

SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS
COMMISSION ON COLLEGES

1866 Southern Lane • Decatur, Georgia 30033-4097
Telephone 404/679-4500 Fax 404/679-4558

January 4, 1999

Dr. J. Terence Kelly
President
Delgado Community College
501 City Park Avenue
New Orleans, LA 70119-4399

Dear Dr. Kelly:

The following action regarding your institution was taken at the December 1998 meeting of the Commission on Colleges:

Accepted the prospectus for the merger with Louisiana Technical College - New Orleans, Louisiana, and authorized the appointment of a Substantive Change Committee to visit the institution.

We appreciate your continued support of the activities of the Commission on Colleges. If you have questions, please contact the staff member assigned to your institution.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Rogers".

James T. Rogers
Executive Director
Commission on Colleges

JTR:erp

cc: Dr. Tom E. Benberg

OFFICE OF THE PRESIDENT

501 City Park Avenue
New Orleans, Louisiana 70119-4399
(504) 483-4085
FAX (504) 483-4088

September 30, 1998

Dr. James T. Rogers
Executive Director, Commission on Colleges
Southern Association of Colleges and Schools
1866 Southern Lane
Decatur, GA 30033-4097

Dear Dr. Rogers:

Enclosed please find the prospectus for the merger of Louisiana Technical College-New Orleans Campus with Delgado Community College. Please note that this merger was **not** initiated by Delgado, by LTC, or by their governing boards. Instead, it was mandated by act of the Louisiana Legislature.

In order to comply with the provisions of the act effecting the merger, Delgado was required to assume administrative control of LTC, effective July 1, 1997. Since that time, Delgado and LTC staff have worked diligently to develop and implement plans for the cessation of activities at LTC (including provisions for allowing LTC students to complete their programs and to receive LTC diplomas), for assuring compliance of LTC faculty with requirements of the Commission on Colleges, and for integration of all LTC facilities and staff into Delgado. These activities are fully described in the prospectus.

If you require any additional information, please feel free to contact me, or Dr. Raymond Garrity, Vice President for Academic Affairs and Provost.

Sincerely,



J. Terence Kelly
President

Enclosure

cc: Dr. Tom Benberg
Dr. Raymond Garrity

DELGADO COMMUNITY COLLEGE

NEW ORLEANS, LOUISIANA

PROSPECTUS FOR SUBSTANTIVE CHANGE

This prospectus describes the steps that will be taken to effect the merger of Louisiana Technical College-New Orleans, into Delgado Community College.

I. Rationale for the Change.

Louisiana Technical College-New Orleans (LTC) was an institution granting diplomas and associate degrees in technical fields. It operated under the authority of the Louisiana Board of Elementary and Secondary Education, and was accredited by the Council on Occupational Education. It was not, however, accredited by the Commission on Colleges of SACS. It is located adjacent to the City Park Campus of Delgado Community College, an institution that is governed by the Board of Trustees of the University of Louisiana System, and which is accredited by the Commission on Colleges of SACS.

In early 1997, a review by the Joint Education Committees of the Louisiana Legislature indicated that since most of the programs offered at LTC were duplicates of those available at Delgado, since enrollment at LTC was small, i.e., slightly over 300 students, and since Delgado's need for additional physical facilities could--to a large extent--be met by utilizing the facilities of the under-used and adjacent LTC, the best interests of the state and of the people of Greater New Orleans would be served by merging LTC into Delgado. As a result, in the summer of 1997, Act 1068 of the Louisiana Legislature effected the merger of LTC-New Orleans into Delgado Community College.

It should be noted that this act was introduced in late May of 1997, and was passed by the Legislature in late June. Under the terms of the act, the merger of LTC into Delgado became effective on July 1, 1997. Thus Delgado had only one week's notice prior to being required to accept administrative control of LTC. It should also be noted that the merger was not effected by action of either Delgado or its governing board--the Board of Trustees--or of LTC or its governing board--the Board of Elementary and Secondary Education. Instead, it was effected by mandate of the Louisiana Legislature.

II. Documentation of Legal Authority for the Substantive Change.

The merger of Louisiana Technical College-New Orleans into Delgado Community College was effected by Act 1068 of the Louisiana Legislature, which was approved by the Governor of Louisiana in June of 1997. (See addendum 1).

III. Proposed Timetable for Implementation of the Substantive Change.

The act effecting the merger of LTC with Delgado Community College mandated that the merger was to become effective on July 1, 1997. In compliance with this act, Delgado assumed administrative control of LTC on this date. Since that time, a Transition Team composed of faculty and staff of both Delgado and the former LTC has met regularly to develop an overall plan for merging LTC into Delgado. As a result of this work, the following timetable has been established:

- July 1, 1997 - Delgado assumes administrative control of LTC; Division of Occupational Studies established; Director of former LTC becomes Dean of Occupational Studies Division.
- July, August - Review of academic programs of former LTC, plans initiated for merging these programs into existing Delgado programs; review of faculty credentials begun; review of LTC facility begun.
- Fall, 1997 - Arrangements completed for students in LTC programs to receive federal financial aid; new students admitted to former LTC programs are informed that the programs will be merged into those existing at Delgado; determination as to which programs will be retained in Occupational Studies and which will be transferred to other Delgado divisions; review of faculty credentials continues; graduates of LTC programs participate in Delgado Commencement Exercises, but receive Board of Elementary and Secondary Education (BESE), rather than Delgado, diplomas.
- Spring, 1998 - Review of faculty credentials completed, meetings with individual faculty (as needed) to develop programs to bring them to minimum SACS standards; arrangements made for continuation of certain clock hour programs; extension of Delgado computer network to LTC building; plans for utilization of space in LTC building completed; plans completed for merger of former LTC students into Delgado programs; graduates of LTC programs receive BESE diplomas.

