that are essential to correct conditions that seem to be hazardous to the safety of life or property or to satisfy state or federally mandated codes.
- **Continuing projects** are projects that have received previous funding or are in progress and require additional funding for continuation or completion.
- **New Projects** are those projects that have not been introduced for funding consideration or have been submitted but have not received any funding.

This list does not include the complete list of deferred maintenance needs of the colleges and does not include all projects that have a construction cost of less than \$500,000. Some of the deferred maintenance needs are reflected in the \$15,000,000 system-wide request for Waterproofing and Reroofing project that is the number one emergency project for this system. The LCTCS staff maintains a prioritized list of roofing projects needed at our member colleges. Many of the construction projects valued less than \$500,000 at the various campuses are included in the \$17,500,000 Small Capital Project for LCTCS found in the New Projects category. These two projects have been recurring projects in the LCTCS list of capital outlay needs since 1999.

**Fiscal Impact:** The attached preliminary capital outlay request includes projects valued at more than \$555 million for planning, acquisitions, construction, equipment, and renovations at the various LCTCS campuses over the next five years.

**History of Prior Actions:** Staff annually submits a preliminary list of capital outlay projects to the board for review and advisement during the month of June to allow board members to make recommendations or amendments that they deem necessary. This preliminary list may also include projects that are being considered during the current year Legislative Session. If any of these capital outlay projects that are on the LCTCS preliminary list are included in the final approved version of House Bill 2, the Capital Outlay Bill, during the current Legislative Session they may be removed from the final list of LCTCS Capital Outlay Projects that the staff recommends to the LCTCS Board during the September meeting, if they are fully funded.

**Benefits to the System:** The capital outlay request process provides an opportunity to request funding to construct new facilities, make additions, renovate, refurbish, restore and enhance the facilities of the LCTCS.



\_\_\_\_\_  
Approved for Recommendation to the Board  
Dr. Monty Sullivan, President

\_\_\_\_\_  
Date

Capital Outlay Request for FY 2016-2017										
Priority in Category	Overall Priority	Campus	Project	Actual Previous	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021	Project Total
<b>Emergency Projects</b>										
1	1	LCTCS	Waterproofing and Reroofing of Campus Buildings: To make necessary repairs in order to protect State investment in buildings at all Tech Colleges, BRCC & L.E. Fletcher TCC	\$ -	\$ 7,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 15,000,000
<b>Total Emergency Projects</b>				\$ -	\$ 7,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 15,000,000
1	2	LCTCS / Baton Rouge Community College	Center of Excellence in Transportation Automotive Training Center: Construction of a 86,000 square foot facility to house an automotive repair training program.	13,900,000	7,000,000	3,000,000	1,250,000			25,150,000
2	3	SOWELA Technical Community College, Morgan Smith Campus	Campus Construction: Construction of a campus at a new location or major renovations at the current location to address life safety code and other hazards, upgrading welding facilities and the campus to meet workforce demands.	\$ 1,300,000	\$ 8,000,000	\$ 700,000				\$ 10,000,000
<b>Total Continuing Projects</b>				\$ 13,900,000	\$ 15,000,000	\$ 3,700,000	\$ 1,250,000	\$ -	\$ -	\$ 35,150,000
<b>New Projects</b>										
1	4	LCTCS / Fletcher Technical Community College	Maritime/Petroleum Workforce Training Academy: Construction of a 125,000 sf facility to serve as a multi-college endeavor to train workers in the Maritime/Petroleum Industry.		\$ 12,000,000	\$ 28,000,000	\$ 7,000,000	\$ 3,000,000		\$ 50,000,000
2	5	LCTCS	Small Capital Projects for LCTCS: Various projects at the Tech College & Community College campuses at All Tech Colleges & BRCC.		\$ 5,000,000	\$ 5,000,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 17,500,000
3	6	Northwest Louisiana Technical College, Mansfield Campus	Campus Construction: Parking lot upgrades. General repairs repaving, restriping, etc..		\$ 500,000					\$ 500,000
4	7	Northwest Louisiana Technical College, Shreveport/Bossier Campus	Building Renovations and Repairs: Replace existing steel-framed exterior window assemblies with aluminum-framed, insulated units and safety glass for safety/security/ energy issues; Resurface parking lot, replace fencing, and upgrade electrical, sewer, and water systems		\$ 5,134,716					\$ 5,134,716
5	8	Central Louisiana Technical College, Alexandria Campus	Building Renovation/Repair: Repairs and renovation to address termite damage to the main building.		\$ 750,000					\$ 750,000
6	9	SOWELA Technical Community College	Resurface Campus Parking: Resurface approximately 800,000 square feet of asphalt for student and faculty parking lot and life safety lighting.		\$ 872,000	\$ 2,000,000	\$ 2,000,000			\$ 4,872,000
7	10	Northshore Technical Community College, Sullivan Campus	Diesel Automotive Building: Construction of a 30,000 square foot facility to house the diesel automotive program and office space for instructors.		\$ 850,000	\$ 7,210,000	\$ 250,000			\$ 8,310,000
8	11	Central Louisiana Technical Community College, Lamar Salter Campus	Welding Facility: Construction of a 20,000 square foot facility to house the welding program and office space for instructors.		\$ 850,000	\$ 2,210,000				\$ 3,060,000
9	12	Baton Rouge Community College, Port Allen Campus	Campus Infrastructure Upgrades: Upgrade electrical distribution system to support welding program, lighting, fire systems and ADA compliance issues.		\$ 600,000	\$ 1,600,000				\$ 2,200,000
10	13	Central Louisiana Technical Community College, Lamar Salter Campus	New Carpentry Building: Construction of a 20,000 square foot facility to house the carpentry program and office space for instructors.		\$ 360,000	\$ 2,700,000				\$ 3,060,000
11	14	SOWELA Technical Community College	Library and Learning and Resource Center: Construction of a 25,000 square foot facility to house the library and other learning resources.		\$ 500,000	\$ 3,500,000				\$ 4,000,000
12	15	SOWELA Technical Community College	Renovation of the Mechanical Technology Building: This facility will be renovated to increase capacity for Aviation and Construction skills program.				\$ 1,000,000	\$ 3,500,000	\$ 500,000	\$ 5,000,000
13	16	L. E. Fletcher Technical Community College	Utility Transfer Services Plant: A central plant to be constructed to provide utility services to the campus.				\$ 1,300,000			\$ 1,300,000
14	17	Baton Rouge Community College	General Classroom Building: Construction of a 45,000 sf facility with classrooms and administrative offices along with furnishing and equipment.			\$ 2,000,000	\$ 12,000,000	\$ 2,400,000		\$ 16,400,000
15	18	Baton Rouge Community College	Early Childhood Center: New Building of approximately 45,000 sf with classrooms and administrative support, on the existing campus.			\$ 1,350,000	\$ 10,000,000	\$ 1,000,000		\$ 12,350,000
16	19	Louisiana Delta Community College	Campus Construction: Construction of an 8000 sf building to provide classrooms, offices and an updated Student Services Department.					\$ 2,360,000		\$ 2,360,000

LCCTS		Capital Outlay Request for FY 2016-2017									
Priority in Category	Overall Priority	Campus	Project	Actual Previous	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021	Project Total	
17	20	SOWELA Technical Community College, Lake Charles	<b>Project</b> Gulf Coast Institute for Energy Exploration and Production: An additional 27,000 sf. As phase two for the \$2 million Industrial Technology Center to provide training in engineering technology; electronics, CAD/design, and industrial high performance manufacturing technology.						\$9,500,000	\$9,500,000	
18	21	Louisiana Delta Community College- West Monroe Campus	<b>Project</b> Delta Advanced Technology Center: Supplement to the Act 360 Project in the construction of an 45,000 sf Industrial Technology and advanced manufacturing training center.						\$8,000,000	\$8,000,000	
19	22	Delgado Community College, City Park Campus	<b>Project</b> General Classroom Building: Construction of a 40,000 sf facility with classrooms and faculty offices to replace loss of classroom space caused by Hurricane Katrina.						\$12,125,000	\$12,125,000	
20	23	South Louisiana Community College, Gulf Area Campus	<b>Project</b> Facility Construction: A new 30,000 sf facility to provide emergency training including disaster response and recovery for both on and offshore industries.						\$14,500,000	\$14,500,000	
21	24	South Louisiana Community College, Lafayette Campus	<b>Project</b> Campus Construction: Construction of a 40,000 sf Health Services Program Building that includes classrooms, labs and simulated operating theaters similar to hospital triage areas.						\$12,350,000	\$12,350,000	
22	25	Baton Rouge Community College, Folkes Campus	<b>Project</b> Campus Construction: Parking lot upgrades 61,000 sf parking with security lighting and ADA access, and maintenance building finishes and general renovation.						\$5,845,400	\$5,845,400	
23	26	Baton Rouge Community College, Acadian Campus	<b>Project</b> Facility Construction: A new 40,000 sf facility to provide emergency training including disaster response and recovery for both on and offshore industries.						\$18,000,000	\$18,000,000	
24	27	Baton Rouge Community College, Port Allen Campus	<b>Project</b> Building Renovation and Repairs: 19,807 sq., multi building 25 year old campus, requires renovations						\$2,725,000	\$2,725,000	
25	28	Louisiana Technical College, Lafourche Campus, Thibodaux	<b>Project</b> Building Renovation and Repairs: Renovations and additions/restroom expansion. Campus experienced a 33.31% growth in 2007. Restroom capacity no longer meets health codes. General renovations required.						\$2,580,000	\$2,580,000	
26	29	South Central Louisiana Technical College, Galliano Campus	<b>Project</b> Campus Construction: Repair existing damaged parking lot of approximately 62,000 sq., add aprons, safety lighting and walkways to comply with ADA accessibility and to provide for safety of personnel.						\$1,451,041	\$1,451,041	
27	30	Central Louisiana Technical Community College, Lamar Salter Campus	<b>Project</b> Building Renovation and Repairs: Retrofit and upgrade to the main building and addition of two 4,000 sq., technical system building on the existing campus.						\$6,460,000	\$6,460,000	
28	31	Central Louisiana Technical Community College, Oakdale Campus	<b>Project</b> Campus Construction: Add a new building of approximately 6,000 sq., for a new health care building on the existing campus, with classroom/lab instructional areas.						\$2,200,000	\$2,200,000	
29	32	South Louisiana Community College, New Iberia Campus	<b>Project</b> Campus Construction: Design and construct new hanger/classroom facility 11,250 sq., to include helicopter bay, maintenance bay, classroom, office and storage space.						\$2,000,000	\$2,000,000	
30	33	Baton Rouge Community College, Acadian Campus	<b>Project</b> Campus Renovation and Repairs: Retrofit existing building and infrastructure with new door and windows, low maint. Floors, energy efficient lighting, new security, and emergency systems, upgraded sewer system, new roofing, and parking.						\$8,900,000	\$8,900,000	
31	34	South Louisiana Community College, T. H. Harris Campus	<b>Project</b> Campus Construction: New 11,000 sq., Allied Health/Early Child Development Center with classrooms, practical labs, resource center, and administrative functions, plus upgrades to some over 32 year old buildings.						\$15,520,000	\$15,520,000	
32	35	South Louisiana Community College, Lafayette Campus	<b>Project</b> Building Renovation and Repairs: Renovate the existing 130,677 sf main building, including low maintenance flooring and new doors.						\$16,285,200	\$16,285,200	
33	36	Louisiana Delta Community College, Delta Ouachita Campus	<b>Project</b> Campus Renovation and Repairs: Repair existing campus parking lot. Renovate exterior of welding shop, electrical, restroom and communications upgrades to campus.						\$9,750,000	\$9,750,000	
34	37	Northwest Louisiana Technical College, Mansfield Campus	<b>Project</b> Building Renovation and Repairs: Conversion of existing 4500 sq. ft. of unused space into Health Occupation classrooms and clinical laboratories.						\$931,152	\$931,152	

LCCTS		Capital Outlay Request for FY 2016-2017									
Priority in Category	Overall Priority	Campus	Project	Actual Previous	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021	Project Total	
35	38	Louisiana Delta Community College, Bastrop Campus	<b>Campus Construction:</b> Renovate buildings and restrooms to meet ADA standards and upgrade electrical, HVAC and communications system. Stewwork renovations to include construction of walkways to facilitate safe access to all buildings on campus. Fencing replacement for security of equipment and buildings. Renovate Buildings Site Work and Fencing						\$1,357,000	\$1,357,000	
36	39	Baton Rouge Community College, Jmonville Campus	Campus Construction: Provide 15,000 sq. ft. of additional space for demand occupations.						\$4,000,000	\$4,000,000	
37	40	Nunez Community College, Chalmette	<b>Campus Construction:</b> Construction of new 24,000 sf building on campus to provide classrooms, labs, resource center and administrative service areas to support the existing allied health programs - this has private funds available of \$500,000-\$1,000,000; Note \$707,362 in Act 391 to restore existing bldg.						\$7,000,000	\$7,000,000	
38	41	Louisiana Delta Community College, Lake Providence	<b>Campus Construction:</b> Renovate Buildings and provide code compliance upgrades.						1007860	\$1,007,860	
39	42	South Central Louisiana Technical College, River Parishes Campus	<b>Campus Construction:</b> Region 3- Reserve, La - 4,000 sq. ft. building to replace the temporary buildings						\$1,118,000	\$1,118,000	
40	43	Northwest Louisiana Technical College, Shreveport/Bossier Campus	<b>Building Renovations:</b> Renovations to Building G for carpentry. 2,485 sq. ft. existing building.						\$2,429,880	\$2,429,880	
41	44	Northwest Louisiana Technical College, Shreveport Bossier Campus	<b>Campus Construction:</b> New Workforce Development Center. 28,000 sf building with classrooms and admin. services on the existing campus.						\$8,336,720	\$8,336,720	
42	45	Delgado Community College, West Bank Campus	<b>Campus Construction:</b> New Classroom building of approximately 25,000 sf, multi-purpose classroom facility and infrastructure.						\$12,000,000	\$12,000,000	
43	46	Delgado Community College, City Park Campus	<b>Campus Repair and Renovation:</b> Replace fencing, sidewalks, trees, bushes, landscaping, repair lagoons, install new sidewalks, and hide central utilities plant from view.						\$2,500,000	\$2,500,000	
44	47	Northwest Louisiana Technical College, Shreveport Bossier Campus	<b>Campus Construction:</b> New Health Occupations Center. A new 20,000 sq., building with classrooms, practical labs, resource center, and administrative functions.						\$5,600,000	\$5,600,000	
45	48	SOWELA Technical Community College, Lake Charles Campus	<b>Campus Repair and Renovation:</b> Lighting and Resurfacing Student Parking. Campus parking lot is 60+ years, campus lighting is 30+ years, 20 acres						\$5,846,400	\$5,846,400	
46	49	South Louisiana Community College, C. B. Coreil Campus	<b>Campus Construction:</b> New Allied Health Building. 7000sq.ft. Replacement of 2 portable buildings.						\$2,100,000	\$2,100,000	
47	50	South Louisiana Community College, Teche Area Campus	<b>Campus Construction:</b> Integrated Systems Training Center Phase 1. Design and construct new training facility to house Machine and Tool Tech., Drafting and Design Tech., Carpentry, Electricity, Industrial Mechanics, Welding, and Electronics.						\$10,000,000	\$10,000,000	
48	51	Central Louisiana Technical Community College, Avoyelles Campus	<b>Campus Repair and Renovation:</b> The electronics shop will be renovated and upgraded to house the office occupations program.						\$515,000	\$515,000	
49	52	Baton Rouge Community College, Acadian Campus	<b>Campus Construction:</b> Barbering and Cosmetology Addition; 7,992 sf addition.						\$2,222,936	\$2,222,936	
50	53	South Louisiana Community College, Lafayette Campus	<b>Campus Construction:</b> Workforce Development Building. 9,000-9,500 sf building						\$2,500,000	\$2,500,000	
51	54	Northwest Louisiana Technical College, Shreveport/Bossier Campus	<b>Campus Construction:</b> Replace Building F; 21,648 sq. ft., existing building.						\$8,336,720	\$8,336,720	

LCCTS		Capital Outlay Request for FY 2016-2017											
Priority in Category	Overall Priority	Campus	Project	Actual Previous	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY-2020-2021	Project Total			
52	55	South Louisiana Community College, Acadian Campus	Campus Renovation and Repairs: Retrofit the existing building and infrastructure with new low maint. flooring, energy efficient lighting, new security and emergency systems, upgraded HVAC system, new roofing and resurfaced parking lot. Also 90,000 sqf concrete apron for truck driver's training on existing campus.						\$5,500,000	\$5,500,000			
53	56	Baton Rouge Community College, Main	Campus Construction: Construction of a 90,000 sf Allied Health facility with all required equipment.						\$24,000,000	\$24,000,000			
54	57	Baton Rouge Community College, Baton Rouge Main Campus	Campus Construction: Parking Garage. Construction of a 700 car parking garage of 270,000sq ft, located on campus						\$10,375,750	\$10,375,750			
55	58	South Louisiana Community College, Lafayette Campus	Campus Construction: New Classroom Building. Approximately 77,500sq ft, on the campus, for general academic usage.						\$21,225,000	\$21,225,000			
56	59	South Louisiana Community College, Lafayette Main Campus	Campus Construction: Construction of a 40,000 sf building to house student services programs.						\$8,000,000	\$8,000,000			
57	60	Delgado Community College	Campus Renovations and Repairs: Isaac Delgado Hall. Built in 1921. Needs to meet current coding bylaws.						\$22,462,800	\$22,462,800			
58	61	Delgado Community College, City Park Campus	New Construction: Construction of a 1500 square foot parking garage on the main campus.						\$24,000,000	\$24,000,000			
59	62	Delgado Community College, All Campuses	Campus Renovation and Repairs: Delgado Campus Image Branding and Building Exterior Repair						\$10,250,000	\$10,250,000			
60	63	Central Louisiana Technical Community College, Alexandria	Campus Construction, Renovations, and Repairs: Construction of a 36,000 square foot facility and provide major renovations and repairs to 10,000 square feet buildings at Lamar Salter and Oakdale, and Jena.						\$13,750,000	\$13,750,000			
61	64	Central Louisiana Technical Community College, Avoyelles Campus	Campus Renovations: HVAC Replacement for Business Office (BOT), Main and Allied Health Buildings, Ceiling replacement for Business Office Technology Buildings, and major renovations and repairs to all buildings.						\$1,500,000	\$1,500,000			
62	65	Central Louisiana Technical Community College, Avoyelles Campus	Campus Renovations and Repairs: Renovation of Auto Tech space into Hotel and Hospitality Culinary Arts, and Management Lab and Classrooms						\$500,000	\$500,000			
63	66	Central Louisiana Technical Community College, Oakdale Campus	Renovations and Repairs: Acquisition of Property and Construction of new road and Parking Area						\$725,000	\$725,000			
Total New Projects				\$0.00	\$ 24,756,716	\$ 41,160,000	\$ 30,870,000	\$ 33,610,000	\$ 374,681,859	\$ 505,075,569			
Grand Total All Categories				\$ 15,200,000.00	\$ 46,756,716	\$ 46,860,000	\$ 34,120,000	\$ 35,610,000	\$ 376,681,859	\$ 555,236,575			



## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

*Changing Lives,  
Creating Futures*

Monty Sullivan  
*System President*

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**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Joseph F. Marin   
Sr. V.P. for Finance and Administration

**FROM:** Joel Watkins  
Director of Budget and Planning

**DATE:** May 22, 2015

**RE:** Professional Services Contract between Fletcher Technical Community College and JLCR, LLC

### FOR BOARD ACTION

**Recommendation:** Staff recommends that the Board approve a professional services contract between Fletcher Technical Community College and JLCR, LLC, effective May 1, 2015 through April 30, 2017. This contract is subject to the approval of the state Office of Contractual Review.

**Background:** Fletcher Technical Community College wishes to enter into a professional services contract with JLCR, LLC to provide food services on its campus. JLCR, LLC will operate as an independent vendor in Fletcher's food services area selling/serving high quality food and beverage items to Fletcher students, faculty, and staff.

**Fiscal Impact:** JLCR, LLC will pay Fletcher Technical Community College 2.5% on gross sales up to \$250,000 and 4.0% on gross sales over \$250,000.

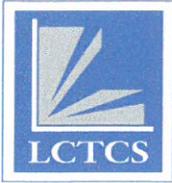
**History of Prior Actions:** N/A

**Benefits to the System:** The contract will provide needed food services to Fletcher's students, faculty, and staff, as well as provide Fletcher with an additional income stream.



**Approved for Recommendation to the Board**  
**Dr. Monty Sullivan, President**

\_\_\_\_\_  
**Date**



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**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Joseph F. Marin   
Sr. V.P. for Finance and Administration

**FROM:** Joel Watkins  
Director of Budget and Planning

**DATE:** May 22, 2015

**RE:** Professional Services Contract between Louisiana Delta Community College and Opportunities Industrialization Center of Ouachita, Inc.

**FOR BOARD ACTION**

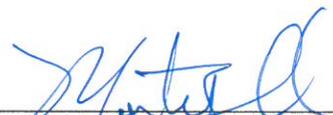
**Recommendation:** Staff recommends that the Board approve a professional services contract between Louisiana Delta Community College and Opportunities Industrialization Center of Ouachita, Inc., effective July 1, 2015 through June 30, 2016. This contract is subject to the approval of the Office of Contractual Review.

**Background:** Louisiana Delta Community College wishes to enter into a professional services contract with Opportunities Industrialization Center of Ouachita, Inc. (OIC) to provide literacy evaluation, professional development and job skills training, life skills, counseling and job placement assistance for low to moderate income clients.

**Fiscal Impact:** The contract is for \$280,000.

**History of Prior Actions:** This contract has been ongoing since approximately 1996 when the Louisiana Technical College Delta Ouachita Campus and Opportunities Industrialization Center of Ouachita, Inc. were parties to the contract. Since the inception of the LCTCS the board has approved similar contracts annually. Louisiana Delta Community College became party to the contract beginning FY13 after Northeast Louisiana Technical College was merged with Louisiana Delta Community College.

