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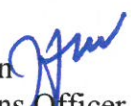
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LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

TO: Dr. Monty Sullivan
President

FROM: Joseph F. Marin 
Chief Operations Officer

SUBJECT: Revisions to Policy #6.003 "Leave Record Establishment and Regulations for all Unclassified, Non-Civil Service Employees"

DATE: November 28, 2016

FOR BOARD ACTION

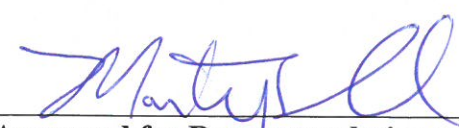
Recommendation: Staff recommends that the Board approve the revisions to the attached policy #6.003 "Leave Record Establishment and Regulations for all Unclassified, Non-Civil Service Employees" effective August 15, 2016.

Background: Education leave is currently provided through policy #6.003, titled "Leave Record Establishment and Regulations for all Unclassified, Non-Civil Service Employees" for full time employees and was crafted to provide education leave under traditional academic semester timeframes. However, with the advent of diverse and shorter mini semesters (non-traditional academic semesters), chancellors have requested that the policy be updated to reflect this reality to offer faculty and staff the ability to receive education leave to account for compressed course delivery timeframes. The education leave offered would be at the same rate of leave as provided for traditional academic semesters.

Fiscal Impact: N/A

History of Prior Action: The board amended the policy at the April 13, 2016 meeting. The proposed revisions were presented to the Board for review and advisement at the November 9, 2016 meeting.

Benefits to the System: This revision will allow for greater flexibility in utilizing educational leave that more accurately reflects the diverse course delivery offerings of today's colleges and universities.


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

Date