



SOUTHERN UNIVERSITY SYSTEM BOARD OF SUPERVISORS

MEETINGS

9 a.m.

Friday, October 28, 2016

CONFERENCE CENTER

6400 PRESS DRIVE

SOUTHERN UNIVERSITY NEW ORLEANS

NEW ORLEANS, LOUISIANA 70130

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

Friday, October 28, 2016
Southern University-New Orleans
Conference Center
6400 Press Drive
New Orleans, Louisiana 70126

AGENDA

1. Call to Order and Invocation
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action/Information Items

A. Minutes of the September 30, 2016, regular meeting of the Board of Supervisors

B. Academic Affairs (Honorable Ann Smith)

1. Status of Search Process for Academic Deans and Director, SUBR (Informational)
2. Update on Online Education, System (Informational)

C. Facilities and Property (Honorable Donald Ray Henry)

1. Approval to Demolish Buildings formerly used by College of Agriculture/SU Agricultural Research and Extension Center
2. Priority Projects Updates, SUS (Informational)
3. Special Presentation on SUNO facilities.

D. Finance (Honorable Myron Lawson)

1. Fall 2016 Election Results Affecting Student Self-Assessed Fees, SUBR
2. Approval to Proceed with Refinancing of Jaguar Courtyard, SUSLA
3. Board and System FY 2017-18 Budget Request, all campuses
4. Interim Financial Report as of September 30, 2016 (Informational)

E. Personnel Affairs (Honorable Patrick Magee)

1. Approval of Personnel Action on Positions greater than \$60,000

Name	Position/Campus	Salary
NEW APPOINTMENTS/REPLACEMENTS		
1. Jean Tiner	Assistant Professor, Nursing New Appointment/Replacement, SUBR	\$60,000
2. Dr. Dawn Mellion-Patin	Vice Chancellor for Extension and Outreach New Appointment/Replacement, SUAREC	\$130,000
3. Dr. Andra Johnson	Vice Chancellor for Research & Technology Development New Appointment/Replacement, SUAREC	\$130,000

Name	Position/Campus	Salary
4. Aymbriana Campbell	Executive Assistant New Appointment/Replacement, SUAREC	\$75,000
5. Dr. Melva Williams	Vice Chancellor of Student Affairs & Enrollment Management New Appointment, SUSLA	\$92,500
6. Leslie McClellon	Chief Administrative & Operations Officer New Appointment, SUSLA	\$82,400
7. Dr. Radian Belu	Associate Professor, Electrical Engineering New Appointments, SUBR	\$70,000
8. Antonio Harris	Director, Southwest Center for Rural Initiatives New Appointment/Replacement, SUAREC	\$75,000
9. Dr. Janana Snowden	Director, Medicinal Plant Institute New Appointment, SUAREC	\$75,000
10. Dr. Calvin Walker	Associate Research Director New Appointment, SUAREC-Research	\$49,383
SALARY ADJUSTMENT per SUSON Retention Plan		
12. Dr. Cheryl Taylor	Chair & Associate Professor, Graduate Nursing Salary Adjustment, SUBR	\$103,172

2. Approval of Leave of Absence with Pay (3) months or longer,
 - a.) Dr. Vinetta Hingorani, starting August, 15 2016 to December 12, 2016, SUBR
 - b.) Dr. Karen Crosby, starting September 22, 2016 to September 22, 2017, SUBR

G. Recruitment and Admissions (Honorable Curman Gaines)

1. Update on Enrollment for Fall, 2016, all campuses (Informational)

H. Technology (Honorable Michael A. Small)

1. IT Procurement Policy, SUS
2. IT Data Classification Policy, SUS

I. Resolutions

J. Informational Items

1. System President's Report
2. Campus Reports

7. Other Business
8. Adjournment

Southern University Board of Supervisors
ACADEMIC AFFAIRS COMMITTEE
9 a.m.
Friday, September 30, 2016
Board of Supervisors' Meeting Room
J. S. Clark Administration Building, 2nd Floor
Southern University and A&M College System Baton Rouge, LA

Minutes

The meeting of the Southern University Board of Supervisors was called to order by Chairman Leon R. Tarver II. The invocation was given by Rev. Joe R. Gant.

PRESENT

Dr. Leon R. Tarver II, Chairman
Mr. Calvin W. Braxton, Vice-Chairman
Mr. Raymond M. Fondel, Jr.
Ms. Jordan Franklin
Dr. Curman Gaines
Rev. Joe R. Gant, Jr.
Rev. Donald Henry
Mr. Richard Hilliard
Mr. Myron K. Lawson
Atty. Patrick Magee
Mr. Darren G. Mire
Mr. Michael A. Small
Mrs. Ann A. Smith
Rev. Samuel C. Tolbert, Jr.
Dr. Rani Whitfield

Absent

Atty. Tony Clayton

UNIVERSITY PERSONNEL ATTENDING

System President, Dr. Ray L. Belton
Chief of Staff, Dr. Robyn Merrick
System Vice Presidents Flandus McClinton, Executive Vice President and Provost Dr. M. Christopher Brown (SUBR), Chancellors Dr. Lisa Mims Devezin (SUNO), Dr. Bobby Phillips (SUAREC) and Dr. Rodney Ellis (SUSLA)

BOARD COUNSEL

Attys. Winston DeCuir, Sr. and Tracie Woods

AGENDA ITEM 3: ADOPTION OF THE AGENDA

On the motion of Board Member Gaines and seconded by Board Member Gant, the agenda was adopted.

Motion carried unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

Dr. Russell Dawkins discussed his concerns about the academic stabilization plan for the SUBR campus particularly as it relates to the School of Public Policy and Urban Affairs.

AGENDA ITEM 5: SPECIAL PRESENTATION

Dr. Gabriel Fagbeyiro gave a presentation on the State of Technology for the SU System and spoke about current cost savings and future plans for technology on all campuses.

AGENDA ITEM 6: INFORMATION ITEMS

6A. Updates on Memorandum of Understanding for Connect Programs, SUSLA/SUBR, SUSLA/SUNO and SUSLA/LSUS

Chancellor Rodney Ellis of the Shreveport campus presented revised MOUs for the SUSLA connect programs at SUBR and SUNO and a new MOU for SUSLA connect at LSU-S. The revised MOUs will allow students matriculating in the program to have the credits they earn at the four-year school to transfer back to the two-year program so that they can graduate from both schools. Board Member Lawson questioned whether or not anything was prohibiting SUBR from teaching nursing classes in Shreveport. President Belton stated that there was nothing limiting the institution from offering courses and stated that it is his intent to expand the presence of Southern University around the state.

6B. Update on Academic Stabilization Plan, SUBR

M. Christopher Brown distributed an excerpt from the Faculty Handbook of the guidelines for searches for academic deans. Each college will institute a search. A member of the faculty will chair each search committee. Recommendations will be forwarded to the Office of Academic Affairs from the search committees and then recommendations will be forwarded to the Board. In response from Chairman Tarver regarding the timeline for the search, Dr. Brown stated that final recommendations will be forwarded to the Board for the October Board meeting.

AGENDA ITEM 7. OTHER BUSINESS

NONE

AGENDA ITEM 8. ADJOURNMENT

Upon the motion by Mr. Small and seconded by Rev. Gant The Academic Affairs Committee adjourned

Motion carried unanimously.

FACILITIES AND PROPERTY COMMITTEE

(Following Academic Affairs Committee)

Friday, September 30, 2016

Board of Supervisors' Meeting Room

Minutes

The Facilities and Property Committee was called to order by Committee Chair Rev. Donald R. Henry.

Roll Call: Mr. Raymond Fondel, Ms. Jordan Franklin, Rev. Joe R. Gant, Rev. Donald Henry, Mr. Richard Hilliard, Mr. Myron K. Lawson, Atty. Patrick Magee, Mrs. Ann Smith and Dr. Leon R. Tarver II

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion of Atty. Magee and seconded by Mr. Hilliard the agenda was recommended for adoption.

Motion passed unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

A. Request Approval of Capital Outlay 2017-18, SUS

B. Request Approval of Five-Year Capital Outlay Plans, SUS

Upon the motion by Atty. Magee and seconded by Rev. Gant that the Capital Outlay requests presented for 2017-2018 and the 5-year capital outlay plan for the SU System be approved.

Motion passed unanimously.

AGENDA ITEM 6: INFORMATIONAL ITEM

A. Priority Projects Update, SUS

President Belton asked Vice President McClinton to review the priority projects. Mr. McClinton stated that a copy of the priority projects is included in the meeting packet. He informed Board members that Mr. Sherman Pittman, adjunct professor in the College of Business who will review the University's Risk Management Insurance, will look at it from an independent point of view. Mr. Pittman will work with the risk management staff to see if there are any opportunities for cost savings. Mr. Pittman was recognized by Mr. Fondel and Mr. Pittman spoke to Board members about his background and experience in the insurance industry. Mr. Fondel thanked Mr. Pittman for working with the University.

Dr. Gaines asked if all the money is available to take care of the priority projects and questioned the manner in which the work would proceed on emergency projects versus self-generated projects. Mr. McClinton stated that if the funds are available for the self-generated projects the work would begin, the emergency projects would be first.

Ms. Franklin asked for an update on the day care center. Vice President McClinton stated that Dr. Bobby Phills had an update. Dr. Phills stated the center will be ready for use the 1st of January and a director is being identified.

AGENDA ITEM 6: OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Mr. Magee and seconded by Mr. Fondel the Facilities and Property Committee adjourned.

FINANCE COMMITTEE
(Following Facilities and Property Committee)
Friday, September 30, 2016
Board of Supervisors' Meeting Room
Minutes

The Finance Committee was called to order by Committee Chair Myron K. Lawson.

Roll Call

Mr. Calvin Braxton, Sr., Rev. Donald R. Henry, Mr. Myron K. Lawson, Dr. Curman Gaines, Atty. Patrick Magee, Mrs. Ann Smith, and Dr. Leon R. Tarver II

Absent

Atty. Tony Clayton

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion of Chairman Tarver and seconded by Atty. Magee the agenda was recommended for adoption.

Motion passed unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

A. Request Approval of Revised Tenured Faculty Retirement Incentive Plan and New Unclassified Employees Retirement Incentive Plan, SULC

Upon the motion by Chairman Tarver and seconded by Mr. Darren Mire that the revised retirement incentive plan for tenured faculty and the new retirement incentive plan for unclassified employees at the SU Law Center be approved.

Motion passed unanimously.

B. Request Approval of Testing Fee for Aviation Program Students, SUSLA

Upon the motion by Mr. Mire and seconded by Rev. Gant the testing fee for students in the aviation program at SUSLA was recommended for approval.

Motion passed unanimously.

C. BA-7 #2 - Restoration of FY17 GRAD Act Funds

D. BA-7 #3 - Allocation of FY17 One-time Funds

Upon the motion by Mr. Braxton and seconded by Chairman Tarver that Action items 5 C & 5 D be approved.

Motion passed unanimously.

AGENDA ITEM 6: INFORMATIONAL ITEM

A. Interim Financial Report as of August, 2016

Vice President McClinton stated that the interim financial report was included in the meeting packet and that spending is on target. Vice Chancellor McClinton also informed the Board that because of the decrease in enrollment across several campuses that he is working with financial officers at each campus to ensure that spending would stay on target and stated that finance officers at each campus will submit plans to address the budget shortfall. He also stated that President Belton testified at the Board of Regents meeting and convinced the Board to waive the Grad Act Intervention Policy for the SU System so that we will not have to participate in a remediation plan.

AGENDA ITEMS 7: OTHER BUSINESS

NONE

AGENDA ITEM 8: ADJOURNMENT

Upon the motion by Atty. Magee and seconded by Ms. Smith the Finance Committee adjourned.

PERSONNEL AFFAIRS COMMITTEE

(following Finance Committee)

Friday, September 30, 2016

Board of Supervisors' Meeting Room

Minutes

The Personnel Affairs Committee was called to order by Committee Chair Patrick Magee.

Roll Call

Mr. Calvin Braxton, Sr. Atty. Patrick Magee, Mrs. Ann Smith, Mr. Myron K. Lawson, Rev. Samuel Tolbert and Dr. Leon R. Tarver II

Absent

Atty. Tony Clayton

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion of Chairman Tarver and seconded by Mr. Lawson the agenda was recommended for adoption.

Motion passed unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

A. Request Approval of Revised Tenured Faculty Retirement Incentive Plan and New Unclassified Employees Retirement Incentive Plan, SULC

Upon the motion by Mr. Lawson and seconded by Mr. Braxton the revised retirement incentive plan for tenured faculty and the new unclassified employees retirement incentive plan, at the SU Law Center was recommended for approval. President Belton asked Chancellor Pierre to offer comments. Chancellor Pierre stated that faculty members could not access the benefits of the plan due to the historic flood event. So the plan was extended and will be offered for the 2016-17 academic year.

Motion passed unanimously.

B. Personnel Actions greater than \$60,000

Name	Position/Campus	Salary
NEW APPOINTMENTS/REPLACEMENTS		
1. Nadia Washington Seals	Pre K-5 th Grade Assistant Principal, SU Laboratory School New Appointment, SUBR	\$65,000
2. Jalyn Davis Jones	6-12 th Grade Assistant Principal, SU Laboratory School New Appointment, SUBR	\$65,000
3. Anissa Stover	Assistant Professor, School of Nursing New Appointment, SUBR	\$65,000
4. Eli Guillory	Director of Facilities Planning New Appointment/Replacement, SUS	\$80,000
5. Barbara Robertson	Interagency Coordinator and Administrative Accountant New Appointment/Replacement, SUS	\$60,500

SALARY ADJUSTMENT per SUSON Retention Plan		
6. Vinnie Marcell	Associate Professor/School of Nursing Salary Adjustment, SUBR	\$86,667

- C. Request Approval of Sabbatical Leave for Guang-Lin Zhao, Spring Semester 2017, SUBR
- D. Request Approval of Extended Sick Leave for Etta Dunn, August 10, 2016 to May 10, 2017, (With Pay), SUBR
- E. Request Approval of Medical Leaves of Absence
 - 1. Rosalynn Thyssen, Assistant Professor, School of Nursing, SUBR (August 15, 2016 – December 16, 2016)
 - 2. Melissa Waters, Professor, College of Business, SUBR (August 22, 2016 – January 1, 2017)
- F. Request Approval of Employment Contract for Dr. Bobby R. Phills, Chancellor-Dean, SU Agricultural Research and Extension Center/College of Agriculture

Upon the motion by Vice Chairman Braxton and seconded by Board Member Lawson items 5 B, 5 C, 5 D, 5 E 1&2 and Item F were recommended for approval in globo.

Motion passed unanimously.

AGENDA ITEM 7: OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Vice Chairman Braxton, the personnel affairs committee adjourned.

Recruiting and Admissions Committee

(Following the Personnel Affairs Committee)

Friday, September 30, 2016

Board of Supervisors' Meeting Room

Minutes

The Personnel Affairs Committee was called to order by Committee Chair Dr. Curman Gaines.

Roll Call

Dr. Curman Gaines, Chair, Mrs. Ann A. Smith, Mr. Calvin W. Braxton, Sr., Mr. Raymond Fondel, Jr., Mr. Myron K. Lawson, Rev. Samuel C. Tolbert, Jr., Dr. Leon R. Tarver II

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion of Chairman Tarver and seconded by Mr. Lawson the agenda was recommended for adoption.

Motion passed unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: INFORMATIONAL ITEM:

A. Fall 2016 Enrollment Updates, by campuses

Printed reports from SUBR, SUSLA, and SUNO campuses were distributed to each Board member and submitted to the Board office for filing. Chancellor Rodney Ellis, Interim Chancellor Mims Devezin, Chancellor Pierre and Vice Chancellor Brandon Dumas each presented data on enrollment for their respective campuses. Chairman Tarver asked each campus to prepare a more comprehensive report so that the data can be compared to previous year's data and used for purposes of testifying at the state legislature. Mr. Hilliard suggested that a guide or outline be provided to the chancellors indicating the type of data needed. Chairman Tarver questioned whether or not representatives from the SUNO campus could account for the decrease in enrollment and also asked about what efforts were made in recruitment this past summer to account for the anticipated loss of students. Chancellor Devezin stated that the bridge program was not implemented which would have attracted some students. Ms. Leatrice Latimore, enrollment management director at SUNO, stated that the Office of Enrollment Management has been charged with reaching out to students in the Louisiana area that were previously students at the ITT Technical College which closed all of its campuses nationwide this year. Mr. Lawson asked that the President ensure that the University develop a more comprehensive campaign to attract students. Mr. Gaines also asked that the SUNO campus bring back an update to account for the loss of students to the October Board meeting. As it relates to the SUSLA campus, Chairman Tarver asked how the SUSLA connect students and dual enrollment students were accounted for in the enrollment figures presented in the report. Chairman Tarver asked that Dr. Ellis bring a report to the October meeting that displays a precise count of the full time enrollment as well as all of the varying categories of students that are enrolled on the campus and compare the figures to the previous academic year. Rev. Tolbert cautioned Board members to make sure that the data presented at the legislature is the most accurate data for purposes of testifying. President Belton agreed and stated that there may be several sets of enrollment reports some are used for internal purposes and those that are compiled for the public.