- Spring/
Summer 1998 - New Delgado LPN program, operating as part of the Charity School of Nursing, replaces LPN program at LTC, students admitted into certificate (rather than diploma) program; LTC faculty granted released time (where needed) to begin upgrading credentials.
- Fall, 1998 - all former LTC programs/faculty begin operating on Delgado calendar; all former LTC programs merged into equivalent Delgado programs; no new students accepted into former LTC programs; released time continues for upgrading faculty credentials; all plans for utilization of former LTC facilities completed; final decisions made regarding administrative placement of Occupational Studies Division (former LTC) within Delgado Community College; LTC graduates continue to receive BESE diplomas.
- December 31, 1998 - Board of Trustees presents report to Legislative Education Committees.
- January, 1999 - Merger completed; former LTC begins functioning exclusively as a unit of Delgado Community College.

IV. Effects of the Change on Administrative Organization/Board Governance Structure.

As a result of the proposed change, the former Technology Division of City Park Campus will become the Occupational Studies Division. In compliance with the legislation creating the merger, the head of this unit will hold the title of Dean of Occupational Studies. During the transition period, the dean of this division will report to the Vice President for Academic Affairs. Final administrative placement of this division will be within City Park Campus, and the Executive Dean of City Park Campus will become the supervisor of the Dean of Occupational Studies. This arrangement will be effected prior to the finalization of the merger on December 31, 1998.

The merger of LTC-NO into Delgado Community College will have no effect upon the board governance structure of the institution. Delgado will continue to be governed by the Louisiana Board of Trustees for State Colleges and Universities.

V. Description of Educational Program.

On July 1, 1997, Louisiana Technical College-New Orleans Campus offered sixteen different curricula. Of these, fourteen were clock-hour programs of one to eight term (i.e., three to twenty-four month) duration culminating in a diploma. It should be noted that two of these diploma programs--Hospitality and Tourism and Electronics--offered multiple options. In addition, credit hour associate degree programs were offered in Accounting Technology and Office Systems Technology (see addendum 2 for a complete listing). At the same time, i.e., on July 1, 1997, Delgado Community College offered twenty-two certificate programs and forty-three associate degree programs (see addendum 3 for a complete listing).

A review of the offerings of both institutions revealed that with one exception--the program in practical nursing--all programs offered by LTC-NO were duplicates, or near-duplicates, of programs available at Delgado. As a result, it was decided that effective with the start of the LTC Winter Term, no new students would be admitted to the two LTC associate degree programs, and that students interested in these fields of study would be counseled to matriculate in their equivalents at Delgado.

At the time that Act 1068 became effective, Delgado offered the Associate of Science in Nursing degree, but did not offer a program in practical nursing. To facilitate termination of the LTC program in practical nursing, in the Spring of 1998 Delgado petitioned the Louisiana Board of Practical Nurse Examiners and the Louisiana Board of Regents for authorization to offer the Certificate in Practical Nursing. This authorization was granted, and effective with the Summer Term, 1998, incoming students were admitted directly into the Delgado practical nursing (LPN) program.

With the exception noted above, i.e., the new Delgado LPN program, the merger of LTC into Delgado will have no effect upon Delgado's curriculum. While Delgado will retain certain LTC programs to meet community needs for short-term, specialized vocational training, these programs will be clock-hour, i.e., non-credit, programs, and in no way will they be applicable toward a Delgado certificate or associate's degree.

VI. Identification of Resources Required to Support the Change.

A. Financial Resources. The act mandating the merger also transferred all financial resources of LTC to Delgado. Since Delgado was required to assume administrative responsibility for LTC as of July 1, 1997, its operating budget was increased by some 1.9 million dollars, effective with the start of the 1997-98 fiscal year. This appropriation to Delgado will continue in the future,

and should be sufficient to provide all requisite supplies and materials for the instructional program, as well as to support the additional faculty and staff that who have become Delgado employees as a result of the merger. Copies of Delgado's proposed 1998-99 budget, as well as its most recent audited financial statement, may be found in addenda 4 and 5. It should be noted that due to the administrative structure under which the institution operated, LTC did not undergo a separate audit. Instead, the accounts of LTC were considered to be an integral part of the overall budget for the State of Louisiana. A management letter from the Legislative Auditor, Dr. Daniel G. Kyle, to this effect is attached (addendum 6).