**Benefits to the System:** The funding will provide literacy evaluation, professional development and job skills training, life skills, counseling and job placement assistance for low to moderate income clients to the citizens of the surrounding area of Ouachita Parish.

  
\_\_\_\_\_  
**Approved for Recommendation to the Board**  
**Dr. Monty Sullivan, President**

\_\_\_\_\_  
**Date**



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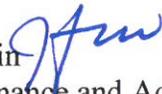
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**LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM**

**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Joseph F. Marin   
Sr. V.P. for Finance and Administration

**FROM:** Joel Watkins  
Director of Budget and Planning

**DATE:** May 22, 2015

**RE:** Social Services Contract between Louisiana Delta Community College  
and Visual Communication Service

**FOR BOARD ACTION**

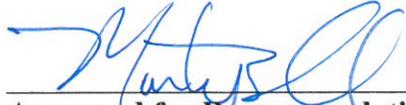
**Recommendation:** Staff recommends that the Board approve a social services contract between Louisiana Delta Community College and Visual Communication Service, effective July 1, 2015 through June 30, 2016. This contract is subject to the approval of the state Office of Contractual Review.

**Background:** Louisiana Delta Community College will contract with Visual Communication Service to provide interpretative services for Students with Disabilities as outlined by the Americans with Disabilities Act (ADA). The objectives are to provide interpretive services to students with special needs (deaf and/or hearing impaired).

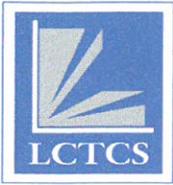
**Fiscal Impact:** The contract is not to exceed \$120,000.

**History of Prior Actions:** N/A

**Benefits to the System:** The contract will provide social services to Louisiana Delta Community College to fulfill ADA requirements for Students with Disabilities.

  
**Approved for Recommendation to the Board**  
**Dr. Monty Sullivan, President**

\_\_\_\_\_  
**Date**



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## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Joseph F. Marin   
Sr. V.P. for Finance and Administration

**FROM:** Joel Watkins  
Director of Budget and Planning

**DATE:** May 26, 2015

**RE:** Social Services Contract between Northshore Technical Community College and Falck Safety Services

### FOR BOARD ACTION

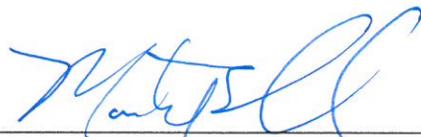
**Recommendation:** Staff recommends that the Board approve a social services contract between Northshore Technical Community College and Falck Safety Services, effective July 1, 2015 to June 30, 2016. This contract is subject to the approval of the State Office of Contractual Review.

**Background:** Northshore Technical Community College has been awarded an incumbent worker training grant and wishes to enter into a social services contract with Falck Safety Services to provide safety training to approximately 465 employees of Hornbeck Offshore Operators LLC.

**Fiscal Impact:** Not to exceed \$120,400.

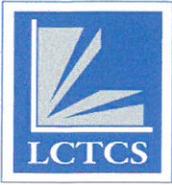
**History of Prior Actions:** N/A

**Benefits to the System:** The execution of this contract will provide needed safety training to Hornbeck Offshore Operators LLC.



Approved for Recommendation to the Board  
Dr. Monty Sullivan, President

\_\_\_\_\_  
Date



**LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM**

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**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Joseph F. Marin *JFM*  
Sr. V.P. for Finance and Administration

**FROM:** Joel Watkins  
Director of Budget and Planning

**DATE:** May 26, 2015

**RE:** Social Services Contract between Northshore Technical Community College and Louisiana Machinery

**FOR BOARD ACTION**

**Recommendation:** Staff recommends that the Board approve a social services contract between Northshore Technical Community College and Louisiana Machinery, effective July 1, 2015 to June 30, 2016. This contract is subject to the approval of the State Office of Contractual Review.

**Background:** Northshore Technical Community College has been awarded an incumbent worker training grant and wishes to enter into a social services contract with Louisiana Machinery to provide engine diagnostic and maintenance training to approximately 60 employees of Hornbeck Offshore Operators LLC.

**Fiscal Impact:** Not to exceed \$72,500.

**History of Prior Actions:** N/A

**Benefits to the System:** The execution of this contract will provide needed engine diagnostic and maintenance training to Hornbeck Offshore Operators LLC.

**Approved for Recommendation to the Board  
Dr. Monty Sullivan, President**

\_\_\_\_\_  
**Date**



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**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Joseph F. Marin *JFM*  
Sr. V.P. for Finance and Administration

**FROM:** Joel Watkins  
Director of Budget and Planning

**DATE:** May 26, 2015

**RE:** Social Services Contract between Northshore Technical Community College and The Marine Training Institute

**FOR BOARD ACTION**

**Recommendation:** Staff recommends that the Board approve a social services contract between Northshore Technical Community College and The Marine Training Institute, effective July 1, 2015 to June 30, 2016. This contract is subject to the approval of the State Office of Contractual Review.

**Background:** Northshore Technical Community College has been awarded an incumbent worker training grant and wishes to enter into a social services contract with The Marine Training Institute to provide electronic chart display and information system training to approximately 120 employees of Hornbeck Offshore Operators LLC.

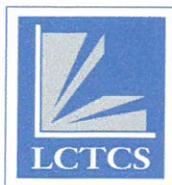
**Fiscal Impact:** Not to exceed \$117,000.

**History of Prior Actions:** N/A

**Benefits to the System:** The execution of this contract will provide needed electronic chart display and information system training to Hornbeck Offshore Operators LLC.

*Monty Sullivan*  
\_\_\_\_\_  
**Approved for Recommendation to the Board  
Dr. Monty Sullivan, President**

\_\_\_\_\_  
**Date**



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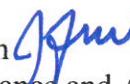
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**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Joseph F. Marin   
Sr. V.P. for Finance and Administration

**FROM:** Joel Watkins  
Director of Budget and Planning

**DATE:** May 26, 2015

**RE:** Social Services Contract between Northshore Technical Community  
College and New Horizons CLC of New Orleans

### **FOR BOARD ACTION**

**Recommendation:** Staff recommends that the Board approve a social services contract between Northshore Technical Community College and New Horizons CLC of New Orleans, effective July 1, 2015 to June 30, 2016. This contract is subject to the approval of the State Office of Contractual Review.

**Background:** Northshore Technical Community College has been awarded an incumbent worker training grant and wishes to enter into a social services contract with New Horizons CLC of New Orleans to provide software and project management training to approximately 110 employees of Hornbeck Offshore Operators LLC.

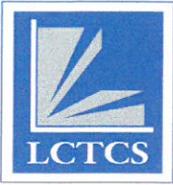
**Fiscal Impact:** Not to exceed \$96,411.

**History of Prior Actions:** N/A

**Benefits to the System:** The execution of this contract will provide needed software and project management training to Hornbeck Offshore Operators LLC.

  
\_\_\_\_\_  
**Approved for Recommendation to the Board  
Dr. Monty Sullivan, President**

\_\_\_\_\_  
**Date**



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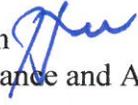
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**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Joseph F. Marin   
Sr. V.P. for Finance and Administration

**FROM:** Joel Watkins  
Director of Budget and Planning

**DATE:** May 26, 2015

**RE:** Social Services Contract between Northshore Technical Community  
College and Shell E & P

**FOR BOARD ACTION**

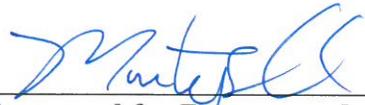
**Recommendation:** Staff recommends that the Board approve a social services contract between Northshore Technical Community College and Shell E & P, effective July 1, 2015 to June 30, 2016. This contract is subject to the approval of the State Office of Contractual Review.

**Background:** Northshore Technical Community College has been awarded an incumbent worker training grant and wishes to enter into a social services contract with Shell E & P to provide safety training to approximately 246 employees of Hornbeck Offshore Operators LLC.

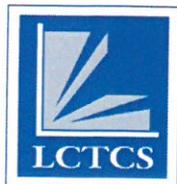
**Fiscal Impact:** Not to exceed \$92,425.

**History of Prior Actions:** N/A

**Benefits to the System:** The execution of this contract will provide needed safety training to Hornbeck Offshore Operators LLC.

  
\_\_\_\_\_  
**Approved for Recommendation to the Board  
Dr. Monty Sulliyan, President**

\_\_\_\_\_  
**Date**



## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

May 25, 2015

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To: Dr. Monty Sullivan  
President

From: Dr. Daniel Robert *DR*  
Vice President for Academics and Student Affairs

Re: New Programs, Program Revisions, and Program Terminations at Baton Rouge Community College for consideration during the June 2015 LCTCS Board of Supervisors meeting.

### **FOR BOARD ACTION:**

**Recommendation:** Staff recommends approval of new programs and exit points, program revisions, and program terminations as listed below:

#### **Baton Rouge Community College**

##### New Programs

##### **a. Associate of Applied Science (AAS) in Midwifery (CIP Code 51.3401) – 2 Stars**

Currently there are at least eight birthing centers in the state of Louisiana: there are seven in the Baton Rouge area. In 2011, according to the Louisiana State Board of Medical Examiners (LSBME), there were eight licensed midwives in the state. The state's practicing midwives are concentrated in the Acadiana, Baton Rouge, and greater New Orleans areas. The trend in home births is rising and the lack of midwives in Louisiana is problematic. According to the US Centers for Disease Control and Prevention for the year 2008, of the 4.2 million births reported in the United States, one percent were "out-of-hospital births": about 66 percent of those "out-of-hospital births" were at residences, while 28 percent were at a freestanding birthing center. Midwives attended 61 percent of the home births, and more than 80 percent of the home births, and more than 80 percent of the home births were to non-Hispanic white women, according to the data. The addition of the midwifery program is expected to attract and support additional life science-focused businesses which, according to Louisiana Economic Development (LED), rank among the top industries in Louisiana, with a state investment of \$500 million. Currently, students seeking academic training in midwifery must leave the state to obtain this type of education. The courses in the program are aligned with the Essential Competencies outlined by the Midwifery Education Accreditation Counsel (MEAC), the agency to which the college will apply for accreditation. Effective fall 2016.

##### Program Revisions

##### **a. Certificate of Technical Studies (CTS) in Aviation Maintenance Technician, Powerplant (CIP Code 47.0608) – 5 Stars**

Increase credit hours from 25 to 32. To simplify the program requirements, streamline the program, and facilitate program completion. Students will be able to complete the CTS in three semesters, at which point they will be eligible to take the FAA oral and written certification exams.

**b. Associate of Science (AS) in Pre-Engineering (CIP Code 14.0101) – 5 Stars and Transfer**

62 credit hours

**i. Add a new concentration in Nanosystems Engineering.**

The nanosystems engineering concentration will provide a pathway for students interested in pursuing a Bachelor's degree at the university level. Per Louisiana Tech University, nanosystem engineering can be described as the branch of engineering that deals with design, development and characterization of materials, devices, and systems in the range of 1-100 nanometer (1 nanometer is a billionth of a meter), as well as their integration with macro scale devices and system. The program outline for the Nanosystems Engineering concentration has been composed for students who wish to pursue a bachelor's degree at Louisiana Tech University. Effective fall 2015.

Program Termination

**c. Certificate of Technical Studies (CTS) in Furniture Technician II (CIP Code 48.0303) – 2 Stars**

**Background:** Colleges are requesting additions based on a review of curriculum.

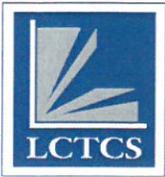
**History of Prior Actions:** There is a history of reviewing programs to meet college needs.

**Fiscal Impact:** The fiscal impact should be minimal. Any associated costs were included in the review process.

**Benefits to System:** If approved this will allow colleges to better meet the campus needs.

  
\_\_\_\_\_  
Approved for Recommendation to the Board  
Dr. Monty Sullivan, President

\_\_\_\_\_  
Date



## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

May 25, 2015

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To: Dr. Monty Sullivan  
President

From: Dr. Daniel Robert *DR*  
Vice President for Academics and Student Affairs

Re: New Programs, Program Revisions, and Program Terminations at  
Delgado Community College for consideration during the June 2015  
LCTCS Board of Supervisors meeting.

### **FOR BOARD ACTION:**

**Recommendation:** Staff recommends approval of new programs and exit points,  
program revisions, and program terminations as listed below:

#### **Delgado Community College**

##### New Programs

##### **a. Technical Competency Area (TCA) in Architectural Contractor Practices (CIP Code 15.0101) – 5 Stars**

The purpose of the three-course, 9 credit hour Architectural Contractor Practices TCA is to recognize through skill assessments individuals who demonstrate mastery of the core competencies of Architectural Contractor Practices (entry-level) through successful completion of measurable assessments. The goal of proposed TCA in Architectural Contractor Practices is to raise the level of performance of technical workers to assist these individuals in finding higher-wage jobs and to help employers ensure their workforce increases the company's productivity and competitiveness. Completers of the proposed TCA will understand the work activities and related skills involved with Architectural Contractor Practices (Construction Coordinators). The courses comprising the proposed TCA are existing at the College, and are used in an existing Associate of Applied Science in Architectural/Design Construction Technology. Packaging these courses as a recognized Technical Competency Area will allow students to demonstrate successful completion of an organized curriculum, designed to lead to entry-level employment with a pathway to complete their Associate degree, and packaging these courses as a TCA will incur no additional costs to the College. Effective fall 2015.

##### **b. Technical Competency Area (TCA) in A+ Certification (CIP 47.0199) – 5 Stars**

The goal of this TCA is to provide an overview of the CompTIA A+ certification program, the industry standard for validating the skills expected of entry-level computer technicians. Topics covered include motherboards, memory, processors, video, storage media and devices, printers, operating systems, networking, virtualization, mobile devices, and security. Students who successfully complete the Technical Competency Area in A+

Certification are eligible to sit for national certification examinations: CompTIA A+ Exam 220-801 and CompTIA A+ Exam 220-802. The courses comprising the proposed TCA are existing at the College, and are used in an existing Associate of Applied Science degree program in Electronics Service Technology with a Concentration in Computer and Electronics Service Repair. Packaging the course as a recognized Technical Competency Area will allow students to demonstrate successful completion of an organized curriculum, designed to lead to industry based certification. Enrollment in the courses and related program is healthy, and packaging these courses as a TCA will cause no additional expenditure of funds for the College. Effective fall 2015.

**c. Technical Competency Area (TCA) in PLC Programming (CIP Code 15.0303) – 4 Stars**

Delgado Community College proposes a 4 credit hour Technical Competency Area in PLC Programming. The proposed Technical Competency Area's learning outcomes map to industry standards utilizing Allen-Bradley and Siemens programmable logic controllers as a basis. Completers of the proposed T.C.A. will understand the work activities and related skills involved with PLC Programming. The Programmable Logic Controller (PLC) is a digital computer armored for severe conditions, to include dust, moisture, heat, cold, and vibration; and, PLCs have the capability for extensive input/output arrangements. While the automotive industry remains one of the largest users of PLCs, other automated manufacturing and process control industries also depend heavily on PLCs to ensure efficient and accurate processes are completed. Electrical-Electronics Engineers and those providing support to such engineers are heavily involved in the programming and installation of Logic Controllers. The creation of a TCA focusing primarily on Programmable Logic Controllers will allow current members of the workforce to upgrade their skills in an area of their profession experiencing rapid technological advancement, and will allow those students enrolled in related degree programs to earn a recognized credential to secure entry-level employment while continuing their educational career. The course comprising the proposed T.C.A. is existing at the College, and is used in an existing Associate Science degree program in Electrical-Electronics Engineering Technology. Enrollment in the course and related program is healthy, and packaging this course as a TCA will cause no additional expenditure of funds for the College. Effective fall 2015.

**d. Technical Competency Area (TCA) in Net+ Certification (CIP Code 11.0901) – 5 Stars**

The goal of this two course, 6 credit hour TCA is to provide an overview of the CompTIA NET + certification program, the industry standard for measuring the skills as a network technician: understanding of network hardware, installation, and trouble shooting. Students who successfully complete the Technical Competency Area in Net + Certification are eligible to sit for national certification examination: CompTIA Network+ Exam

number N10-006. Successful completion of this examination will allow students to find entry level employment in a variety of computer networking industries to include the educational, business, governmental, and non-profit arenas. As an entry-level certification, completers of the proposed TCA may continue on their path toward Associate degree, while gaining valuable experience in the work environment. The courses comprising the proposed TCA are existing at the College, and are used in an existing Associate of Applied Science degree program in Computer Network Technology. Enrollment in the courses and related program is healthy, and packaging these courses as a TCA will cause no additional expenditure of funds for the College. Effective fall 2015.

**e. Certificate of Technical Studies (CTS) in Computer Network Technology (CIP Code 11.0901) – 5 Stars**

Delgado Community College proposes a nine course, 21 credit hour Certificate of Technical Studies program in Computer Network Technology. The proposed program's learning outcomes map to industry standards including COMP-TIA certification standards. An instructional program in Computer Network Technology focuses on the design, implementation, and management of linked systems of computers, peripherals, and associate software to maximize efficiency and productivity. The proposed program will include instruction in operating systems and applications; systems design and analysis; networking theory and solutions; types of networks; network management and control; network flow and optimization; security; configuring; and troubleshooting. The goal of the Certificate of Technical Studies program is to provide students with competencies necessary to enter the workforce in entry-level positions in Computer Networking and to pursue nationally recognized certifications. The courses comprising the proposed C.T.S. are existing at the College, and are used in an existing Associate of Applied Science degree program in Computer Network Technology. Packaging the courses as an exit point Certificate of Technical Studies program will allow students to demonstrate successful completion of an organized curriculum, designed to lead to entry-level employment while students continue their education to Associate degree for career advancement and/or specialization. Effective fall 2015.

**f. Technical Competency Area (TCA) in AutoCAD (CIP Code 15.1301) – 4 Stars**

Delgado Community College proposes a three course, 9 credit hour Technical Competency Area in AutoCAD. Entry-level drafters begin with an Associate degree, and those who provide support to drafting professionals may do so with a certificate, degree, or possession of an Industry Based Certification. Students who successfully complete the Technical Competency Area in AutoCAD are eligible to sit for national certification examination administered by Certipoint. With the expansion of the construction industry, qualified applicants in this field are expected to be in high demand for the foreseeable future. The proposed TCA is designed as an exit point, attainable within the Certificate of Technical Studies and

the Associate of Applied Science in Computer Aided Design and Drafting. Packaging the courses as a recognized TCA will incur no additional cost to the college, as all courses are existing and are offered on a regular basis. Effective fall 2015.

**g. Technical Competency Area (TCA) in Revit (CIP Code 15.1301) – 4 Stars**

The goal of this four course, 12 credit hour TCA is to provide an overview of the Autodesk Revit Certified User Certification program, which evaluates knowledge of the core competencies required for mastery of the Revit software program, to include: navigating the user interface and managing files; working with views, including creating camera views; creating levels, walls, doors, and windows; handling components, columns, and grids; creating stairs, railings, roofs, and floors; and, sketching, annotating, and scheduling. The proposed TCA is designed as an exit point, attainable within the Certificate of Technical Studies and the Associate of Applied Science in Computer Aided Design and Drafting. Packaging the courses as a recognized TCA will incur no additional cost to the college, as all courses are existing and are offered on a regular basis. Students who successfully complete the Technical Competency Area in Revit are eligible to sit for national certification examination. Effective fall 2015.

**h. Technical Competency Area (TCA) in Quickbooks (CIP Code 52.0302) – 5 Stars**

Students who successfully complete the 6 credit hour Technical Competency Area in QuickBooks are eligible to sit for the industry-based certification exam offered by QuickBooks to receive the following credentials: Certified QuickBooks User. Intuit QuickBooks is the industry leader in accounting software for small businesses and medium-sized businesses. This certification program focuses on the general knowledge of accounting/bookkeeping and the skills required in the most commonly used accounting software application. QuickBooks Certification validates essential knowledge for an entry-level accounting position and provides marketable skills that speak to employers. According to Intuit, 80 percent of today's small businesses use QuickBooks. Skilled users of this software will have a competitive edge in the accounting and auditing clerk job market. The courses comprising the proposed TCA are existing at the College, and are used in an existing Associate of Applied Science degree program in Accounting and in an existing Certificate of Technical Studies program in Accounting Technology: Account Clerk. Packaging the courses as a recognized Technical Competency Area will allow students to demonstrate successful completion of an organized curriculum, designed to lead to industry based certification, and will incur no additional costs to the College. Effective fall 2015.

**i. Technical Competency Area (TCA) in Logistics Technician-Entry Level (CIP Code 52.0203) – 5 Stars**

Delgado Community College proposes a 3 credit hour Technical Competency Area (TCA) in Logistics Technician Entry Level. Completers of this proposed Technical Competency Area will understand the work activities and related skills involved with moving material throughout the supply chain in a manufacturing environment: to and from production sites, to warehouses and distribution centers, to material handlers within the various transportation modes. Students who successfully complete the Technical Competency Area in Logistics Technician Entry Level are eligible to sit for a national certification exam to receive the following credential: Certified Logistics Associate. The certification examination is offered by the Manufacturing Skill Standards Council (MSSC). The proposed TCA will be an exit point in the College's existing Associate of Applied Science degree in Business and Management with a concentration in Logistics, and an exit point in the College's existing Certificate of Technical Studies program in Logistics Technology, and, as such, will incur no additional expenses for the College. Effective fall 2015.