AGENDA ITEM 6: OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Mr. Braxton, the recruitment and admissions committee adjourned.

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following the Recruitment and Admissions Committee)

Friday, September 30, 2016

Board of Supervisors Meeting Room

Baton Rouge, Louisiana 70813

MINUTES

The Board of Supervisors meeting was convened by Board Chair Dr. Leon R. Tarver II.

AGENDA ITEM 2: ROLL CALL

PRESENT

Dr. Leon R. Tarver II, Mr. Calvin W. Braxton, Sr., Mr. Raymond Fondel, Dr. Curman Gaines, Rev. Joe R. Gant, Rev. Donald R. Henry, Mr. Richard Hilliard, Mr. Myron Lawson, Atty. Patrick Magee, Mr. Darren Mire, Mr. Michael Small, Mrs. Ann Smith, Rev. Samuel Tolbert, and Dr. Rani Whitfield

ABSENT

Atty. Tony Clayton, Ms. Jordan Franklin

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion of Mr. Lawson and seconded by Atty. Magee the agenda was recommended for adoption.

Motion carried unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

SUSLA Faculty Senate President Dr. Sonya Hester spoke in support of agenda item 5 C the restructured organizational framework at the SUSLA campus.

AGENDA ITEM 5: ACTION ITEMS

Upon the motion of Rev. Gant and seconded by Dr. Gaines to approve Action Items 5 A, 5 B and 5 C were recommended for approval.

Motion carried unanimously.

A. Minutes of the September 30, 2016, regular meeting of the Southern University Board of Supervisors

RESOLVED by the Board of Supervisors for Southern University, that the minutes of the September 30, 2016, regular meeting of the Board of Supervisors, be and they are hereby approved.

B. Approval of Committee Reports and Recommendations

1. Academic Affairs – Informational items. Reports will be filed with the Board of Supervisors Office.

2. Facilities and Property Committee

a. Request Approval of Capital Outlay 2017-18, SUS

RESOLVED by the Board of Supervisors for Southern University, that the Capital Outlay request for 2017-2018 be and it is hereby approved.

b. Request Approval of Five-Year Capital Outlay Plans, SUS

RESOLVED by the Board of Supervisors for Southern University, that the 5-year Capital Outlay Plans for the Southern University System be and it is hereby approved.

3. Finance Committee

a. Request Approval of Revised Tenured Faculty Retirement Incentive Plan and New Unclassified Employees Retirement Incentive Plan, SULC

RESOLVED by the Board of Supervisors for Southern University, that the revised retirement incentive plan for tenured faculty and the unclassified employees retirement incentive plan, at the SU Law Center be and they are hereby approved.

b. Request Approval of Testing Fee for Aviation Program Students, SUSLA

RESOLVED by the Board of Supervisors for Southern University, that the testing fee for students in the aviation program at Southern University-Shreveport be and it is hereby approved.

c. BA-7 #2 - Restoration of FY17 GRAD Act Funds

RESOLVED by the Board of Supervisors for Southern University, that the BA-7 #2 - Restoration of FY17 GRAD Act Funds be and it is hereby approved.

d. BA-7 #3 - Allocation of FY17 One-time Funds

RESOLVED by the Board of Supervisors for Southern University, that the BA-7 #3 – Allocation of FY 17 One-time Funds be and it is hereby approved.

4. Personnel Affairs Committee

a. Request Approval of Revised Tenured Faculty Retirement Incentive Plan and New Unclassified Employees Retirement Incentive Plan, SULC

RESOLVED by the Board of Supervisors for Southern University, that the revised retirement incentive plan for tenured faculty and the unclassified employees retirement incentive plan, at the SU Law Center be and they are hereby approved.

b. Personnel Actions greater than \$60,000

RESOLVED by the Board of Supervisors for Southern University, upon the recommendation of the Personnel Affairs Committee, that the Administration's recommendation for approval of positions with salaries greater than \$60,000 be and they are hereby approved.

Name	Position/Campus	Salary
NEW APPOINTMENTS/REPLACEMENTS		
1. Nadia Washington Seals	Pre K-5 th Grade Assistant Principal, SU Laboratory School New Appointment, SUBR	\$65,000
2. Jalyn Davis Jones	6-12 th Grade Assistant Principal, SU Laboratory School New Appointment, SUBR	\$65,000
3. Anissa Stover	Assistant Professor, School of Nursing New Appointment, SUBR	\$65,000
4. Eli Guillory	Director of Facilities Planning New Appointment/Replacement, SUS	\$80,000
5. Barbara Robertson	Interagency Coordinator and Administrative Accountant New Appointment/Replacement, SUS	\$60,500
SALARY ADJUSTMENT per SUSON Retention Plan		
6. Vinnie Marcell	Associate Professor/School of Nursing Salary Adjustment, SUBR	\$86,667

c. Request Approval of Sabbatical Leave for Guang-Lin Zhao, Spring Semester 2017, SUBR

RESOLVED by the Board of Supervisors for Southern University, that the sabbatical leave for Dr. Guan-Lin Zhao, Department of Physics, for Spring 2017 be and it hereby is approved.

d. Request Approval of Extended Sick Leave for Etta Dunn, August 10, 2016 to May 10, 2017, (With Pay), SUBR

RESOLVED by the Board of Supervisors for Southern University, that the extended sick leave for Etta Dunn, SU Laboratory School, for August 10, 2016 to May 10, 2017 be and it hereby is approved.

e. Request Approval of Medical Leaves of Absence

- 1 Rosalynn Thyssen, Assistant Professor, School of Nursing, SUBR
(August 15, 2016 – December 16, 2016)

RESOLVED by the Board of Supervisors for Southern University, that the medical leave of absence for Assistant Professor, Rosalynn Thyssen, School of Nursing SUBR be and it hereby is approved.

2. Melissa Waters, Professor, College of Business, SUBR
(August 22, 2016 – January 1, 2017)

RESOLVED by the Board of Supervisors for Southern University, that the medical leave of absence for Professor, Melissa Waters, College of Business, SUBR be and it hereby is approved.

f. Request Approval of Employment Contract for Dr. Bobby R. Phills, Chancellor-Dean, SU Agricultural Research and Extension Center/College of Agriculture

RESOLVED by the Board of Supervisors for Southern University, that the contract for Dr. Bobby Phills, Chancellor-Dean of the SU Agricultural Research and Extension Center/College of Agriculture be and it hereby is approved.

5. Recruiting and Admissions - Informational items. Reports will be filed with the Board of Supervisors Office.

C. Request Approval of Restructured Organizational Framework, SUSLA

RESOLVED by the Board of Supervisors for Southern University, that the restructured organizational framework for the SUSLA campus be and it is hereby approved.

D. Resolution Authorizing the President to Negotiate Contracts and Sign Documents as Necessary to Effect the Sale of Beer on a Trial Basis

President Belton stated that the sale of beer would be done on a trial basis to enhance the game day experience and would add to the pub style atmosphere that has been created in the North End Zone and to stimulate excitement in the game and to support the department of athletics. Atty. DeCuir provided legal counsel regarding protecting the University from liability issues. The beverages would be sold for the remainder of the football season and after the season the President will provide an assessment of the initiative so that a decision could be made about whether or not to continue it. In response to a question from Ms. Ann Smith about the locations for the sales in the stadium, President Belton stated that both sides of the stadium would have locations for the sale. Mr. Braxton asked if measures were in place to prevent fans from bringing their own beer into the stadium. President Belton stated that the University would be moving to a clear bag policy in 2017. Mr. Fondel stated that he fully supports the initiative. Dr. Whitfield gave statistics of success on the sale of alcoholic beverages at other universities and said that most of the universities end sales at half time. He also stated that many schools use wrist bands as a control method.

Upon the motion by Atty. Magee and seconded by Mr. Braxton to accept the resolution.

Motion Passed.

Abstentions: Rev. Gant, Rev. Henry, and Rev. Tolbert

RESOLVED by the Board of Supervisors for Southern University, that the resolution authorizing the president to negotiate contracts and sign documents as necessary to effect the sale of beer on a trial basis be and it is hereby approved.

AGENDA ITEM 6: Informational Items:

A. System President's Report

President Belton gave Board members an update on the SUNO Chancellor Search and acknowledged Mrs. Gloria Moultrie and Mr. Charles Wright co-chairs of the search committee and thanked them for their service. He also informed Board members about the updated branding initiative at SUBR so that the brand is consistent. He also distributed copies of the updated logo and official colors along with a hat and mug to each Board member. An update was given about the medical marijuana initiative and the hiring of a consultant to move the initiative forward. The SU System Foundation has indicated that they would provide support for the consultant.

Atty. Magee asked that a comprehensive report be given to Board members at the October board meeting. Dr. Rani Whitfield stated that the committee is prepared to make a formal report at the next Board meeting.

AGENDA ITEM ADDED – Approval of Updated Logo and Official School Colors

Upon the motion by Rev. Tolbert and seconded by Rev. Gant to place the approval of the updated branding items on the agenda.

Motion passed unanimously.

Mr. Braxton asked whether or not the Board needed to approve the new branding. Atty. Woods stated that the items are already trademarked through the CLC.

Upon the motion by Mr. Lawson and seconded by Mr. Braxton that the updated branding logos be approved.

Motion passed unanimously.

AGENDA ITEM ADDED – Resolutions

Upon the motion by Rev. Gant and seconded by Mr. Lawson to place resolutions on the agenda.

Motion passed unanimously.

President Belton also informed Board members of technology upgrades that would be forthcoming in the Board room by the December meeting.

Resolutions of condolences were offered to the following:

The Lexi Holland Family. Ms. Holland, a 22-year old native of Lake Charles, LA and a May 2016 graduate of SUBR, passed away Saturday, September 3, 2016.

The Gloria Jones Family. Mrs. Jones, mother of Mrs. Sharon Byrd, administrative assistant in the Department of Bands at SUBR, passed away on Wednesday, September 14, 2016.

The Reverend John W. Johnson Family. Rev. Johnson, a 1957 graduate of SUBR who attended the Southern University Law School, and was a participant in the 1960 sit-in at Kress Department Store in downtown Baton Rouge, passed away on Thursday, September 15, 2016. He was awarded the honorary Juris Doctor degree from the SULC in 2004 for his civil rights activism.

B. Campus Reports

Each campus Chancellor submitted written reports that are included in the meeting packet and filed with the Board of Supervisors office.

SUNO- Interim Chancellor Mims- Devezin invited members of the board to participate in their premier fundraiser, **THE BASH** which will be held on October 28.

SUSLA – Chancellor Ellis stated that the SUSLA campus will be commemorating its 50th Year Celebration in 2017 and would be participating in a photo shoot at Independence Stadium and invited persons in the area to feel free to participate.

SULC – Chancellor Pierre acknowledged law students 2nd year law student Ms. Cherise Haille, and 3rd year law student Jonathan Jeanlouis who have been volunteering with the disaster law clinic. Mr. Jeanlouis was congratulated for being selected as an intern at Sibley Austin Law Firm in New York City. Chancellor Pierre also presented gifts to Sister Judith Brun with the Mills Street Housing Development and Ms. Roxson Welch of the Louisiana School for the Visually Impaired who offered housing assistance to law students and law faculty affected by the flooding in Baton Rouge.

SUAREC – Dr. Bobby Phillips' stated that the BAYOU program would be reinstated. He also informed Board members that more information would be disseminated to the campus community about the fact that Southern University is a land-grant institution including advertisements in the *SU Digest*. He also stated that the former Jetson Correctional Institute has been acquired for use by the SUAREC.

SUBR - Dr. M. Christopher Brown did not have additional information to add to the submitted written report that was included in the meeting packet.

AGENDA ITEM 7: OTHER BUSINESS

NONE

AGENDA ITEM 8: Adjournment

Upon the motion by Mr. Braxton the meeting adjourned.

Academic Affairs



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM
Office of the Executive Vice President for Academic Affairs and Provost
J. S. CLARK ADMINISTRATION BUILDING, THIRD FLOOR
BATON ROUGE, LOUISIANA 70813
PHONE: (225) 771-4095

COPY

October 25, 2016

Dr. Ray L. Belton, President-Chancellor
Southern University System
J. S. Clark Administration Building
4th Floor
Baton Rouge, LA 70813

RECEIVED
OFFICE OF THE
PRESIDENT-CHANCELLOR
2016 OCT 26 PM 2:48
SOUTHERN UNIVERSITY
SYSTEM

RE: Final Recommendations for Deans/Director of Units with Substantive Changes

President-Chancellor Belton:

This letter is to confirm that the names of the final candidates being recommended to serve in the Colleges and School that experienced substantive change will be submitted to the Office of the President on November 15, 2016. Please see the attached timeline of past and pending activities.

As you are aware, the Academic Stabilization Initiative (ASI) approved at the April 22, 2016 Board of Supervisors meeting created the College of Humanities and Interdisciplinary Studies, the College of Sciences and Engineering, the Nelson Mandela College of Government and Social Sciences, and the School of Education.

On August 18, 2016, I requested permission to waive the searches for the Deans and Director of the above named academic units. The request was denied and Academic Affairs was directed to conduct full public searches in compliance with the Southern University and A & M College Faculty Handbook and the Southern University Board of Supervisors Bylaws and Regulations.

Position Vacancy Announcements we initiated in September for each of the positions (see attached). The Office of Human Resources subjected each search to the requisite due diligence required in order adhere to personnel and employment laws.

In consultation with the Council of Academic Deans and the Faculty Senate, search committees were named per the SUBR Faculty Handbook pages 24-25 (see attachments).

Attached are the signed evaluations and recommendation of the top three candidates were submitted to the Office of Academic Affairs by the search committees for the:

- Director, School of Education on October 20, 2016;
- Dean, College of Humanities and Interdisciplinary Studies on October 21, 2016;
- Dean, Nelson Mandela College of Government and Social Sciences on October 24, 2016; and
- Dean, College of Sciences and Engineering on October 24, 2016.

Each of the summary memoranda are joined by schedules of activities, review/evaluation sheets, and extensive commentary on the strengths and weaknesses of each candidate.

"Five Campuses, One Vision... Global Excellence"

Per the Southern University and A & M College Faculty Handbook and the Southern University Board of Supervisors Bylaws and Regulations, all academic college and school unit heads are appointed by the Chancellor upon recommendation of the Chief Academic Officer. Notwithstanding the literal guidelines, it is imperative to respect the traditions of shared governance, administrative collegiality, and implications for overall campus morale and esprit de corps. The last week has presented potential threats to the culture of mutual respect and civility that has been hallmark of your administration.

During a meeting with the Faculty Senate on October 21, 2016, senators and other faculty expressed the aim of more fulsome involvement in the final vetting of the semifinalists. Additionally, several non-academic deans and administrators expressed their desire to be more fully involved in the search and selection process at the monthly Academic Council meeting on October 24, 2016. Further, there is a growing chorus of emails and facsimiles from concerned faculty pursuant to the (a) final selection of permanent deans, (b) the exclusion of the newly combined College of Nursing and Allied Health from the selection process, and (c) the mid-term start day for appointees.

In light of the above, it is the intention of Academic Affairs to utilize two final weeks to complete the following tasks:

- Engage the Faculty Senate in the final review of candidates to maximize full faculty participation;
- Employ the leadership of the Academic Council to evince transparency and objectivity in the treatment of all finalists; and
- Work with Business and Finance to mitigate any unintended budget impact from the appointments (see attached).

It is important to affirm that the Academic Stabilization Initiative provides structural and operational consolidation of previously autonomous units or functions in order to achieve performance based outcomes that properly aligned all academic programs and administration in a manner, scope, and sequence that:

- (1) reduce administrative duplication;
- (2) promote innovative collaboration across silos;
- (3) encourage efficiencies and cost-savings; and
- (4) respond the tenets of Elevate Louisiana.

Upon completion of the above, the final four names will be submitted to you on November 15, 2016. If approved, they may be forwarded to the Board of Supervisors for their review and further consideration at their next scheduled meeting. Each appointee will assume their duties on January 1, 2017.

