

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM
Policy # 5.015

Title: Administrative Cost Containment

Authority: Board Action	Original Adoption: 09/11/02
	Effective Date: 09/11/02
	Last Revision: Initial

I. Purpose and Process

To minimize administrative (institutional support) expenditures and to maximize funds available for instruction, academic support and student services for all LCTCS institutions. This policy is in accordance with provisions of LA. R.S. 17:1871 B (5). The intent is to strive to maximize student and instructional costs in accordance with National Association of College and University Business Officers (NACUBO) averages for like institutions, with the understanding that reaching these averages is more difficult for the smaller, new and emerging institutions.

II. Role of the LCTCS Chancellors

To strive to minimize administrative costs and maximize instructional and student services costs for the college. Reports on expenditures will be presented to the Board Office for review at least semi-annually and budgets will be presented annually.

III. Role of the Board Office

The LCTCS Board Office will monitor administrative costs for the system office and the colleges for comparisons to NACUBO averages. Reports on expenditures will be monitored by the Board Staff and presented to the Board for review at least semi-annually and budgets will be presented annually.