**j. Technical Competency Area (TCA) in Logistics Technician-Front Line Supervisor (CIP Code 52.0203) – 5 Stars**

Completers of this 6 credit hour TCA will understand the front line supervisor's function and related skills involved with moving material throughout the supply chain in a manufacturing environment: to and from production sites, to warehouses and distribution centers, to material handlers within the various transportation modes. Students who successfully complete the Technical Competency Area Logistics Technician Front Line Supervisor are eligible to sit for a national certification exam to receive the following credential: Certified Logistics Technician. The certification examination is offered by the Manufacturing Skill Standards Council (MSSC). The proposed TCA will be an exit point in the College's existing Associate of Applied Science degree in Business and Management with a concentration in Logistics, and an exit point in the College's existing Certificate of Technical Studies program in Logistics Technology, and will incur no additional expenditure of funds for the College. Effective fall 2015.

**k. Technical Competency Area (TCA) in Global Logistics Associate (CIP Code 52.0203) – 5 Stars**

The completers of the proposed 3 credit hour TCA's learning outcomes will possess skills required for entry level employment in a variety of transportation logistics functions. Successful completers of the proposed TCA are eligible to earn the American Society of Transportation and Logistics Global Logistics Associate certification. The goal of this Technical Competency Area is to provide completers with the basic knowledge necessary for an entry level employment in the New Orleans region transportation and logistics industry. The course comprising the proposed TCA is existing at the College, and is used in an existing Certificate of Technical Studies (CTS) program in Logistics Technology; and, the CTS may be applied to the existing Associate of Applied Science in

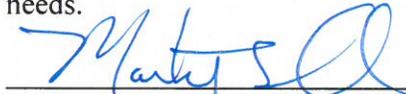
Business and Management, with a Concentration in Logistics Management. Packaging the course as a recognized Technical Competency Area will allow students to demonstrate successful completion of an organized curriculum, designed to lead to industry based certification. Enrollment in the course and related programs is healthy, and packaging this course as a TCA will cause no additional expenditure of funds for the College. Effective fall 2015.

**Background:** Colleges are requesting additions based on a review of curriculum.

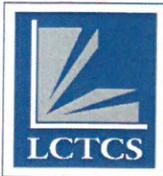
**History of Prior Actions:** There is a history of reviewing programs to meet college needs.

**Fiscal Impact:** The fiscal impact should be minimal. Any associated costs were included in the review process.

**Benefits to System:** If approved this will allow colleges to better meet the campus needs.

  
\_\_\_\_\_  
Approved for Recommendation to the Board  
Dr. Monty Sullivan, President

\_\_\_\_\_  
Date



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Monty Sullivan  
*System President*

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## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

May 25, 2015

To: Dr. Monty Sullivan  
President

From: Dr. Daniel Robert *DR*  
Vice President for Academics and Student Affairs

Re: New Programs, Program Revisions, and Program Terminations at Northshore Technical Community College for consideration during the June 2015 LCTCS Board of Supervisors meeting.

### **FOR BOARD ACTION:**

**Recommendation:** Staff recommends approval of new programs and exit points, program revisions, and program terminations as listed below:

#### **Northshore Technical Community College**

##### **Program Revision**

- a. **Associate of Applied Science (AAS) in Technical Studies: Industrial Maintenance Technology Concentration (CIP Code 47.9999) – 5 Stars**  
Increase clock hours from 900 clock hours to 1,050 clock hours.
  - i. **Revise: Technical Diploma (TD) in Industrial Maintenance Technology (CIP Code 47.0303) – 5 Stars**  
Increase clock hours from 675 clock hours to 825 clock hours.
  - ii. **Add: Certificate of Technical Studies (CTS) in IMT: General Automated Transportation Technology (CIP Code 47.0303) – 5 Stars**  
15 credit hours and 300 clock hours.
  - iii. **Add: Certificate of Technical Studies (CTS) in IMT: General Marine Transportation Technology (CIP Code 47.0303) – 5 Stars**  
15 credit hours and 300 clock hours.
  - iv. **Add: Certificate of Technical Studies (CTS) in IMT: Core (CIP Code 47.0303) – 5 Stars**  
19 credit hours and 330 clock hours
  - v. **Add: Technical Competency Area (TCA) in Industrial Maintenance Maritime Foundations (CIP Code 47.0303) – 5 Stars**  
5 credit hours and 75 clock hours.
  - vi. **Revise: Certificate of Technical Studies (CTS) in IMT: Industrial Maintenance Mechanic (CIP Code 47.0303) – 5 Stars**  
Reduce credit/clock hours from 21/315 to 12/270.
  - vii. **Revise: Technical Competency Area (TCA) in MMAT Core to IMT Foundations (CIP Code 47.0303) – 5 Stars**  
Reduce credit/clock hours from 5/75 to 7/105.
  - viii. **Delete: Certificate of Technical Studies (CTS) in IMT: Pipefitter (CIP Code 47.0303) – 5 Stars**

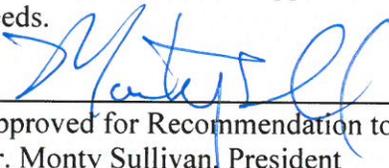
The revision to the Industrial Maintenance Technology program is driven by college industry partners' skilled employee requirements. Northshore Technical Community College met with industry partners on multiple occasions to ensure the college is providing industry needed training and maintaining academic quality. The requested additional exit point align with industry based certifications for employment in high-demand occupations.

**Background:** Colleges are requesting additions based on a review of curriculum.

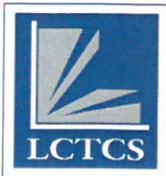
**History of Prior Actions:** There is a history of reviewing programs to meet college needs.

**Fiscal Impact:** The fiscal impact should be minimal. Any associated costs were included in the review process.

**Benefits to System:** If approved this will allow colleges to better meet the campus needs.

  
\_\_\_\_\_  
Approved for Recommendation to the Board  
Dr. Monty Sullivan, President

\_\_\_\_\_  
Date



***Changing Lives,  
Creating Futures***

Monty Sullivan  
*System President*

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## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

May 25, 2015

To: Dr. Monty Sullivan  
President

From: Dr. Daniel Robert *DR*  
Vice President for Academics and Student Affairs

Re: New Programs, Program Revisions, and Program Terminations at South Louisiana Community College for consideration during the June 2015 LCTCS Board of Supervisors meeting.

### **FOR BOARD ACTION:**

**Recommendation:** Staff recommends approval of new programs and exit points, program revisions, and program terminations as listed below:

#### **South Louisiana Community College**

##### **Program Revision**

##### **a. Associate of Applied Science (AAS) in Technical Studies (CIP Code 47.9999) – 5 Stars**

##### **a. Add: Technical Diploma (TD) in Practical Nursing Concentration (CIP Code 51.3901) – 5 Stars**

SLCC requests the LCTCS Board approve that the addition of the Technical Diploma of Practical Nursing as part of eligible program entries into the recently established CIP 479999 Associate of Applied Science in Technical Studies. This provides an opportunity for those holding this TD in Practical Nursing to attain an AAS. Once attained it provides a clear pathway for these graduates to pursue a Bachelors of Applied Sciences Degree at Northwestern State University, a valuable transfer partner.

##### **b. Associate of Applied Science (AAS) in Clinical Laboratory Science (CIP Code 51.1004) – 4 Stars**

SLCC requests the LCTCS Board approve that restructure, recoding and renaming of courses in our CIP 51.1004 Associate of Applied Science in Clinical Laboratory Science program.

##### **c. Associate of Applied Science (AAS) in Surgical Technology (CIP Code 51.0909) – 4 Stars**

Reduce credit hours from 69 to 65. SLCC requests the LCTCS Board approve that restructure, recoding and renaming of courses in our CIP 51.0909 Associate of Applied Science in Surgical Technology program.

##### **d. Technical Diploma (TD) in Oil and Gas Production Technology (CIP Code 15.0903) – 5 Stars**

45 credit hours; Effective fall 2015.

- i. **Add: Certificate of Technical Studies (CTS) in Oil and Gas Production Helper I (CIP Code 15.0903) – 4 Stars**  
17 credit hours and 285 clock hours.
- ii. **Add: Certificate of Technical Studies (CTS) in Oil and Gas Production Helper II (CIP Code 15.0903) – 4 Stars**  
30 credit hours and 570 clock hours.  
SLCC requests the LCTCS Board approve the new program proposal allowing SLCC to proceed with seeking all additional approvals to be able to deliver this new industry driven initiative.

**e. Associate of Applied Science (AAS) in Application Software Development (CIP Code 11.0201) – 5 Stars**

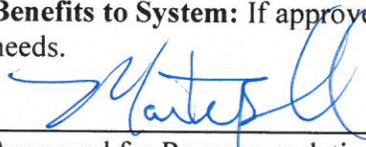
Includes credentials of Technical Diploma (TD) and Certificate of Technical Studies (CTS) exit points. SLCC requests the LCTCS Board approve the substitution of the ASDV prefix in all dedicated courses that are included in already approved CIP 11.0201 AAS, TD and Certificates in Application Software Development programs.

**Background:** Colleges are requesting additions based on a review of curriculum.

**History of Prior Actions:** There is a history of reviewing programs to meet college needs.

**Fiscal Impact:** The fiscal impact should be minimal. Any associated costs were included in the review process.

**Benefits to System:** If approved this will allow colleges to better meet the campus needs.

  
\_\_\_\_\_  
Approved for Recommendation to the Board  
Dr. Monty Sullivan, President

\_\_\_\_\_  
Date



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Monty Sullivan  
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## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

**TO:** Dr. Monty Sullivan  
System President

**FROM:** David Helveston  
Vice President for Workforce Solutions, Career & Technical Education

**THROUGH:** Joseph Marin  
Senior Vice President for Finance and Administration

**DATE:** May 26, 2015

**SUBJECT:** Ratification of New Incumbent Worker Training Program Contract

### FOR BOARD ACTION

**Recommendation:** Staff recommends the Board ratify one (1) Incumbent Worker Training Program Contracts as shown in the table below:

College	Contractor Name	Contract Amount	Type of Training/Reason for Modification
South Central Louisiana Technical College	LeBeouf Bros. Towing, LLC	\$130,526	Grant to provide training for 210 employees in tank barge, 100/200 ton mate, firefighting, confined space, deckhand training, radar observer, fall protection, and wheelhouse simulator training to meet industry demand.

**Background:** In accordance with procedures established by the Board, the system staff has signed the above mentioned contract and sent it to the Louisiana Workforce Commission for final approval.

**Fiscal Impact:** The total amount of this contract is \$130,526. The LCTCS colleges will administer these Louisiana Workforce Commission funds.

**Benefits to the System:** The Incumbent Worker Training Program is a customized training program administered by the Louisiana Workforce Commission (LWC). Funds are granted through contracts between LWC, employers and the LCTCS.

  
 Approved for Recommendation to the Board  
 Dr. Monty Sullivan

\_\_\_\_\_  
Date

LOUISIANA WORKFORCE COMMISSION  
INCUMBENT WORKER TRAINING PROGRAM SOCIAL SERVICES CONTRACT

<b>TOTAL CONTRACT AMOUNT</b> \$130,526.00	<b>CONTRACT NUMBER</b>	<b>CFMS NUMBER</b> 735514
<b>CONTRACTOR:</b> Louisiana Workforce Commission P. O. Box 94094 Baton Rouge, Louisiana 70804-9094	<b>TRAINING INSTITUTION:</b> South Central Ltc-Young Memorial Campus P. O. Box 2148 Morgan City, La 70380	<b>EMPLOYER:</b> LeBeouf Bros. Towing, LLC P. O. Box 9036 Houma, LA 70361-9036 NAICS Code: 488330
<b>Contact Person:</b> Veronica Wright - IWTP Specialist (225) 342-8968 (225) 342-8991 (fax) Email: vwright@lwc.la.gov	<b>Contact Person:</b> Caleb Verrett (985) 380-2957 Ext. 307 (985) 380-2440 (fax) Email: calebverrett@scl.edu	<b>Contact Person:</b> Dwayne Portier, Safety/Training (985) 594-6692 (985) 594-5253 (fax) Email: dportier@lebeouftowing.com
<b>CHECK IF MODIFICATION</b> [ ] <b>Modification Number : ( # )</b> <b>Date: ( )</b> (See Page 3 for Details)		

**CONTRACT PERIOD:** This contract agreement covers the period from May 5, 2015 through May 4, 2016.

The Louisiana Workforce Commission (hereinafter referred to as LWC) and the above listed Training Institution and Employer or Consortium (hereinafter referred to jointly as employer(s) and training provider(s) do hereby enter into this contract. This contract is in accordance with the Louisiana State Employment Security Law, (R.S. 23:1514) which authorized the Workforce Development Training Account to be used solely and exclusively to fund customized training for businesses operating in Louisiana.

The continuation of this contract is contingent upon the appropriation of funds to fulfill the requirements of the contract by the Legislature. If the Legislature fails to appropriate sufficient monies to provide for the continuation of the contract, or if appropriation is reduced by the veto of the Governor or by any means provided in the Appropriations Act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the contract shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

**PERFORMANCE OBJECTIVES OF CONTRACT:**

During the contract period, it is expected that the performance under this contract will be subject to the following levels:

- |               |  |
|---------------|--|
| <u>210</u>    | 1. Number of employees to <u>complete training</u> defined as the number of participants reported and verified by the vendor and/or training provider as having successfully completed all classes, courses, seminars, etc., he/she was scheduled to complete in the IWTP contract/application with successful delivery of the training and updated job skills verified by the employer. |
| <u>31</u>     | 2. Number of <u>additional jobs created</u> defined as the number of positions created and filled as a result of employees who participate in IWTP training and who are subsequently promoted to higher-level positions.   |
| <u>210</u>    | 3. Number of <u>jobs retained</u> defined as prevention of job loss caused by obsolete skills, technological change, or national or global competition.  |
| <u>15.06%</u> | 4. <u>Average Wage Increase</u> defined as the average wage increase for those persons for whom a wage increase was the intended outcome.  |

A contract will be considered successful if the average of all performance objectives combined meets or exceeds 75%. In calculating the overall percentage of completion, the maximum percentage for each performance objective will not exceed 100%. It is the responsibility of the employer(s) and training provider(s) to advise LWC in advance if contract terms are insufficient to complete contract objectives (Refer to Re-budgeting and/or Modifications Sections, I and II). LWC shall retain the right to withhold funds awarded, modify the terms and conditions of this award, and reclaim disbursed funds from the awardee(s) commensurate with unmet performance objectives and the foregone benefits to the state.

South Central LTC-Young Memorial Campus/LeBeouf Bros. Towing, LLC

Customized Training

**SUMMARY OF LINE ITEMS COSTS**

	Employer Contribution Amount	Amount of Funding Requested	Total Cost
Course Costs - PUBLIC	\$4,116.00	\$89,810.00	\$93,926.00
Course Costs - PRIVATE	\$15,150.00	\$28,850.00	\$44,000.00
Course Costs - VENDOR	\$0.00	\$34,000.00	\$0.00
<b>TOTAL COURSE COSTS</b>	<b>\$19,266.00</b>	<b>\$118,660.00</b>	<b>\$137,926.00</b>
Materials & Supplies	\$0.00	\$0.00	\$0.00
Equipment/Furniture/Classroom Fixtures	\$10,000.00	\$0.00	\$10,000.00
Travel-Lodging/Meals/Mileage (Trainees/Instructors)	\$0.00	\$0.00	\$0.00
Facility Rental	\$0.00	\$0.00	\$0.00
<b>TOTAL PROGRAM COSTS</b>	<b>\$29,266.00</b>	<b>\$118,660.00</b>	<b>\$147,926.00</b>
ADMINISTRATIVE COSTS ALLOWABLE (Funding Requested Limited to 10%* of Total Program Costs Requested)	\$0.00	\$11,866.00	\$11,866.00
<b>GRAND TOTALS</b>	<b>\$29,266.00</b>	<b>\$130,526.00</b>	<b>\$159,792.00</b>

\* Cumulative Administrative Costs shall not exceed 10% of the Total Cumulative Program Costs Expenditures.

Upon receipt of each invoice, LWC will reimburse only the 10% limit. It is the responsibility of training provider coordinators to ensure that this limit is not exceeded.

## SCOPE OF WORK

The responsibilities of the employer(s) and training provider(s) are described in the attached "Incumbent Worker Training Program (IWTP), Workforce Development Training Fund, Training Award Application," the entirety of which is incorporated herein. To the extent there are any variances between said application and this document the terms of this document shall prevail.

## TERMS AND CONDITIONS

### I. RE-BUDGETING

The primary training provider is permitted to re-budget up to a maximum of 10% of the total obligation award per year among approved line item categories to meet unanticipated requirements, provided that:

1. The expenditure shall be justified as necessary for the successful continuation and/or completion of the project.
2. Funds are re-budgeted only in those line items that were approved in the original application.
3. The re-budgeting does not contravene any funding stipulation in the contract.
4. The training coordinator shall obtain prior institutional approval, using an established method.
5. At a minimum, the prior institutional approval shall include:
  - a. A written justification;
  - b. A revised budget clearly denoting the categories from which and to which the funds were transferred;
  - c. Signatures of appropriate training provider officials.
6. A signed copy of each prior institutional approval shall be promptly forwarded to LWC within five (5) working days of final approval to the IWTP Manager.

Any request to: (1) pay additional compensation; (2) to purchase equipment not approved in the original application, unless the equipment re-budgeting request involves no more than a change in make or model number; or (3) to re-budget project funds in excess of 10% of the total obligation award per year, shall adhere to the same procedures outlined above, except that **prior final approval** shall be obtained from the IWTP Program Manager.

No re-budgeting will be allowed during the last **90 calendar days prior to the contract ending date**. Failure to follow the procedure as outlined may result in disapproval of the request.

### II. MODIFICATIONS

Modifications are changes to the ending date of the contract, the total obligation amount, the employer(s) or training provider(s) identification or ownership information and/or any substantial changes to programmatic work in previously approved services provided. Substantial changes to programmatic work shall mean changes that affect the overall nature or character of training services being provided or received. All modifications require written amendment to the contract, which must be signed by all parties and approved by LWC. The terms and conditions of the original contract shall remain in effect until LWC has approved a modification. No modification will be allowed during the last **90 calendar days prior to the contract ending date**. No changes to the performance objectives in the contract will be allowed during the last **180 calendar days prior to the original contract ending date**. For changes in the total obligation amount and/or substantial changes to services provided, LWC may require an updated application form to be submitted. Failure to follow the procedure as outlined may result in disapproval of the request.

### III. RECORDS, REPORTS, DOCUMENTS; OWNERSHIP

The training institution will submit to LWC quarterly reports on a form approved by LWC describing progress toward the performance objectives specified in this contract. Quarterly reports are due **15 calendar days** after each calendar quarter. Quarterly report information provided on participants will include names, addresses and individual identification numbers as required by LWC. All reported information will be held privileged and confidential according to La. R.S. 23:1660 (Privacy Act). Failure to submit completed quarterly and customer satisfaction reports and invoices on a timely basis may result in either payments to a training institution being withheld or termination of this contract, and if necessary and appropriate, reclaiming of disbursed funds.

All records, reports, documents and other material related to this contract or delivered or transmitted to employer(s) and training provider(s) by LWC or obtained or prepared by employer(s) and training provider(s) in connection with the performance of the services contracted for herein shall become the property of LWC, and shall, upon request, be returned by employer(s) and training provider(s) to LWC at employer(s) and training provider(s) expense, at termination or expiration of this contract.

In order to fulfill the employer contribution commitment as stated in the approved application, employers must establish methods to document and track employer contributions as they are delivered. Employers must ensure that, upon request, all records and documentation of employer contributions are made available for review by any designated federal, state or LWC staff member. The LWC Monitoring Unit will review and verify employer contributions and documentation during the required on-site monitoring reviews.

Employer(s) and training provider(s) must maintain all records pertaining to this contract for a period of three years after the date of final payment.

### IV. TAXES

Training institution hereby agrees that the responsibility for payments of taxes from the funds thus received under this agreement and/or legislative appropriation shall be its obligation and identified under its federal tax identification number.

### V. ASSIGNMENT

Employer(s) and training provider(s) shall not assign any interest in this contract and shall not transfer any interest in same (whether by assignment or novation), without prior written consent of LWC. Contractor may assign or transfer any interest in this contract to either contractor's parent company or to an affiliate company that succeeds to the business, or employer(s) and training provider(s) contemplated herein, provided, further, that such assignment or transfer to either contractor's parent company or to an affiliate company that succeeds to the business or contractor contemplated herein meets all eligibility requirements for this program. Any such assignments will be executed by a written amendment signed by all parties and approved by LWC.

Claims for money due or to become due to employer(s) and training provider(s) from LWC may be assigned to a bank, trust company, or another financial institution without such prior written approval. Notice of such assignment or transfer shall be furnished promptly to LWC.

### VI. USE OF FUNDS

#### A. ELIGIBLE TRAINING COSTS

Funds received as a result of this contract may be used only for reasonable costs in support of those IWTP activities that are specified in the contract award.

Eligible training costs may include the following:

1. Wages for instructors and training coordinators employed by the applicant or training provider, Louisiana public and/or private school tuition, contracts for vendor trainers, and/or training seminars.
2. Travel Costs (limited to no more than 30 percent of the total training award): travel for trainers and training coordinators (company and training provider), and travel for trainees. Travel expenses reimbursable under this agreement must comply with State Travel Regulations, PPM 49.

## South Central Ltc-Young Memorial Campus/ LeBeouf Bros. Towing, LLC

3. Material and Supply Costs: training texts and manuals, audio/visual materials, skills assessment (documents or services to determine training needs), raw materials (for manufacturing and new employee on-the-job training), Computer Based Training (CBT) software; and
4. Other Costs: facility rental associated with the training contract and fees or service costs incurred by the monitoring entity associated with the contract to monitor the training.

**B. INELIGIBLE TRAINING COSTS**

IWTP funds may not be used for the following activities, items or expenditures:

1. Trainee wages and fringe benefits.
2. Non-consumable tangible property (e.g., equipment, calculators, furniture, classroom fixtures, non-Computer Based Training (CBT) software), unless such property will be owned by a public training provider at the conclusion of the training contract;
3. Out-of-state publicly supported and/or private schools;
4. Employee handbooks;
5. Scrap produced during training;
6. Food, refreshments, and
7. Awards.