Sincerely,



M. Christopher Brown II, Ph.D.
Executive Vice President & Provost

TIMELINE FOR DEANS AND DIRECTOR SEARCHES

- January 7, 2016 Faculty Convocation
- April 7, 2016 Campus-wide Meeting to Discuss Academic Stabilization
- April 21, 2016 SUS Board Approval of the Academic Stabilization Plan
- July 18, 2016 Meeting with the SUBR Faculty Senate and Dean's Council
- August 24, 2016 Board of Regents' Approval of SUBR's Academic Stabilization Plan
- August 26, 2016 First Recommendation to the SUS Board of Supervisors
- September 2016 Relaunch of Deans and Director Searches, Pursuant to the SUBR Faculty Handbook
- September 14, 2016 Position Vacancy Authorizations Initiated
- September 29, 2016 Position Vacancy Announcements posted on the SU Vacancy Website
- October 6, 2016 Application Deadline for Dean's and Director Positions
- October 7, 2016 Search Committees Named
- October 11, 2016 Meeting of All Search Committees
- October 21, 2016 Deadline for Search Committees' Responses
- October 26, 2016 Office of Academic Affairs to Begin Vetting Candidates
- October 31, 2016 Campus Discussions with Top 2 Finalists
- November 7, 2016 President's Cabinet and Academic Council Meeting
- November 15, 2016 Recommendation of Candidates to Chancellor Belton

**SEARCH COMMITTEES
SUBR DEANS AND DIRECTOR**

COLLEGE OF HUMANITIES AND INTERDISCIPLINARY STUDIES

Chair: Dr. Damien Ejigiri, Dean of Graduate Studies
Co-Chair: Charles Lloyd, Department of Fine and Performing Arts
Munir Ali, Department of Languages and Literature
Yolanda Campbell, Department of Mass Communications
Lisa Delpit, School of Education

COLLEGE OF SCIENCES AND ENGINEERING

Chair: Janet Rami, Dean of Nursing and Allied Health
Co-Chair: Patrick Mensah, Department of Mechanical Engineering
Rachel Vincent-Finley, Department of Mathematics and Physics
Scott Wicker, Department of Chemistry and Biological Sciences
Huey Lawson, Department of Civil and Environmental Engineering
Ebrahim Khosravi, Department of Computer Science
Fred Lacy, Department of Electrical Engineering
Rao Uppu, Department of Environmental Toxicology

NELSON MANDELA COLLEGE OF GOVERNMENT AND SOCIAL SCIENCES

Chair: Habib Mohamadian, Dean of Sciences and Engineering
Co-Chair: Anthony Igiède, Department of Social and Behavioral Sciences
Allison Annadi, Department of Criminal Justice
Troy Allen, Department of History and Political Science
Kingsley Esedo, Department of Public Policy and Administration

DIRECTOR OF EDUCATION

Chair: Bobby Phillips, Chancellor of SUAREC and Dean of Agriculture
Co-Chair: Averil Sanders, SU Laboratory School
Diana Kelly, Department of Curriculum and Instruction
Joycelyn Harrison, Department of Educational Theory, Policy and Practice

Facilities and Property



Office of the Chancellor - Dean

Ashford O. Williams Hall
P. O. Box 10010
Baton Rouge, LA 70813
(225) 771-2242
(225) 771-4369 Fax
www.suagcenter.com

October 12, 2016

Dr. Ray L. Belton
President – Chancellor
Southern University System

Dear Dr. Belton

This letter serves as a request from the Southern University Agricultural Research and Extension Center /College of Agriculture to seek approval to have the following buildings demolished throughout the Land Grant campus:

Building Names	State I.D.	SU I.D.
Farm Cottage (Poultry)	S02229	6
Farm Cottage (Dairy)	S02133	54
Calf Barn (Dairy)	S02140	68
Dairy Creamery	S02159	136
Dairy Bull Pen ‘A’	S02160	136 A
Dairy Bull Pen ‘B’	S02222	136 B
Dairy Silo/Storage	S02174	136C
Dairy Barn	S02175	136 D

These buildings have been deteriorating over time due to lack of use. The facilities are unsafe and an eye sore, which can negatively impact our recruitment efforts.

We are currently working with SUS Facilities Planning Division and in conjunction with Southern University Baton Rouge. We anticipate completing this request as funds become available. Upon approval, we will request approval from the Board of Regents, Risk Management and Facilities Planning & Control to use the set aside funding from Hurricane Gustav for repairs to demolish the buildings.

Sincerely

Bobby R. Phills, PhD
Chancellor – Dean
SUAREC/COA

Approval: _____ Date _____
President-Chancellor

Approval: _____ Date _____
SUS Board of Supervisors

Southern University System

Office of Facilities Planning

October 18, 2016 8:30 a.m.

SYSTEM FACILITIES PROJECT UPDATES

SU Baton Rouge

1. Fire Alarm System upgrade for various buildings

- Pending Budget AFC approval from the State in the amount of \$700,000
- Designer Mel Engineering \$57,550
- Construction Documents completed Dec 2015
- Funding in the amount of \$700,000 is pending State's approval

Notes:

***J B Cade Library AFC \$240,000** +/- was approved 13 June 2016, FP&C will send project out for bids (Mr. K. Clark of FP&C).*

- [J B Cade Library - Advertisement for bids set for October 2016](#)
- Completion timeline set for February 2017

2. Hurricane Gustav repairs for various buildings

- Office of Risk Management (**ORM**) AFC Budget approved by ORM and FP&C
- FP&C and SUBR sending projects out for Bid Advertisement – in progress.
- **Wallace Bradford Hall**, open bids Aug 31, 2016 and Notice to Proceed September 30, 2016 with a 180 Consecutive Calendar Days to complete the project ([Oct 2016 to March 2017](#)) (*repairs of ceiling tile, flooring and painting*) – AFC \$216,839.00 – Designer: Jerry Campbell & Associates 225.381.9435
 - General Contractor- ADMK Construction
 - Bid amount \$149,800
- **Collections & Receivables / Lottie Anthony**, open bids Aug 30, 2016 and Notice to Proceed September 30, 2016 with a 270 Consecutive Calendar Days to complete the project ([Oct 2016 to June 2017](#)) (*repairs of plaster, ceiling work, flooring and painting*) – AFC \$121,834.00 (Abatement work is involved in this project) – Designer: Jerry Campbell & Associates 225.381.9435
 - [General Contractor- Honore Companies, LLC](#)
 - [Bid amount \\$126,000](#)
- **Remaining projects** in progress with the State Office of Risk Management and SUBR Physical Plant Department (Mr. Henry Thurman III) and Mr. Kestee Weir III) for bid advertisement.

3. Disaster event Dec 8-11, 2015: Mississippi River Flooding / sloughing off of the Ravine and Bluff, various locations

- Pending assessment review report by GOHSEP, ORM & FEMA to fund the project.

4. Disaster event March 2015: Severe Weather / sloughing off of the Ravine and Bluff various locations
 - Pending assessment review report by GOHSEP, ORM & FEMA to fund the project
 - Met with Mr. Chris Herring of Board of Regents and Mr. Honore/Structural Engineer Aug 2016 for a site visit to review site erosion, soil detachment failure to establish budget cost for repairs.

5. Disaster event August 12, 2016: Severe Weather / Flooding
 - SUBR, SULC & SUAGC assessment report
 - Assessment report is pending from SUBR Physical Plant and SUBR ORM of any additional sloughing off / soil detachment that may have cause additional failure to roads, bridge and sidewalks. Inspections of underground and above ground utilities infrastructure in progress.
 - Mr. Chris Herring of Board of Regents Aug 2016 met w/ Stephen Losavio of FP&C to review budget cost and establish timelines of completion for utilities infrastructure repairs.

SU New Orleans

1. **New Natural Science Building**
 - Architect Selections were made on Wednesday, May 15, 2013.
 - FP&C project manager: Mr. David Van Alstine 504 568 2414
 - Architects: Sizzler Thompson Brown – Awarded Natural Science Building. Science building will change from 3 to 4 stories to house Science, Sch. of Nursing, Math, Physics, Health Information Management Systems, Biology, Chemistry and Forensic Science. It will consist of a total of 107,435 sq. ft. and will be located on the Park Campus. Construction Document Phase complete. Budget increased to \$27,750,000.
 - Bid Advertisement: September 2016
 - [Bid Opening set for October 27, 2016](#)
 - Construction will take 18 months June 2018

2. **New Education and Human Development Building** (*lake campus*)
 - FP&C project manager: Mr. David Van Alstine 504 568 2414
 - Verges Rome Architects – Awarded Education and Human Development Building, This building will be two stories in height and have a total of 49,114 square feet. Project will be located on the Lake Campus. Construction Documents 95% complete. Cost of the project is budgeted at \$11, 608,000.
 - [Bid Advertisement: pending for January 2017](#)
 - Construction will take 18 months

3. **New Arts & Humanities and Social Science Building**
 - FP&C project manager: Mr. David Van Alstine 504 568 2414
 - Chasm + Fusion Architects – Awarded Arts & Humanities and Social Science Bldg. Project will be located on the Park Campus. Building will consist of a three story office and lab wing with the auditorium and proscenium tower extending to nearly five stories. The building will have 70,640 square feet. Estimated cost of the project is \$21,200,000.

- Construction Bid Documents completed: March 2016
 - Bid Advertisement: September 2016
 - [Bid Opening set for October 18, 2016](#)
 - Construction will take 18 months
- 4. School of Social Work**
- FP&C project manager: Mr. David Van Alstine 504 568 2414
 - Architect: Waggoner & Ball Architects
 - AFC budget is \$10, 257,000
 - Pre-bid meeting scheduled for October 15, 2015
 - General Contractor: Lamar Contractors LLC
 - Bid amount: \$9,910,000
 - Construction has started: November 2015
 - May 26, 2016 Great progress with site and foundation work
 - [Completion scheduled for August 2017](#)
- 5. Demolitions**
- **Central Plant Building** – To be demolished in Fall Semester 2016. FEMA considered building more than 51% damaged by storm and build a new central plant building
 - **Existing “New” Science Building** - [To be demolished after construction of the New Natural Science.](#)
 - **Brown Building (“Old” Science Building)** – [To be demolished after construction of the New Natural Science Building.](#)
- 6. SUNO New Central Plant Building**
- FP&C project manager: Mr. David Van Alstine 504 568 2414
 - Sq. Ft: 8100
 - AFC: \$8,648,799.47
 - Designer: AST Engineers 225-926-5600 Mr. Kirk J. Simoneaux, P.E.
 - Bid date: 04/12/2016
 - Low Bid amount: \$ 6,097,000
 - General Contractor: Gallo Mechanical
 - Executed Contract/Notice to proceed Date: 05/16/2016
 - Duration time to complete the project: 365 days
 - May 26, 0216 progress meeting – need to work out asbestos removal details w/ FP&C, test piles installed, site work in progress.
 - [Construction project completion date: 05/16/2017](#)
- 7. SUNO Site Restoration – Temporary FEMA trailers (Lake Campus), Phase 1 of 2**
- FP&C project manager: Mr. David Van Alstine 504 568 2414
 - Site work new/repairs parking, utilities upgrades: overhead electrical lines and power poles removal, storm water drainage, sewer lines, water lines.
 - AFC: \$2,154,846
 - Designer: All South Consulting Engineers, LLC of Metairie, LA
 - Advertised for bids: June 29, 2016
 - Bid date: August 4, 2016

- Bid amount: \$1,320,916.00
- General Contractor: Durr Heavy Construction, LLC (lic. No. 4674)
- Executed Contract/Notice to proceed Date: 08/ 19 /2016
- Duration time to complete the project: 120 days
- Construction project completion date: January 18, 2017

8. SUNO L. Washington Memorial Library HVAC Replacement

- FP&C project manager: Ms. Jean Kelly 504-568-8547
- Sq. Ft:
- AFC: \$419,540
- Designer: Lucien T. Vivien, Jr. & Associates 504-218-5409
- Advertisement for Bids: June 9, 2016
- Pre-Bid Conference: July 12, 2016
- Bid date: Wednesday, July 20, 2016
- Bid amount: \$234,600
- General Contractor: Gallo Mechanical
- Executed Contract/Notice to proceed Date: August 29, 2016
- Duration time to complete the project: 180 days
- Construction project completion date: Feb 26, 2017

SU Shreveport

1. SUSLA New Science and General / New Classroom Building - Main Campus

- FP&C project manager: Charles Robinson 318-676-7984 or 318-469-6658 cell
- FP&C Funding of \$6,300,000 available to begin the New Classroom Building.
- Architect: KSA Alliance
- Project bid October 8, 2014,
- General Contractor: ELA Group, Inc.
- Bid amount: \$6,159,076
- Executed Contract/Notice to proceed Date: February 11, 2015.
- Construction project completion date: November 2016

2. Renovation to Allen Building School of Nursing - 600 Texas Street, Shreveport, LA (Downtown)

- FP&C project manager: Charles Robinson 318-676-7984 or 318-469-6658 cell
- Project No. : 19-618-07S-01, Part 01 – State ID S28020 – Site Code: 7-09-025
- AFC: \$3,500,000
- Architects: KSA Alliance, Inc.
- Bid date: April 19, 2016
- General Contractor: ELA Group, Inc.
- Bid amount: \$3,350,000 *base bid*
- Executed Contract/Notice to proceed Date: September 12, 2016
- Duration time to complete the project: 420 days / November 7, 2017
- Construction project completion date set for: November 7, 2017

Notes: Funding required for Furnishing and Equipment (F&E)

3. SUSLA New Learning Center / Daycare - 3050 Martin Luther King Jr. Drive Bldg N

- Funding source: one time State funding
- Budget amount: \$900,000
- FP&C project manager: None (*Small Capital Project*)
- Designer: Bills & Partners – *fees*
- AFC:
- Bid date: 11/05/2014
- General Contractor: Whitlock & Shelton
- Bid amount: \$801,800
- Executed Contract/Notice to proceed date: 3/24/2015 / 4/01/2015
- Duration time to complete the project: 180 days
- [Construction project completion date: January 2017](#)

SU Law Center

1. SULC Reroofing project

- Budget cost \$486,000 AFC (University \$384,000 & Major Repairs \$112,000 funds)
- Asbestos and Moisture testing of existing roof has been completed \$23,000
- Williams and Williams Architecture LLC is preparing final bid construction documents 29April2016 \$59,200
- FP&C - Architect has reviewed construction documents and completed Code review
- Advertised for bids: May 2016
- Pre-bid June 7, 2016 (120 days to complete project)
- \$112,000 + - was approved 13June2016 by the State (FP&C) to add into the project budget
- Bid opening July 2016
- General Contractor: CAMCO, LLC
- Bid amount: \$453,900
- Executed Contract/Notice to proceed date: September 27, 2016
- Pre-Construction meeting: September 27, 2016
- Duration time to complete the project: 120 days
- [Construction completion date: January 2017](#)

SU Ag Center

1. Horticulture Storage Building Renovations – SUAG main campus

- Budget: \$291,046
- Williams and Williams Architecture designer fee \$27,000
- AFC: \$263,400
- Bid amount: \$263,000
- General Contractor: Thornville Services
- Pre-construction meeting is scheduled for 5/5/2016 (*180 days to complete project*)
- [Construction project completion date: November 2016](#)

2. New Equipment Storage Building– SUAG main campus

- Budget: \$90,000

- Architect – Byron J. Stewart & Associates designer fees \$12,600
 - AFC: \$77,400
 - [Construction Bid Documents: pending completion October 2016](#)
 - Bid Advertisement: November 2016
 - Duration time to complete the project: 120 days
 - Construction completion date: March 2017
- 3. New Pesticide Storage Building Shed – SUAG Experimental Lab Farm**
- Budget: \$242,522
 - Architect: Williams and Williams Architecture - designer fees \$25,400
 - AFC: \$217,122
 - Construction bid documents: 90% completed
 - [Soil Data and Site Survey - pending](#)
- 4. A.O. Williams Hall Renovation**
- FP&C project manager: Tony Palotta 225.342.0827
 - Budget amount is \$2,764,630
 - Project was awarded to Engineer – Quebedeaux Engineers / Architect – Crump Wilson and Associates
 - Estimated cost is approximately \$2,300,000.00
 - Design phase started 4/27/2016
 - [Construction bid documents: November/December 2016](#)
 - Bid date: January 2017
- 5. New Multipurpose Building, Agriculture Research & Extension Center at the Experimental Lab Farm/North Campus**
- FP&C project manager: Stephen Losavio 225-342-0832
 - Waiting on FP&C to have the building re-designed within the AFC budget of \$1,300,000 and Fee \$74,018.
 - LA Architectural Selection Board: September 22, 2016
 - Designer selected by the FP&C/LAAS Board: Domain Architecture
 - [Planning/Construction Document Phase is pending for November 2016](#)

Prepared By: Eli G. Guillory III
 Director
Southern University System
 Office of Facilities Planning
 225-771-2786 office 225-573-0811 cell

Tracie Woods JD, GC	SUS	225-771-2211
Cedric Upshaw JD, ADA	SUS	225-771-5565
Benjamin Pugh, VC	SUBR	225-771-5021
Henry L. Thurman III	SUBR	225-771-2413
Kestee Weir III	SUBR	225-771-6235
Terry Hall, VC	SULC	225-771-2506
Angela Gaines	SULC	225-771-4931
Lynda M. Batiste, VC	SUAG	225-771-5707
James L. Mahomes	SUAG	225-771-2242
Jullin Renthropoe, VC	SUNO	504-286-5117
Shaun Lewis	SUNO	504-286-5295
Brandy Jacobsen, VC	SUSLA	318-670-9371
Joseph LaCour Jr.	SUSLA	318-670-9377
Janice Sneed, VC	SUSLA	318-670-9471

Finance



SOUTHERN UNIVERSITY AND AGRICULTURAL & MECHANICAL COLLEGE

OFFICE OF THE VICE CHANCELLOR FOR STUDENT AFFAIRS & ENROLLMENT MANAGEMENT

VIA HAND DELIVERY

October 12, 2016

Ray L. Belton, Ph.D.
President - Chancellor
Southern University System
4th Floor, J. S. Clark Administration Bldg.
Baton Rouge, Louisiana 70813

Re: Fall 2016 Elections Results Affecting Student Self-Assessed Fees

Dear Dr. Belton:

As stated in the attached correspondence from Student Government Association President, Ms. Zana Harris, the Student Senate of Southern University and A&M College placed two referendums on the Fall 2016 General Election ballot relating to student self-assessed fees. The election was held on Tuesday, March 15, 2016.

