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## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

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

**THROUGH:** Joseph F. Marin  
Chief Operations Officer

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

**DATE:** January 24, 2019

**SUBJECT:** Facility Use Agreement between the St. Charles Parish United Way and the LCTCS for the Benefit of River Parishes Community College

APPROVED

*SK*  
2/13/19  
LCTCS BOARD OF SUPERVISORS

### FOR BOARD ACTION

**Recommendation:** Staff recommends that the Board authorize the President and the Chancellor of River Parishes Community College to negotiate and execute all documents necessary to facilitate a Facility Use Agreement with the St. Charles Parish United Way to provide training and instruction in St. Rose at 140 James Drive East.

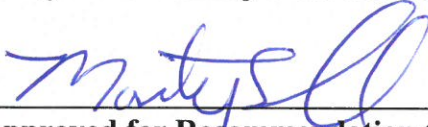
**Background:** The facility is the former ITT Technical Institute, which offered training in computer, electrical/electronics, CAD and Business Administration. The college expects to occupy approximately 5,000 square feet of classroom space initially with an additional 5,000 square feet of space available for expansion if that becomes necessary. The United Way of St Charles Parish will occupy a portion of the building which is approximately 20,000 square feet overall. RPCC intends to offer programs at this location for Louisiana Transfer degrees (general education courses), Instrumentation, PTEC, CAD and Industrial Maintenance/Electrical Helper. The college proposes to start services at this location for fall semester 2019 if a favorable agreement is executed.

The facility comes with classroom furniture and all necessary electrical services and IT wiring. There will be minimal work required to prepare the building for use. RPCC will be providing servers, computers, lab equipment for introductory Instrumentation and PTEC programs. They do not plan to offer advanced courses in the technical programs at this location. Students will attend the advanced courses at the Reserve or Gonzales campuses where these more complex lab resources are already available. Initially, there will be two full time staff members assigned to the site, with adjunct faculty providing most instruction. The staff will most likely be existing employees reassigned to this location.

**Fiscal Impact:** The college will cover the costs of attorney fees and other transfer agreement costs from their operating budget.

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

**Benefits to the System:** The execution of this agreement will allow the college to offer college-level training to the citizens of St. Charles Parish.

  
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**Approved for Recommendation to the Board**      **Date**  
**Dr. Monty Sullivan, President**                      2-13-19