**VII. PAYMENTS**

This contract is not effective and payment will not be made until approval of the Executive Director or his/her designee in accordance with La. R.S. 39:1502. Upon completion to the reasonable satisfaction of LWC, LWC hereby agrees to pay the training institution the maximum sum of contract. **Any work performed under this contract prior to the approval of LWC is performed at the risk of the training provider.** Should LWC approval of the contract not be obtained, payment for any work performed by the provider may not be rendered by the state.

**A. Invoicing** - The training institution will submit invoices to LWC at a minimum of once a quarter with appropriate supporting documentation, in a form approved by LWC, indicating the amount and purposes of the payments made on behalf of this training program not to exceed the approved Line Item Budget-Cost Categories. Subject to the training institution's compliance with this section and Section III of this contract entitled Records, Reports, Documents; Ownership, invoices will be eligible for reimbursement at **100%**; however, total contract reimbursements cannot exceed **90% of the total grant amount** until the performance objectives stated in the contract have been met, at which time the remaining **10% of the grant award** will be made available for reimbursement.

1. LWC will not seek to withhold award funds or reclaim disbursed funds from one party to this contract in the event the other party fails to meet its performance objectives. LWC will not hold the training institution financially responsible for the failure of an employer to meet its specified performance objectives. Nor will LWC hold the employer responsible for the failure of the training institution to meet its performance objectives.
2. If both parties perform according to the standards of the contract or subsequent modifications to the contract, without receiving written notification that deficiencies have been noted that would jeopardize payment of the final 10% of the contract award, LWC will reimburse the final 10% of the funds according to the regular reimbursement procedures. If one of the parties fails to perform as specified in the contract, LWC may withhold from that party a proportionate and appropriate amount of the final 10% of the award until the contract requirements have been met.
3. LWC reserves the right to withhold payments for costs for training that did not occur as scheduled in the IWTP contract/application.

4. Training costs for which adequate documentation has not been provided may be questioned and **may ultimately become disallowed costs** if the appropriate documentation is not provided in a timely manner. Such costs will not be reimbursed by LWC.
- B. **Closeout** - At the end of the contract period, the training institution shall submit to LWC a closeout package, which includes an invoice marked "**FINAL**", reflecting all costs related to the contract. The closeout package must be received by LWC **within 30 calendar days after the ending date of the contract**. Failure to submit a closeout package may result in suspension of payments due under this contract and/or denial of any future contracts. **All invoices associated with this grant shall be submitted to LWC with appropriate supporting documentation within 30 calendar days of the expiration of this contract to be considered for payment. LWC shall not be liable for any invoices submitted after such time.** (See also Section XVI. – CLOSEOUT PROCEDURES).

#### VIII. REPAYMENT OF COSTS:

- A. **Disallowed Costs** - The employer (s) and training providers(s) shall, within a period not to exceed 30 days, repay LWC for any costs that have been disallowed. Failure to repay a disallowed cost may result in the suspension of remaining payments due under this contract and/or failure to obtain approval for any future contracts. Disallowed costs are those costs paid by LWC that do not comply with the contract and/or governing laws.

All repayment of disallowed costs shall be by **check**, with attached documentation identifying and referencing the disallowed costs. The use of IWTP funds or matching credits for all or part of the repayment of disallowed costs is not permitted. Repayments will be deposited in the IWTP Fund and will not be credited as funds available under this contract.

- B. **Refunds** – Training providers shall apply a refund policy approved by LWC for participants that have dropped or failed to complete classes/courses as scheduled. In the event, LWC has funded training for a participant that has dropped and a refund applies, the training provider must refund LWC.

#### IX. APPEAL RIGHTS

Pursuant to R.S. 23:1514: In the event LWC decides to withhold award funds, modify the terms and conditions of an award, or reclaim disbursed funds from the applicant and/or training providers(s), LWC shall provide notice of such determination to the applicant and training provider within three working days of such decision. The applicant or training provider may appeal an adverse decision made by LWC by providing written notice of objection to the Executive Director within **five (5) working days** of receipt of the adverse decision. If a request for an appeal is made, then the appellant shall submit documentation to support the appeal within **ten (10) working days** after forwarding notice of the appeal. The Executive Director shall review the evidence submitted and render a written decision within **twenty (20) working days** after receiving notice of the appeal. If no appeal is filed within the applicable time period, the decision of LWC shall become final. If after review of the appeal, the Executive Director renders a decision that is adverse to the appellant, then the matter may be submitted to the Office of the Governor for resolution.

#### X. AUDITING

It is hereby agreed that the Legislative Auditor of the State of Louisiana and/or the Office of the Governor, Division of Administration Auditors shall have the option of auditing all accounts of employer(s) and training provider(s) that relate to this contract.

#### XI. MONITORING PLAN

LWC will monitor the contract by means of a quarterly review of activities and an on-site monitoring review once each year during the term of the contract. The on-site review will encompass all aspects of the contract including financial and administrative procedures, progress of participants during and after training, suitability of facilities, and employer contributions.

The LWC Monitoring Unit reserves the right to review and monitor in whole or part any subcontract or third-party agreement entered into utilizing IWTP funds.

## South Central Ltc-Young Memorial Campus/ LeBeouf Bros. Towing, LLC

**XII. TERMINATION OF CONTRACT**

This contract may be terminated by either party upon thirty- (30) day written notice. LWC may amend or terminate this contract due to budgetary reductions or changes in funding priorities by LWC upon thirty- (30) day written notice.

LWC may terminate this contract for cause based upon the failure of the employer(s) and training provider(s) to comply with the terms and/or conditions of the contract, provided that LWC gives the employer(s) and training provider(s) written notice specifying the employer(s) and training provider(s) failure. If within thirty (30) days after receipt of such notice, the employer(s) and training provider(s) shall not have either corrected such failure or, in the case which cannot be corrected in thirty (30) days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such correction, LWC may, at its option, place the employer(s) and training provider(s) in default and the contract shall terminate on the date specified in such notice. The employer(s) and training provider(s) may exercise any rights available to them under Louisiana Law to terminate for cause upon the failure of LWC to comply with the terms and conditions of this contract provided that the Contractor shall give LWC written notice specifying LWC's failure and a reasonable opportunity for LWC to cure the defect.

Should any party to this contract default or fail to perform an obligation under this contract, or should there arise a claim or controversy arising out of this contract, and if the parties are unable to resolve the default, claim, or controversy by mutual agreement, the claims of the parties to this contract shall be submitted to the Commissioner of Administration, who shall issue a written decision within one hundred twenty days of a written request for a final decision. The decision of the Commissioner of Administration shall be final and conclusive unless fraudulent, or unless employer(s) and training provider(s) institute suit pursuant to R.S. 39:1526.

**XIII. EQUIPMENT/SUPPLIES/MATERIALS/FURNITURE**

In order to be reimbursed, all equipment, classroom furniture and fixtures, supplies and materials must be ordered and received within a timeframe that allows for reasonable use of such within the contract period. Equipment and classroom furniture and fixtures purchased with funds provided through this contract shall be tagged as Incumbent Worker Training Program (IWTP) equipment and must be used for IWTP purposes consistent with this contract. The training institution shall maintain inventory control records and have full responsibility for equipment and classroom furniture and fixtures purchased with IWTP funds. Equipment and classroom furniture and fixtures purchased for training by a public training institution shall become the property of the public training institution unless the contract is terminated under the "Termination of Contract" clause.

**XIV. TRAVEL**

Travel expenses will be documented and will be reimbursed in accordance with Division of Administration Policy and Procedure Memorandum 49 (State Travel Regulations). Travel expenses shall not exceed 30% of total contract amount.

**XV. DISCRIMINATION CLAUSE**

The contractor agrees to abide by the requirements of the following as applicable: Section 188 of the Workforce Investment Act of 1998 (WIA), as amended, which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age, disability, political affiliation or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIA Title I financially assisted program or activity, including Title VI of the Civil Rights Act of 1964 and Title VII of the Civil Rights Act of 1964, as amended; the Equal Employment Opportunity Act of 1972; the Nontraditional Employment for Women Act of 1991; Federal Executive Order 11246; Section 504 of the Rehabilitation Act of 1973, as amended; the Vietnam Era Veteran's Readjustment Assistance Act of 1974; Title IX of the Education Amendments of 1972, as amended; the Age Discrimination Act of 1975, as amended; Americans with Disabilities Act of 1990; the Fair Housing Act of 1968, as amended, and all applicable requirements imposed by or pursuant to regulations implementing those laws, including but not limited to 29 CFR Part 37.

Further, in accordance with the Civil Rights Statutes for the State of Louisiana, the Contractor assures that it will not discriminate in its employment practices and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status political affiliation, or disabilities.

Any act of discrimination committed by Contractor, or failure to comply with these statutory obligations when applicable, shall be grounds for termination of this contract.

**XVI. SUBCONTRACTORS AND/OR THIRD PARTY AGREEMENTS****A. Monitoring:**

The primary training provider is responsible for on-going monitoring of progress and performance on all subcontracts and third party agreements.

**B. Contract Content:**

All subcontracts and agreements entered into by sub-contractor(s) and training provider(s) utilizing IWTP funding, with the exception of lease and space agreements, shall contain at a minimum the following information:

1. Name, address and federal identification number of the contractor or third party;
2. Description of the services to be offered;
3. Fee to be charged;
4. Class size;
5. Amount of advance notice required by the subcontractor to schedule, postpone or cancel training;
6. Cancellation clause;
7. Provision requiring the subcontractor to pay all applicable taxes;
8. Provision allowing for the review of records by any designated federal, state or LWC staff person; and
9. Monitoring Plan indicating frequency and substance of reporting and supporting documentation.

Leases for space/training facilities shall contain:

1. Name, and address of lessor and lessee;
2. Description of the space leased, including the square footage and address;
3. Fee to be charged;
4. Starting and ending date of the lease contract;
5. Signature of both parties; and
6. Cancellation clause.

**XVII. ASSURANCES**

In administering this program, training provider(s) and employer(s) shall:

1. Establish and adhere to an appropriate system for the **award and monitoring** of subcontracts which contains acceptable standards for ensuring accountability;
2. Enter into written subcontracts that establish clear goals and obligations in unambiguous terms;
3. Act with due diligence to monitor the implementation of subcontracts, including carrying out appropriate monitoring activities;
4. Take prompt and appropriate corrective action upon becoming aware of any evidence of violation of the regulations, inadequate procedures, erroneous records, poor performance or failure to make adequate progress toward achievement of contract goals;
5. Establish a method to assure adequate student participation in training classes and seminars as shown in the IWTP application and assurance that excessive costs will not be incurred as a result of lack of attendance in scheduled training events.
6. Distribute forms to all participants regarding policy and procedure for suspected fraud.

**XVIII. CLOSEOUT PROCEDURES**

At the end of each contract the training institution shall submit a Closeout Package, which must be received by LWC within 30 calendar days after the ending date of the contract.

The Closeout Package shall include, but not be limited to, an invoice marked "**FINAL**" and reflecting all costs related to the contract, a **final Quarterly Report** and written confirmation certifying the **last date of training**.

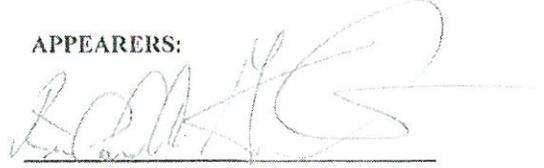
Failure to submit a Closeout Package may result in the suspension of payments due under this contract and/or denial of any future contracts.

**All invoices associated with this grant shall be submitted to LWC with appropriate supporting documentation within 30 calendar days of the expiration of this contract to be considered for payment. LWC shall not be liable for any invoices submitted after such time.**

South Central Ltc-Young Memorial Campus/ LeBeouf Bros. Towing, LLC

IN WITNESS WHEREOF, the parties hereto have affixed their signatures.

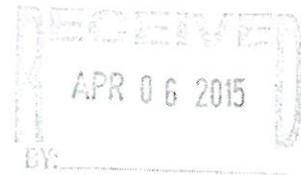
APPEARERS:



Richard A. Gonsoulin, CEO

March 26, 2015  
Date

LeBeouf Bros. Towing, LLC  
Tax Identification Number- 72-0506757



South Central Ltc-Young Memorial Campus/ LeBeouf Bros. Towing, LLC

IN WITNESS WHEREOF, the parties hereto have affixed their signatures.

APPEARERS:

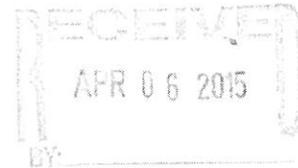
  
\_\_\_\_\_

Earl W. Meador, J.D./SCLTC Director

3/31/15  
\_\_\_\_\_

Date

South Central Ltc-Young Memorial Campus  
Tax Identification Number- 61-1618517

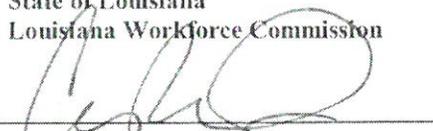


IN WITNESS WHEREOF, the parties hereto have affixed their signatures.

APPEARERS:



State of Louisiana  
Louisiana Workforce Commission

  
\_\_\_\_\_  
Carey E. Foy  
Deputy Executive Director

4/16/15  
Date





## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

*Changing Lives,  
Creating Futures*

Monty Sullivan  
*System President*

**Officers:**

N. J. "Woody" Ogé  
*Chair*

Timothy W. Hardy  
*First Vice Chair*

Deni Grissette  
*Second Vice Chair*

**Members:**

Robert Brown  
Helen Bridges Carter  
Keith Gamble  
Steve Hemperley  
Willie Mount  
Michael J. Murphy  
Joe Potts  
Paul Price, Jr.  
Stephen C. Smith  
Vincent St. Blanc, III  
Craig Spohn  
Stephen Touns

**Student Members:**

Edward Banks  
Robert Fisher

Louisiana  
Community  
& Technical  
College System

265 South Foster Drive  
Baton Rouge, LA 70806

Phone: 225-922-2800  
Fax: 225-922-1185

[www.lctcs.edu](http://www.lctcs.edu)

**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Jan Jackson  
Special Assistant to the President

**FROM:** Bill Obier  
Director of Facilities

**SUBJECT:** Alternative Financing Projects

**DATE:** May 20, 2015

### FOR REVIEW AND ADVISEMENT

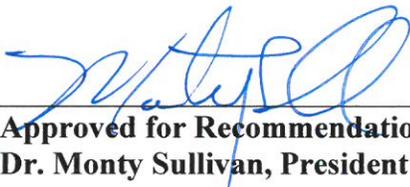
**Recommendation:** N/A

**Background:** Attached is an update and schedule of events for the LCTCS Alternative Financing Projects.

**Fiscal Impact:** N/A

**History of Prior Actions:** N/A

**Benefits to the System:** N/A

  
\_\_\_\_\_  
**Approved for Recommendation to the Board**  
**Dr. Monty Sullivan, President**

\_\_\_\_\_  
**Date**

ALTERNATIVE FINANCING PROJECTS  
SCHEDULE OF EVENTS AS OF 5/20/2015

<b>LCTCS FACILITIES CORPORATION, ACT 391 PROJECTS</b>	
<b>ROLE</b>	<b>RESPONSIBLE PARTICIPANT</b>
Issuer	The Louisiana Local Government Environmental Facilities and Community Development Authority
Borrower	LCTCS Facilities Corporation
Beneficiary	LCTCS/LCTCS Facilities Corporation
Corporate Counsel	Breazeale Sachse & Wilson
Program Manager	CSRS, Inc.
Underwriter Team	Morgan Keegan & Company
Bond Counsel	Jones Walker
Financial Advisors	Sisung Securities
Advisory Committee	LCTCS Director of Facilities, Board of Regents Rep., Director of F P & C, Chancellor/Regional Director
<b>ACT 391 PROJECTS</b>	

Baton Rouge Community College, Westside Campus (Plaquemine)  
 Delgado Community College, Library/LRC Annex (New Orleans)  
 Delgado Community College, Sidney Collier Campus (New Orleans)  
 L. E. Fletcher Technical Community College (Houma/Schriever)  
 Northshore Technical Community College, Florida Parishes Campus (Greensburg)  
 Nunez Community College, Stewart Administration Building (Chalmette)  
 River Parishes Community College (Sorrento/Gonzales)  
 SOWELA Technical Community College, Allied Health and Nursing Facility (Lake Charles)  
 SOWELA Technical Community College, Arts & Sciences Building (Lake Charles)  
 South Louisiana Community College, Gulf Area Campus (Abbeville)  
 South Louisiana Community College, Evangeline Campus (St. Martinville)  
 Central Louisiana Technical Community College, Huey P. Long Campus (Winnfield)  
 Central Louisiana Technical Community College, Ferriday Campus  
 Northwest Louisiana Technical College, Minden Campus  
 South Central Louisiana Technical College, Young Memorial Campus (Morgan City)

Construction schedule highlights for each of the Act 391 projects listed above are shown on the following pages.

ALTERNATIVE FINANCING SCHEDULE  
SCHEDULE OF EVENTS AS OF 5/20/2015

<b>BATON ROUGE COMMUNITY COLLEGE, WESTSIDE CAMPUS</b>	
<b>Architect/ Contractor Teams</b>	Robert M. Coleman Partners / Stuart & Co.
<b>Construction Schedule Highlights</b>	
<b>Date</b>	<b>Action</b>
August 8, 2007	LCTCS Board authorized the President to negotiate cooperative endeavor agreement with Facilities Corporation and Commissioner of Administration
August 27, 2007	Articles of Incorporation and Bylaws filed and members elected
September 21, 2007	Cooperative Endeavor agreement forwarded to the Board of Regents
November 8, 2007	LCDA Resolution to sell Bonds
November 19, 2007	Application Letter to Louisiana State Bond Commission to be placed on the December 20 Meeting Agenda
December 20, 2007	Bond Commission Approval
August 1, 2008	Cooperative Endeavor Signed
September 24, 2009	Marketing and Sale of Bonds
October 1, 2009	Bond Sale Closing
October 2010	RFQ for Architects Released
November 2010	Architect Selected
November 2010	IPSB Donated Site
December 2010	Pre-design conference
January 2011	Design On-going
October 14, 2011	Plans sent to prequalified bidders
November 2011	Bids received. Value engineering underway.
January 2012	Contract issued; about to begin construction
March 2012	Construction underway
April 2012	10 percent complete
May 2012	25 percent complete
August 2012	60 percent complete
October 2012	60 percent complete
November 2012	75 percent complete
December 2012	85 percent complete
January 2013	100 percent complete
September 19, 2013	Ribbon Cutting Ceremony

ALTERNATIVE FINANCING PROJECTS  
SCHEDULE OF EVENTS AS OF 5/20/2015

<u>DELGADO COMMUNITY COLLEGE LIBRARY/LRC ANNEX</u>	
Architect/ Contractor Teams	Mathes Brierre Architects / G M & R
<b>Construction Schedule Highlights</b>	
<b>Date</b>	<b>Action</b>
August 8, 2007	LCTCS Board authorized the President to negotiate cooperative endeavor agreement with Facilities Corporation and Commissioner of Administration
August 27, 2007	Articles of Incorporation and Bylaws filed and members elected
September 21, 2007	Cooperative Endeavor agreement forwarded to the Board of Regents
November 8, 2007	LCDA Resolution to sell Bonds
November 19, 2007	Application Letter to Louisiana State Bond Commission to be placed on the December 20 Meeting Agenda
December 20, 2007	Bond Commission Approval
August 1, 2008	Cooperative Endeavor Signed
September 24, 2009	Marketing and Sale of Bonds
October 1, 2009	Bond Sale Closing
August 31, 2010	Bond Sale Closing, Phase II
September 2010	Architect Selected / FEMA Part
July 2011	Delgado Decision to Build Separate New Building
December 2011	Architect Selected / Act 391 Part
January 2012	Architectural Programming Phase
February 2012	Schematic Design
April 2012	Design Development
May 2012	Design Development Approved
August 2012	Hold pending Chancellor reviews and possible alternate site
November 2012	New design on alternate site underway
January 2013	Schematic design submitted for review
August 2013	Architect is in construction document phase.
August 2013	Bids received.
September 2013	Pre-construction conference
October 2013	Site Prep
November 1, 2013	Ground Breaking Ceremony
January 2014	Piles and Pile Caps Installed
February 2014	35 percent complete
March 2014	45 percent complete
April 2014	50 percent complete
May 2014	55 percent complete
August 2014	60 percent complete
September 2014	70 percent complete
October 2014	75 percent complete
November 2014	81 percent complete
January 2015	90 percent complete
February 2015	95 percent complete
March 2015	99 percent complete
April 2015	99 percent complete
May 2015	99 percent complete

ALTERNATIVE FINANCING PROJECTS  
SCHEDULE OF EVENTS AS OF 5/20/2015

<u>DELGADO COMMUNITY COLLEGE, SIDNEY COLLIER CAMPUS</u>	
Developer/ Contractor Teams	Guy Hopkins and Grace Hebert
Construction Schedule Highlights	
Date	Action
August 8, 2007	LCTCS Board authorized the President to negotiate cooperative endeavor agreement with Facilities Corporation and Commissioner of Administration
August 27, 2007	Articles of Incorporation and Bylaws filed and members elected
September 21, 2007	Cooperative Endeavor agreement forwarded to the Board of Regents
November 8, 2007	LCDA Resolution to sell Bonds
November 19, 2007	Application Letter to Louisiana State Bond Commission to be placed on the December 20 Meeting Agenda
December 20, 2007	Bond Commission Approval
August 1, 2008	Cooperative Endeavor Signed
September 24, 2009	Marketing and Sale of Bonds
October 1, 2009	Bond Sale Closing
August 31, 2010	Bond Sale Closing, Phase II
November 2011	Architect selected for FEMA demolition part
January 2012	Bidding for demolition soon; awaiting FP&C selection of architect for FEMA reconstruction
May 2012	Awaiting CSRS proposal for campus Master Plan
August 2012	CSRS working on Master Plan
November 2012	Demolition underway on non-FEMA buildings
January 2013	RFQs submitted for Design/Build of non-FEMA construction
February 2013	D/B Teams Shortlisted
April 26, 2013	Ground Breaking Ceremony
May 2013	RFPs received
May 2013	Notice to proceed
August 2013	Pile driving nearly complete
September 2013	Pile caps pouring
October 2013	Pile Caps and Grade Beams complete. Begin pouring slab in early November
November 2013	15 percent complete
February 2014	60 percent complete
March 2014	65 percent complete
April 2014	70 percent complete
May 2014	80 percent complete
August 2014	95 percent complete and occupied
August 29, 2014	Ribbon Cutting Ceremony
September 2014	99 percent complete
October 2014	100 percent complete