One of the two referendums passed with overwhelming student support. Consistent with policy and procedure, I am forwarding them to you for your consideration. Should my request be given your approval, I respectfully request that you forward this matter to the Board of Supervisors for consideration at its next meeting.

Please do not hesitate to contact me if you have any questions or concerns regarding this matter.

Yours in the Gold and Blue,

A handwritten signature in black ink, appearing to read "Brandon K. Dumas".

Brandon K. Dumas, Ph.D.
Vice Chancellor for Student Affairs
& Enrollment Management

Attachment

Approved: _____

A handwritten signature in black ink, appearing to read "Ray L. Belton".
Ray L. Belton, Ph.D.
President - Chancellor



October 11, 2016

Dr. Brandon K. Dumas
Vice Chancellor
Division of Student Affairs and Enrollment Management

Dear Dr. Dumas,

The Student Government Association request that the following item be submitted for administrative approval and consideration by the Southern University Board of Supervisors at the regularly scheduled meeting.

Southern University – Baton Rouge students placed the following referendum on the Fall 2016 General Election Ballot relating to new and revised student fees.

Referendum 2:

For the purpose of creating a newly renovated and technologically upgraded Jaguar Lanes Bowling Alley at Southern University and A&M College, do you support the creation of a new \$15.00 fee for 3 Academic Years to cover renovations, free bowling, and other innovative activities?

Yes or No


Resulting in a confirmation of 623 to 365 favorable to the creation of the fee.

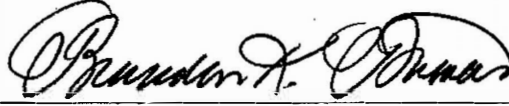
We require action on this items to begin Spring of 2017. Your consideration is greatly appreciated.

Sincerely,

Zana Harris,
President, SGA 2016-17

Approved: 
Jonas Vanderbilt, Director of Student Life

Approved:  10/12/16
Tracie Abraham, Exec. Director of Student Services and Residential Life

Approved: 
Vice Chancellor of Student Affairs and Enrollment Management

**Student
Government
Association**

227 Smith-Brown
Memorial Student Union

PO Box 10202
Baton Rouge, LA 70813

Phone: (225) 771-2585
Fax: (225) 771-2202
www.subr.edu/sga



RODNEY A. ELLIS, ED.D.
CHANCELLOR



Tuesday, October 18, 2016

Dr. Ray L. Belton, President/Chancellor
S U System Office
4th Floor, J. S. Clark Administration Building
Baton Rouge, La 70813

Ref: Request Authorization to Adopt Resolution For Refinancing (Jaguar Courtyard)

Dear Dr. Belton:

Southern University at Shreveport is requesting the Board of Supervisors to adopt the resolution to authorize SUSLA to pursue refinancing of Louisiana Public Facilities Authority Tax-Exempt Revenue Bonds (SUSLA Facilities, Inc. Project) Series 2007A Bonds. The principal amount of the bonds at June 30, 2016 is \$12,380,000. Projected savings for the refinance are \$5,712,847 over the remaining life of the loan. Should the application be approved, a complete packet will be provided to the System President and the Board of Supervisors for review and approval.

Respectfully submitted,


Rodney A. Ellis, Ed.D.
Chancellor

RAE

3050 MARTIN LUTHER KING, JR. DRIVE • SHREVEPORT, LOUISIANA 71107
PHONE: (318) 670-9312 • FAX (318) 670-6374
WWW.SUSLA.EDU

SOUTHERN UNIVERSITY AT SHREVEPORT DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, GENDER OR DISABILITY.

Southern University System
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2017
As of September 30, 2016

	Actual as of 9/30/2016	Projected	Total FY 2016-17	Budget as of 7/1/2016	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$14,565,293	\$29,130,585	\$43,695,878	\$43,695,878	33.3%	0
Statutory Dedicated	-00	4,965,616	4,965,616	4,965,616	0.0%	0
Funds Due From BOR						
Federal	989,568	2,664,641	3,654,209	3,654,209	27.1%	0
Self Generated						
Tuition - Fall 2016	30,644,260	511,715	31,155,975	32,289,243	94.9%	(1,133,268)
Tuition - Spring 2017	-00	30,102,873	30,102,873	30,312,335	0.0%	(209,462)
Tuition - Summer	626,227	3,258,026	3,884,253	3,637,938	17.2%	246,315
Out-of-State Fees	4,089,300	3,641,284	7,730,584	7,303,013	56.0%	427,571
Other	2,362,127	6,682,179	9,044,306	9,044,306	26.1%	0
InterAgency Transfer	-00	3,375,199	3,375,199	3,375,199	0.0%	0
Total Revenues	\$53,276,775	\$84,332,118	\$137,608,893	\$138,277,737	38.5%	\$(668,844)
Expenditures by Object						
Salaries	\$15,479,866	\$51,948,982	\$67,428,848	\$67,950,359	22.8%	\$(521,511)
Other Compensation	18,250	280,727	298,977	298,977	6.1%	0
Related Benefits	5,540,661	25,056,135	30,596,796	30,801,887	18.0%	(205,091)
Total Personal Services	\$21,038,778	\$77,285,844	\$98,324,621	\$99,051,223	21.2%	\$(726,602)
Travel	\$50,063	\$816,376	\$866,439	\$866,439	5.8%	\$0
Operating Services	3,195,904	11,711,143	14,907,047	14,907,047	21.4%	-00
Supplies	146,720	1,491,045	1,637,765	1,674,213	8.8%	(36,448)
Total Operating Expenses	\$3,342,624	\$13,202,188	\$16,544,812	\$16,581,260	20.2%	\$(36,448)
Professional Services	66,651	1,605,775	1,672,426	1,672,426	4.0%	0
Other Charges	210,481	7,163,914	7,374,394	7,374,394	2.9%	0
Debt Services	0	0	-00	0	0.0%	0
Interagency Transfers	0	6,020,658	6,020,658	6,053,033	0.0%	(32,375)
Total Other Charges	\$277,131	\$14,790,347	\$15,067,478	\$15,099,853	1.8%	\$(32,375)
General Acquisitions	89,641	1,650,279	289,596	289,596	31.0%	0
Library Acquisitions	82,825	418,888	437,649	437,649	18.9%	0
Major Repairs	0	100,000	100,000.00	100,000	0.0%	0
Total Acquist. & Major Repairs	\$172,466	\$2,169,167	\$827,245	\$827,245	20.8%	\$0
Scholarships	\$3,350,921	\$2,627,377	\$5,978,298	\$5,851,717	57.3%	\$126,581
Total Expenditures	\$28,231,983	\$110,891,299	\$137,608,893	\$138,277,737	20.4%	\$(668,844)

Southern University Board and System Administration
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2017
As of September 30, 2016

	Actual as of 9/30/2016	Projected	Total FY 2016-17	Budget as of 7/1/2016	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$1,978,041	\$980,046	\$2,958,087	\$2,958,087	66.9%	0
Statutory Dedicated			0	0		
Funds Due To/ From Mgmt						
Federal						
Self Generated						
Tuition - Fall 2016						
Tuition - Spring 2017						
Tuition - Summer						
Out-of-State Fees						
Other						
InterAgency Transfer						
Total Revenues	\$1,978,041	\$980,046	\$2,958,087	\$2,958,087	66.9%	\$0
Expenditures by Object						
Salaries	\$244,000	\$903,805	\$1,147,805	\$1,147,805	21.3%	0
Other Compensation	13,000	\$39,000	52,000	52,000	25.0%	0
Related Benefits	76,206	\$553,716	629,922	629,922	12.1%	0
Total Personal Services	\$333,206	\$1,496,521	\$1,829,727	\$1,829,727	18.2%	\$0
Travel	\$3,936	\$135,064	\$139,000	\$139,000	2.8%	\$0
Operating Services	14,894	\$55,168	70,062	70,062	21.3%	0
Supplies	1,600	\$5,683	7,283	7,283	22.0%	0
Total Operating Expenses	\$16,494	\$60,851	\$77,345	\$77,345	21.3%	\$0
Professional Services		\$44,500	44,500	44,500	0.0%	0
Other Charges		\$750,914	750,914	750,914	0.0%	0
Debt Services		\$-00	0	0	0.0%	0
Interagency Transfers		\$67,601	67,601	67,601	0.0%	0
Total Other Charges	\$-00	\$863,015	\$863,015	\$863,015	0.0%	\$0
General Acquisitions		\$49,000	49,000	49,000	0.0%	0
Library Acquisitions		\$-00	-00	0	0.0%	0
Major Repairs		\$-00	-00	0	0.0%	0
Total Acquist. & Major Repairs	0	49,000	49,000	49,000	0.0%	\$0
Scholarships	0	0	-00	0	0.0%	\$0
Total Expenditures	\$353,636	\$2,604,451	\$2,958,087	\$2,958,087	12.0%	\$0

Southern University - Baton Rouge
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2017
As of September 30, 2016

	Actual as of 9/30/2016	Projected	Total FY 2016-17	Budget as of 7/1/2016	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$6,315,922	\$14,663,869	\$20,979,791	\$20,979,791	30.1%	0
Statutory Dedicated	0	1,961,409	1,961,409	1,961,409	0.0%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2016	17,780,656	364,196	18,144,852	18,726,888	94.9%	\$(582,036)
Tuition - Spring 2017	0	17,469,984	17,469,984	17,469,984	0.0%	0
Tuition - Summer	26,856	2,341,082	2,367,938	2,367,938	1.1%	0
Out-of-State Fees	2,488,947	2,321,096	4,810,043	4,810,043	51.7%	0
Other	1,813,254	5,411,856	7,225,110	7,225,110	25.1%	0
InterAgency Transfer	0	3,375,199	3,375,199	3,375,199	0.0%	0
Total Revenues	\$28,425,635	\$47,908,691	\$76,334,326	\$76,916,362	37.0%	(\$582,036)
Expenditures by Object						
Salaries	\$8,591,388	\$27,290,795	\$35,882,183	\$36,305,482	23.7%	(423,299)
Other Compensation	0	213,477	213,477	213,477	0.0%	0
Related Benefits	2,985,150	14,213,760	17,198,910	17,357,647	17.2%	(158,737)
Total Personal Services	\$11,576,538	\$41,718,032	\$53,294,570	\$53,876,606	21.5%	(\$582,036)
Travel	\$8,550	\$218,450	\$227,000	\$227,000	3.8%	\$0
Operating Services	1,970,155	6,343,546	8,313,701	8,313,701	23.7%	0
Supplies	107,795	793,766	901,561	901,561	12.0%	0
Total Operating Expenses	\$2,077,950	\$7,137,312	\$9,215,262	\$9,215,262	35.7%	\$0
Professional Services	34,624	773,373	807,997	807,997	4.3%	0
Other Charges	113,000	3,377,172	3,490,171	3,490,171	3.2%	0
Debt Services	0	0			0.0%	
Interagency Transfers	0	3,633,276	3,633,276	3,633,276	0.0%	0
Total Other Charges	\$147,623	\$7,783,821	\$7,931,444	\$7,931,444	1.9%	\$0
General Acquisitions	0	43,532	43,532	43,532	0.0%	0
Library Acquisitions	140	137,509	137,649	137,649	0.1%	0
Major Repairs	0	0	0	0	0.0%	0
Total Acquist. & Major Repairs	\$140	\$181,041	\$181,181	\$181,181	0.1%	\$0
Scholarships	\$3,083,045	\$2,401,824	\$5,484,869	\$5,484,869	56.2%	\$0
Total Expenditures	\$16,893,846	\$59,440,480	\$76,334,326	\$76,916,362	22.0%	(\$582,036)

Southern University Law Center
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2017
As of September 30, 2016

	Actual as of 9/30/2016	Projected	Total FY 2016-17	Budget as of 7/1/2016	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$1,137,815	\$2,860,354	\$3,998,169	\$3,998,169	28.5%	0
Statutory Dedicated		214,129	214,129	214,129	0.0%	0
Funds Due From Mgmt or BOR			-00	0	0.0%	0
Federal			-00	0	0.0%	0
Self Generated						
Tuition - Fall 2016	\$3,238,088	147,519	3,385,607	3,385,607	95.6%	0
Tuition - Spring 2017		3,134,362	3,134,362	3,134,362	0.0%	0
Tuition - Summer	\$249,580	450,420	700,000	700,000	35.7%	0
Out-of-State Fees	\$634,530	646,964	1,281,494	1,281,494	49.5%	0
Other	\$453,460	118,924	572,384	572,384	79.2%	0
InterAgency Transfer			-00	0	0.0%	0
Total Revenues	\$5,713,473	\$7,572,672	\$13,286,145	\$13,286,145	43.0%	\$0
Expenditures by Object						
Salaries	1,605,423	5,530,405	7,135,828	7,135,828	22.5%	0
Other Compensation			-00	0	0.0%	
Related Benefits	508,674	2,136,562	2,645,236	2,645,236	19.2%	0
Total Personal Services	\$2,114,097	\$7,666,967	\$9,781,065	\$9,781,064	21.6%	\$0
Travel	\$4,536	\$145,464	\$150,000	\$150,000	3.0%	\$0
Operating Services	89,399	1,518,354	1,607,753	1,607,753	5.6%	0
Supplies	\$0	100,000	100,000	100,000	0.0%	0
Total Operating Expenses	\$89,399	\$1,618,354	\$1,707,753	\$1,707,753	5.2%	\$0
Professional Services	3,675	601,616	605,291	605,291	0.6%	0
Other Charges	0	249,823	249,823	249,823	0.0%	0
Debt Services	0	0	-00	0	0.0%	0
Interagency Transfers	0	262,214	262,214	262,214	0.0%	0
Total Other Charges	\$3,675	\$1,113,653	\$1,117,328	\$1,117,328	0.3%	\$0
General Acquisitions			-00	0	0.0%	0
Library Acquisitions	\$81,769	218,231	300,000	300,000	27.3%	0
Major Repairs			-00	0	0.0%	0
Total Acquist. & Major Repairs	\$81,769	\$218,231	\$300,000	\$300,000	27.3%	\$0
Scholarships	\$139,045	\$90,955	\$230,000	\$230,000	60.5%	\$0
Total Expenditures	\$2,432,521	\$10,853,624	\$13,286,145	\$13,286,145	18.3%	\$0

Southern University at New Orleans
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2017
As of September 30, 2016

	Actual as of 9/30/2016	Projected	Total FY 2016-17	Budget as of 7/1/2016	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$2,148,010	\$4,455,308	\$6,603,318	\$6,603,318	32.5%	0
Statutory Dedicated		610,645	610,645	610,645	0.0%	0
Funds Due From Mgmt or BOR			0	0		
Federal			0	0		
Self Generated						
Tuition - Fall 2016	5,904,667		\$5,904,667	6,234,870	94.7%	(330,203)
Tuition - Spring 2017		5,967,599	5,967,599	5,967,599	0.0%	0
Tuition - Summer		300,000	300,000	300,000	0.0%	0
Out-of-State Fees	368,356	273,323	641,679	311,476	118.3%	330,203
Other	44,196	796,046	840,242	840,242	5.3%	0
InterAgency Transfer			0	0		
Total Revenues	\$8,465,229	\$12,402,921	\$20,868,150	\$20,868,150	40.6%	-00
Expenditures by Object						
Salaries	\$2,479,958	\$8,442,146	\$10,922,104	\$10,922,104	22.7%	0
Other Compensation	0					
Related Benefits	945,228	3,969,138	4,914,366	4,914,366	19.2%	0
Total Personal Services	3,425,186	12,411,284	15,836,470	15,836,470	21.6%	\$0
Travel	\$0	\$151,500	151,500	\$151,500	0.0%	\$0
Operating Services	323,171	1,997,523	2,320,694	2,320,694	13.9%	0
Supplies	21,254	347,246	368,500	368,500	5.8%	0
Total Operating Expenses	\$344,425	\$2,344,769	\$2,689,194	\$2,689,194	12.8%	\$0
Professional Services	5,995	146,005	152,000	152,000	3.9%	0
Other Charges	25,479	1,437,475	1,462,954	1,462,954	1.7%	0
Debt Services			0	0	0.0%	0
Interagency Transfers		416,434	416,434	416,434	0.0%	0
Total Other Charges	\$31,474	\$1,999,914	\$2,031,388	\$2,031,388	1.5%	\$0
General Acquisitions	77,881	47,119	125,000	125,000	62.3%	0
Library Acquisitions			0	0	0.0%	0
Major Repairs			0	0	0.0%	0
Total Acquist. & Major Repairs	\$77,881	\$47,119	\$125,000	\$125,000	0.0%	\$0
Scholarships	\$0	\$34,598	\$34,598	\$34,598	0.0%	\$0
Total Expenditures	\$3,878,966	\$16,989,184	\$20,868,150	\$20,868,150	18.6%	\$0

