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LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

To: All LCTCS Board Office Employees
From: Dr. Joe D. May
President
Date: July 20, 2010
Re: General Notice of Layoff Avoidance.Layoff

Your hard work and dedication to helping Louisiana citizens achieve their educational goals and objectives is a matter of great pride to me. Despite record enrollments, the state budget has simply not kept pace with our growth.

For the fiscal year July 1, 2010 through June 30, 2011, the Board Budget experienced reductions of \$2,067,828 in recurring state revenue with more than a 25 percent increase in mandated costs. To address the current and potential revenue declines, we are initiating a combination of reduction in force and staff reorganization to provide for continued performance of required Board functions. Other savings include the Board approved suspension of unclassified merit pay increases for the second consecutive year and continued application of cost reductions where possible. Classified merit pay increases were suspended by the state Civil Service Commission.

A thorough study was conducted to determine appropriate reorganization and reduction in force measures that would have the least impact on meeting the Board's constitutional and federal program requirements. Despite all efforts to avoid reducing positions, it was necessary to ask the Executive Committee of the LCTCS Board of Supervisors to approve a plan combining layoff avoidance and layoff for the system board operations office.

Since September of 2009 the LCTCS Board Office has experienced a reduction of eleven positions due to a combination of position elimination and layoff. For the period beginning July 1, 2010 through September 3, 2010, four unclassified positions will be vacated through resignation and retirement. These positions will be eliminated and the duties will be absorbed by other personnel in the Board Office. A plan has been approved, in accordance with LCTCS Policy 6.026 Financial Exigency/Reduction in Force to transition business operations resulting in the termination of seven unclassified and two classified employees over a period beginning August 20, 2010 through October 31, 2010.

Your understanding and support as we deal with these difficult times is appreciated.