B. Library/Learning Resources. While LTC had a number of learning resources, including audio-visual materials, that were used to enhance classroom instruction, it did not have a library. Upon completion of the merger, students in the Occupational Studies Division will have access to the extensive learning resources of Delgado Community College, as well as to the Delgado library. During Delgado's most recent SACS review (Spring, 1996) the visiting team found that Delgado's learning resources and library were more than adequate to meet the needs of faculty and students. The addition of some 300+ students will not place any strain upon these services/facilities.

C. Physical Facilities/Equipment. With the enactment of Act 1068, the LTC building--a facility of approximately 125,000 square feet (of which some 30,000 square feet is under lease to other state agencies) and all of the furniture and equipment on its inventory list was transferred to Delgado. Plans for transfer of certain programs to this facility, as well as an overall plan for utilization of the facility are currently under development, and should be completed by the end of the Fall Semester, 1998.

D. Qualifications of Faculty.

1. **Additional faculty** - No additional faculty will be required to effect the merger. Any faculty hired to fill positions that may become open in the future will be required to meet current SACS criteria.

2. **Existing faculty who do not meet expected qualifications.** During the 1997-98 academic year, the credentials of all LTC faculty were reviewed. As a result of this review, the qualifications of approximately 40% of (9 of 22) LTC faculty were found to be fully consistent with SACS requirements. With regard to the remaining 13 faculty--all of whom are teaching in trade/technical (non-academic) areas--all were found to have extensive experience in their teaching field, although in some cases this experience was not properly documented. Some of these faculty held no degree, and others held degrees from institutions accredited by COE, but not by the Commission on Colleges of SACS. Each of these faculty was informed that proper documentation of experience was needed.

In addition, Delgado staff met individually with each faculty member to inform him/her as to the degree that would be required, the additional study that would be necessary to obtain this degree, and the timetable that would be established for obtaining the appropriate degree. To assist faculty in meeting SACS requirements, Delgado has agreed to provide released time for faculty to attend classes, to waive tuition for those attending Delgado, or to pay tuition and fees for those attending other institutions. The plan to upgrade credentials was signed by the appropriate Delgado administrator and by the faculty member, and was placed in his/her personnel folder. The granting of released time and implementation of waivers of tuition assistance was begun in the summer of 1998, and will continue until each faculty member has completed his/her upgrade plan. In the meantime, faculty who have extensive documented experience have had letters placed in their file allowing them to teach on an "exception" basis in accordance with provisions of SACS criterion 4.8.2.1. Those who are unable to provide documentation of extensive experience in the field will be limited to teaching non-credit courses.

E. Assessment of Current Resources. The former building will provide more than adequate office space for administrative functions and faculty offices, as well as classroom and laboratory space for all additional students that will come to Delgado as a result of the merger. In addition, it will permit the relocation of current classes/offices from City Park Campus (to which it is adjacent) and thus relieve overcrowding on this site. As noted above, enrollment at LTC is small, and thus library, computer, student services, and all other resources on City Park Campus (a campus of with an enrollment of more than 9,000 students) will be more than adequate to meet the needs of the additional 300 students who will come to Delgado from LTC.

F. How required additional resources will be secured. The only resource problem anticipated as a result of the merger stems from health/safety deficiencies found in the LTC building prior to July 1, 1997. It will be Delgado's responsibility to correct these deficiencies. While some are already being addressed using available funds,, Delgado has requested additional state funding of approximately one million dollars to completely address these problems. Officials at the Board of Regents have assured Delgado that these funds will receive high priority in the 1999-2000 capital outlay budget.

VII. Proposed processes for monitoring and evaluating the expected outcomes of the change and for using the results of the evaluation to improve institutional programs, services, and operations.

Once the merger of LTC into Delgado is completed, the Occupational Studies Division will be subjected to the same planning and

assessment/evaluation processes as are currently in place for all other units of Delgado Community College. It should be noted that this process was reviewed by the SACS Reaffirmation Team that visited Delgado in the Spring of 1996, and--after implementation of measures to address recommendations of the team--was approved by the Criterion and Review Committee of the Commission on Colleges.

In addition to the above, however, the Transition Team which since the summer of 1997 has guided steps toward effecting the merger will continue to function. This team will review all assessment data and will pay particular attention to utilization of facilities, monitoring of faculty progress toward upgrading of their credentials, and to student enrollment and progress in programs in which former LTC faculty are teaching. Recommendations of this committee will be presented to the executive officers of Delgado Community College for review and action.

VIII. How the Non-COC Accredited Institution Complies with the Criteria for Accreditation.

A. Faculty. As explained above, nine of the twenty-two former LTC faculty are in full compliance with SACS criteria. As to the remaining faculty--all of whom are teaching in technical (vocational) areas--many have extensive experience in their teaching fields that would qualify them according to SACS criteria. In all cases, however, educational plans (including timetables for completion) have been developed to bring these faculty to SACS standards.

B. Learning Resources. While the LTC had limited audio-visual and computer resources, no library facilities were available to students. Former LTC students will now have access to Delgado's extensive learning resources and comprehensive library.