Southern University at Shreveport
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2017
As of September 30, 2016

	Actual as of 9/30/2016	Projected	Total FY 2016-17	Budget as of 7/1/2016	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$1,871,345	\$3,842,691	\$5,714,036	\$5,714,036	32.7%	0
Statutory Dedicated		200,658	200,658	200,658	0.0%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2016	3,720,849	0	3,720,849	3,941,878	94.4%	(221,029)
Tuition - Spring 2017		3,530,928	3,530,928	3,740,390	0.0%	(209,462)
Tuition - Summer	349,791	166,524	516,315	270,000	129.6%	246,315
Out-of-State Fees	597,467	399,901	997,368	900,000	66.4%	97,368
Other	51,217	355,353	406,570	406,570	12.6%	0
InterAgency Transfer			0	0	0.0%	0
Total Revenues	\$6,590,669	\$8,496,055	\$15,086,724	\$15,173,532	43.4%	\$(86,808)
Expenditures by Object						
Salaries	\$1,692,022	\$6,310,166	8,002,188	\$8,100,400	20.9%	(\$98,212)
Other Compensation						
Related Benefits	704,740	2,545,503	3,250,243	3,296,597	21.4%	(46,354)
Total Personal Services	\$2,396,762	\$8,855,669	\$11,252,431	\$11,396,997	21.0%	(\$144,566)
Travel	\$5,793	\$37,907	\$43,700	\$43,700	13.3%	\$0
Operating Services	548,920	1,253,144	1,802,064	1,802,064	30.5%	0
Supplies	9,258	134,775	144,033	180,481	5.1%	(36,448)
Total Operating Expenses	\$558,178	\$1,387,919	\$1,946,097	\$1,982,545	28.2%	(\$36,448)
Professional Services	20,607	20,393	41,000	41,000	50.3%	0
Other Charges	62,502	765,280	827,782	827,782	7.6%	0
Debt Services	0	0	0	0	0.0%	0
Interagency Transfers	0	741,133	741,133	773,508	0%	(32,375)
Total Other Charges	\$83,109	\$1,526,806	\$1,609,915	\$1,642,290	5.1%	(\$32,375)
General Acquisitions	510	7,490	8,000	8,000	6.4%	0
Library Acquisitions	0		0	0	0.0%	
Major Repairs	0		0	0	0.0%	
Total Acquist. & Major Repairs	\$510	\$7,490	\$8,000	\$8,000	6.4%	\$0
Scholarships	\$126,581	\$100,000	\$226,581	\$100,000	126.6%	\$126,581
Total Expenditures	\$3,170,933	\$11,915,791	\$15,086,724	\$15,173,532	20.9%	\$(86,808)

Southern University Agricultural Research and Extension Center
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2017
As of September 30, 2016

	Actual as of 9/30/2016	Projected	Total FY 2016-17	Budget as of 7/1/2016	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$1,114,160	\$2,328,317	\$3,442,477	\$3,442,477	32.4%	0
Statutory Dedicated		1,978,775	\$1,978,775	1,978,775	0.0%	0
Funds Due From Mgmt or BOR						0
Federal	989,568	2,664,641	\$3,654,209	3,654,209	27.1%	0
Self Generated						
Tuition - Fall 2016						
Tuition - Spring 2017						
Tuition - Summer						
Out-of-State Fees						
Other						
InterAgency Transfer						
Total Revenues	\$2,103,728	\$6,971,733	\$9,075,461	\$9,075,461	23.2%	\$0
Expenditures by Object						
Salaries	\$867,075	\$3,471,665	\$4,338,740	\$4,338,740	20.0%	0
Other Compensation	5,250	28,250	\$33,500	33,500	15.7%	0
Related Benefits	320,663	1,637,456	\$1,958,119	1,958,119	16.4%	0
Total Personal Services	\$1,192,988	\$5,137,371	\$6,330,359	6,330,359	18.8%	\$0
Travel	\$27,248	\$127,991	\$155,239	\$155,239	17.6%	0
Operating Services	249,365	543,408	792,773	792,773	31.5%	0
Supplies	6,813	109,575	116,388	116,388	5.9%	0
Total Operating Expenses	\$256,178	\$652,983	\$909,161	\$909,161	28.2%	\$0
Professional Services	1,750	19,888	\$21,638	21,638	8.1%	0
Other Charges	9,500	583,250	\$592,750	592,750	1.6%	0
Debt Services			\$-00	0	0.0%	0
Interagency Transfers		900,000	\$900,000	900,000	0.0%	0
Total Other Charges	\$11,250	\$1,503,138	\$1,514,388	\$1,514,388	0.7%	\$0
General Acquisitions	916	63,148	\$64,064	64,064	1.4%	0
Library Acquisitions			\$-00	0	0.0%	
Major Repairs		100,000	\$100,000	100,000	0.0%	
Total Acquist. & Major Repairs	\$916	\$163,148	\$164,064	\$164,064	0.6%	\$0
Scholarships	\$2,250	\$-00	\$2,250	\$2,250	100.0%	\$0
Total Expenditures	\$1,490,830	\$7,584,631	\$9,075,461	\$9,075,461	16.4%	\$0

Personnel Affairs

SOUTHERN UNIVERSITY SYSTEM

JOB CLASS																				
JOB CODE																				
CAL ID																				

Personnel Action Form

POSITION NUMBER	2	F	9	9	7	5
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RECEIVED
OFFICE OF THE
PRESIDENT/CHANCELLOR

SOUTHERN UNIVERSITY SYSTEM

CAMPUS: SUS SUBR 2016 OCT 5 PM 4:31 LULAC SUAREC SUNO SUSLA

EMPLOYMENT CATEGORY: 12-MONTH OTHER (Specify)

- Academic
- Temporary
- Tenured
- Tenured Track
- Other (Specify)
- Non-Academic
- Part-time (% of Full Time)
- Undergraduate Student
- Graduate Assistant
- Refiree Return To Work
- Civil Service
- Restricted
- Job Appointment
- Probationary
- Permanent Status

Previous Employee Sharon Bastr Reason Left retired
Date Left 05/16/2016 Salary Paid \$60,000.00

Profile of Person Recommended

Length of Employment 10/01/16 To 12/16/17
Effective Date 10/01/16

Name Jean Tinar SS# xxx-xx-566 4 Sex F Race* Black
(Last 4 digits only)

Position Title: Assistant Professor Department: Nursing

Check One Existing Position *Visa Type (See Reverse Side): U S

New Position Expiration Date: _____
(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAR, if applicable.)

Years Experience 8 years Southern University Experience 1.5 years

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>MSN-Nursing</u>	<u>Southern University and A & M College</u>	<u>2015</u>
	<u>BSN-Nursing</u>	<u>Southern University and A&M College</u>	<u>05/2006</u>

Current Employer Southern University A&M College-Baton Rouge

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify)

Recommended Salary \$ 60,000.00 Salary Budgeted \$60,000.00

Source of Funds General Funds

Identify Budget: 211001-22403-21000 Location _____
Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____
Status _____
Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:
*See Reverse Side

Source of Funds	Amount
211001-22403-21000	\$60,000.00

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor _____ Date _____
Vice Chancellor _____ Date 9/28/16
Director/Personnel _____ Date 9/28/16
President _____ Date 10/16/16

Dean/Unit Head _____ Date 9/19/16
Chancellor _____ Date 10/16/16
Vice President/Finance _____ Date _____
Business Affairs/Comptroller _____
Chairman/S.U. Board of Supervisors _____ Date _____

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

Hispanic or Latino X Non-Hispanic or Non-Latino

RACE (Please check all that apply):

 White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

X Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

 Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

 Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

 American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS: Ms. Tiner will be working in course N201/Nursing Process I (Fundamentals). She is replacing the budgeted position vacated by Sharon Bator who retired 05/2016.

EMPLOYEE REGULAR WORK SCHEDULE: Monday-Friday 8am-5pm
EMPLOYEE DIRECT SUPERVISOR: Jacqueline J. Hill
SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-2653
NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Fac/Uncl Positions(Civil Service Application for classified employees)
- Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

SOUTHERN UNIVERSITY SYSTEM
BUDGET OFFICE
211001-22403-61003-21000
04/04/2016
[Signature]
FUNDS AVAILABLE



"Linking Citizens of Louisiana with Opportunities for Success"

SOUTHERN UNIVERSITY
HUMAN RESOURCES
2016 OCT 12 PM 4:09

Office of the Chancellor
Ashford O. Williams Hall
P. O. Box 10010
Baton Rouge, LA 70813
(225) 771-2242
(225) 771-4369 Fax
www.sugcenter.com

October 11, 2016

Dr. Ray Belton, President - Chancellor
Southern University System
4th Floor J. S. Clark Admin Bldg.
Baton Rouge, LA 70813

Re: Request for SU Board Approval to Waive the Search for a Vice Chancellor for Research and Technology Development

Dear Dr. Belton,

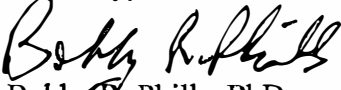
This communication is to request your approval and the approval of the Southern University Board of Supervisors to waive the vacancy announcement for the position of Vice Chancellor for Research and Technology Development. Due to structural reorganization I'm seeking to reassign the duties of several employees to provide optimal effectiveness for the Land-Grant College and expand the opportunities for its employees.

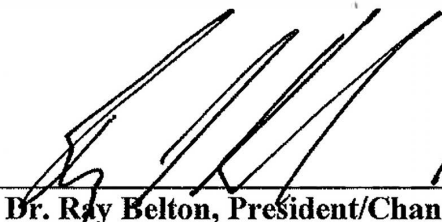
I wish to appoint Dr. Andre Johnson to the position of Vice Chancellor for Research and Technology Development. Dr. Johnson is currently the Associate Research Director with Alcorn State University. Dr. Johnson's qualifications and professional experiences are delineated on the attached PAF.

The Vice Chancellor for Research and Technology Development provides a visible and viable presence for the Southern University Agricultural Research and Extension Center (SUAREC). The vice chancellor for research and technology development will provide for the administration of the agricultural experiment station and all associated research programs, including grants and contracts. He/she will provide leadership to research enterprise in the procurement of external funds. He/she will administer research funds in an efficient and responsible manner and in accordance with the guidelines of respective funding agencies. Provide leadership to the transformation of the laboratory farm into an agricultural experiment station, including all programmatic areas to include experimental learning areas for the students. Interact on an ongoing basis with different commodity groups and community based organizations.

Your approval of this request is greatly appreciated.

Sincerely,


Bobby R. Phillips, PhD
Chancellor – Dean

Approved:  10/16/16
Dr. Ray Belton, President/Chancellor



Office of the Chancellor-Dean

Ashford O. Williams Hall
P. O. Box 10010
Baton Rouge, LA 70813
(225) 771-2242
(225) 771-4464 Fax
www.suagcenter.com

October 11, 2016

Dr. Ray Belton
President/Chancellor
Southern University and A&M College System
4th Floor, J. S. Clark Administration Building
Baton Rouge, LA 70813


Re: Request for SU Board Approval to Rename the Vice Chancellor for Research

Dear Dr. Belton:

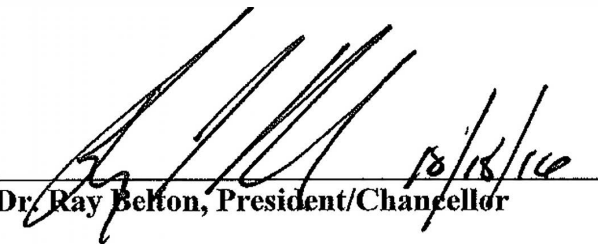
I am writing this letter to request your approval and the approval of the Southern University Board of Supervisors to rename the current Vice Chancellor for Research. After consulting with my senior administrators, faculty, and staff of the new name, the new name will be **Vice Chancellor for Research and Technology Development**. This new name better reflects the mission and purpose for which the research area encompasses. As we move forward to implement programs from both the SU Ag Center and the College of Agriculture, it will provide the research and technology useful to enhancing economic development for small farm clientele and the transfer of such technology to extension personnel at the state and county level. The research enterprise will also be a beacon for student experiential learning from K-12. Thank you so much for your consideration and approval of this request.

Should you have questions or concerns, please contact me at your earliest convenience.

Sincerely,


Bobby R. Phillips, PhD
Chancellor-Dean

SOUTHERN UNIVERSITY
HUMAN RESOURCES
2016 OCT 12 PM 4: 09

Approved: 
Dr. Ray Belton, President/Chancellor

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	6	M	9	9	6	6
-----------------	---	---	---	---	---	---

CAMPUS: SUS _____ SUBR _____ SULAC _____ SUAREC X SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH X OTHER X (Specify) 3 mos. Only

Academic Non-Academic Civil Service
 Temporary Part-time (_____ % of Full Time) Restricted
 Tenured Undergraduate Student Job Appointment
 Tenured Track Graduate Assistant Probationary
 Other (Specify) Retiree Return To Work Permanent Status

Previous Employee Adell Brown, Jr. Reason Left Retired
 Date Left August 31, 2016 Salary Paid \$122,032

Profile of Person Recommended

Length of Employment November 1, 2016 To September 30, 2017
 Effective Date November 1, 2016

Name Andra Johnson SS# S00018748 Sex Male Race* Black
 (Last 4 digits only)

Position Title: Vice Chancellor for Research & Tech. Dev. and Department: SUAREC-Research

Associate Professor of Urban Forestry

Check One Existing Position *Visa Type (See Reverse Side):

New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience _____ Southern University Experience 8

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
B.S.	Urban Forestry	Southern University and A&M College	1996
M.S.	The Pennsylvania State Univ.	Pennsylvania State University	1997
Ph.D.	The Pennsylvania State Univ.	Pennsylvania State University	2002

Current Employer Alcorn State University

Personnel Action

Check One _____ New Appointment _____ Continuation _____ Sabbatical _____ Leave of Absence
 _____ Transfer Replacement _____ Other (Specify) _____

Recommended Salary \$130,000 Salary Budgeted \$130,000

Source of Funds Federal Funds

Identify Budget: 621616-65050-62000 Location A.O. Williams Hall
 Form Code: US Page 1 Item # 1

Change of: _____ From _____ To _____

Position _____

Status _____

Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by

Southern University:

*See Reverse Side

Sour. of Funds	Amount
621616	\$130,000

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable): Linda Batista 10-13-16

Bobby R. Phillips 10/13/16
 Supervisor Date

Bobby R. Phillips 10/13/16
 Dean/Unit Head Date

[Signature] 10/27/16
 Vice Chancellor Date

[Signature] 10/13/16
 Chancellor Date

[Signature] 10-27-16
 Director/Personnel Date

[Signature] 10/27/16
 Vice President/Finance
 Business Affairs/Comptroller Date

[Signature]
 President Date

 Chairman/S.U. Board
 of Supervisors Date

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

_____ Hispanic or Latino _____ Non-Hispanic or Non-Latino

RACE (Please check all that apply):

_____ White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

_____ Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

_____ Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

_____ American Indian or Alaskan Native. A person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS: The Vice Chancellor for Research reports directly to the Chancellor of the Southern University Agricultural Research and Extension Center (SUAREC) and is responsible for the administration of the agricultural experiment station and all associated research programs, including grants and contracts. In this capacity will provide leadership throughout the research enterprise in the procurement administering research funds in an efficient and responsible manner and in accordance with the guidelines of respective funding agencies, foundations and private industries.

EMPLOYEE REGULAR WORK SCHEDULE: Monday – Friday, 8:00 a.m. – 5:00 p.m.

EMPLOYEE DIRECT SUPERVISOR: Dr. Bobby R. Phills

NUMBER OF EMPLOYEES SUPERVISED, (if any) 45

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	FUNDS AVAILABLE
Resident Alien	RA	OFFICE OF THE AGRICULTURAL
H-1 Visa (Distinguished Merit & Ability)	H1	RESEARCH AND EXTENSION
J-1 Visa (Exchange Visitor Program)	J1	SOUTHERN UNIVERSITY SYSTEM
F-1 Visa (Student Emp. FT Student at S.U.)	F1	<i>Bobby R. Phills</i>
OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)	F0	FINANCE & ADMINISTRATION SECTION

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- _____ Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
- _____ Authority to Release (signed by employee) (submitted to Campus Police with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

Curriculum Vitae

Andra D. Johnson, Ph.D.