ALTERNATIVE FINANCING PROJECTS  
SCHEDULE OF EVENTS AS OF 5/20/2015

<u>L.E. FLETCHER TECHNICAL COMMUNITY COLLEGE</u>	
Developer/ Contractor Teams	Thompson Construction Company
Construction Schedule Highlights	
Date	Action
August 8, 2007	LCTCS Board authorized the President to negotiate cooperative endeavor agreement with Facilities Corporation and Commissioner of Administration
August 27, 2007	Articles of Incorporation and Bylaws filed and members elected
September 21, 2007	Cooperative Endeavor agreement forwarded to the Board of Regents
November 8, 2007	LCDA Resolution to sell Bonds
November 19, 2007	Application Letter to Louisiana State Bond Commission to be placed on the December 20 Meeting Agenda
December 20, 2007	Bond Commission Approval
August 1, 2008	Cooperative Endeavor Signed
September 24, 2009	Marketing and Sale of Bonds
October 1, 2009	Bond Sale Closing - Land and Design
August 31, 2010	Bond Sale Closing - Construction
September 15, 2010	RFP Released
November 2, 2010	RFP's Received
November 2010	Design/Builder Selected
December 2010	Pre-Design/Construction Conference
January 2011	Design On-going, Site Prep On-going
April 2011	Site paving on-going
May 2011	Foundation commenced
July 2011	Steel erection commenced
November 2011	Roofing underway
January 2012	50 percent complete
February 2012	65 percent complete
March 2012	70 percent complete
April 2012	75 percent complete
May 2012	95 percent complete - "substantial" completion mid-June 2012
August 2012	99 percent complete and in operation. Ribbon Cutting held on July 31, 2012. Student kitchen being revised.
September 2013	Student kitchen complete

ALTERNATIVE FINANCING PROJECTS  
SCHEDULE OF EVENTS AS OF 5/20/2015

<b>NORTHSHORE TECHNICAL COMMUNITY COLLEGE, FLORIDA PARISHES CAMPUS</b>	
<b>Developer/ Contractor Teams</b>	Guy Hopkins Construction
<b>Construction Schedule Highlights</b>	
<b>Date</b>	<b>Action</b>
August 8, 2007	LCTCS Board authorized the President to negotiate cooperative endeavor agreement with Facilities Corporation and Commissioner of Administration
August 27, 2007	Articles of Incorporation and Bylaws filed and members elected
September 21, 2007	Cooperative Endeavor agreement forwarded to the Board of Regents
November 8, 2007	LCDA Resolution to sell Bonds
November 19, 2007	Application Letter to Louisiana State Bond Commission to be placed on the December 20 Meeting Agenda
December 20, 2007	Bond Commission Approval
August 1, 2008	Cooperative Endeavor Signed
September 24, 2009	Marketing and Sale of Bonds
October 1, 2009	Bond Sale Closing - Land and Design
April 9, 2010	Site Dedication
August 31, 2010	Bond Sale Closing - Construction
August 2010	Design/Builder RFQ's Received
September 2010	Design/Builder Shortlist Set
October 2010	Design/Builder RFP Released
November 2010	Design/Builder RFP Received
January 2011	Pre-design/Construction Conference
February 18, 2011	Ground Breaking
Feb.-March 2011	Site clearing
March 2011	Design complete
April 2011	Construction commenced
November 2011	Steel erected, roofing underway
January 2012	40 percent complete
February 2012	65 percent complete
March 2012	70 percent complete
April 2012	75 percent complete
May 2012	90 percent complete - "substantial" completion June 2012
August 2012	99 percent complete
October 2012	100 percent complete, Ribbon Cutting held on September 5, 2012

ALTERNATIVE FINANCING PROJECTS  
SCHEDULE OF EVENTS AS OF 5/20/2015

<u>ELAINE P. NUNEZ COMMUNITY COLLEGE</u>	
<u>STEWART ADMINISTRATION BUILDING</u>	
Architect/ Contractor Teams	Trapolin-Peer / GM & R
<b>Construction Schedule Highlights</b>	
<b>Date</b>	<b>Action</b>
August 8, 2007	LCTCS Board authorized the President to negotiate cooperative endeavor agreement with Facilities Corporation and Commissioner of Administration
August 27, 2007	Articles of Incorporation and Bylaws filed and members elected
September 21, 2007	Cooperative Endeavor agreement forwarded to the Board of Regents
November 8, 2007	LCDA Resolution to sell Bonds
November 19, 2007	Application Letter to Louisiana State Bond Commission to be placed on the December 20 Meeting Agenda
December 20, 2007	Bond Commission Approval
August 1, 2008	Cooperative Endeavor Signed
September 24, 2009	Marketing and Sale of Bonds
October 1, 2009	Bond Sale Closing
March 2010	Architect Selected
April 2010	Architectural Program Approved
July 2010	MOU with F P & C
August 31, 2010	Bond Sale Closing - Phase II
October 2010	Schematic Design Approved
April 2011	Construction Documents Approved
May 2011	Hold for FEMA A/I Request
August 2011	Bid Document Revisions Underway
January 2012	Ready to bid
August 2012	Bid documents under review @ FP&C
January 2013	Awaiting advertisement for bids
March 2013	Bids Advertised
April 2013	Bids Received - Over Budget
May 2013	70/30, FP&C/Act 391 Match to award DS Bid
August 2013	Construction commenced
September 2013	Piles being driven
October 2013	Pile caps being poured
November 2013	15 percent complete
January 2014	Slab poured
February 2014	20 percent complete
March 2014	25 percent complete
April 2014	30 percent complete
May 2014	40 percent complete
August 2014	50 percent complete
September 2014	55 percent complete
October 2014	66 percent complete
November 2014	70 percent complete
January 2015	80 percent complete
February 2015	85 percent complete
March 2015	90 percent complete
April 2015	95 percent complete
May 2015	95 percent complete

ALTERNATIVE FINANCING PROJECTS  
SCHEDULE OF EVENTS AS OF 5/20/2015

<u>RIVER PARISHES COMMUNITY COLLEGE</u>	
Developer/ Contractor Teams	Guy Hopkins/Grace Hebert
<b>Construction Schedule Highlights</b>	
Date	Action
August 8, 2007	LCTCS Board authorized the President to negotiate cooperative endeavor agreement with Facilities Corporation and Commissioner of Administration
August 27, 2007	Articles of Incorporation and Bylaws filed and members elected
September 21, 2007	Cooperative Endeavor agreement forwarded to the Board of Regents
November 8, 2007	LCDA Resolution to sell Bonds
November 19, 2007	Application Letter to Louisiana State Bond Commission to be placed on the December 20 Meeting Agenda
December 20, 2007	Bond Commission Approval
August 1, 2008	Cooperative Endeavor Signed
September 24, 2009	Marketing and Sale of Bonds
October 1, 2009	Bond Sale Closing
August 2010	Property Appraised
August 31, 2010	Bond Sale Closing, Phase II
July 2011	Site Purchase
November 2011	Preliminary Program Underway
January 2012	Bridging documents being prepared
March/April 2012	RFQ to go out
May 2012	Infrastructure on site complete June 2012 RFQ reviews/design builder list June 2012
August 2012	RFPs out for bid among short listed design/build teams
October 2012	Bids received and in negotiations
November 2012	Negotiations complete. Property sale closing pending.
November 2012	Property sale closed. D/B Contract executed.
December 2012	Design/build contract awarded to Guy Hopkins/Grace Hebert
March 21, 2013	Ground Breaking Ceremony
April 2013	Site Work / Foundation Work Commenced
August 2013	10 percent complete
September 2013	30 percent complete
October 2013	40 percent complete
November 2013	45 percent complete
January 2014	70 percent complete
February 2014	75 percent complete
March 2014	80 percent complete
April 2014	85 percent complete
August 2014	95 percent complete and occupied
September 2014	99 percent complete
September 10, 2014	Ribbon Cutting Ceremony

ALTERNATIVE FINANCING PROJECTS  
SCHEDULE OF EVENTS AS OF 5/20/2015

<b>SOWELA TECHNICAL COMMUNITY COLLEGE</b>	
<b>Allied Health and Nursing Building</b>	
Architect/ Contractor Team	Washer-Hill-Lipscomb J.V. Jeff Kudla / Pat Williams Construction
<b>Construction Schedule Highlights</b>	
<b>Date</b>	<b>Action</b>
December 20, 2007	Bond Commission Approval
April 1, 2010	Design Commenced
July 2011	MOU with FP&C Executed
November 2011	Plan revisions pending
January 2012	About to proceed with authorization to revise construction documents
March 2012	Construction documents revision is underway
May 2012	Construction documents under review
May 2012	Construction documents under review
August 2012	Should go out to bid in September
October 2012	Out for bids
December 2012	Bids received
January 2013	Construction contract awarded and notice to proceed
April 2013	5 percent complete
May 2013	10 percent complete
August 2013	25 percent complete
September 2013	40 percent complete
October 2013	45 percent complete
November 2013	50 percent complete
January 2014	60 percent complete
February 2014	75 percent complete
March 2014	78 percent complete
April 2014	82 percent complete
May 2014	88 percent complete
August 2014	98 percent complete and substantially complete
October 2014	99 percent complete and substantially complete
October 2014	Ribbon Cutting Ceremony held October 3, 2014

ALTERNATIVE FINANCING PROJECT  
SCHEDULE OF EVENTS AS OF 5/20/2015

<u>SOWELA TECHNICAL COMMUNITY COLLEGE</u>	
<u>Arts &amp; Sciences</u>	
Developer/ Contractor Teams	Alfred Palma, LLC
<b>Construction Schedule Highlights</b>	
<u>Date</u>	<u>Action</u>
August 8, 2007	LCTCS Board authorized the President to negotiate cooperative endeavor agreement with Facilities Corporation and Commissioner of Administration
August 27, 2007	Articles of Incorporation and Bylaws filed and members elected
September 21, 2007	Cooperative Endeavor agreement forwarded to the Board of Regents
November 8, 2007	LCDCA Resolution to sell Bonds
November 19, 2007	Application Letter to Louisiana State Bond Commission to be placed on the December 20 Meeting Agenda
December 20, 2007	Bond Commission Approval
August 1, 2008	Cooperative Endeavor Signed
September 24, 2009	Marketing and Sale of Bonds
October 1, 2009	Bond Sale Closing
August 31, 2010	Bond Sale Closing, Phase II
October 2010	Design/Build Program Approved
October 2010	Design/Build RFQs Went Out
November 2010	Design/Build Short List
December 2010	Design/Builder Selected from RFPs
December 2010	Pre-Design/Construction Conference
January 2011	Design On-going
June 2011	Utility work on site
August 2011	Sitework/Building Pad Underway
November 2011	Drilled shaft piles and concrete beams in place
January 2012	Erecting steel
February 2012	27 percent complete
March 2012	30 percent complete
April 2012	35 percent complete
May 2012	50 percent complete
August 2012	65 percent complete
October 2012	74 percent complete
December 2012	93 percent complete
March 7, 2013	Ribbon Cutting Ceremony
April 2013	100 percent complete

ALTERNATIVE FINANCING PROJECTS  
SCHEDULE OF EVENTS AS OF 5/20/2015

<u>SOUTH LOUISIANA COMMUNITY COLLEGE, GULF AREA CAMPUS</u>	
Architect/ Contractor Teams	Corne-Lemaire/The Lemoine Company
Construction Schedule Highlights	
Date	Action
August 8, 2007	LCTCS Board authorized the President to negotiate cooperative endeavor agreement with Facilities Corporation and Commissioner of Administration
August 27, 2007	Articles of Incorporation and Bylaws filed and members elected
September 21, 2007	Cooperative Endeavor agreement forwarded to the Board of Regents
November 8, 2007	LCDA Resolution to sell Bonds
November 19, 2007	Application Letter to Louisiana State Bond Commission to be placed on the December 20 Meeting Agenda
December 20, 2007	Bond Commission Approval
August 1, 2008	Cooperative Endeavor Signed
September 24, 2009	Marketing and Sale of Bonds
October 1, 2009	Bond Sale Closing
November 2009	Architect Selected
October 2010	Contractor Bids Received
November 2010	Contractor Selected
November 2010	Construction Began
August 2011	Construction 60 percent complete overall. Bldg. E complete.
October 2011	Scheduled for substantial completion January 2012
January 2012	Complete
October 2012	Ribbon Cutting held on October 29, 2012

ALTERNATIVE FINANCING PROJECTS  
SCHEDULE OF EVENTS AS OF 5/20/2015

<u>SOUTH LOUISIANA COMMUNITY COLLEGE, EVANGELINE CAMPUS</u>	
Architect / Contractor Teams	Architects Southwest / Lincoln Builders
<b>Construction Schedule Highlights</b>	
<u>Date</u>	<u>Action</u>
August 8, 2007	LCTCS Board authorized the President to negotiate cooperative endeavor agreement with Facilities Corporation and Commissioner of Administration
August 27, 2007	Articles of Incorporation and Bylaws filed and members elected
September 21, 2007	Cooperative Endeavor agreement forwarded to the Board of Regents
November 8, 2007	LCDA Resolution to sell Bonds
November 19, 2007	Application Letter to Louisiana State Bond Commission to be placed on the December 20 Meeting Agenda
December 20, 2007	Bond Commission Approval
August 1, 2008	Cooperative Endeavor Signed
September 24, 2009	Marketing and Sale of Bonds
October 1, 2009	Bond Sale Closing
August 31, 2010	Bond Sale Closing - Phase II, Design and Construction
July 2011	Campus Programming Underway
December 2011	Architect Selection
January 2012	Architect selected; beginning design
March 2012	Design underway
May 2012	Program review with new SLCC Chancellor
August 2012	Schematic design submittal in September
October 2012	Design issues pending
November 2012	In design development
January 2013	50 percent construction documents
April 2013	Advertising for bids
May 2013	Bid advertisement cancelled
August 2013	Requests for land donations being prepared
September/October 2013	Request for land time extended due to lack of response
February/March 2014	Site Selection
May 2014	Site Selection Pending
June 2014	Site Acquisition Authorized by LCTCS Board of Supervisors
August 2014	Construction Document Revisions
September 2014	Construction Document Revisions
October 2014	Construction Document Revisions
November 2014	Ground Breaking Ceremony on November 12, 2014
January 2015	Bidding
February 2015	Negotiating with low bidder
March 2015	Negotiating with low bidder
April 2015	Construction Contract Approved
May 2015	Notice to Proceed

ALTERNATIVE FINANCING PROJECTS  
SCHEDULE OF EVENTS AS OF 5/20/2015

<b>CENTRAL LOUISIANA TECHNICAL COMMUNITY COLLEGE, HUEY P. LONG CAMPUS</b>	
<b>Developer/ Contractor Teams</b>	<b>Walker Construction</b>
<b>Construction Schedule Highlights</b>	
<b>Date</b>	<b>Action</b>
August 8, 2007	LCTCS Board authorized the President to negotiate cooperative endeavor agreement with Facilities Corporation and Commissioner of Administration
August 27, 2007	Articles of Incorporation and Bylaws filed and members elected
September 21, 2007	Cooperative Endeavor agreement forwarded to the Board of Regents
November 8, 2007	LCDA Resolution to sell Bonds
November 19, 2007	Application Letter to Louisiana State Bond Commission to be placed on the December 20 Meeting Agenda
December 20, 2007	Bond Commission Approval
August 1, 2008	Cooperative Endeavor Signed
September 24, 2009	Marketing and Sale of Bonds
October 1, 2009	Bond Sale Closing
September 24, 2009	Ground Breaking
April 11, 2011	Subsurface work complete
May 2011	Foundation
May 2011	Steel erection
June 2011	Roofing commenced
July 2011	Masonry commenced
July 2011	Interior metal studs commenced
October 2011	Scheduled for substantial completion February 2012
January 2012	90 percent complete
March 2012	98 percent complete / Punch list
April 2012	99 percent complete / Punch list
May 2012	Completed - Graduation Ceremony Held
October 2012	Ribbon Cutting held on October 15, 2012

ALTERNATIVE FINANCING PROJECTS  
SCHEDULE OF EVENTS AS OF 5/20/2015

<u>CENTRAL LOUISIANA TECHNICAL COMMUNITY COLLEGE, FERRIDAY CAMPUS</u>	
Architect/ Contractor	Architects +/-Lincoln Builders
<b>Construction Schedule Highlights</b>	
<b>Date</b>	<b>Action</b>
August 8, 2007	LCTCS Board authorized the President to negotiate cooperative endeavor agreement with Facilities Corporation and Commissioner of Administration
August 27, 2007	Articles of Incorporation and Bylaws filed and members elected
September 21, 2007	Cooperative Endeavor agreement forwarded to the Board of Regents
November 8, 2007	LCDA Resolution to sell Bonds
November 19, 2007	Application Letter to Louisiana State Bond Commission to be placed on the December 20 Meeting Agenda
December 20, 2007	Bond Commission Approval
August 1, 2008	Cooperative Endeavor Signed
September 24, 2009	Marketing and Sale of Bonds
October 1, 2009	Bond Sale Closing
November 2009	Architect Selection
October 2010	Contractor RFQ's Released
November 2010	Contractor RFQ's Received
March 28,2011	Ground Breaking
April 2011	Construction Underway
August 2011	Construction 50 percent (+/-) complete
October 2011	Scheduled for substantial completion January 2012
January 2012	90 percent complete
March 2012	99 percent complete / Move in by April 1
April 2012	100 percent complete
October 2012	Ribbon Cutting held on October 30, 2012

ALTERNATIVE FINANCING PROJECTS  
SCHEDULE OF EVENTS AS OF 5/20/2015

<u>NORTHWEST LOUISIANA TECHNICAL COLLEGE, MINDEN CAMPUS</u>	
<b>Developer/ Contractor Teams</b>	Walker Construction
<b>Construction Schedule Highlights</b>	
<b>Date</b>	<b>Action</b>
August 8, 2007	LCTCS Board authorized the President to negotiate cooperative endeavor agreement with Facilities Corporation and Commissioner of Administration
August 27, 2007	Articles of Incorporation and Bylaws filed and members elected
September 21, 2007	Cooperative Endeavor agreement forwarded to the Board of Regents
November 8, 2007	LCDA Resolution to sell Bonds
November 19, 2007	Application Letter to Louisiana State Bond Commission to be placed on the December 20 Meeting Agenda
December 20, 2007	Bond Commission Approval
August 1, 2008	Cooperative Endeavor Signed
September 24, 2009	Marketing and Sale of Bonds
October 1, 2009	Bond Sale Closing
October 2010	Additional Land Acquired
October 2010	RFP Released
December 2010	Design/Builder Selected
March 2011	Pre-Design/Construction Conference
April 2011	Design On-going
May 2011	Site Prep On-going
October 2011	Change order for scope additions pending
November 2011	CCD Issued. Construction underway.
January 2012	Pouring concrete grade beams
February 2012	15 percent complete
March 2012	20 percent complete / Rain delays
April 2012	25 percent complete
May 2012	30 percent complete
August 2012	50 percent complete
October 2012	55 percent complete
December 2012	75 percent complete
January 2013	85 percent complete
March 2013	95 percent complete
April 2013	98 percent complete
May 2013	99 percent complete (substantial completion)
June 2013	100 percent complete
August 2013	Ribbon cutting ceremony scheduled for September 6, 2013
September 2013	Construction for Workforce Building commenced
October 2013	Workforce building 25 percent complete
November 2013	Workforce building 35 percent complete
January 2014	Workforce building 80 percent complete
February 2014	Workforce building 98 percent complete
March 2014	Workforce building 100 percent complete

ALTERNATIVE FINANCING PROJECTS  
SCHEDULE OF EVENTS AS OF 5/20/2015

<u>SOUTH CENTRAL LOUISIANA TECHNICAL COLLEGE, YOUNG MEMORIAL CAMPUS</u>	
Architect/ Contractor	Carl Blum/Aegis Construction
Construction Schedule Highlights	
Date	Action
August 8, 2007	LCTCS Board authorized the President to negotiate cooperative endeavor agreement with Facilities Corporation and Commissioner of Administration
August 27, 2007	Articles of Incorporation and Bylaws filed and members elected
September 21, 2007	Cooperative Endeavor agreement forwarded to the Board of Regents
November 8, 2007	LCDA Resolution to sell Bonds
November 19, 2007	Application Letter to Louisiana State Bond Commission to be placed on the December 20 Meeting Agenda
December 20, 2007	Bond Commission Approval
August 1, 2008	Cooperative Endeavor Signed
September 24, 2009	Marketing and Sale of Bonds
October 1, 2009	Bond Sale Closing
November 2009	Architect Selection
November 2010	Contractor short list
April 2011	Bid documents sent to bidders
May 2011	Contractor bids received
July 2011	Construction Began
October 2011	All piles are driven. Foundation work underway.
November 2011	Steel erection underway.
January 2012	25 percent complete
February 2012	45 percent complete
March 2012	60 percent complete
April 2012	70 percent complete
May 2012	85 percent complete
August 2012	99 percent complete
September 2012	100 percent complete, Ribbon Cutting held on August 21, 2012





## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

*Changing Lives,  
Creating Futures*

Monty Sullivan  
System President

**Officers:**

N. J. "Woody" Ogé  
Chair

Timothy W. Hardy  
First Vice Chair

Deni Grissette  
Second Vice Chair

**Members:**

Robert Brown  
Helen Bridges Carter  
Keith Gamble  
Steve Hemperley  
Willie Mount  
Michael J. Murphy  
Joe Potts  
Paul Price, Jr.  
Stephen C. Smith  
Vincent St. Blanc, III  
Craig Spohn  
Stephen Touns

**Student Members:**

Edward Banks  
Robert Fisher

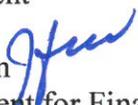
Louisiana  
Community  
& Technical  
College System

265 South Foster Drive  
Baton Rouge, LA 70806

Phone: 225-922-2800  
Fax: 225-922-1185

[www.lctcs.edu](http://www.lctcs.edu)

**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Joseph F. Marin   
Sr. Vice President for Finance and Administration

**FROM:** Suzette Meiske  
Human Resources Director

**SUBJECT:** Report on General Personnel Actions as Presented on Summary and Detail for Baton Rouge Community College, Bossier Parish Community College, Central La. Technical Community College, Delgado Community College, L.E. Fletcher Technical Community College, La. Delta Community College, Northshore Technical Community College, Northwest La. Technical College, Nunez Community College, River Parishes Community College, South Central La. Technical College, South La. Community College, SOWELA Technical Community College, and Louisiana Community & Technical College System Operations Office

**DATE:** May 20, 2015

### REPORT ON GENERAL PERSONNEL ACTIONS

**Recommendation:** The staff presents for informational purposes the enclosed personnel actions for the LCTCS colleges and system operations office as referenced above.