C. Curriculum. In all cases, the programs of study of LTC are being terminated, and incoming students are being advised into related Delgado programs, all of which at the time of Delgado's last affirmation of accreditation were found to meet COC criteria. The only LTC programs that are being retained are several non-credit programs designed to develop skills needed for entry into specific occupations.

D. Planning and Evaluation. LTC did not have a planning and evaluation system that was consistent with COC criteria. As explained above, since as of January, 1999, LTC will cease to exist and will then be a part of Delgado Community College, the planning and evaluation system of Delgado will be expanded to cover the former LTC.

IX. Summary and Conclusion.

On July 1, 1997, the Louisiana Technical Collège--New Orleans Campus was merged with Delgado Community College. This merger was somewhat unusual, in that it did not result from action of the governing boards of either Delgado or LTC. Instead, it was mandated by the Legislature of the State of Louisiana, to which--as public agencies--both governing boards are subject.

As a result of the legislative mandate, Delgado assumed immediate administrative responsibility for LTC. At the same time, a transition team composed of representatives from both institutions was established and charged with developing plans for effecting the merger. These plans have now been developed and implemented, and merger of LTC into Delgado Community College is expected to be completed by December 31, 1998--the date on which a report on the progress of the merger must be delivered to the legislature by Delgado's governing board.

As is true in any situation where an institution is forced to change its identity, ceases some of its operations, and no longer functions as an independent entity, the merger has created some anxiety among LTC faculty and staff. At the same time, certain Delgado faculty are experiencing anxiety over the effect that the merger will have on them and their programs. Also, a number of Delgado and LTC students have expressed concerns over the effect that the merger will have on their programs. To relieve this anxiety on both sides, Delgado has committed extensive funds and staff time to facilitate the transition from two institutions to one institution. It is our belief that as a result of this extensive commitment of human and financial resources, the merger will proceed as smoothly as possible, and that upon its completion Delgado will be in a position to offer enhanced services to the people of the Greater New Orleans area.

DELGADO COMMUNITY COLLEGE

PROSPECTUS FOR SUBSTANTIVE CHANGE

ADDENDA

1. Bill 1068 of the Louisiana Senate
2. Listing of Programs of Louisiana Technical
College
3. Inventory of Programs of Delgado Community
College
4. Delgado Budget, 1998-99
5. Financial Audit of Delgado Community College
6. Letter from Legislative Auditor re. LTC Audit

Addendum 1

Note to Addendum 1:

Senate Bill 1068 refers to Louisiana Technical College-New Orleans Campus by its former name, i.e., "Orleans Regional Technical Institute". Although the Board of Elementary and Secondary Education (the governing board for the institution) authorized the change to "Louisiana Technical College-New Orleans Campus" in 1995, "Orleans Regional Technical Institute" remains a valid name for the institution.

State of Louisiana

Louisiana Technical College
New Orleans Campus
 New Orleans, LA 70124

980 Navarre Avenue

Telephone: (504) 483-4666
 FAX: (504) 483-4643

Listing of Full-Time Programs

Program Title	Length	Diploma/Associate
BUSINESS		
Accounting Technology	1335 Clock Hrs/ 5 Terms	Diploma
Computer Specialist (Applications)	1170 Clock Hrs/ 4 Terms	Diploma
Hospitality & Tourism		
Airline and Travel Agency Proc	975 Clock Hrs/ 3 Terms	Diploma
Hotel/Motel Operations	885 Clock Hrs/ 3 Terms	Diploma
Meeting & Convention Planning	795 Clock Hrs/ 3 Terms	Diploma
Tour Guide/Escort Planner	840 Clock Hrs/ 3 Terms	Diploma
Office Systems Technology	1215 Clock Hrs/ 4 Terms	Diploma
Terminal Systems Operator	1013 Clock Hrs/ 3 Terms	Diploma
HEALTH OCCUPATIONS		
Nursing Assistant	280 Clock/Hrs 1 Term	Diploma
Practical Nursing	1815 Clock Hrs/ 6 Terms	Diploma
HOME ECONOMICS		
Early Childhood Education	1200 Clock Hrs/ 4 Terms	Diploma

Page 2 Listing of Full-time Programs

TRADE AND INDUSTRIAL

Air Conditioning/Refrigeration	2400 Clock Hrs/ 8 Terms	Diploma
Automotive Technology	2496 Clock Hrs/ 8 Terms	Diploma
Culinary Arts and Occupations	1800 Clock Hrs./ 6 Terms	Diploma
Drafting & Design Technology	2100 Clock Hrs/ 7 Terms	Diploma
Electronics: Basic Electronics	1155 Clock Hrs/ 4 Terms	Diploma
Industrial Instrumentation	2085 Clock Hrs/ 8 Terms	Diploma
Welding	1872 Clock Hrs/ 6 Terms	Diploma

ASSOCIATE OF APPLIED TECHNOLOGY

BUSINESS

Accounting Technology	77 Credit Hours/ 6 Terms	Associate
Office Systems Technology	75 Credit Hours/ 6 Terms	Associate