Office:

1000 ASU Dr. #330
Lorman, MS 39096
(601) 877-6528 (Work)
adjohnson@alcorn.edu

Home:

3254 Grassy Lake Dr.
Baton Rouge, LA 70816
(225) 229-2777 (Cell)
andra8172@gmail.com

PROFESSIONAL PROFILE

- Experience developing and maintaining academic, research, and extension programs, partnerships, and procedures while effectively managing fiscal resources;
- Skilled faculty member who has a progressive background in research, governance, and instructional environments with a focus on transformative learning;
- Evidenced ability to successfully complete tasks and facilitate initiatives, communicating effectively and collaboratively, while maintaining an inclusive and results driven leadership style; and
- Evidenced ability of managing diverse personnel and large budgets.

EDUCATIONAL BACKGROUND

Doctorate of Philosophy
The Pennsylvania State University

Forest Resources and Environmental Science
December 2002

Master of Science
The Pennsylvania State University

Forest Resources and Environmental Science
July 1997

Bachelor of Science
Southern University A & M College

Urban Forest Management
December 1996

2012 OCT 12 PM 4:09
SOUTHERN UNIVERSITY
FOREST RESOURCES

CURRENT POSITION:

Alcorn State University (Lorman, MS)

September 1, 2015 – Present

Assistant Director of Research

- Responsible for developing a research vision for the Alcorn State University School of Agriculture, Research, Extension & Applied Sciences (AREAS);
- Responsible for overseeing 34 Research Scientists, 29 support staff and research associates, 20 graduate research students and 26 undergraduate research assistants.
- Responsible for overseeing research centers and center directors for School of AREAS (Experiment Station, Swine Development Center, Mississippi River Research Center, and the Conservation Center)
- Responsible for overseeing the Mississippi Small Farm Development and Agribusiness Center and the Natural Products Center
- Responsible for providing leadership and guidance to faculty through collaboration and development of professional enhancement programs to assist in seeking and obtaining extramural funding;
- Responsible for overseeing the School of AREAS' \$4.2 million research budget
- Responsible for coordinating preparation and reporting of Joint Plan of Work with the School of AREAS Extension Program and Mississippi State University (MSU),
- Responsible for overseeing Evans-Allen Project development, execution and reporting;
- Responsible for overseeing proposal development of USDA NIFA Capacity Building Program and other extramural and intramural funding opportunities;
- Responsible for communicating funding opportunities and deadlines to faculty;
- Responsible for providing data and reports related to research programs and efforts to stakeholders and constituents;
- Responsible for providing leadership to department heads and research project directors;
- Responsible for ensuring Civil Rights compliance by the School of Agriculture, Research, Extension and Applied Sciences;
- Responsible for engaging and developing relationships with funding agencies, program managers, industry, commodity groups and other stakeholders;
- Responsible for completing and submitting annual reports of progress on research projects;
- Responsible for representing the dean and director of land-grant programs in his absence;
- Responsible for developing strategic plan for development of propose new Natural Resource Management and Environmental Science Department;
- Responsible for developing the strategic plan for the Department of Biotechnology;
- Responsible for presenting research impacts and budget to Mississippi Legislators;
- Responsible for working with graduate students, in concert with the department heads/chair; and
- Responsible for hiring personnel critical to carrying out the research vision for the School of AREAS.

Accomplishments at Alcorn State University:

- Increased research program grant submission by three fold;
- Helped to develop new research vision for the School of AREAS;
- Helped to establish new relationships, partnerships and agreements with various agencies and private companies;
- Developed new evaluation and plan of work procedures for the School of AREAS
- Received over \$1.6 million in research, teaching and outreach funding;
- Accepted \$50k check from Nissan, Inc. on behalf of School of AREAS (applied sciences) for laboratory enhancements for student;
- Developed new process for Research, Teaching and Outreach proposal submission;
- Established advisory boards for Environmental Science, Wildlife, and Forestry Academic Programs to assist in revamping our curriculums to meet the needs of potential employers;
- Established advisory board for Biotechnology department to assist in revamping the current curriculum and research agenda;
- Developed new courses in Environmental Science and Forestry Programs;
- Developed a Leadership Development course to be offered for Audit Credit to help retain students and help them develop key leadership skills;
- Developed Workforce Development Proposal to equip unemployed persons in low income communities with necessary certification and soft skills to work in the energy field;
- Developed Natural Resource Conservation Summer Institute to recruit students into natural resources
- Reestablished McIntire Stennis Program and funding on the campus of Alcorn State University Forestry Program; and
- Hired three new positions in research to help carryout research agenda.
- Helped to acquire grant funding through 1890 ARD's Center of Excellence for International Engagement and Development Initiative for project entitled, "Signature Curriculum- Global Perspectives in Agriculture"
- Helped to acquire grant funding through 1890 ARD's Center of Innovative and Sustainable Small Farms, Ranches, and Forestlands Initiatives for project entitled, "Enhancing the viability of small-farm families in Mississippi through research education and outreach"

PROFESSIONAL & ACADEMIC APPOINTMENTS

**Southern University and A&M College and Agricultural Research and Extension Center
(Baton Rouge, LA)**

September 2002 – August 2015

Associate Professor of Urban Forestry

- Responsible for teaching courses in Urban Forestry and Natural Resource Management;

- Responsible for advising students as they matriculate through the university;
- Responsible for recruiting students into Urban Forestry Program and other Agriculture programs;
- Responsible for student development and success;
- Responsible for conducting scholarly research/activities in a broad range of topics in urban forestry and natural resource management;
- Responsible for providing direction and leadership for various areas within agricultural research;
- Responsible for collaborating with researchers, departmental chairpersons, school directors, and faculty to assist with research program development and expansion;
- Responsible for providing investigator support for ongoing, statewide research projects Responsible for fostering collaborative relationships with community organizations and high schools; and
- Responsible for providing information for SACS re-accreditation and expansion of the University's strategic plan as it pertains to Urban Forestry.

Accomplishments at Southern University and A&M College

- Advised approximately 10 students per semester. Set up meetings with each student periodically to monitor their academic performance and extra-curricula activities.
- Advised students on how to build self- esteem, how to gain respect, and how to establish a healthy relationships. Strongly encouraged to participate in activities related to their professional development.
- Served as a faculty advisor for MANRRS and Urban Forestry Club.
- Secured a number of grants that were used to recruit students to the urban forestry program and employ students to conduct research in the area of urban forestry.
- Served as Chair for five doctorate students, one of which completed his doctorate.
- Served as chair or committee member for approximately 15 students.
- Help to increase number of students in urban forestry dramatically.
- Helped to secure as PI and Co-PI \$3,378,000 in federal, state, and private funding.

The Pennsylvania State University (University Park, PA)

August 1997 – August 2002

Research Assistant

- Responsible for analyzing data for development a Management Plan for the Municipal Tree Restoration Program in Pennsylvania;
- Responsible for teaching undergraduate dendrology courses;
- Responsible for developing scholarly presentations; and
- Responsible for developing scholarly manuscripts.

Accomplishments at The Pennsylvania State University:

- Developed a two manuscripts.
- Presented findings at International Arboriculture Society in Stamford, Ct.

USGS, National Wetlands Research Center (NWRC), Lafayette, Louisiana

May 1997-August 1997

Researcher

- Responsible for developing a Photographic Guide of Selected Urban Forest Wetlands in Louisiana for improving the management of urban forest wetlands within Louisiana;
- Responsible for assisting scientist in literature searches;
- Responsible for developing manuscript for NWRC;
- Responsible for field data collection; and
- Responsible for scientific presentations.

Accomplishments at USGS:

- Developed a photographic guide of wetlands in Louisiana
- Wrote a newspaper article on Wetland Functions

USDA Forest Service, Northeastern Forest Experiment Station, Syracuse, New York

May 1996 -August 1996

Urban Forestry Research Assistant

- Responsible for assisting research forester in literary searches of tree's sensitivity to various pollutants;
- Responsible for compiling and analyzing data; and
- Responsible for assisting in the development of a computer program for the management of urban forests in order to reduce pollution.

USDA Forest Service, Northeastern Forest Experiment Station, Syracuse, New York.

May 1995 - August 1995

Urban Forestry Research Assistant

- Responsible for data entry on Urban Forest Structure and Function and
- Responsible for compiling Research Data for Individual Urban Tree Species Ability in Removing Pollution.

Accomplishments at USDA Forest Service:

- Developed a computer program to select appropriate trees to remove pollutants called Clean Air Tree Selector (CATS)

USDA Natural Resource Conservation Service (NRCS), Denham Springs, Louisiana.

January-May, 1996

Soil Classification and Mapping Research Assistant

- Responsible for assisting soil scientist in the mapping and identification of urban and rural soils and

- Responsible for incorporating innovative Soil Science and Mapping Techniques.

SCHOLARLY PUBLICATIONS

- **Johnson, Andra** and Butler, Charles (2015) "Assessing Small and Medium-Sized Farmers' Willingness to Produce Alternative Biofuel Feedstocks," Professional Agricultural Workers Journal: Vol. 3: No. 1, 7.
<http://tuspubs.tuskegee.edu/pawj/vol3/iss1/7>
- Chappell, Christopher and **Johnson, Andra** (2015) "Influence of pH and Bulk Density on Carbon Dioxide Efflux in Three Urban Wetland Types," Professional Agricultural Workers Journal: Vol. 3: No. 1, 5.
<http://tuspubs.tuskegee.edu/pawj/vol3/iss1/5>
- **Johnson, Andra**, Abdollahi, Kamran, Chappell, Christopher, and Harmon, Adeleke. 2008. Utilizing Urban Wood Waste to Improve Urban Forest Health. In Recent Advancement in Agriculture. Pubs. Research Signpost.
- Goins, T. and **Johnson, A.D.** 2004. Policy affecting urban forestry management in minority communities. Urban and Community Forestry: Working together to facilitate change. Eds. Ning, Z.H. and Abdollahi, K. A.
- Ning, Z., Abdollahi, K., Collins, D. **Johnson, A.**, Namwamba, F., Qi, Y., and Stone, R. 2004. Urban Forestry Program at Southern University. In. Urban and Community Forestry: Working together to facilitate change. Eds. Ning, Z.H. and Abdollahi, K. A.
- **Johnson, A.D.** and Gerhold, H.D. 2003. Carbon storage in urban tree cultivars, in roots and above-ground. Urban Forestry & Urban Greening Vol. 2.
- Gerhold, H.D. and **Johnson, A.D.** 2003. Root Dimensions of Landscape Tree Cultivars. Journal of Arboriculture Vol 29(6).
- **Johnson, A.D.** and Gerhold, H.D. 2001. Carbon Storage by Utility-Compatible Trees. In: Journal of Arboriculture. 27(2): 57 – 68.

ABSTRACTS, BIBLIOGRAPHY, REVIEWS, HANDBOOKS, BROCHURES

- Ford, M. and **Johnson, A.** 2014. SU Ag Center Factsheet. Native Warm Season Grasses As An Alternative Forage And Grazing Crop”
- Chappell, C. and **Johnson. A.** 2014. SU Ag Center. Factsheet. Urban Wetlands

- **Johnson, A.** 2013. Urban Forest Management and Planning Process. In The Urban Forest Institute; Policy, Planning, Management, and Technology Manual.
- **Johnson, A.** 2013. What does the city have? Things to consider. In The Urban Forest Institute; Policy, Planning, Management, and Technology Manual.
- **Johnson, A.** 2013. What does the city want? Clarifying the vision for the urban forest. In The Urban Forest Institute; Policy, Planning, Management, and Technology Manual.
- **Johnson, A.** 2013. Development of Beneficial Wetland Area at ExxonMobil Site. Handbook.
- Chappell, C. and **Johnson, A.** 2012. Comparison of carbon dioxide flux within three different wetland types in the Blackwater Conservation. Abstract in Association of 1890 research directors. 17th Biennial Symposium
- **Johnson, A.** 2012. Christmas Tree Safety. SUAGCENTER FACTSHEET
- Chappell, C., **Johnson, A.**, Barber, K. 2011. Use of the Tree Radar Unit (TRU) to determine root growth habit, root architecture, and decline of live oak (*Quercus virginiana*) trees on the campus of Southern University. Beltsville Area Graduate Research Symposium
- Gilliam, A., Sword, M, and **Johnson, A.** 2011. The effects of manganese nutrition on longleaf pine seedling growth, appearance, and physiology. In ARD Biennial Conference
- **Johnson, A.**, Barber, K. and Chappell, C. 2011. Use of the Tree Radar Unit (TRU) to determine root growth habit, root architecture, and decline of live oak (*Quercus virginiana*) trees on the campus of Southern University. In ARD Biennial Symposium
- Gilliam, A., Sword, M, and **Johnson, A.** 2011. The effects of manganese nutrition on longleaf pine seedling growth, appearance, and physiology. Beltsville Area Graduate Research Symposium.
- Danzy, J. and **Johnson, A.** 2011 Reducing the Impact of Invasive Species on Urban Forestry by Utilizing Geospatial Science to Monitor the Spread and Development of Native and Non-native Species. In ARD Biennial Conference
- **Johnson, A.**, Chappell, C. and Hall, E. 2010. Designing an Educational Trail for ExxonMobil's Greenspace along Scenic Blvd.
- **Johnson, A.** 2010. Impacts of partnership with Southern University's Urban Forestry Program ExxonMobil Newsletter
- Chambers, R. and **Johnson, A.** 2009. Examining Landscape Transition that Lead to Hypoxia Along Louisiana Coastal Areas Using Satellite Imaging published in ARD

Biennial Conference in Atlanta, GA.

- Chappell, C. and **Johnson, A.** 2009. Use of Tree Radar to Examine Internal Decay of Trees. ARD Biennial Conference.
- **Johnson, Andra.** 2008. Restoring your community one tree at a time. SU Ag Center circular.

CREATIVE WORKS

- Navigating the Academic Hierarchy: A “Video Mentor” for New and Aspiring Faculty Members. www.youtube.com/user/SUAgcenter
- Southern University AgCenter. “Discovering 21st Century Opportunities” www.youtube.com/watch?v=IZx_xk_NHz0

PROFESSIONAL ACTIVITIES & COMMITTEES

- Mississippi Agricultural Organization Policy Committee. 2016
- Association of 1890 Research Directors Board of Directors Secretary; 2016-present
- Association of 1890 Research Directors Symposium Steering Committee; 2016
- Board on Agriculture Assembly Voting Delegate for Mississippi. 2015-present
- Oversight Team Member of Sun Grant Initiative for South Central Region. 2004-
- Steering committee member for Alternative Energy Program for Louisiana

EXTRAMURAL & INTRAMURAL FUNDING

- Developing an Educational Laboratory on the campus of Alcorn State University. USDA FS. PI: **Andra Johnson. \$35,000.** *The funds will be used to develop an educational laboratory on the campus of Alcorn State University to enhance teaching through experiential learning and outdoor activities.*
- Natural Resource Conservation Summer Institute. Submitted to MS Department of Wildlife, Fisheries, and Parks. 2016. PI: **Andra Johnson. \$15,000.** *The funds will be used to support student education and recruitment into natural resource conservation programs at Alcorn State University.*

- Attract, Train, and Retain Students and Workers Originating from Socio Disadvantaged Counties of Mississippi into Energy Related Workforce. Submitted to Entergy. 2015. PI: **Andra Johnson. \$225,350.** *Funded will be used to recruit and train students in energy related disciplines. Funding will also be used to train workers originating from disadvantaged areas in Mississippi to obtain jobs in energy related areas.*
- Examining soil characteristics under three different alley cropping systems in Mississippi. 2016. USDA NIFA. PI: **Andra Johnson. \$420,590.00.** *Funds are used to conduct research on different alley cropping systems. Information will be used to educate landowners on potential opportunities to increase revenue on property.*
- Combination Punch: Alley Cropping and Silvopasture in Agroforestry Management. 2015. USDA NIFA. PI: **Andra Johnson. \$428,036.00.** *Funds are used to conduct research on different alley cropping systems. Information will be used to educate landowners on potential opportunities to increase revenue on property.*
- Adaptability, Efficiency, and Impact of irrigation systems and scheduling methods on small and limited resource vegetable and fruit farms in Mississippi. USDA NIFA. 2015. PI: **Andra Johnson. \$499,794.** *Funds are used to increase water use efficiency on small farms.*
- Assessing the impact of Biochar Soil Amendment on Carbon Sequestration, Growth and Ecophysiology of urban tree species in Louisiana. USDA NIFA Evans Allen. 2015. Co-PI: **Andra Johnson**
- Minorities in Agriculture, Natural Resources and Related Sciences (MANRRS) Lecture Series. 2014. DOW Agrisciences. PI: **Andra Johnson. \$2,500.** *Funds were used to provide students with critical leadership and soft skills.*
- Enhancement of SUAREC's Research Capabilities in Climate Change through Faculty Exchange Programs with the US Environmental Protection Agency (EPA). 2015 USDA NIFA Capacity Building Grant: PI: **Andra Johnson. \$97,000.** *Submission. Funding will be used to provide valuable analytical skill training to the PI and CO-PI and develop critical relationships with USEPA.*
- Minorities in Agriculture, Natural Resources and Related Sciences (MANRRS) Lecture Series. 2013. DOW Agrisciences. PI: **Andra Johnson. \$4,000.** *Funding was used to provide students with critical leadership and soft skills.*
- Quantifying the Net Effect of Urban Wetlands in Mitigating Greenhouse Gas Emissions in Louisiana. 2013 USDA NIFA Capacity Building Grant. PI: **Andra Johnson. \$284,000.** *Funding is used to develop a wetland program at SUAREC and provide valuable information on wetlands to further quantify the role of urban forests in mitigating greenhouse.*

