

**Northshore Technical Community College
College Leadership Meeting
July 1, 2025 9:00 a.m.
Minutes**

Present		Present	
X	Jim Carlson	X	Burke Jones
X	Daniel Roberts	X	Lizette Leader
X	Marc Chauvin	X	Bridget LaBorde
X	Melandie McGee	X	Mary Slazer
X	Sarah Pinion	X	Amanda Jacob
X	Frank Fudesco	X	Errick Baldwin
X	Christi Marceaux	X	Eleanor Harris
X	Todd Dozier		Christi Brown
X	Dewayne Lambert	X	Christohper Blohm
	Owen Smith		Don Wheat
X	Sandy Yaeger	X	Pamela Williams
Guests: Britanie Breland, Jennifer Karasoulis, and Lauren Donaldson			

Location: Virtual

I. Welcome & College Update

Jim Carlson welcomed the Committee. Carlson shared information about upcoming Executive Committee retreat on July 2 as well as College Leadership Committee retreat, which will be held on August 6. Carlson also shared Outstanding Award Nominations deadline for the upcoming LCTCS Conference and information concerning LCTCS Conference Impact Award nominations. Carlson reminded campuses will close on July 2 for the July 4th Holiday.

II. Minutes from May 29, 2025 Meeting (Daniel Roberts)

Amanda Jacob motioned to approve the Meeting Minutes. Burke Jones seconded the motion. The motion was unanimously approved.

III. Old Business

IV. New Business

A. AY 2025-2026 Minimum Class-Size Approval (Daniel Roberts)

Daniel Roberts reviewed the process for approving the 2025-2026 Academic Year Minimum Class-Size with the Committee and opened the item for discussion. After a brief discussion, Amanda Jacob motioned to set the AY 2024-2025 minimum class size for academic courses at 12 students and technical courses at 10 students. Lizette Leader seconded the motion. The motion was unanimously approved.

Please forward all agenda items and handouts to Daniel Roberts one week prior to the meeting.

V. Discussion

A. College-wide Software Review Discussion (Amanda Jacob/Christopher Blohm)

Amanda Jacob requested the discussion item be tabled until a later meeting.

B. Tuition & Mandatory Fees for Academic Year 2025-2026 (Marc Chauvin)

Marc Chauvin discussed changes to the 2025-2026 Tuition and Mandatory Fees approved by the LCTCS Board with the Committee. Chauvin discuss changes to the fee caps and shared that the new Tuition and Fee Schedules have been posted to the College website and have updated LoLA tuition and fee rules.

VI. Challenges

VII. Next Meeting

Next College Leadership Committee Meeting will be September 12 at the Lacombe Campus from 9:00 am to 11:00 am.

VIII. Adjourn

Amanda Jacob motioned to adjourn the Committee meeting at approximately at 1:10 pm. Burke Jones seconded the motion. The motion was unanimously approved.