CIP CODE	DEGREE DESIG. CODE	DEGREE OPTION	INCR KEY	ACCOUNT NUMBER	DEGREE DESIGNATION ABBREVIATION	SUBJECT AREA	ACCREDITATION		REVIEW DATES	
							AGENCY	STATUS	LAST	NEXT
040501	10	0101	01		AA	INTERIOR DESIGN	45	DENIED		
099999	10	0101	01		AA	PERFORMANCE AND MEDIA ARTS	NA	NOT AVAIL.		
110301	10	0101	01		AS	COMPUTER INFORMATION TECHNOLOGY	35	NOT AVAIL.		
120301	10	0101	01		AS	FUNERAL SERVICE EDUCATION	42	APPROVED	04/93	04/00
131204	10	0101	01		AA	EARLY CHILDHOOD EDUCATION	31	NOT AVAIL.		
150101	10	0303	01		AAS	CON ENG TECH-ARCHITECTURE ENG. TECH	07	NOT SOUGHT		
150201	10	0103	02		AAS	CON ENG TECH-CIVIL ENGINEERING	07	APPLIED FOR		
150301	10	0101	01		AS	COMPUTER NETWORK ENGINEERING TECH.	07	NOT SOUGHT		
150303	10	0101	01		AS	ELECTRICAL-ELECT. ENGINEER TECH.	07	APPROVED	1996	2002
150401	10	0303	02		AAS	ELECT. SERV. TECH.-BIOMED. EQUIP.	07	NOT SOUGHT		
150701	10	0101	01		AAS	SAFETY AND HEALTH TECHNOLOGY	13	NOT SOUGHT		
190503	10	0101	01		AS	DIETETICS TECHNICIAN	06	APPROVED	1993	1998
200401	C1	0101	01		CFSC	FOOD SERVICE CAREERS	NA	NOT AVAIL.		
200401	10	0101	01		AAS	CULINARY ARTS	36	APPROVED	1997	03/02
240102	10	0101	01		AGS	GENERAL STUDIES	NA	NOT AVAIL.		
300101	10	0101	01		AS	GENERAL SCIENCE	NA	NOT AVAIL.		
430107	10	0101	01		AA	CRIMINAL JUSTICE	NA	NOT AVAIL.		
430201	10	0101	01		AA	FIRE PROTECTION TECHNOLOGY	NA	NOT AVAIL.		
449999	10	0101	01		AAS	POSTAL SERVICE ADMINISTRATION	NA	NOT AVAIL.		
460302	C1	0101	01		CC	CARPENTRY	39	NOT AVAIL.		
460401	C1	0101	01		CES	ELECTRICAL CONSTRUCTION	07	NOT AVAIL.		
460401	10	0203	01		AAS	CONSTRUCTION MANAGEMENT	39	NOT AVAIL.		
470101	C1	0101	01		CER	CON ENG TECH-CONSTRUCTION MGT	07	NOT SOUGHT		
470101	10	0203	01		AAS	ELECTRONICS REPAIR	07	NOT AVAIL.		
470104	C1	0101	01		CCR	ELECT. SERV. TECH.-ELECT. REPAIR	NA	NOT AVAIL.		
470104	10	0103	01		AAS	COMPUTER REPAIR	NA	NOT AVAIL.		
470201	C1	0101	01		CACR	ELECT. SERV. TECH.-COMPUTER REPAIR	NA	NOT AVAIL.		
470604	C1	0101	01		CHVT	AIR CONDITIONING & REFRIGERATION	NA	NOT AVAIL.		
470604	10	0101	01		AAS	MOTOR VEHICLE TECHNOLOGY	NA	NOT AVAIL.		
470607	C1	0101	01		CAHT	MOTOR VEHICLE TECHNOLOGY	NA	NOT AVAIL.		
470608	C1	0101	01		CAPPH	AIRCRAFT MAINT. TECH.-AIR FRAME	NA	NOT AVAIL.		
480101	C1	0101	01		CD	AIRCRAFT POWER PLANT MAINTENANCE	NA	NOT AVAIL.		
480101	10	0202	02		AA	DRAFTING	07	NOT AVAIL.		
480503	C1	0101	01		AAS	INDUSTRIAL TECH. - DRAFTING	07	NOT SOUGHT		
480503	10	0102	03		CMTT	MACHINE TOOL TECHNOLOGY	07	NOT AVAIL.		
480508	C1	0101	01		AAS	INDUSTRIAL TECH.-MACHINE TOOL TECH.	NA	NOT AVAIL.		
500402	10	0101	01		AA	WELDING TECHNOLOGY	NA	NOT AVAIL.		
500701	10	0101	01		AA	VISUAL COM TECH-COMMERCIAL ART	02	NOT SOUGHT		
500901	10	0101	01		AA	FINE ARTS	02	NOT SOUGHT		
510205	C1	0101	01		CASL	MUSIC	21	NOT SOUGHT		
510205	10	0101	02		AA	AMERICAN SIGN LANGUAGE	NA	NOT AVAIL.		
*510602	10	0101	01		AS	EDUC. INTERPRETING FOR THE DEAF	NA	NOT AVAIL.		
						DENTAL HYGIENE	05	APPROVED	02/94	02/02