- Utilizing Native Grasses to promote sustainability in rural and urban areas in Louisiana. 2013 USDA NIFA. PI: **Andra Johnson**. **\$585,000**. *Funding was used to develop a native grass program at SUAREC.*
- Developing biofuels from sustainable alternative non-food feedstocks in Louisiana. 2011 USDA NIFA Capacity Building Grant. PI: Kamran Abdollahi. CO-PI: **Andra Johnson**. **\$435,000**. *Funding was used to determine the feasibility of using urban tree wood waste as a potential feedstock.*
- ExxonMobil Educational Enhancement. 2012: PI: **Andra Johnson**. **\$25,000**. *Funding was used to support a graduate student and develop an enhancement plan for ExxonMobil's greenspaces.*
- Experiential Learning for Urban Forest Undergraduate Students to Enhance Marketability. **\$50,000**. 2009-2011 USDA-FS Southern Research Station; PI-**Andra Johnson**. *Funding was used to provide hands on training to urban forestry students by providing resources for students to conduct research at various USDA laboratories.*
- Strengthening Teaching and Learning in Urban Forestry through Climate Change Education. **\$299,836**. 2010 USDA Capacity Building Grant. PI: Zhu Ning; CO-PI: **Andra Johnson**. *Funding was used to strengthen the capacity of the urban forestry program at Southern University through climate change education.*
- Integrating Bioenergy Science and Technology into Agricultural Education at Southern University and A&M College. \$298,794. 2010 USDA Capacity Building Grant. PI: Kamran K. Abdollahi. CO-PI: **Andra Johnson**. *Funding was used to integrate bioenergy science and related technologies into the urban forestry curriculum at Southern University.*
- Enhancement of the Urban Forestry Curriculum in Plant Biosecurity at Southern University and A&M College. 293,600. 2010 USDA Capacity Building Grant. PI: Daniel Collins; CO-PI: **Andra Johnson**. *Funding was used to enhance the urban forestry curriculum through biosecurity education.*
- Quantifying the responses of urban tree species to elevated CO₂ and flooding. 2010 \$299,947. USDA Capacity Building Grant. PI: Zhu Ning; CO-PI: **Andra Johnson**. *Funding was used to conduct research on the responses of urban trees under elevated carbon dioxide levels and flooding. The results generated would help guide management decisions on suitable trees for urban environments.*
- Strategies to improve farm and business efficiency through integrated communications. \$197,152. 2010 USDA Capacity Building Grant. PI: Bridget Udoh; CO-PI: **Andra Johnson**. *Funding was used to determine the most suitable format for information distribution to small and low income farms and businesses.*

- Urban Forest Management for sustaining healthy and productive Scott's Bluff Ecosystem in Scotlandville, Louisiana. \$430,000. PI: Kamran Abdollahi; CO-PIs **Andra Johnson**, Zhu Ning, Yadong Qi, Fulbert Namwamba and Yemane. 2009. USDA CSREES McIntire Stennis. *Funding is being used to develop an urban forest management plan for maintaining the health and viability of Scott's Bluff in Scotlandville, Louisiana.*
- Restoring Wildlife Habitat at Exxon Mobil's Maryland Site in Baton Rouge, La. \$18,000. 2009 Exxon Mobil. PI: **Andra Johnson**. *Funding was used to support graduate students and develop a management plan for restoring wildlife habitat at one of Exxon Mobil's abandoned sites.*

COLLEGIATE COURSES DEVELOPED AND TAUGHT

Southern University and A&M College (Baton Rouge, La)

Undergraduate Courses:

- Urban Forest Management (**UFOR 455**)
- Urban Forest Evaluation and Inventory (**UFOR 401**)
- Arboriculture I (**UFOR 364**)
- Arboriculture II (**UFOR 464**)
- Urban Silviculture (**UFOR 462**)
- Urban Park and Recreation Management (**UFOR 466**)

Graduate Courses:

- Advanced Urban Forest Management (**UFOR 553**)
- Urban Forest Law and Management (**UFOR 503**)
- Urban Planning and Management (**UFOR 708**)
- Ecology of Plant Roots (**UFOR 709**)
- Urban Forestry Seminar (**UFOR 705**)

University of Phoenix (Online)

Undergraduate Courses:

- Introduction to Life Science (**SCI 160**)
- Environmental Science (**SCI 275**)
- University Composition and Communication II (**COM 156**)
- Effective Essay Writing (**COM 150**)
- Contemporary Business Communication (**COM 140**)
- Skills for learning in an Info Age (**GEN 105**)
- Skills for learning in an Information Age (**IT 105**)

LECTURES, SYMPOSIA SEMINARS, PRESENTATIONS, & WORKSHOPS

- **Johnson, A.** WJTV News Cast. ASU Annual Field Day. August 10, 2016.
- **Johnson, A.** 91.7 Radio Station Guest. August 10, 2016.
- **Johnson, A.** Alcorn State University School of AREAS Awards and Recognition Ceremony. April 20, 2016.
- **Johnson, A.** Legislative Reception. Alcorn State University School of AREAS Research Programs. January 19, 2016. Jackson, MS
- **Johnson, A.** Group Leadership. SU Ag Center Community and Development BOLD Program. December 12, 2015.
- **Johnson, A.** Enhancing Education and Research in Forestry at Alcorn State University. Society of American Foresters National Convention. Baton Rouge, LA. Nov. 3-7, 2015.
- **Johnson, A.** Alcorn State University School of AREAS Advisory Council. School of AREAS Research Overview. September 2015.
- **Johnson, A.** Agriculture: Sustaining future generations. National Ag.Day Keynote speaker. March 18, 2015. Southern University.
- **Johnson, A.** Opportunities for Small and Medium-sized Farmers' to Produce Alternative Biofuel Feedstocks. Improving Information Access Conference. Southern University. March 2015
- **Johnson, A.** and Butler, C. Assessing Small and Medium-sized Farmers' Willingness to Produce Alternative Biofuel Feedstocks. Professional Agricultural Workers Conference. Tuskegee University. December 2014.
- **Ford, M.** and **Johnson, A.** The Perceptions of Louisiana Small Farmers in the Utilization of Native Warm Season Grasses as a Sustainable Agriculture Crop. Professional Agricultural Workers Conference. Tuskegee University. December 2014.
- **Chappell, C.** and **Johnson, A.** Comparison of Carbon Dioxide Flux within Three Different Urban Wetland Types in the Blackwater Conservation Area. Professional Agricultural Workers Conference. Tuskegee University. December 2014.
- **Johnson, A.** Forestry Topics. Louisiana Envirothon. Department of Environmental Quality (DEQ). March 2015.
- **Johnson, A.** Urban Forestry Topics. Louisiana Envirothon. Department of Environmental Quality (DEQ). March 2015.

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- Laureano, J., Wright, T., and **Johnson, A.** Using GIS Applications To Develop An Educational Learning Trail In The Lower Ninth Ward of New Orleans, Louisiana. SUAREC. National Ag Day 2014.
- Anderson, T. and **Johnson, A.** Examining the potential of urban forest wood waste as a feedstock for biofuel in Baton Rouge, La. SUAREC. National Ag Day. 2014.
- Hamilton, T. and **Johnson, A.** Determining CO₂ flux on two urban sites on the campus of Southern University. SUAREC. National Ag Day 2014
- Ardoin, R. and **Johnson, A.** The Use of the Tree Radar (TRU) to determine Growth Habit, Root Architecture, and Decline of Live Oaks (*Quercus virginiana*) Trees on the Campus of Southern University. SUAREC. National Ag Day 2014
- **Johnson, A.** 2014. Current Issues in forestry. Louisiana Envirothon. LSU Agcenter burden center. March 8, 2014.
- **Johnson, A.** 2014. Black History speaker. Feb. 2014.
- **Johnson, A.** 2014. Forestry topics. Louisiana Envirothon. Department of Environmental Quality (DEQ). Feb. 2014.
- Wilson, S. MANRRS Lecture Series. Professional Development. 2014
- **Johnson, A.** Excelsior Christian Academy Commencement speaker. 2013
- **Johnson, A.** Second Chance Academy Commencement speaker. 2013.
- **Johnson, A.** Urban Forest Management and Planning Process. Presented at The Urban Forest Institute; Policy, Planning, Management, and Technology. Nashville, TN. May 6, 2013.
- **Johnson, A.** What does the city have? Things to consider. Presented at The Urban Forest Institute; Policy, Planning, Management, and Technology. Nashville, TN. May 7, 2013.
- **Johnson, A.** What does the city want? Clarifying the vision for the urban forest. Presented at The Urban Forest Institute; Policy, Planning, Management, and Technology. Nashville, TN. May 8, 2013.
- Chappell, C. and **Johnson, A.** 2012. Comparison of Carbon Dioxide Flux within Three Different Urban Wetland Types in the Blackwater Conservation Area. Association of 1890 research directors. 17th Biennial Symposium
- Gilliam, A., Sword, M, and **Johnson, A.** The effects of manganese nutrition on longleaf pine seedling growth, appearance, and physiology. ARD Biennial Conference in Atlanta, GA. April 10-12, 2011.

- **Johnson, A.**, Barber, K. and Chappell, C. 2011. Use of the Tree Radar Unit (TRU) to determine root growth habit, root architecture, and decline of live oak (*Quercus virginiana*) trees on the campus of Southern University. ARD Biennial Symposium. ARD Biennial Conference in Atlanta, GA. April 10-12, 2011.
- Gilliam, A., Sword, M, and **Johnson, A.** The effects of manganese nutrition on longleaf pine seedling growth, appearance, and physiology. Beltsville Area Graduate Research Symposium in Beltsville, MD
- Danzy, J. and **Johnson, A.** 2011 Reducing the Impact of Invasive Species on Urban Forestry by Utilizing Geospatial Science to Monitor the Spread and Development of Native and Non-native Species. ARD Biennial Conference in Atlanta, GA. April 10-12, 2011.
- **Johnson, A.** Strategies to improve farm and business efficiency through the use of alternative energy. St. Martineville, La. January 2011
- **Johnson, A.** and Chappell, C. Urban Forestry, Soils, Ecology and Management. Global Food Security and Biosymposium. November 2010
- **Johnson, A.** and Chappell, C. and Hall, E. Educational Walkway for Senic Blvd. ExxonMobil March 2010.
- **Johnson, A.** Spoke at Flower Lovers Garden Club in Scotlandville, La. January 2010.
- **Johnson, A.** Southern University and A&M College Plant Biosecurity Symposium. Impacts of Hurricanes on Urban Forest. November 2009
- **Johnson, A.** and Henderson, C. Restoring Exxon Mobil's Maryland Tank Farm. October 2009.
- Chappell, C. and **Johnson, A.** 2009. Use of Tree Radar to Examine Internal Decay of Trees. ARD Biennial Conference. April, 2009
- Chambers, Robert and **Johnson, A.** 2009. Examining Landscape Transition that Lead to Hypoxia Along Louisiana Coastal Areas Using Satellite Imaging presented at ARD Biennial Conference in Atlanta, GA. April, 2009
- Boley, Deirdre and **Johnson, A.** Gulf Coast Disaster Management published in the 18th Annual Student Technical Conference October 2008.
- Ning, Z. Kamran, A., **Johnson, A.**, and Collins, D. Promoting Youth Development through Renewable Natural Resource Education and Outreach. AEA/ARD Land Grant Conference. June 8-11, 2008

- Chappell, C. and **Johnson, A.** “Using Remote Sensing to Detect Fire Probability Following Disturbances” presented at NASA Headquarters. May 2008.
- **Johnson, A.** and Chappell, C. Urban Forest Tree Health Assessment. Presented at Plant biosecurity Symposium at Southern University and A&M College. November 2008.
- **Johnson, A.** and Chappell, C. Restoring Trees after a Storm. Presented at Seven Day Adventist Annual Conference. April 2009.
- **Johnson, A.,** and Brass, A. Mitigating carbon dioxide through the use of wetland and marsh areas. Presented to Department of Natural Resources.

SERVICE AND INVOLVEMENT

Editorial Service:

- Panel Reviewer for CDC/NIOSH, 2016
- Reviewer for USDA SBIR, 2014
- Reviewer for USDA SBIR, 2013
- Reviewer for USDA SBIR, 2012
- Reviewer for Urban Ecosystems, 2011
- Panel Reviewer for USDA NIFA Capacity Building Grant Program, 2011
- Reviewer for USDA SBIR, 2011
- Reviewer for Journal Urban Forestry and Urban Greening, 2010
- Panel Reviewer for USDA NIFA Capacity Building Grant Program, 2010
- Reviewer for USDA SBIR, 2010
- Reviewer for Journal of Arboriculture and Urban Forestry, 2010
- Reviewer for Sun Grant Initiative Biobased, 2009
- Reviewer for USDA NRI Small Farms and Prosperity, 2007
- Reviewer for USDA NRI Rural Development 2006,
- Reviewer for Journal of Tropical Forest Science; Forest Research Institute Malaysia (FRIM), 2005

Community Service:

- Fourth District Congress of Christian Education Young Adult Chair. 2016
- Together Baton Rouge, Baton Rouge, LA. 2012-present
- Friends and Family Day Speaker. New Jerusalem Full Gospel Baptist Church. St. Gabriel, La. 2016
- Pastor Mount Carmel Baptist Church of Baton Rouge, LA, 2015-present
- Volunteered in the development of proposal to restore an area in Lower Ninth Ward in New Orleans, LA, 2014
- Presented information at workshop for beef cattle farmers in St. Landry, 2013
- Presented information on Alternative Energy to business owners in Opelousas, 2013
- Pastor for Sweet Home Baptist Church in Winnsboro, La, 2013-present
- Speaker for Youth BOOT Camp, 2014
- James A. Taylor Lodge #78, AF&AM, 2007-present
- Development of Wetland Area on Scenic Hwy, 2014
- Development of Pocket Park for ExxonMobil, 2013
- Tree Planting. Maryland Farm Initiative, 2012
- Tree Planting ceremony at BREC Anna T. Jordan Community Park, 2010
- Interview for article on urban forestry for home improvement, 2010
- Development of Greenbelt Area for Maryland Preserve on ExxonMobil Property, 2010
- Campus enhancement for Scotlandville Middle Pre-engineering Magnet School, 2014
- Sponsor for Louisiana Bringing About Change, 2014
- Volunteer for Go Green for Habitat Project, 2008
- Conducting an Understanding Soils Class for first graders, 2008
- Participated in Downtown Tree Planting, 2008

- Presented Importance of Urban Forests and Wetlands to Middle School Aged Children, 2008
- LSU Science Fair Judge, Gamma Sigma Delta Agriculture Honor Society, 2015
- LSU Science Fair Judge. 2007, 2008, 2009, 2010, 2011, 2012, 2013
- Participated in Annual Career Day at Sarah T. Reed Elementary School in New Orleans, 2007
- Volunteer for MLK Day of Service, 2005-present

University Service:

- Southern University National Ag Day, Speaker, 2015
- Southern University Chapter of Minorities in Agriculture Natural Resources and Related Sciences (MANRRS), faculty advisor, 2007-2015
- Southern University College of Agriculture, Family and Consumer Sciences Promotion and Tenure Committee. 2012-2015
- Southern University College of Sciences and Agriculture Beginning Agricultural Youth Opportunities Unlimited (BAYOU) program, Co-Coordinator, 2007-2015
- Career Fair at McKinnley High School, 2014
- Spoke with JAG students at Donaldsonville High School, 2014
- Speaker at Southern Laboratory School Garden Program, 2014
- Presented to small business owners on biofuels. St. Martin Parish Library. July 28, 2011.
- Presented to small business owners on biofuels. St. Helena Parish. March 6, 2012.
- Presented to beef cattle farmers on alternative energy use. St. Landry Parish. October 11, 2013
- Presented to small farm business owners on biofuel crops. Lafayette, La. November 16, 2013.