**Background:** For the combined Louisiana Community & Technical College System there are: 10 retirements; 20 resignations; two terminations; 18 other cessation of employment; nine new positions; 43 promotions/changes/salary increases, and 20 replacements.

**Fiscal Impact:** Shown on institutional summary and detail

**History of Prior Actions:** N/A

**Benefits to System:** N/A

  
\_\_\_\_\_  
**Approved for Distribution to the Board**  
**Dr. Monty Sullivan**

\_\_\_\_\_  
**Date**

Louisiana Community and Technical College System  
 Personnel Summary  
 May 2015

	Cessation of Employment				Leave of Absence	Request for LTC Tenure Committee Establishment	New Position	Promotions/ Changes in Classification, Salary, etc.	Replacements Only
	Retirement	Resignation	Termination	Other					
Baton Rouge Community College	0	2	0	3	0	0	1	1	3
Bossier Parish Community College	2	3	0	0	0	0	1	20	2
Central La. Technical Community College	3	4	1	10	0	0	2	3	5
Delgado Community College	0	4	0	1	0	0	2	4	2
L. E. Fletcher Technical Community College	0	0	0	0	0	0	0	0	0
Louisiana Delta Community College	2	1	0	1	0	0	0	0	0
Northshore Technical Community College	1	1	0	0	0	0	0	7	0
Northwest La. Technical College	1	0	1	0	0	0	1	4	4
Nunez Community College	0	0	0	1	0	0	0	2	0
River Parishes Community College	0	0	0	0	0	0	0	0	0
South Central La. Technical College	0	1	0	0	0	0	1	0	0
South La. Community College	1	3	0	2	0	0	1	2	1
SOWELA Technical Community College	0	1	0	0	0	0	0	0	2
LCTC System Operations	0	0	0	0	0	0	0	0	1
<b>Total LCTCS Colleges</b>	<b>10</b>	<b>20</b>	<b>2</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>43</b>	<b>20</b>

Louisiana Community and Technical College System					
BATON ROUGE COMMUNITY COLLEGE					
May 18, 2015					
Summary of Unclassified Personnel Actions					
<b>OPERATING BUDGET</b>					
<b>RETIREMENTS/RESIGNATIONS/TERMINATIONS</b>					
Date	Name		Salary	Benefits	Total Impact
4/22/2015	Dowling	Angela	48565	14,570	63,135
4/17/2015	Hollins	Angelica	20800	6,240	27,040
5/8/2015	Jones	Stephanie	43000	12,900	55,900
5/3/2015	Villarreal	Regina	48000	14,400	62,400
5/7/2015	Williams	LaMoynes	54599	16,380	70,979
<b>Total: 5</b>			<b>214,964</b>	<b>\$ 64,489</b>	<b>279,453</b>
<b>LEAVES OF ABSENCE</b>					
Date	Name		Salary	Benefits	Total Impact
N/A			-	-	-
<b>Total: 0</b>					
<b>NEW POSITIONS ONLY</b>					
Date	Name		Salary	Benefits	Total Impact
4/27/2015	Daniel	John	50,000	1,500	51,500
				-	-
				-	-
<b>Total: 1</b>			<b>\$50,000.00</b>	<b>\$1,500.00</b>	<b>\$51,500.00</b>
<b>PROMOTIONS/CHANGES IN CLASSIFICATION, SALARY, ETC.</b>					
Date	Name		Amount of	Benefits	Total Impact
4/27/2015	Andrus	Stephen	0	-	-
				-	-
				-	-
				-	-
				-	-
				-	-
<b>Total: 1</b>			<b>\$ -</b>	<b>-</b>	<b>\$ -</b>
<b>REPLACEMENTS ONLY</b>					
Date	Name		Salary	Benefits	Total Impact
5/4/2015	Dalton	Christopher	88,000	26,400	114,400
4/27/2015	Martin	Rosalind	32775	9,833	42,608
5/4/2015	Villarreal	Regina	55000	16,500	71,500
<b>Total: 3</b>			<b>\$175,775</b>	<b>52,733</b>	<b>228,508</b>

REPORT FULL-TIME ONLY

LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM  
PERSONNEL CHANGES

"RETIREMENTS/RESIGNATIONS/TERMINATIONS"

INSTITUTION: **Baton Rouge Community College**  
DATE SUBMITTED: **May 18, 2015**

Date Received by LCTCS

5/18/15

Effective Date	Full Name of Employee		Deg. Held	Qualifications		Rank, Position Title and Department	Months Employed	Salary Rate	Identify Budget Position Affected *list all funds affected in group order	Tenured		Reason for Change
	From	To		At BRCC	Prof. Exp. Total					Yes	No	
4/22/15	Dowling	Angela	HS	< 1 yr	< yr	Instructor, Welding	12	48565	110001		x	Resignation
4/17/15	Hollins	Angelica	HS	8	8	Coordinator, Tech Education	12	20800	110001		x	Resignation
5/8/15	Jones	Stephanie	BA	4	9	Head Coach	12	43000	310008		x	Separated
5/3/15	Villarreal	Regina	BA	3	20	HR Specialist, HR	12	48000	110001		X	Take new position
5/7/15	Williams	LaMoyne	BS	13	15	Assoc Ex Dir, ABE	12	54599	110001		X	Separated

REPORT FULL-TIME ONLY

LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM

PERSONNEL CHANGES  
"NEW POSITIONS ONLY"

INSTITUTION: **Baton Rouge Community College**  
DATE SUBMITTED: **May 18, 2015**

5/18/15

Date Received by LCTCS

Effective Dates	Full Name of Employee	Rank, Position, Title and Department	Qualifications		Months Emp'd	Rec'd Salary Rate	Identify Budget Position Affected		Semester Teaching Load	Reason for New Position	Appointee Transferring from Another State Agency		
			Degree Held	Yrs. Exp.			State	Federal Other			Y / N	Agency	Salary Rate Pd.
From 4/27/15	Daniel John	Instructor/Process Technology/EWDS	BA	40	12	50000	110001	NA	NA	New hire	N	NA	NA
To													

REPORT FULL-TIME ONLY

**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM  
NON CLASSIFIED PERSONNEL CHANGES  
"PROMOTIONS/CHANGES IN CLASSIFICATION, SALARY, ETC."**

**(Requires Chancellor certification of "Satisfactory or above" on Performance Evaluation within previous 12 months of effective date)**

INSTITUTION: **Baton Rouge Community College**  
DATE SUBMITTED: **May 18, 2015**

Date Received by LCTCS  
**5/18/15**

Effective Dates	Full Name of Employee		Qualifications		Rank, Title Position and Departments		Months Employed	Salary Rate		Identify Budget		Reason for Change	Chancellor Certifies Satisfactory or above Performance Eval within prev 12 mos of effective date
	From	To	Degree Held	Yrs. Exp.	From	To		From	To	State	Federal/Other		
4/27/15	Andrus	Stephen	Ph.D.	10	Interim ED Student Svcs to ED Student Support		9	No change	110001	NA	Change in Title	Yes	

REPORT FULL-TIME ONLY

LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM

PERSONNEL CHANGES

"REPLACEMENTS ONLY"

INSTITUTION: **Baton Rouge Community College**  
 DATE SUBMITTED: **May 18, 2015**

Date Received by LCTCS

5/18/15

Effective Date Of Appointment	Employee's Full Name		Rank, Title, Position and Department	Qualification		Mos Employed 9-10-12	Reco'd Salary Rate	Identify Budget Position Affected *List all funds affected in group order	Semester teaching load	Replacing Whom?				Person Transfer Other State Agency		
	FROM	TO		Degree	Yrs Exp.					State Apprv.	Federal-self generated (specify)	Previous Employees Name	Reason for Leaving		Date Left	Salary Rate
5/4/15	Dalton	Christopher	Exec Dir Acct & Fin	MS	21	12	88000	110001	NA	Keisha Payton	Transfer	9/14/14	79000	No	NA	NA
4/27/15	Martin	Rosalind	Interim Coord/Enrollment Svcs	ASSOC	38	12	32775	110001	NA	Tommy Morris	New position	3/15/15	46500	YES	BRC	62500
5/4/15	Villarreal	Regina	HR Suprv/HR	BA	20	12	55000	110001	NA	Santa Patterson	Resignation	4/3/15	54000	No	NA	NA

## Louisiana Community and Technical College System

Bossier Parish Community College

(Name of Institution)

May 18, 2015

(Date)

### Unclassified Personnel Actions

#### OPERATING BUDGET

#### RETIREMENTS / RESIGNATIONS / TERMINATIONS

Date	N A M E	Fiscal Impact
05/29/15	Kristen Roohani	(\$2,596) (\$909) (\$3,505)
05/29/15	Madison Miller	No Fiscal Impact
05/15/15	Anthony Forrest	No Fiscal Impact
05/29/15	Kathleen Gay	(\$4,656) (\$1,630) \$6,286
01/01/15	Gayle Labor	(\$30,590) (\$10,706) (\$41,296)
<b>Total 5</b>		(\$37,842) (\$13,245) (\$51,087)

#### LEAVES OF ABSENCE

Date	N A M E	Fiscal Impact
<b>Total 0</b>		

#### NEW POSITIONS ONLY

Date	N A M E	Fiscal Impact
05/04/15	Robert Marrs	\$5,863 \$2,052 \$7,915
<b>Total 1</b>		\$5,863 \$2,052 \$7,915

#### PROMOTIONS / CHANGES IN CLASSIFICATION, SALARY, ETC.

Date	N A M E	Fiscal Impact
08/10/15	Judith Coston	\$1,800 \$630 \$2,430
08/10/15	Michael Hart	\$1,800 \$630 \$2,430
08/10/15	Raymond Gaines	\$1,800 \$630 \$2,430
08/10/15	Kenneth Franks	\$1,800 \$630 \$2,430
08/10/15	Gulnara Chandler	\$1,200 \$420 \$1,620
08/10/15	Karen Guerin	\$1,200 \$420 \$1,620
08/10/15	Stephenie Nix	\$1,200 \$420 \$1,620
08/10/15	Anna Dickson	\$1,200 \$420 \$1,620
08/10/15	Becky Turbeville	\$800 \$280 \$1,080
08/10/15	Peggy Fuller	\$800 \$280 \$1,080
08/10/15	Kelly Brandon	\$800 \$280 \$1,080
08/10/15	Michael Walker	\$800 \$280 \$1,080
08/10/15	Leif Sherry	\$800 \$280 \$1,080
08/10/15	Frances Conley	\$800 \$280 \$1,080
08/10/15	Katie Salley	\$800 \$280 \$1,080
08/10/15	Dee Ann Staats	\$800 \$280 \$1,080
08/10/15	Jamie Adams	\$800 \$280 \$1,080
05/25/15	John Rennie	\$924 \$323 \$1,247
08/10/15	Jonathan Brown	No Fiscal Impact
04/27/15	Kendra Bonnett	No Fiscal Impact
<b>Total 20</b>		\$20,124 \$7,043 \$27,167

#### REPLACEMENTS ONLY

Date	N A M E	Fiscal Impact
------	---------	---------------

05/18/15 08/10/15	Deana Watkins Linda Duncan	\$10,662 \$30,000 \$31,662	CTCS \$5,824 \$11,082	MTG \$2,244 \$42,744
<b>Total 2</b>				

SUMMER SESSION APPOINTMENTS ONLY

Date	N A M E	Fiscal Impact

**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM**

**PERSONNEL CHANGES  
"RETIREMENTS/RESIGNATIONS/TERMINATIONS"**

**INSTITUTION:** BOSSIER PARISH COMMUNITY COLLEGE

**DATE SUBMITTED:** May 18, 2015

Date Received by LCTCS 5/13/15

Effective Date	Full Name of Employee		Qualifications		Rank, Position Title and Department	Mths Emp	Salary Rate	Identify Budget Position Affected <small>*list all funds affected in group order</small>	Tenured		Reason for Change
	From	To	Deg. Held	Prof. Exp. Here/Total					Yes	No	
	05/29/15	Kristen Roohani	MA	0	2	Student Service Specialist	12	TAACCCT3 Grant		X	Resignation
	05/29/15	Madison Miller	MS	0	1	Adult Education Instructor	9	Adult Education Grant		X	Resignation
	05/15/15	Anthony Forrest	MS	4	4	Instructor, Behavioral & Social Science	9	Operating		X	Resignation
	05/29/15	Kathleen Gay	MEd	20	37	Dean, Educational Technology	12	Operating		X	Retirement
	01/01/15	Gayle Labor	MA	39	43	Associate Professor, Liberal Arts	9	Operating		X	Retirement



**Louisiana Community and Technical College System  
NON CLASSIFIED PERSONNEL CHANGES  
"PROMOTIONS/CHANGES IN CLASSIFICATION, SALARY, ETC."**

(Requires Chancellor Certification of "Satisfactory or above" on Performance Evaluation within previous 12 months of effective date)

INSTITUTION: BOSSIER PARISH COMMUNITY COLLEGE

DATE SUBMITTED: My 18, 2015

Date Received by LCTCS : 5/13/15

Effective Dates	Full Name of Employee		Qualifications		Rank, Title Position and Department(s)		Months Employed		Salary Rate		Identify Budget		Reason for Change	Chancellor Certifies Satisfactory
	From	To	Deg. Held	Prof. Exp. Here Total	From	To	From	To	From	To	State	Federal/other (specify)		
08/10/15	06/30/16	Judith Coston	MS	10	Associate Professor, Science, Nursing and Allied Health	Professor, Science, Nursing and Allied Health	9	9	\$47,139	\$48,939	X		Promotion in rank	Yes
08/10/15	06/30/16	Michael Hart	EdD	10	Associate Professor, Communications and Performing Arts	Professor, Communications and Performing Arts	9	9	\$48,379	\$50,179	X		Promotion in rank	Yes
08/10/15	06/30/16	Raymond Gaines	JD	14	Associate Professor, Business	Professor, Business	9	9	\$43,943	\$45,743	X		Promotion in rank	Yes
08/10/15	06/30/16	Kenneth Franks	MS	10	Associate Professor, Science, Nursing and Allied Health	Professor, Science, Nursing and Allied Health	9	9	\$47,139	\$48,939	X		Promotion in rank	Yes
08/10/15	06/30/16	Gulnara Chandler	MA	6	Assistant Professor, Communications and Performing Arts	Associate Professor, Communications and Performing Arts	9	9	\$38,325	\$39,525	X		Promotion in rank	Yes
08/10/15	06/30/16	Karen Guerin	MA	6	Assistant Professor, Liberal Arts	Associate Professor, Liberal Arts	9	9	\$32,300	\$33,500	X		Promotion in rank	Yes
08/10/15	06/30/16	Stephenie Nix	DVM	6	Assistant Professor, Science, Nursing and Allied Health	Associate Professor, Science, Nursing and Allied Health	9	9	\$40,681	\$41,881	X		Promotion in rank	Yes
08/10/15	06/30/16	Anna Dickson	MLA	5	Assistant Professor, Liberal Arts	Associate Professor, Liberal Arts	9	9	\$32,300	\$33,500	X		Promotion in rank	Yes
08/10/15	06/30/16	Becky Turbeville	MA	8	Program Director/Instructor, BPCC at LSU	Program Director/Assistant Professor, BPCC at LSU	12	12	\$72,500	\$72,500	X		Promotion in rank	Yes

08/10/15	06/30/16	Peggy Fuller	MB A	14	15	Dean/Instructor, Business	Dean/Assistant Professor, Business	12	12	\$75,450	\$75,450	X	Promotion in rank	Yes
08/10/15	06/30/16	Kelly Brandon	BS	4	17	Instructor, Science, Nursing and Allied Health	Assistant Professor, Science, Nursing and Allied Health	9	9	\$71,150	\$70,350	X	Promotion in rank	Yes
08/10/15	06/30/16	Michael Walker	MS	3	4	Instructor, Behavioral & Social Sciences	Assistant Professor, Behavioral & Social Sciences	9	9	\$30,800	\$30,000	X	Promotion in rank	Yes
08/10/15	06/30/16	Leif Sherry	PhD	3	4	Instructor, Science, Nursing and Allied Health	Assistant Professor, Science, Nursing and Allied Health	9	9	\$36,800	\$36,000	X	Promotion in rank	Yes
08/10/15	06/30/16	Frances Conley	PhD	4	47	Instructor, Liberal Arts	Assistant Professor, Liberal Arts	9	9	\$32,300	\$31,500	X	Promotion in rank	Yes
08/10/15	06/30/16	Katie Salley	MS	4	6	Instructor, Science, Nursing and Allied Health	Assistant Professor, Science, Nursing and Allied Health	9	9	\$58,550	\$57,750	X	Promotion in rank	Yes
08/10/15	06/30/16	Dee Ann Staats	PhD	3	4	Instructor, Science, Nursing and Allied Health	Assistant Professor, Science, Nursing and Allied Health	9	9	\$36,800	\$36,000	X	Promotion in rank	Yes
08/10/15	06/30/16	Jamie Adams	MS	3	5	Instructor, Science, Nursing and Allied Health	Assistant Professor, Science, Nursing and Allied Health	9	9	\$36,800	\$36,000	X	Promotion in rank	Yes
05/25/15	06/30/15	John Rennie	BS	1	3	Director, Athletics	Director, Athletics	12	12	\$52,000	\$40,000	X	Additional duties plus head coach duties added to full-time position.	Yes
08/10/15	06/30/16	Jonathan Brown	MA	1	4	Interim Instructor, Liberal Arts	Instructor, Liberal Arts	9	9	\$30,000	\$30,000	X	End interim appointment – Hired in normal manner	Yes
04/27/15	06/30/15	Kendra Bonnett	MS	0	1	Interim Learning Center Manager, Learning Resources	Learning Center Manager, Learning Resources	12	12	\$40,000	\$40,000	X	End interim appointment – hired in normal manner	Yes



**Louisiana Community and Technical College System**  
**CENTRAL LOUISIANA TECHNICAL COMMUNITY COLLEGE**

May 18, 2015

**Unclassified Personnel Actions – Campuses**

**LTC HR Form #1**

OPERATING BUDGET				
RETIREMENTS/RESIGNATIONS/TERMINATIONS				
DATE	NAME	SALARY	BENEFITS	TOTAL
03/01/15	Al Masri, Aman	\$45,000	\$13,500	\$58,500
05/15/15	Atkins, Elaine	52,967	15,890	68,857
01/04/15	Connella, Rita	36,424	10,927	47,351
02/01/15	Dalmasi, Orlando	33,113	9,934	43,047
03/01/15	Gueary, Peter	44,011	13,203	57,214
03/01/15	Holly, Marvinette	60,000	10,000	70,000
03/01/15	Jones, Remus	45,000	13,500	58,500
03/01/15	Kirk, Leslie	50,000	15,000	65,000
02/20/15	Lemons, Latonja	24,000	7,200	31,200
02/24/15	Massri, Anas	78,500	23,550	102,050
01/02/15	McLain, Robin	44,927	13,478	58,405
03/06/15	Parker, Myra	39,249	11,775	51,024
03/01/15	Phoenix, Fran	52,500	15,750	68,250
01/05/15	Sasser, Andrea	28,000	8,400	36,400
06/30/15	Smith, Jane	56,716	17,015	73,731
03/01/15	Stewart, Kevin	92,000	27,600	119,600
03/01/15	Warren, Diana	36,424	10,927	47,351
03/01/15	Watkins, Rhonda	33,700	10,110	43,810
<b>TOTAL: 18</b>		<b>\$852,531</b>	<b>\$247,759</b>	<b>\$1100,290</b>
LEAVE OF ABSENCE				
DATE	NAME	SALARY	BENEFITS	TOTAL
		\$	\$	\$
<b>TOTAL: 0</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
NEW POSITIONS				
DATE	NAME	SALARY	BENEFITS	TOTAL
03/02/15	Phoenix, Fran	\$52,500	\$15,750	\$68,250
05/04/15	Rigney, Jennifer	36,500	10,950	47,450
<b>TOTAL: 2</b>		<b>\$89,000</b>	<b>\$26,700</b>	<b>\$115,700</b>
PROMOTIONS/CHANGES IN CLASSIFICATION, SALARY, ETC.				
DATE	NAME	SALARY	BENEFITS	TOTAL
05/15/15	Henton, Mark	\$9,500	\$2,850	\$12,350
03/24/15	Parker, Shannon	0		
01/05/15	Poe, Donnís	0		
<b>TOTAL: 3</b>		<b>\$9,500</b>	<b>\$2,850</b>	<b>\$12,350</b>