* JOINT PROGRAM - MUST BE COMPLETED AT OR IN COOPERATION WITH ANOTHER INSTITUTION/PROFESSIONAL SCHOOL

CIP CODE	DEGREE DESIG. CODE	DEGREE OPTION	INCR KEY	ACCOUNT NUMBER	DEGREE DESIGNATION ABBREVIATION	DEGREE SUBJECT AREA	ACCREDITATION		REVIEW DATES	
							AGENCY	STATUS	LAST	NEXT
*510603	10	0101	01	AS	DENTAL LABORATORY TECHNOLOGY	05	APPROVED	02/94	02/02	
510707	10	0101	01	AS	HEALTH INFORMATION TECHNOLOGY	6B	APPROVED	10/94	10/02	
510803	10	0101	01	AS	OCCUPATIONAL THERAPY ASSISTANT	6C	APPLIED FOR	03/97		
510804	C1	0101	01	COMS	OPHTHALMIC MEDICAL ASSISTANT	6K	APPROVED	10/96	10/01	
510806	10	0101	01	AAS	PHYSICAL THERAPY ASSISTING	50	APPROVED	05/93	07/98	
510904	10	0101	01	AS	EMERGENCY MED. TECHNICIAN-PARAMEDIC	6I	APPLIED FOR	1993		
510905	C1	0101	01	CNMT	NUCLEAR MEDICAL TECHNOLOGY	6J	APPROVED	07/96	07/01	
510907	10	0101	01	AS	RADIOLOGIC TECHNOLOGY	6R	APPROVED	02/94	02/99	
510908	C1	0101	01	CRCT	RESPIRATORY CARE TECHNOLOGY	6D	APPROVED	05/93	1998	
510908	10	0101	01	AS	RESPIRATORY CARE TECHNOLOGY	6D	APPROVED	05/93	1998	
510909	C1	0101	01	CST	SURGICAL TECHNOLOGY	6N	APPROVED	11/96	11/01	
510910	11	0101	01	CDMS	DIAGNOSTIC MEDICAL SONOGRAPHY	6G	APPLIED FOR	1993		
511004	10	0101	01	AS	MEDICAL LABORATORY TECHNICIAN	46	APPROVED	1993	04/00	
511601	10	0101	01	AS	NURSING	22	APPROVED	04/96	04/01	
520201	C1	0101	01	CBT	BUSINESS TRAINING	03	NOT AVAIL.			
520201	10	0102	01	ABS	BUSINESS STUDIES-BUSINESS ADMIN.	03	NOT AVAIL.			
520201	10	0202	02	ABS	BUSINESS STUDIES-MANAGEMENT	03	NOT AVAIL.			
520301	10	0101	01	AS	ACCOUNTING	03	NOT AVAIL.			
520401	C1	0101	01	COC	OFFICE CAREERS	03	NOT AVAIL.			
520401	10	0101	01	ABS	BUSINESS STUDIES-OFFICE CAREERS	03	NOT AVAIL.			
520901	C1	0101	01	CH	HOSPITALITY	03	NOT AVAIL.			
520901	10	0101	01	AS	HOSPITALITY	03	NOT AVAIL.			

* JOINT PROGRAM - MUST BE COMPLETED AT OR IN COOPERATION WITH ANOTHER INSTITUTION/PROFESSIONAL SCHOOL

65 TOTAL ACTIVE DEGREE PROGRAMS/OPTIONS.

65 ACTIVE CERTIFICATE/ASSOCIATE PROGRAMS.

30 PROGRAMS/OPTIONS ELIGIBLE FOR PROFESSIONAL ACCREDITATION.

16 ELIGIBLE PROGRAMS/OPTIONS WHICH ARE ACCREDITED.

53.3 % OF ACCREDITABLE PROGRAMS/OPTIONS THAT ARE ACCREDITED.

0 ACTIVE BACHELORS DEGREE PROGRAMS.

0 PROGRAMS/OPTIONS ELIGIBLE FOR PROFESSIONAL ACCREDITATION.

0 ELIGIBLE PROGRAMS/OPTIONS WHICH ARE ACCREDITED.

0.0 % OF ACCREDITABLE PROGRAMS/OPTIONS THAT ARE ACCREDITED.

0 ACTIVE GRADUATE-LEVEL CERTIFICATES AND DEGREE PROGRAMS.

0 PROGRAMS/OPTIONS ELIGIBLE FOR PROFESSIONAL ACCREDITATION.

0 ELIGIBLE PROGRAMS/OPTIONS WHICH ARE ACCREDITED.

0.0 % OF ACCREDITABLE PROGRAMS/OPTIONS THAT ARE ACCREDITED.

