



**CRESCENT REGIONAL OFFICE**  
6640 Riverside Drive, Suite 200  
Metairie, Louisiana 70003  
(504)838-1166  
(504)838-1170  
Fax: (504)838-1175  
Web site: [www.lsuagcenter.com](http://www.lsuagcenter.com)

**LSU AgCenter  
And  
St. Charles Parish Council**

**Research and Extension Programs**  
Agriculture  
Economic/Community Development  
Environment/Natural Resources  
Families/Nutrition/Health  
4-H Youth Programs

**Cooperative Agreement to Support and Administer  
Louisiana Cooperative Units Off Campus**

**Background:**

The process of developing a well educated citizenry involves use of formal and non-formal approaches by dedicated professionals. Congress in 1914 signified the national interest in assuring that non-formal educational opportunities needed to emanate from the knowledge generating process of the Land Grant College system by passing the Smith-Lever Act. This Act created the Cooperative Extension Service system that links Land Grant campus faculty to those seeking information in off campus locales. This is achieved via a partnership of the United States Department of Agriculture, the Louisiana State University AgCenter and local government. Police Juries, Parish Commissions and School Boards are the critical third partner for effectively identifying, developing and delivering Cooperative Extension programs. Educational needs and delivery mechanisms clearly have dynamic aspects that challenge the federal, state and local partners to work effectively in order to meet community needs. This Cooperative Agreement between the LSU AgCenter and local government acknowledges the value to clientele of all partners having a uniform understanding for programming support.

**Partnership Philosophy:**

- The long standing presence of Louisiana Cooperative Extension Service (LCES) faculty in the parish has established invaluable ties to the local clientele and government.
- That educational programming offered is most valued when developed in concert with local and area needs as expressed through the advisory committee process.
- That LSU AgCenter faculty on campus are an essential supplement to the technical capabilities of local LCES faculty.
- LCES faculty are to attain, at a minimum, a master's degree and to receive additional technical training opportunities in order to provide local clientele with enhanced information and educational programs.



- LCES faculty in parish offices may develop and deliver specialized programming of importance to surrounding parishes.
- Federal, state and local financial support is necessary to meet the needs of the community as identified by local advisory committees.

**The LSU AgCenter agrees:**

1. The LSU AgCenter working in the LCES format will deliver needs based, focused programs in four general categories: 1) Agriculture and Natural Resources, 2) 4-H Youth Development, 3) Family and Consumer Sciences, and 4) Community Economic Development.
2. That competent faculty and support personnel will be recruited and placed in parish offices on LSU AgCenter appointments by following LSU AgCenter Human Resources Office procedures.
3. Faculty are to be afforded training and professional improvement opportunities to assure the parish has the best technical resources available.
4. Faculty and unclassified staff in parish offices will be supervised and evaluated by the appropriate unit leader pursuant to the LSU AgCenter's employee policies.
5. To provide parish governmental units with oral and written reports from the parish AgCenter faculty on a mutually agreed to schedule but at least annually.
6. To consult with parish government units as to the number of faculty to be located in the parish.
7. Faculty in the parish will adhere to the Policy Statements and Presidential Memoranda issued by the LSU campus and AgCenter.
8. To evaluate the need for specialized office and program delivery equipment above that provided by the parish.
9. To establish mutually beneficial billing procedures for collection of financial support for faculty and staff from parish government units.

**The Parish Governmental Unit Agrees:**

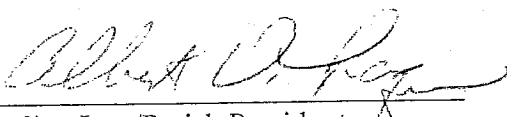
1. To provide suitable office space, furnishings and support facilities to LCES faculty.

2. To provide operating services support such as utilities, communication and technology charges, custodial services and office supplies.
3. Continue salary support and associated fringe benefits for local non-4H faculty members and pro-rata classified local staff affiliated with the LSU AgCenter at a minimum of the FY 2005 level (\$34,012).
4. That pay raises on the basis of merit and promotions as determined by procedures identified in AgCenter Policy Statements will continue to be shared on the basis of the parish's percentage of annual salary support.
5. That with reference to faculty vacancies due to resignation, retirement or new positions the LSU AgCenter's Office of Human Resource Management policies will be followed in the search for candidates. The LCES parish chair will assure that school board officials are well informed during the process.

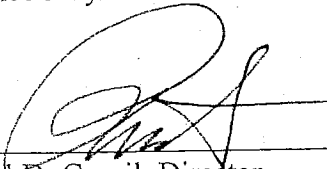
**Implementation:**

This Cooperative Agreement between the Louisiana Cooperative Extension Service and St. Charles Parish Council is entered into in order to assure continued informal educational programming from the LSU AgCenter. It shall be in effect for five (5) years for the period **July 1, 2005 to June 30, 2010.**

**Approved:**

  
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Police Jury/Parish President

10/4/2005  
Date

  
\_\_\_\_\_  
Paul D. Coreil, Director  
Louisiana Cooperative Extension Service

10/26/05  
Date