**Louisiana Community and Technical College System**  
CENTRAL LOUISIANA TECHNICALCOMMUNITY COLLEGE

May 18, 2015

**Unclassified Personnel Actions – Campuses**

**LTC HR Form #1**

REPLACEMENTS				
DATE	NAME	SALARY	BENEFITS	TOTAL
03/24/15	DeCrane, Kevin	\$42,454	\$ 12,736	\$55,190
04/13/15	Jones, Brandy	30,000	9,000	39,000
02/02/15	Parker, Myra	39,249	11,775	51,024
03/02/15	Tulak, William	85,000	25,500	110,500
01/19/15	Twigg, Bruce	33,113	9,934	43,047
<b>TOTAL: 5</b>		<b>\$229,816</b>	<b>\$68,945</b>	<b>\$298,761</b>

**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM**

**PERSONNEL CHANGES  
"RETIREMENTS/RESIGNATIONS/TERMINATIONS"**

**INSTITUTION:** Central Louisiana Technical Community College

**DATE SUBMITTED:** May 18, 2015

**Date Received by LCTCS:**

*5/19/15*

Effective Date	Full Name of Employee		Qualifications		Rank, Position Title and Department	Months Employed	Salary Rate	Identify Budget Position Affected <small>*list all funds affected in group order</small>	Tenured		Reason for Change
	From	To	Deg. Held	Prof. Exp. Here					Yes	No	
03/01/15		Al Masri, Aman	MS	.5	WF Coordinator	12	\$45,000	Federal		N	Layoff
05/15/15		Atkins, Elaine	ADRN	13	Instructor-Practical Nursing-Huey P Long Campus	12	\$52,967	SGF		X	Retirement
01/04/15		Connella, Rita	BSN	15	Instructor-Nurse Assistant-Huey P Long Campus	9	\$36,424	SGF		N	Retirement
02/01/15		Dalmasi, Orlando	MS	1.5	Instructor-Computer Tech-Alexandria Campus	9	\$33,113	SGF		N	Dismissal, lack of students
03/01/15		Gueary, Peter	TCD	6.5	Instructor-Barbering-Avoyelles Correctional	12	\$44,011	SGF		N	Layoff
03/01/15		Holly, Marvinette	MPA	12	Director of Grants-Alexandria	12	\$60,000	Federal		N	Layoff
03/01/15		Jones, Remus	MA	1.5	WF Coordinator	12	\$45,000	Federal		N	Layoff
03/01/15		Kirk, Leslie	MA	1	Financial Aid Director	12	\$50,000	SGF		N	Layoff
02/20/15		Lemons, Latonja	BA	2	Admissions Assistant	12	\$24,000	SGF		N	Resignation
02/27/15		Massri, Anas	MBA	1.3	VC of Finance and Administration-Alexandria	12	\$78,500	SGF		N	Resignation









**Louisiana Community  
and Technical College  
System  
Personnel Summary  
May 18, 2014**

Technical College	Retirements/ Resignations	Leaves of Absence	New Positions	Promotions/Changes in Classification	Replacements
LA Technical College					
Central Louisiana Technical Community College	18	0	2	3	5
<b>Total CLTCC</b>	18	0	2	3	5

Louisiana Community and Technical College System  
DELGADO COMMUNITY COLLEGE  
Monday, May 18, 2015  
Summary of Unclassified Personnel Actions

OPERATING BUDGET				
RETIREMENTS/RESIGNATIONS/TERMINATIONS				
Date	N A M E	Salary	Benefits	Total Impact
5/8/2015	Brister, Fayette	\$ (22,880.00)	\$ (7,550.40)	\$ (30,430.40)
4/17/2015	Daly, Jennifer	\$ (85,000.00)	\$ (28,050.00)	\$ (113,050.00)
5/14/2015	Midkiff, Helena	\$ (42,000.00)	\$ (13,860.00)	\$ (55,860.00)
5/15/2015	Morgan, LaToshia	\$ (35,000.00)	\$ (11,550.00)	\$ (46,550.00)
4/24/2015	Robertson, Anika	\$ (32,000.00)	\$ (10,560.00)	\$ (42,560.00)
	<b>Total</b>	<b>\$ (216,880.00)</b>	<b>\$ (71,570.40)</b>	<b>\$ (288,450.40)</b>
LEAVES OF ABSENCE				
Date	N A M E	Salary	Benefits	Total Impact
		\$ -	\$ -	\$ -
	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
NEW POSITIONS ONLY				
Date	N A M E	Salary	Benefits	Total Impact
5/13/2015	Hill, Jennie	\$ 20,800.00	\$ 6,864.00	\$ 27,664.00
5/13/2015	Wilson, Britni	\$ 19,240.00	\$ 6,349.20	\$ 25,589.20
	<b>Total</b>	<b>\$ 40,040.00</b>	<b>\$ 13,213.20</b>	<b>\$ 53,253.20</b>
PROMOTIONS / CHANGES IN CLASSIFICATION / SALARY / ETC...				
Date	N A M E	Amt. of Increase	Benefits	Total Impact
4/20/2015	Cintron, Rene	\$ 7,019.88	\$ 2,316.56	\$ 9,336.44
5/18/2015	Muhsin, Karen	\$ 16,611.00	\$ 5,481.63	\$ 22,092.63
3/23/2015	Samuel, Jeanne	\$ 9,665.00	\$ 3,189.45	\$ 12,854.45
4/27/2015	Williams, Aisha	\$ 520.40	\$ 171.73	\$ 692.13
	<b>Total</b>	<b>\$ 33,816.28</b>	<b>\$ 11,159.37</b>	<b>\$ 44,975.65</b>
REPLACEMENTS ONLY				
Date	N A M E	Salary	Benefits	Total Impact
5/15/2015	Norman, Adrian	\$ 22,880.00	\$ 7,550.40	\$ 30,430.40
5/11/2015	Rosenthal, Brian	\$ 50,000.00	\$ 16,500.00	\$ 66,500.00
	<b>Total</b>	<b>\$ 72,880.00</b>	<b>\$ 24,050.40</b>	<b>\$ 96,930.40</b>

LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM

PERSONNEL CHANGES  
"RETIREMENTS/RESIGNATIONS/TERMINATIONS"

INSTITUTION: DELGADO COMMUNITY COLLEGE

DATE SUBMITTED: May 18, 2015

Date Received by LCTCS 5/18/15

Effective Date	Name of Employee	Qualifications		Rank, Title, Position and Department	Months Employed 9 mo. or 12 mo.	Salary Rate	Identify Budget, Position Affected *List all funds affected in group order*		Tenured Yes No	Reason for Change
		Deg. Held	Prof. Exp. Here/Total				State/Federal/Other			
05/08/15	Briester, Fayette	B.S.	2 32	TEACH PROFESSIONAL, Child Care Center	12	22,880.00	Auxiliary Funds		X	Resignation
04/17/15	Daly, Jennifer	M.S.	1 14	DIRECTOR, Institutional Planning and Research	12	85,000.00	p. 124, 741		X	Transferred to LCTCS
05/14/15	Midkiff, Helena	M.S.	8 35	INSTRUCTOR, Allied Health	9	42,000.00	p. 113, 436		X	Resignation
05/15/15	Morgan, LaToshia	--	2 4	COUNSELOR, Financial Aid	12	35,000.00	p. 120, 655		X	Resignation
04/24/15	Robertson, Anika	--	3 15	SPECIALIST, Nursing	12	32,000.00	p.119, 631		X	Resignation

**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM  
NON-CLASSIFIED PERSONNEL CHANGES  
NEW POSITIONS ONLY**

**INSTITUTION:** DELGADO COMMUNITY COLLEGE

**DATE SUBMITTED:** May 18, 2015 Date Received by LCTCS 5/18/15

Effective Dates	Full Name of Employee	Rank, Title, Position, and Department	Qualifications		Months Employed 9 mo. or 12 mo.	Recommended Salary Rate	Identify Budget Position Affected		Semester Teaching Load	Reason for New Position	Appointee Transferring Another State Agency	
			Deg. Held	Yrs. Exp.			State	Federal or Other			Yes or No	Agency
From 05/13/15	Hill, Jennie	INSTRUCTORS AID, Child Care Center	BA	3	12	20,800.00		Auxiliary Fund		Reorganization of Child Care Center	No	
To 05/13/15	Wilson, Britni	INSTRUCTORS AID, Child Care Center	Voc	2	12	19,240.00		Auxiliary Fund		Reorganization of Child Care Center	No	

**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM  
NON-CLASSIFIED PERSONNEL CHANGES  
"PROMOTIONS/CHANGES IN CLASSIFICATION, SALARY, ETC."**

(Requires Chancellor Certification of "Satisfactory or above" on Performance Evaluation within previous 12 months of effective date)

**INSTITUTION: DELGADO COMMUNITY COLLEGE /LTC Region One**

**DATE SUBMITTED: May 18, 2015**

**Date Received by LCTCS: 5/18/15**

Effective Dates	Full Name of Employee	Qualifications		Rank, Title, Position and Department(s)		Months Employed		Salary Rate		Identify Budget		Reason for Change	Chancellor Certifies Satisfactory or above Performance Eval. within prev. 12 mos of Eff. Date
		Deg. Held	Prof. Exp.	From	To	From	To	From	To	State	Federal/ Other (Specify)		
04/20/15	Cintron, Rene	Ph.D.	Here Total 8 / 12	ASSISTANT DEAN, Business Technology	DIRECTOR, Institutional Planning and Research (INTERIM)	12	12	67,980.12	75,000.00	p.124, 741		Interim Appointment as Director	
05/18/15	Muhsin, Karen	M.IT	13 / 13	ASSOCIATE PROFESSOR, Business Technology	ASSISTANT DEAN, Business Technology (INTERIM)	9	12	52,389.00	69,000.00	p. 91, 1		Interim Appointment as Assistant Dean	
03/23/15	Samuel, Jeanne	Ph.D.	5 / 21	DEAN, Distance Learning & Instructional Technology (INTERIM)	DEAN, Distance Learning & Instructional Technology	12	12	70,335.00	80,000.00	p.116, 555		Hired Permanently into Position	
04/27/15	Williams, Aisha	A.A.	2 / 2	PARAEDUCATOR, Child Care Center	TEACH PROFESSIONAL, Child Care Center (INTERIM)	12	12	17,014.00	17,534.40		Auxiliary Funds	Interim Appointment as Lead Teacher	

**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM**

**NON-CLASSIFIED PERSONNEL CHANGES  
REPLACEMENTS ONLY**

INSTITUTION: **DELGADO COMMUNITY COLLEGE**

DATE SUBMITTED: **May 18, 2015** DATE RECEIVED BY LCTCS: 5/18/15

Effective Date Of Appointment	FROM	Employee's Full Name	Rank, Title, Position and Department	Qualification	Months Employed 9 mos/ 12 mos	Recommended Salary Rate	Identify Budget Position Affected <small>*List all funds affected in group order</small>		Se- m- este r Tea chin g Loa d	Previous Employee's Full Name	Reason for Leaving	Date Left	Salary Rate	Person Transfer. Other Agency
							State Appr.	Federal-Self-generated (Specify)						
05/15/15		Norman, Adrian	TEACH PROFESSIONAL, Child Care Center	M.A. 10	12	23,920.00		Auxiliary Funds		Brister, Fayette	Resigned	05/08/15	22,880.00	
05/11/15		Rosenthal, Brian	COORDINATOR, Health Service / Student Life	A.S. 6	12	50,000.00	p.121, 672			Monnerjahn, Steven	Resigned	06/08/14	54,413.00	

**Louisiana Community and Technical College System**

Louisiana Delta Community College  
(Name of Institution)

**Summary of Unclassified Personnel Actions**

**OPERATING BUDGET**

**RETIREMENTS/RESIGNATIONS/TERMINATIONS**

Date	N A M E	Salary	Benefits	Total Impact
05/08/2015	Wilman George	36,000	14,400	50,400
05/08/2015	Otto Ochs	33,889	13,556	47,445
05/08/2015	Darryl Watt	33,112	13,245	46,357
05/14/2015	Kay Harper-Hayes	54,500	21,800	76,300
<b>Total 4</b>				

**LEAVES OF ABSENCE**

Date	N A M E	Salary	Benefits	Total Impact
<b>Total</b>				

**NEW POSITIONS ONLY**

Date	N A M E	Salary	Benefits	Total Impact
<b>Total</b>				

**PROMOTIONS/CHANGES IN CLASSIFICATION, SALARY, ETC.**

Date	N A M E	Amt. Of Increase	Benefits	Total Impact
<b>Total</b>				

**REPLACEMENTS ONLY**

Date	N A M E	Salary	Benefits	Total Impact
<b>Total</b>				



**Louisiana Community and Technical College System**  
*Northshore Technical Community College*  
Date: May 18, 2015  
**Summary of Unclassified Personnel Actions**

**OPERATING BUDGET**

**RETIREMENTS/RESIGNATIONS/TERMINATIONS**

Date	N A M E	Salary	Benefits	Total Impact
<b>Total: 2</b>	Anthony Renaud	42124	15165	57289
	Gloria McGee	46123	16604	62727
		<b>88247</b>	<b>31769</b>	<b>120016</b>

**LEAVES OF ABSENCE**

Date	N A M E	Salary	Benefits	Total Impact
<b>Total: 0</b>				

**NEW POSITIONS ONLY**

Date	N A M E	Salary	Benefits	Total Impact
<b>Total: 0</b>				

**PROMOTIONS/CHANGES IN CLASSIFICATION, SALARY, ETC.**

Date	N A M E	Amt. of Increase	Benefits	Total Impact
<b>Total: 7</b>	Mindy Chauvin	0	0	0
	Neotha Manuel	0	0	0
	Gail Haydel	0	0	0
	Lisa Lawson	11232	4044	15276
	Sharon Dickens	2183	756	2939
	Kimberly Castleberry	3970	1429	5399
	Laurie Speed	5877	2116	7993
		<b>23262</b>	<b>8345</b>	<b>31607</b>

Dates (Begin & End)	N A M E	Amt. of Increase	Benefits	Total Impact
<b>Total : 0</b>				

**REPLACEMENTS ONLY**

Date	N A M E	Salary	Benefits	Total Impact
<b>TOTAL: 0</b>				



**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM  
"PROMOTIONS, CHANGES IN CLASSIFICATION, SALARY, ETC."**

INSTITUTION: Northshore Technical Community College

DATE SUBMITTED: May 18, 2015

Date Received by LCTCS 5/18/15

Effective Dates	Employee's Name		Qualifications		Rank/Position Title And Department(s)		Months Employed		Salary Rate		Identify Budget		Reason
	From	To	Deg. Held	Prof. Exp. NTCC Total	From	To	From	To	From	To	State	Federal/ other (specify)	
05/25/2015		Mindy Chauvin	BS	4 mo	Associate Director of Financial Aid	Financial Aid Systems Coordinator	12	12	42,042.00	42,042.00	SGF		Financial Aid Reorganization position change
05/25/2015		Lisa Lawson	BS	60 mo	Financial Aid Counselor	Financial Aid Counselor	12	12	\$33,696.00	\$44,928.00	SGF		Financial Aid Reorganization increased hours
05/25/2015		Gail Haydel	BA	108 mo	Financial Aid Officer/Student Services	Financial Aid V/A/Program Specialist	12	12	\$40,973.99	\$40,973.99	SGF		Financial Aid Reorganization position change
05/25/2015		Neotha Manuel	BA	48 mo	Financial Aid Counselor	Financial Aid Counselor	12	12	\$39,707.28	\$39,707.28	SGF		Financial Aid Reorganization job code change
08/17/2015		Laurie Speed	RN	84 mo	Instructor - Allied Health/Practical Nursing	Instructor - Allied Health/Practical Nursing	9	9	\$36,424.30	\$42,301.00	SGF		Equity adjustment
08/17/2015		Sharon Dickens	BS	132 mo	Associate Professor - Business Office Technology	Associate Professor - Business Office Technology	9	9	\$33,579.23	\$35,762.04	SGF		Equity adjustment
08/17/2015		Kimberly Castleberry	RN	60 mo	Instructor - Allied Health/Practical Nursing	Instructor - Allied Health/Practical Nursing	9	9	\$33,636.34	\$37,606.00	SGF		Equity adjustment

**Northshore Technical  
Community College  
Personnel Summary**

Date: May 18, 2015

Technical College	Retirements/ Resignations	Leaves of Absence	New Positions	Promotions/Changes in Classification	Replacements
Sullivan	2	0	0	5	0
Hammond Area	0	0	0	1	0
Florida Parishes	0	0	0	1	0
<b>Total Northshore Technical Community College</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>0</b>

**Louisiana Community and Technical College System**

NORTHWEST LOUISIANA TECHNICAL COLLEGE

(Name of Institution)

05/18/2015

(Date)

**Unclassified Personnel Actions – Campuses**

LTC HR Form #1

OPERATING BUDGET				
RETIREMENTS/RESIGNATIONS/TERMINATIONS				
DATE	NAME	SALARY	BENEFITS	TOTAL
05/01/2015	Iverson, Gary	\$36,000	\$10,800	\$46,800
05/12/2015	Drach, Lorna	\$44,150	\$13,245	\$57,395
<b>TOTAL: 2</b>	<b>TOTALS: 2</b>	<b>\$80,150</b>	<b>\$24,045</b>	<b>\$104,195</b>
LEAVE OF ABSENCE				
DATE	NAME	SALARY	BENEFITS	TOTAL
		\$0	\$0	\$0
<b>TOTAL: 0</b>	<b>TOTALS: 0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
NEW POSITIONS				
DATE	NAME	SALARY	BENEFITS	TOTAL
05/01/2015	Samuel, Dawson	\$45,916	\$13,774	\$59,690
<b>TOTAL: 1</b>	<b>TOTALS: 1</b>	<b>\$45,916</b>	<b>\$13,774</b>	<b>\$59,690</b>
PROMOTIONS/CHANGES IN CLASSIFICATION, SALARY, ETC.				
DATE	NAME	SALARY	BENEFITS	TOTAL
02/27/2015	Joshua, Gerald	\$5,000	\$1,500	\$6,500
02/27/2015	Rhodes, David	\$5,000	\$1,500	\$6,500
05/01/2015	Morrow, Laurie	\$10,000	\$3,000	\$13,000
05/11/2015	Price, Robin	\$12,679	\$3,803	\$16,482
<b>TOTAL: 4</b>	<b>TOTALS: 4</b>	<b>\$32,679</b>	<b>\$9,804</b>	<b>\$42,483</b>
REPLACEMENTS				
DATE	NAME	SALARY	BENEFITS	TOTAL
04/20/2015	Lary, Sidney	\$45,916	\$13,774	\$59,690
04/21/2015	Bonner, April	\$32,000	\$9,600	\$41,600
04/27/2015	Johnson, Amy	\$55,000	\$16,500	\$71,500
04/27/2015	Ferrel, Gary	\$42,454	\$12,736	\$55,190
<b>TOTAL: 4</b>	<b>TOTALS: 4</b>	<b>\$175,370</b>	<b>\$52,611</b>	<b>\$227,981</b>



**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM**

**PERSONNEL CHANGES – UNCLASSIFIED  
“NEW POSITIONS ONLY”**

INSTITUTION: Northwest Louisiana Technical College

DATE SUBMITTED: May 18, 2015

Date Received by LCTCS: 5/18/15

Effective Dates		Employee's Name	Rank/Position Title And Department(s)	Qualifications Deg. Yrs. Held Exp	Months Employed Months	Recommended Salary Rate	Identify Budget Position Affected		Reason For New Position	Appointee Transferring To Another State Agency		
From	To						State	Federal/ Other		Yes/No	Agency	Salary Pd
05/01/2015	n/a	Samuel, Dawson	Industrial Electrician, Northwest LTC-Minden Campus	BS 35	12	\$45,916		WISE	Industrial Electrician position created to meet workforce needs through WISE funds	n/a	n/a	n/a

**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM  
PROMOTIONS, CHANGES IN CLASSIFICATION, SALARY, ETC."**

INSTITUTION: Northwest Louisiana Technical College

DATE SUBMITTED: May 18, 2015

Date Received by LCTCS:

*5/18/15*

Effective Dates	Employee's Name		Qualifications		Rank/Position Title And Department(s)		Months Employed		Salary Rate		Identify Budget		Reason
	From	To	Deg. Held	Prof Exp. Here Total	From	To	From	To	From	To	State	Federal/other (specify)	
02/27/15	N/A	Joshua, Gerald	BA	11	Academic Advisor/ Recruiter, Northwest LTC- Shreveport Campus	Acting Assistant Dean, Northwest LTC- Shreveport Campus	12	12	\$47,283	\$52,283	X		Additional salary due to additional duties
02/27/15	N/A	Rhodes, David	Masters	20	Director of Institutional Research, Northwest LTC	Acting Campus Dean, Northwest LTC- Shreveport Campus	12	12	\$71,609	\$76,609	X		Additional salary due to additional duties
05/01/15	N/A	Morrow, Laurie	Masters	16	Chief Academic Officer, Campus Dean- Natchitoches and Sabine Valley Campuses, Northwest LTC	Chief Academic Officer, Campus Dean- Natchitoches and Sabine Valley Campuses, Northwest LTC	12	12	\$86,736	\$96,736	X		Additional salary due to additional duties
05/11/15	N/A	Price, Robin	Masters	7	Business Instructor, Northwest LTC- Minden Campus	Developmental Studies Instructor/ Department Head, Northwest LTC- Minden- David Wade Correctional Center	9	12	\$34,437	\$47,116	X		Move from one position to another after selection committee interview

LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM

LTC CENTRAL STAFF PERSONNEL CHANGES - UNCLASSIFIED

"REPLACEMENTS ONLY"