FORM BA-7
Revised 7/91

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION
OFFICE OF PLANNING AND BUDGET
REQUEST FOR CHANGES IN APPROPRIATION

DEPARTMENT NAME: BOARD OF TRUSTEES FOR UNIVERSITY OF LOUISIANA SYSTEM

DATE: AUGUST 1, 1998

AGENCY NAME: DELGADO COMMUNITY COLLEGE

AGENCY BA-7 NO: 1

SCHEDULE NUMBER: 19-641

HEAD OF BUDGET UNIT:

TITLE: PRESIDENT

OPB LOG NO:

CATEGORY OF MEANS OF FINANCING OR EXPENDITURE	BUDGETED 1998-99	ADJUSTMENT (+) / (-)	REVISED 1998-99
MEANS OF FINANCING			
GENERAL FUND BY:			
DIRECT	22,276,995		22,276,995
INTERAGENCY TRANSFERS	1,050,817		1,050,817
FEES & SELF-GENERATED	18,075,256		18,075,256
STATUTORY DEDICATIONS	784,761		784,761
DUE FROM BOARD OF REGENTS	1,078,979		1,078,979
FEDERAL	500		500
TOTAL MEANS OF FINANCING	43,267,308		43,267,308

EXPENDITURES BY PROGRAM	DOLLARS	POSITIONS	DOLLARS	POSITIONS	DOLLARS	POSITIONS
PROGRAM NAME: EDUCATION & GENERAL EXPEN.	39,344,397				39,344,397	
PROGRAM NAME: DIVISION OF OCCUPATIONAL ST.	3,484,916				3,484,916	
PROGRAM NAME: AUXILIARY ACCOUNT	437,995				437,995	
PROGRAM NAME:						
PROGRAM NAME:						
PROGRAM NAME:						
PROGRAM NAME:						
TOTAL	43,267,308				43,267,308	

FOR OPB USE ONLY
AGENDA NO.

Revenue/Expenditure Data

Revenue/Expenditure	Actual* 1996-97	Budgeted* 1997-98	Requested 1998-99	Over/Under 1997-98	% Change
REVENUE BY SOURCE:					
State Funds:					
Formula	20,179,683	21,899,755	22,276,995	377,240	1.72%
Non-Formula				0	
Non-Formula-Statutory Dedication		784,761	784,761	0	
Due from Regents-Library Initiative		418,661	506,820	88,159	
Due from Regents-Formula Enhanc.		548,783	572,159	23,376	
Total State Funds	20,179,683	23,651,960	24,140,735	488,775	2.07%
Federal Funds		500	500	0	0.00%
Interagency Transfers		1,050,817	1,050,817	0	0.00%
Self-Generated Funds	19,665,924	17,837,261	18,075,256	237,995	1.33%
Total Revenue By Source	39,845,607	42,540,538	43,267,308	726,770	1.71%
EXPENDITURES BY FUNCTION:					
Instruction	21,944,106	23,063,736	23,477,462	413,726	1.79%
Research	91,433	132,056	135,425	3,369	2.55%
Public Service	233,958	194,444	192,489	(1,955)	-1.01%
Academic Support	3,574,879	3,024,887	2,841,022	(183,865)	-6.08%
Total R.I.R.A.	25,844,376	26,415,123	26,646,398	231,275	0.88%
Student Services	3,130,037	2,828,419	3,073,071	244,652	8.65%
Institutional Support	4,487,027	4,124,673	4,717,594	592,921	14.37%
Scholarships/Fellowships	805,242	1,300,000	1,500,000	200,000	15.38%
Total G.A.G.E.	8,422,306	8,253,092	9,290,664	1,037,573	12.57%
Library	1,442,383	2,332,110	2,246,731	(85,379)	-3.66%
Plant Operations/Maintenance	3,771,508	5,162,986	4,703,516	(459,470)	-8.90%
Total E & G Expenditures	39,480,573	42,163,311	42,887,308	723,997	1.72%
Debt Service					
Interagency Transfers	365,034	377,227	380,000	2,773	0.74%
Revenue/Expenditures					
Other					
Total Expenditures By Function	39,845,607	42,540,538	43,267,308	726,770	1.71%
EXPENDITURES BY OBJECT:					
Salaries	23,088,895	26,063,600	27,020,231	956,631	3.67%
Other Compensation	695,661	599,100	259,100	(340,000)	-56.75%
Related Benefits	3,885,735	4,984,874	5,069,925	85,051	1.71%
Total Personal Services	30,561,550	31,647,574	32,349,256	701,682	2.22%
Travel	209,571	190,500	239,864	49,364	25.91%
Operating Services	4,836,021	4,931,210	5,258,029	326,819	6.63%
Supplies	1,159,633	1,462,303	1,414,380	(47,923)	-3.28%
Professional Services	460,636	546,028	387,960	(158,068)	-28.95%
Other Charges	1,651,853	1,699,053	1,961,350	262,297	15.44%
Capital Outlays	496,528	1,413,870	956,469	(457,401)	-32.35%
Library Acquisitions	469,815	650,000	700,000	50,000	7.69%
Debt Service					
Revenue/Expenditure					
Intra-Agency Transfers		0	0	0	0.00%
Total Expenditures By Object	39,845,607	42,540,538	43,267,308	726,770	1.71%