INSTITUTION: Northwest Louisiana Technical College

DATE SUBMITTED: 05/18/2015

Date Received by LCTCS

5/18/15

Effective Date of Appointment	Employee's Full Name	Rank, Title, Position and Department	Qualification		Months Employed	Recommended Salary Rate	Identify Budget Position Affected *List all funds affected in group order	Quarter Teaching Load	Replacing Whom				Person Transfer, Other State Agency			
			Deg	Yrs Exp					Previous Employee's Full Name	Reason For Leaving	Date Left	Salary Rate	Yes No	Agency	Salary Received	
FROM TO																
04/20/15	Lary, Sidney	Diesel Technology Instructor, Northwest LTC-Shreveport Campus	Diploma	3 5	12	\$45,916	SGF		Alfred 'Clay' Giteck	Resignation	03/15/15	\$44,150	No	N/A	N/A	
04/21/15	Bonner, April	Financial Aid Officer, Northwest LTC-Shreveport Campus	Bachelors	2	12	\$32,000	SGF		Andrea Dupre	Resignation	11/21/14	\$32,793	Yes	LSUS	n/a	
04/27/15	Johnson, Amy	College and Career Transition Coordinator, Northwest LTC	Masters	2 3	12	\$55,000			Carolyn Gatti	Termination	12/05/14	\$59,280	No	N/A	N/A	
04/27/15	Ferrel, Gary	Industrial Instrumentation Technology Instructor, Northwest LTC-Minden Campus	Technical Diploma	1 4	12	\$42,454	SGF		Chert Greer	Moved to Department Head position	04/13/15	\$39,000	No	N/A	N/A	

**Louisiana Community  
and Technical College  
System  
Personnel Summary  
May 18, 2015**

Technical College	Retirements/ Resignations	Leaves of Absence	New Positions	Promotions/Changes in Classification	Replacements
LA Technical College Central Office					
Combined LA Technical Colleges					
NWLTC Totals	2	0	1	4	4
<b>Total Technical Colleges</b>					





**Louisiana Community and Technical College System  
NON CLASSIFIED PERSONNEL CHANGES  
"PROMOTIONS/CHANGES IN CLASSIFICATION, SALARY, ETC."**

(Requires Chancellor Certification of "Satisfactory or above" on Performance Evaluation within previous 12 months of effective date)

INSTITUTION:

DATE SUBMITTED: May 15, 2015

Date Received by LCTCS 5/15/15

Effective Dates	Full Name of Employee	Qualifications		Rank, Title Position and Department(s)		Months Employed		Salary Rate		Identify Budget		Reason for Change	Chancellor Certifies Satisfactory or above Performance Eval. within prev. 12 mos of Eff. Date
		Deg. Held	Prof. Exp. Here	Total	From	To	From	To	From	To	State		
05-01-2015	Pam Charles	10 year \$	28 years	HR Coordinator	HR/Payroll Manager	12	12	44,415	53,000	X		Assumption of Payroll duties held by George Seymour	Yes
05-01-2015	Kim Le	1 year	5 years	Admin Asst.	Disbursement Supv.	12	12	22,880	32,000	x		Assumed Accounts Payable duties held by George Seymour	yes

**Louisiana Community and Technical College System**

SOUTH CENTRAL LOUISIANA TECHNICAL COLLEGE  
(Name of Institution)

**May 18, 2015**  
(Date)

**Unclassified Personnel Actions – Campuses**

LTC HR Form #1

OPERATING BUDGET				
RETIREMENTS/RESIGNATIONS/TERMINATIONS				
DATE	NAME	SALARY	BENEFITS	TOTAL
05/15/2015	Guidry, Melissa	\$(50,814)	\$(17,785)	\$(68,599)
<b>TOTAL: 1</b>	<b>TOTALS:</b>	<b>\$(50,814)</b>	<b>\$(17,785)</b>	<b>\$(68,599)</b>
LEAVE OF ABSENCE				
DATE	NAME	SALARY	BENEFITS	TOTAL
<b>TOTAL: 0</b>	<b>TOTALS:</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
NEW POSITIONS				
DATE	NAME	SALARY	BENEFITS	TOTAL
05/04/2015	McGrath, Helen	\$45,000	\$15,750	\$60,750
<b>TOTAL: 1</b>	<b>TOTALS:</b>	<b>\$45,000</b>	<b>\$15,750</b>	<b>\$60,750</b>
PROMOTIONS/CHANGES IN CLASSIFICATION, SALARY, ETC.				
DATE	NAME	SALARY	BENEFITS	TOTAL
<b>TOTAL: 0</b>	<b>TOTALS:</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
REPLACEMENTS				
DATE	NAME	SALARY	BENEFITS	TOTAL
<b>TOTAL: 0</b>	<b>TOTALS:</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>





Louisiana Community and Technical College System

SOWELA TECHNICAL COMMUNITY COLLEGE

May 18, 2015

Summary of Unclassified Personnel Actions

<b>OPERATING BUDGET</b>				
<b>RETIREMENTS/RESIGNATIONS/TERMINATIONS</b>				
Date	Name	Salary	Benefits (32%)	Total Impact
5/4/2015	Brian D. Ezell	\$ (51,146.67)	\$ (16,366.93)	\$ (67,513.60)
<b>Total 1</b>		<b>\$ (51,146.67)</b>	<b>\$ (16,366.93)</b>	<b>\$ (67,513.60)</b>
<b>LEAVES OF ABSENCE</b>				
Date	Name	Salary	Benefits (32%)	Total Impact
<b>Total</b>				
<b>NEW POSITIONS ONLY</b>				
Date	Name	Salary	Benefits (32%)	Total Impact
<b>Total</b>				
<b>PROMOTIONS/CHANGES IN CLASSIFICATION, SALARY, ETC.</b>				
Date	Name	Amt of Increase	Benefits (32%)	Total Impact
<b>Total</b>				
<b>REPLACEMENTS ONLY</b>				
Date	Name	Salary	Benefits (32%)	Total Impact
4/27/2015	Rachel L. Regan	\$ 32,000.00	\$ 10,240.00	\$ 42,240.00
8/17/2015	Sarah E. Walter	\$ 36,000.00	\$ 11,520.00	\$ 47,520.00
<b>Total 2</b>		<b>\$ 68,000.00</b>	<b>\$ 21,760.00</b>	<b>\$ 89,760.00</b>
<b>SUMMER SESSION APPOINTMENTS</b>				
Date	Name	Salary	Benefits (32%)	Total Impact
<b>Total</b>				





Louisiana Community and Technical College System  
*System Operations*  
 Summary of Unclassified Personnel Actions  
 June, 2015

**OPERATING BUDGET**

**RETIREMENTS/RESIGNATIONS/TERMINATIONS**

Date	N A M E	Salary	Benefits	Total Impact
	NONE			
Total				

**NEW POSITIONS ONLY**

Date	N A M E	Salary	Benefits	Total Impact
	NONE			
Total				

**PROMOTIONS/CHANGES IN CLASSIFICATION, SALARY, ETC.**

Date	N A M E	Amt. of Increase	Benefits	Total Impact
	NONE			
Total				

**REPLACEMENTS ONLY**

Date	N A M E	Salary	Benefits	Total Impact
5/4/2015	Lindsay Flaherty	\$60,000.00	\$18,000.00	\$78,000.00
Total				

**Louisiana Community and Technical College System**

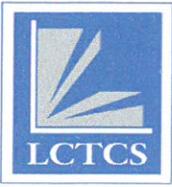
**PERSONNEL CHANGES  
"REPLACEMENTS ONLY"**

INSTITUTION: **SYSTEM OPERATIONS**

DATE SUBMITTED: **May 15, 2015**

DATE RECEIVED BY LCTCS: 5/14/15

Effective Date Of Appointment	Employee's Full Name		Rank, Title, Position and Department	Qualification Deg Exp	Months Employed 9/12	Recom mended Salary Rate	Identify Budget Position Affected *List all funds affected in group order		Semester teaching Load	Replacing Whom					
	FROM	TO					State Appr	Federal - self generated (specify)		Previous Employee 's Full Name	Reason for Leaving	Date Left	Salary Rate	Agency	Salary Received
5/4/2015	N/A	Lindsay Flaherty	Marketing Officer	B.A. - Communica tions, Broadcast Journalism	7 yrs	\$60,000.00		X - FastStart	N/A	Lori Schilling	Resigned / Position Change	9/07/2014	\$83,000.00	LCTCS	\$70,780.00



**LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM**

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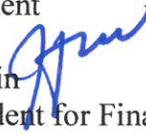
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**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Joseph F. Marin   
Sr. Vice President for Finance and Administration

**FROM:** Suzette Meiske  
Human Resources Director

**SUBJECT:** Report on Outside Employment of LCTCS Employees

**DATE:** May 19, 2015

**Recommendation:** The staff presents for informational purposes the enclosed actions.

**Background:** LCTCS Human Resources Policy #6.018, "Outside Employment of LCTCS Employees" includes an annual reporting requirement. The requirement states that the chancellor shall annually prepare a report listing all outside employment approved by the chancellor and currently in force under this policy, as well as any other details that may be requested. Copies of the report are to be sent to the System President and to the Board of Supervisors. For the combined Louisiana Community & Technical College System, there were 22 such employments in calendar year 2014. Copies of the reports submitted by the affected colleges are attached.

**Fiscal Impact:** N/A

**History of Prior Actions:** N/A

**Benefits to System:** N/A

  
\_\_\_\_\_  
**Approved for Distribution to the Board**  
**Dr. Monty Sullivan, President**

\_\_\_\_\_  
**Date**











**Louisiana Community and Technical College System**

(Outside Employment Annually Approved by Chancellor)

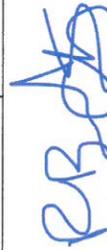
INSTITUTION: Northwest LTC

DATE SUBMITTED: 05/04/2015

Date Received by LCTCS \_\_\_\_\_

Date Approved	Employee Name (last, first)	Job Title	Outside Employer
11/17/2014	Burns, Dennis	Instrumentation Instructor	McMullen Realty
11/14/2014	Dennis, Kimberly	Financial Aid Coordinator	The Louisiana Boardwalk
11/18/2014	Johnson, Susan	Practical Nursing Instructor	Roseview Nursing Home
11/18/2014	Marr, Evangeline	Business Instructor	Avon Representative
11/21/2014	McCoy, Trenee	Automotive Instructor	Southern University Shreveport
11/19/2014	McLemore, Shasheri	Practical Nursing Instructor	Nursing Home
11/07/2014	Moore, Toshiyama	Practical Nursing Instructor	Northern Louisiana Medical Center
11/17/2014	Morris, Mattie	Administrative Assistant 2	First Stop Convenience Store
11/13/2014	Owens, Elizabeth	Administrative Assistant 2	Cavenders
11/13/2014	Smith, Lonnie	Barber Styling Instructor	Barber Shop
11/13/2014	Toups, Mary	Adult Ed Instructor	Webster Gravel and Asphalt
11/13/2014	Vaught, Cynthia	Practical Nursing Instructor	Promise Hospital
11/21/2014	Watkins, Jerry	Machine Tool Tech Instructor	Born Again Taxidermy

Submitted by:



Chancellor



OFFICE OF THE CHANCELLOR

May 8, 2015

Ms. Suzette Meiske, Director  
Office of Human Resources  
Louisiana Community and Technical College System  
265 South Foster  
Baton Rouge, Louisiana 70806-4104

Dear Ms. Meiske,

After a thorough search and review of all the completed Outside Employment forms received during calendar year 2014, the Office of Human Capital Resources and Payroll at SOWELA Technical Community College (SOWELA) has determined that only one (1) of our employees disclosed any outside employment (see attachment) that would need to be approved by the College Chancellor and subsequently reported to the Louisiana Community and Technical College System (LCTCS) President and from there on to the LCTCS Board of Supervisors.

This letter certifies that SOWELA has received disclosure of outside employment activities from only one (1) full-time employee that would warrant approval by the LCTCS President and/or the LCTCS Board of Supervisors.

Thank you,

A handwritten signature in black ink, appearing to read "Neil Aspinwall", is written over a horizontal line.

Neil Aspinwall, Ed.D.  
Chancellor

Cc: Dr. Fitzpatrick U. Anyanwu, Director of Human Capital Resources/Payroll - SOWELA



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Lake Charles, LA 70616

MORGAN SMITH

Office: 337.824.4811

Fax: 337.824.5653

P.O. Box 1327

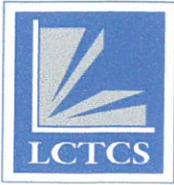
1230 N. Main St.

Jennings, LA 70546









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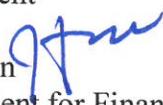
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**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Joseph F. Marin   
Sr. Vice President for Finance and Administration

**FROM:** Anthony Brown  
Director of Operations, Risk and Emergency Management

**SUBJECT:** Status Report on Capital Projects

**DATE:** May 20, 2015

**FOR REVIEW AND ADVISEMENT**

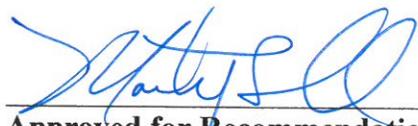
**Recommendation:** N/A

**Background:** Attached is a summary of the current capital projects and status update. Projects that were listed on the previous month's report as completed have been removed from the current report. This report was created in response to the board's request for information on the status of capital outlay and FEMA projects after slow progress of repairs resulting from damages caused by Hurricanes Katrina and Rita was reported.

**Fiscal Impact:** N/A

**History of Prior Actions:** N/A

**Benefits to the System:** N/A



**Approved for Recommendation to the Board  
Dr. Monty Sullivan, President**

**Date**

### Current Capital Outlay - May 2015

CAPITAL PROJECTS	AMOUNT	STATUS	FUNDING SOURCE
<b>Baton Rouge Community College</b>			
Automotive Training Center	\$ 19,545,000	Foundation Proceeding	Capital Outlay
Community Drive Relocation	\$ 1,266,136	ON-Hold	Capital Outlay
<b>Bossier Parish Community College</b>			
Phase Two - Athletic Fields (baseball, softball, soccer)	\$ 3,000,000	On Hold	Funding Not Currently Available
<b>Delgado Community College - City Park Campus</b>			
Campus-wide High Voltage & Fire and Alarm System	\$ 16,000	Contract Amended	Major Repairs
Heating Hot Water Piping Modifications	\$ 159,700	Close-out	Major Repairs
Hurricane Katrina Damage to Buildings 2 & 37	\$ 8,792,525	In Progress	Capital Outlay
Project Management Services Hurricane Katrina Permanent Repairs	\$ 50,000	On Going	Capital Outlay
<b>Delgado Community College - West Bank Campus</b>			
Sidney B. Collier Campus Renovations	\$ 12,700,000	Construction	391 And FEMA
Slideil Campus Renovations	\$ 3,456,921	Sell Property	FEMA Reimbursement to FP&C
<b>Nunez Community College</b>			
Hurricane Damages Repairs to Campus Buildings, Katrina	\$ 1,711,113	Designer Selected	Capital Outlay Reimbursement to FP&C - FEMA
Hurricane Damage Repairs Campus Building, Katrina	\$ 1,071,408	On Going	Capital outlay
Fine Arts Building	\$ 7,342,562	Under Construction	FEMA Reimbursement to FP&C
Permanent Repairs Physical Activity Center	\$ 1,423,236	On Going	Capital Outlay
<b>L. E. Fletcher Technical Community College</b>			
Master Plan for L. E. Fletcher Community College	\$ 25,000	On Hold	Capital Outlay
<b>SOWELA Community College</b>			
<b>Louisiana Technical Colleges - Multi-Campus</b>			
Miscellaneous Major Repairs-Various Facilities Statewide	\$ 276,244	On Going	Capital Outlay
<b>South LA Community Technical College</b>			
Lafayette Campus HVAC Replacement	\$ 2,350,000	ReBid	Capital Outlay
Teche Area Campus Roof Repair	\$ 135,600	Designer Selected	Capital Outlay
<b>Central Louisiana Technical College</b>			
Lamar Salter Campus Roof Repair	\$ 147,072	WorkUnder Review	Capital Outlay
Oakdale Campus Roof Repairs	\$ 109,440	Bid	Capital Outlay



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**TO:** Dr. Monty Sullivan  
LCTCS President

**FROM:** Sara Landreneau Kleinpeter  
Coordinator of Board Services

**SUBJECT:** 2015 Board of Supervisors Revised Meeting Schedule

**DATE:** May 26, 2015

### FOR BOARD ACTION

**Recommendation:** Staff recommends that the Board approve the revised 2015 Meeting Schedule as presented. Meetings are scheduled on the second Wednesday of the month, with no meetings held in January, July, August or October.

**Background:** Annually, the Coordinator of Board Services is to provide a schedule of meetings for the following year to the Louisiana Division of Administration, Office of Boards and Commissions.

**Fiscal Impact:** N/A

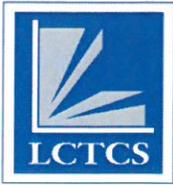
**History of Prior Actions:** The Board annually approves a meeting schedule for the upcoming year.

**Benefits to the System:** A set schedule of regular meetings of the Board of Supervisors allows for proper planning and preparations to be made by LCTCS Staff, Chancellors and Directors, as related to the business needs of the system and its colleges. A defined schedule of regular meetings also allows for Board members to make available dates of meetings in relation to their respective business and personal calendars.

  
Approved for Recommendation to the Board  
Dr. Monty Sullivan, President

\_\_\_\_\_  
Date

## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM



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### LCTCS Board of Supervisors 2015 Meeting Schedule

February 11, 2015  
**March 4, 2015\* (A)**  
**April 8, 2015\***  
May 13, 2015  
June 10, 2015 (A)  
**September 9, 2015\* (A)**  
**November 11, 2015\***  
December 9, 2015 (A)

### LCTCS Audit Committee Meeting Dates

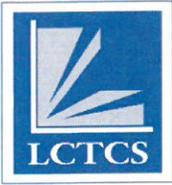
March 3, 2015  
June 9, 2015  
September 8, 2015  
December 8, 2015

Unless otherwise noted, meeting will take place beginning at 9:00 am in the Board Conference Room in the Louisiana Building at Baton Rouge Community College (201 Community College Drive). Audit Committee Meetings will take place the day prior to a board meeting, beginning at 3:00 p.m., and are noted with (A).

**\*Out of Town meetings:** The March 2015 board meeting will be held in Baton Rouge, LA at its regular meeting place, but in conjunction with the dates of the LCTCS Annual Conference. The September Board Meeting (9/9/15) will be held in Baton Rouge, at its regular meeting place, but in conjunction with the annual Board Development Workshop (9/9-10/15). The November 2015 board meeting will be hosted by South Central Louisiana Technical College, at a location to be determined.

There will be no regular meetings held in January, July, August or October.

Note: The 2015 Louisiana Legislative Session convenes at noon on Monday, April 13, 2015, and adjourns no later than 6 pm on Thursday, June 11, 2015.



## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

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**TO:** Dr. Monty Sullivan  
LCTCS President

**FROM:** Sara Landreneau Kleinpeter   
Coordinator of Board Services

**SUBJECT:** 2016 Board of Supervisors Meeting Schedule

**DATE:** May 26, 2015

### FOR BOARD ACTION

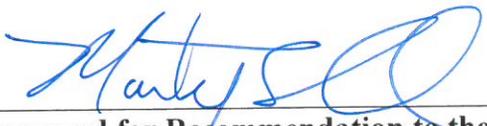
**Recommendation:** Staff recommends that the Board approve the 2016 Meeting Schedule as presented. Meetings are scheduled on the second Wednesday of the month, with no meetings held in January, July, August or October.

**Background:** Annually, the Coordinator of Board Services is to provide a schedule of meetings for the following year to the Louisiana Division of Administration, Office of Boards and Commissions.

**Fiscal Impact:** N/A

**History of Prior Actions:** The Board annually approves a meeting schedule for the upcoming year.

**Benefits to the System:** A set schedule of regular meetings of the Board of Supervisors allows for proper planning and preparations to be made by LCTCS Staff, Chancellors and Directors, as related to the business needs of the system and its colleges. A defined schedule of regular meetings also allows for Board members to make available dates of meetings in relation to their respective business and personal calendars.

  
\_\_\_\_\_  
**Approved for Recommendation to the Board**  
**Dr. Monty Sullivan, President**

\_\_\_\_\_  
**Date**

## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

DRAFT

### LCTCS Board of Supervisors 2016 Meeting Schedule

February 10, 2016  
March 9, 2016\* (A)  
**April 13, 2016\***  
May 11, 2016 (A)  
June 8, 2016  
**September 14, 2016\* (A)**  
**November 9, 2016\***  
December 14, 2016 (A)

#### LCTCS Audit Committee Meeting Dates

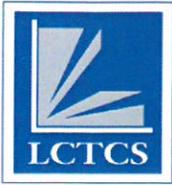
March 3, 2016  
May 11, 2016  
September 8, 2016  
December 8, 2016

Unless otherwise noted, meeting will take place beginning at 9:00 am in the Board Conference Room in the Louisiana Building at Baton Rouge Community College (201 Community College Drive). Audit Committee Meetings will take place the day prior to a board meeting, beginning at 3:00 p.m., and are noted with (A).

**\*Out of Town meetings:** The April 2016 board meeting will be held in Baton Rouge, LA at its regular meeting place, but in conjunction with the dates of the LCTCS Annual Conference. The September Board Meeting (9/14/16) will be held in Baton Rouge, at its regular meeting place, but in conjunction with the annual Board Development Workshop (9/12-13/16). The November 2016 board meeting will be hosted by college to be determined.

There will be no regular meetings held in January, July, August or October.

Note: The 2016 Organizational Legislative Session convenes at 10:00 am on Monday, January 11, 2016, and shall not exceed three legislative days. The 2016 Regular Louisiana Legislative Session convenes at noon on Monday, March 14, 2016, and adjourns no later than 6 pm on Thursday, June 16, 2016.



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