* Amounts per last approved BA-7



OFFICE OF
LEGISLATIVE AUDITOR
STATE OF LOUISIANA
BATON ROUGE, LOUISIANA 70804-9397

Addendum 5

DANIEL G. KYLE, PH.D., CPA, CFE
LEGISLATIVE AUDITOR

1600 NORTH THIRD STREET
POST OFFICE BOX 94397
TELEPHONE: (504) 339-3800
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December 17, 1997

Independent Auditor's Report
on the Financial Statements

DELGADO COMMUNITY COLLEGE
STATE OF LOUISIANA
New Orleans, Louisiana

We have audited the accompanying general purpose financial statements of Delgado Community College, a component unit of the State of Louisiana, as of June 30, 1997, and for the years ended June 30, 1997 and 1996, as listed in the foregoing table of contents. These financial statements are the responsibility of the management of Delgado Community College. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and generally accepted governmental auditing standards contained in the *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in note 11 to the financial statements, the college has excluded the liability relating to compensated absences from the accompanying financial statements. In our opinion, generally accepted accounting principles require that such liability be reflected on the financial statements in the year in which the benefits accrue.

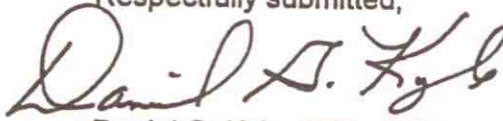
In our opinion, except for the effects of not recording the liability for compensated absences as discussed in the preceding paragraph, the accompanying general purpose financial statements present fairly, in all material respects, the financial position of Delgado Community College at June 30, 1997; the changes in fund balances; the current funds revenues, expenditures, and other changes for the years ended June 30, 1997 and 1996, in conformity with generally accepted accounting principles.

LEGISLATIVE AUDITOR

DELGADO COMMUNITY COLLEGE
STATE OF LOUISIANA
Audit Report, June 30, 1997

In accordance with *Government Auditing Standards*, we have also issued our report dated December 17, 1997, on our tests of Delgado Community College's compliance with certain provisions of laws, regulations, contracts, and grants and on its internal control over financial reporting.

Respectfully submitted,



Daniel G. Kyle, CPA, CFE
Legislative Auditor

SAZ:LWM:dl

[DELGADO]

NOTE: Due to the length of the auditor's report (32 pages), only the cover letter from Dr. Kyle is included with this copy. The full report is included in the original sent to Dr. James T. Rogers.

STATE OF LOUISIANA LEGISLATIVE AUDITOR

Louisiana Technical College,
New Orleans Campus
Department of Education
Board of Elementary and
Secondary Education
State of Louisiana
New Orleans, Louisiana

April 9, 1997



Financial and Compliance Audit Division

***Daniel G. Kyle, Ph.D., CPA, CFE
Legislative Auditor***

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LEGISLATIVE AUDITOR

Daniel G. Kyle, Ph.D., CPA, CFE

DIRECTOR OF FINANCIAL AND COMPLIANCE AUDIT

Albert J. Robinson, Jr., CPA

**LOUISIANA TECHNICAL COLLEGE,
NEW ORLEANS CAMPUS
DEPARTMENT OF EDUCATION
BOARD OF ELEMENTARY
AND SECONDARY EDUCATION
STATE OF LOUISIANA
New Orleans, Louisiana**

**Management Letter
Dated February 19, 1997**

Under the provisions of state law, this report is a public document. A copy of this report has been submitted to the Governor, to the Attorney General, and to other public officials as required by state law. A copy of this report has been made available for public inspection at the Baton Rouge and New Orleans offices of the Legislative Auditor.

April 9, 1997



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DANIEL G. KYLE, PH.D., CPA, CFE
LEGISLATIVE AUDITOR

February 19, 1997

LOUISIANA TECHNICAL COLLEGE,
NEW ORLEANS CAMPUS
DEPARTMENT OF EDUCATION
BOARD OF ELEMENTARY AND
SECONDARY EDUCATION
STATE OF LOUISIANA
New Orleans, Louisiana

As part of our audit of the State of Louisiana's financial statements for the year ending June 30, 1997, we conducted certain procedures at the Louisiana Technical College, New Orleans Campus. Our procedures included (1) a review of the technical college's internal control structure; (2) tests of financial transactions; (3) tests of adherence to applicable laws, regulations, policies, and procedures governing financial activities; and (4) a review of compliance with prior year report recommendations.

The June 30, 1997, Annual Fiscal Report of the Louisiana Technical College, New Orleans Campus was not within the scope of our work, and, accordingly, we offer no form of assurance on that report upon its issuance. The technical college's accounts are an integral part of the State of Louisiana's financial statements, upon which the Louisiana Legislative Auditor expresses an opinion.

Our procedures included interviews with management personnel and selected technical college personnel. We also evaluated selected documents, files, reports; systems, procedures, and policies as we considered necessary.

In our prior audit of the Louisiana Technical College, New Orleans Campus for the year ended June 30, 1996, we reported a finding relating to movable property records. This finding has been resolved by management. We found no matters that required disclosure in this report.

This report is intended for the information and use of the technical college and its management. By provisions of state law, this report is a public document, and it has been distributed to appropriate public officials.

Respectfully submitted,

Daniel G. Kyle, CPA, CFE
Legislative Auditor