- Presented to small business owners on alternative energy use. Opelousas, La. April, 12, 2014.
- Exploring the cool connections in Agriculture: SUAREC Family and Youth Expo, Presenter, 2012
- MANRRS Graduate Oral Research Contest Judge. March 30, 2012.
- Mentor for Jags in Ag Program, 2012 - 2015
- Friends and Family Day and Southern University at Seymour Gymnasium served as exhibitor, 2010
- Friends and Family Day and Southern University at Seymour Gymnasium served as exhibitor, 2011
- Served as High School Junior/Senior Day exhibitor at Southern University in Cotillion Ballroom, 2012, 2013, 2014
- Sponsor/Faculty advisor for the Urban Forestry Club at Southern University, 2003-2015
- 4-H Mentor, 2013
- EIPCO (Environmental Impact Planning Consortium), 2013
- Integrating Human and Natural Systems research group. USDA FS. 2011
- NASA DEVELOP program leader, 2007-2009
- Served on 1890 ARD Research Consortium: Energy Independence and Security, 2012
- Served on Black Farm Leaders and Advocates: Land Loss Prevention Project, 2007
- Served on Council of 1890 Universities/EPA MOU Implementation Contact, 2013-2014
- Served on Louisiana Native Plant Initiative, 2011
- Advisory committee for (Society of Municipal Arborists) SMA to develop Internship Program, 2010-2012
- Served as Moderator at ARD 17th Biennial Research Symposium for Oral Presentations. 2013.
- Served as Moderator for Sustainable Natural Resources in a Changing Climate Symposium, 2013

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- Served as 2012 MANRRS Graduate Oral Research Judge
- Southern University MANRRS chapter Lecture Series, 2014-2015
- Member of Southern University STEM Faculty, 2004-2015
- Member of Orientation Program Advisory Committee (OPAC), 2007
- Co-chair of Scholarship Committee for College of Agriculture Family and Consumer Sciences, 2005-2015
- Member of Recruitment Committee, 2005-2015
- Member of College of Agriculture Family and Consumer Sciences Alumni Association, 2002-present

EDUCATIONAL INSTITUTES & SEMINARS

- John Maxwell Leadership University. Coaching, Speaking and Mentoring Program. 2016
- 3rd Annual Farm to Table International Symposium, New Orleans, LA. August 8-10, 2015
- Urban Forestry Seminar Series, Urban Forest and Natural Resource Management, April 29, 2015
- MANRRS 30th Annual Career Fair Symposium. 2015. Houston, TX
- Getting into Purpose, Professional Development, September 2013
- 4-H Project Completion Certificate for Mentoring. 2013
- National Science Foundation (NSF) HBCU Securing Grants Workshop, New Orleans, LA, 2005
- CSREES, USDA Integrated Competitive Programs Grantmanship Workshop, Memphis, TN, 2008
- LEAD 21: Leadership for the 21st Century. “Learning Yourself for Leadership”. June 2014
- LEAD 21: Leadership for the 21st Century. “Leadership Dilemma” Kansas City, MO. Oct. 6-9, 2014

- LEAD 21: Leadership for the 21st Century. “Professional Development Plan”. Feb. 2015
- Leadership Forum: A Forum on the Characteristics of Quality Leadership. Agribusiness Council of Louisiana, LSU Agcenter, and Audubon Institute. New Orleans, La. Feb. 11, 2014
- MANRRS 29th Annual Career Fair and Training Conference. Birmingham, Al. March 27-29, 2014
- Mission Possible. Leadership Conference. Southern University’s College of Business. Sept. 13, 2013.
- 2013 Louisiana Small Farmer Conference. “Enhancing Opportunities for Louisiana Small Family Farms” March 14-16, 2013. Southern University
- Urban Forest Institute; Policy, Planning, Management, and Technology. Nashville, TN. May 6, 2013.
- North South Institute, Inc. Celebrating Agripreneurship Innovation: Reflecting on 10 years of Success. Miami, Fl. March 17, 2013
- Sustainable Natural Resources in a Changing Climate Symposium. Southern University. March, 19, 2013.
- Moderator at 17th Biennial Research Symposium. Renewable Energy, Natural Resources, and Environment. April 7, 2013
- Climate change and Ecosystem Symposium. Focusing on Climate, Urban Forests, Wetlands, Water, and Sustainability. Southern University. Apr. 24, 2012 EdGCM Climate Modeling Workshop. Southern University. Nov. 9, 2011
- i-Tree Model Workshop. Quantifying Urban Forest Ecosystem Services and Climate Change Mitigation Potential. Southern University. Oct. 5-6, 2011
- Faculty Leadership Development Initiative. Southern University. Spring 2009

HONORS & RECOGNITIONS

AWARDS

- John Maxwell Leadership University. Certified Coach, Speaker and Mentor. 2016
- Recognized as Outstanding Research Faculty. LSU/SUagcenter Joint Meeting December 2015.

- Southern University Agricultural Research & Extension Center Outstanding Researcher Award, 2015
- Awarded Certificate of Appreciation from Second Chance Academy 2014
- LEAD21 X Scholarship Recipient. 2014
- Awarded Certificate of Appreciation from Excelsior Christian Academy 2014
- Awarded Certificate of Appreciation for 10 years of service from SUAREC (Southern University Agricultural Research and Extension Center 2013
- 4-H Project Completion Certificate for Mentoring. 2013
- Awarded Science Advisor for NASA MUST Program. 2008
- AEA/ARD Selected Paper Youth Development. AEA/ARD Conference. 2008
- Awarded Science Advisor for NASA DEVELOP Program 2007
- Awarded Volunteer Recognition Award for Mentorship of under-privileged children from BRWOFC, Baton Rouge Walk of Faith Collaboration. June 2004
- Awarded Certificate of Appreciation from USDA-Forest Service Liaison Officer for Southern University, March 2004.
- Inducted into the Office of Sponsored Programs Hall of Fame at the Annual Southern University and A&M College Banquet, March 2003.
- Awarded Pinchot Scholar at the Pennsylvania State University School of Forest Resources
- Awarded Davey Expert Tree Award for academic work

PROFESSIONAL AFFILIATIONS

- Mississippi Urban Forestry Commission 2016-
- Gamma Sigma Delta Honors Society 2014-present
- Society of Municipal Foresters Internship Program; 2010
- National Arborists Association (NAA)

- MANRRS Advisor Southern University and A&M 2006-2015
- The Society of American Foresters (SAF)
- Society of Wetland Scientists
- James A. Taylor AF&AM Lodge #78
- LEAD 21 Class X, Leadership for the 21 Century 2014 - 2015
- Louisiana Grassland and Forage Council, 2007 – present



"Linking Citizens of Louisiana with Opportunities for Success"

Office of the Chancellor
Ashford O. Williams Hall
P. O. Box 10010
Baton Rouge, LA 70813
(225) 771-2242
(225) 771-4369 Fax
www.suagcenter.com

October 11, 2016

Dr. Ray Belton, President - Chancellor
Southern University System
4th Floor J. S. Clark Admin Bldg.
Baton Rouge, LA 70813

Re: Request for SU Board Approval to Waive the Search for a Vice Chancellor for Extension and Outreach

Dear Dr. Belton,

This communication is to request your approval and the approval of the Southern University Board of Supervisors to waive the vacancy announcement for the position of Vice Chancellor for Extension and Outreach. Due to structural reorganization, I'm seeking to reassign the duties of several employees to provide optimal effectiveness for the Land-Grant College and expand the opportunities for its employees.

I wish to appoint Dr. Dawn Mellion-Patin to the position of Vice Chancellor for Extension and Outreach. Dr. Patin is currently the Associate Extension Specialist with the SU Ag Center. Dr. Patin's qualifications and professional experiences are delineated on the attached PAF.

The Vice Chancellor for Extension and Outreach provides a visible and viable presence for the Southern University Agricultural Research and Extension Center (SUAREC). The vice chancellor for extension and outreach will provide strong intellectual leadership for all extension educational programming in the SU Ag Center. Participate as a cohesive team member of the executive council. She will be responsible for the policy-making, planning, development, implementation and overall administration in cooperative extension programs. She will create and maintain a productive, dynamic environment for the use of current technologies in outreach education and organizes a working environment that encourages creativity, adaptability and cost-effectiveness in meeting mission and goal of the cooperative extension program.

Your approval of this request is greatly appreciated.

Sincerely,

Bobby R. Phills
Bobby R. Phills, PhD
Chancellor - Dean

Approved: *[Signature]* 10/18/16
Dr. Ray Belton, President/Chancellor

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JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	6	M	9	9	2	2
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CAMPUS: SUS _____ SUBR _____ SULAC _____ SUAREC X _____ SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH _____ X OTHER _____ (Specify) _____

<input type="checkbox"/> Academic	<input checked="" type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (_____ % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input type="checkbox"/> Tenured Track	<input type="checkbox"/> Graduate Assistant	<input type="checkbox"/> Probationary
<input type="checkbox"/> Other (Specify) _____	<input type="checkbox"/> Retiree Return To Work	<input checked="" type="checkbox"/> Permanent Status

Previous Employee Gina E. Eubanks Reason Left Other Employment
 Date Left September 12, 2016 Salary Paid \$ 110,000

Profile of Person Recommended

Length of Employment November 1, 2016 To September 30, 2017
 Effective Date November 1, 2016

Name Dawn Mellon-Patin SS# S00020494 Sex F Race* Blk.
 (Last 4 digits only)

Position Title: Vice Chancellor for Extension and Outreach Department: Extension

Check One Existing Position *Visa Type (See Reverse Side):
 New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 20 Southern University Experience 20
 Degree(s): Type/Discipline (BA-Education): B.S. Soil Science Institution/Location (SU-Baton Rouge): Southern University A&M College Year: 1990
M.Ed. Ag and Extension Ed. Southern University A&M College 1991
PhD. Agricultural Education Iowa State 1995

Current Employer Southern University Agricultural Research and Extension Center

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) _____

Recommended Salary \$130,000 Salary Budgeted \$130,000

Source of Funds Federal

Identify Budget: 622275-62100-63000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of:

	<u>From</u>	<u>To</u>
Position	<u>Associate Specialist</u>	<u>Vice Chancellor for Extension and Outreach</u>
Status		
Salary Adjustment	<u>\$ 73,171</u>	<u>\$130,000</u>

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:
 *See Reverse Side

Source of Funds	Amount

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable): Lynda Batista 10-12-16

Bobby R. Hill 10/12/16
 Supervisor Date
 Vice Chancellor Date
 Director/Personnel Date
Ray R. Barton 10-25-16
 President Date

Dean/Unit Head Date
Bobby R. Hill 10/12/16
 Chancellor Date
Franklin McCarter 10/25/16
 Vice President/Finance Date
 Business Affairs/Comptroller
 Chairman/S.U. Board of Supervisors Date

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This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

_____ Hispanic or Latino _____ Non-Hispanic or Non-Latino

RACE (Please check all that apply):

_____ White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

XX Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

_____ Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

_____ Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

_____ American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS: The Vice Chancellor for Extension and Outreach reports directly to the Chancellor-Dean of the Southern University Agricultural Research and Extension Center (SUAREC) and is responsible for the implementation of all extension outreach programs in accordance with the land grant campus statewide mission.

EMPLOYEE REGULAR WORK SCHEDULE: Monday – Friday, 8:00 am to 5:00 pm

EMPLOYEE DIRECT SUPERVISOR: 55

SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-2815

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXBMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	FUNDS AVAILABLE OFFICE OF THE AGRICULTURAL RESEARCH AND EXTENSION SOUTHERN UNIVERSITY SYSTEM <i>Belinda Mark</i> FINANCE & ADMINISTRATION SECTION
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)	F0	

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- _____ Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
- _____ Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

ABBREVIATED CURRICULUM VITAE

Dawn Mellion Patin, Ph.D., MBA
10511 Flintwood Avenue
Baton Rouge LA 70811

225-931-2786
dawn_mellion@suagcenter.com

EDUCATIONAL BACKGROUND

- Ph.D. Agricultural and Extension Education, (1995) Iowa State University, Ames, Iowa
- MBA. Program Management, (2008) Jones International University, Centennial, CO
 - Concentration: Project Management
- M.Ed. Agricultural Education, (1991), Southern University, Baton Rouge, LA
 - Concentration: Industrial Arts
- B.S. Plant and Soil Science (1990), Southern University, Baton Rouge, LA
 - Concentration: Soil Science

EXPERIENCES

Specialist & Program Leader: Agriculture and Natural Resources / Cooperative Extension Program, Southern University Agricultural Research and Extension Center, Baton Rouge, LA (January 2008 - Present)

Associate Specialist – Agriculture and Natural Resources, Cooperative Extension Program, Southern University Agricultural Research and Extension Center, Baton Rouge, LA (August 2003 – December 2007)

Assistant Professor / Director, College of Education / Louisiana Family Farm Technical Assistance Project, College of Agricultural, Family and Consumer Sciences, Southern University, Baton Rouge, LA (August 1999 - July 2003)

Assistant Director / Assistant Professor, Louisiana Family Farm Technical Assistance Project / Division of Agricultural Sciences, College of Agricultural, Family and Consumer Sciences, Southern University, Baton Rouge, LA (July 1995 – July 1999)

PROFESSIONAL ASSIGNMENTS

Farmer to Farmer Program, University of Fort Hare, Eastern Cape, South Africa, Florida A & M University and US Agency for International Development. Responsibility: Develop a conceptual framework and an organizational structure for an Extension Program at the University of Fort Hare. April 26 – May 11, 2013.

Panel Manager, National Institute of Food and Agriculture, USDA, Agriculture and Food Research Initiative – Agricultural Economies and Rural Communities Competitive Grant Program. Responsibility: Recruit subject matter scientists and educators to serve as reviewers; manage the grant review process and worked along with National Program Leaders to insure fair and impartial proposal reviews. March 2011 – September 2011 and May 2013 – December 2013

Conference Program Chair, USDA / National Institute of Food and Agriculture (NIFA), 6th National Small Farm Conference. Responsibility: Provide leadership to all aspects of the program for this national conference, to include selecting topics, screening speakers, arranging logistics and other tasks related to conference planning.

Fellow, USDA Cooperative State Research Education and Extension Center (CSREES). Responsibility: Organize a national conference for all recipients of Higher Education Program (HEP) grant programs e.g. Challenge Grants, Capacity Building Grants, etc., College Park, Maryland, October 1997

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SOUTHERN UNIVERSITY
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ABBREVIATED CURRICULUM VITAE

Dawn Mellion Patin, Ph.D., MBA
10511 Flintwood Avenue
Baton Rouge LA 70811

225-931-2786
dawn_mellion@suagcenter.com

EDUCATIONAL BACKGROUND

- Ph.D. Agricultural and Extension Education, (1995) Iowa State University, Ames, Iowa
- MBA. Program Management, (2008) Jones International University, Centennial, CO
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- M.Ed. Agricultural Education, (1991), Southern University, Baton Rouge, LA
 - Concentration: Industrial Arts
- B.S. Plant and Soil Science (1990), Southern University, Baton Rouge, LA
 - Concentration: Soil Science

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Assistant Director / Assistant Professor, Louisiana Family Farm Technical Assistance Project / Division of Agricultural Sciences, College of Agricultural, Family and Consumer Sciences, Southern University, Baton Rouge, LA (July 1995 – July 1999)

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PROFESSIONAL HONORS AND AWARDS

Outstanding Specialist Award, Southern University Agricultural Research and Extension Center. 2013

(1890) Excellence in Extension Award, Agriculture and Natural Resources, Association of Extension Administrators 2011

Outstanding Leadership Award, Organizing the first National Higher Education Program Project Director's Conference, USDA, Cooperative State Research Education and Extension Service 1997

PROFESSIONAL PRESENTATIONS (Invited / Peer Reviewed)

I have given well over 300 professional presentations in my career. Below are a few of the most recent and most noteworthy.

Wisteria Alliance: The SU Women in Agriculture Program, Presenter, 2015 Extension Risk Management Education National Conference, (April 2015), Minneapolis, Minnesota

Enhancing Caribbean Family Farmers through a Course in Leadership Development, Presenter, 50th Annual Meeting of the Caribbean Food Crops Society, (July, 2014), St. Thomas, U.S. Virgin Islands

Roadmap to Success for Small Farmers and Ranchers Conference, *Presiding / Welcome*, 5th National Small Farm Conference, USDA – National Institute of Food and Agriculture, Springfield, Illinois, (September 2009)

10 Strategies to Alleviate the Small Farm Crisis, *Keynote Address*, The National Organization of Black Natural Resources Conservation Service Employees Annual Conference, (December 2007). New Orleans, Louisiana

RESOURCE PROCUREMENT / GRANTSMANSHIP

To date, I have been awarded approximately \$7.3 million of which \$5,763,977 has been competitive. Of this total, \$1,944,198 has provided leadership development training to small farmers and youth.

Project Director, Enhancing Capacity of Louisiana's Small Farms and Business Program, Louisiana Office of Community Development / US Housing and Urban Development, (Cooperative Agreement 2015 – 2018) \$1,500,000

Project Director, Enhancing Profitability of Louisiana's Small Family Farms, USDA – Office of Advocacy and Outreach, (Competitive Grant 2015 – 2016) \$200,000

Small Farmer Agricultural Leadership Inst. Class V, USDA – Office of Advocacy and Outreach, (Competitive Grant 2014 – 2015) \$198,517

Co-Project Director / Proposal Author, Enhancement of H. S. Students in the Food & Ag Sciences, USDA – National Institute of Food and Agriculture, 1890 Capacity Building Extension Grant (Competitive Grant 2013 – 2015) \$243,249

Outreach & Assistance for Socially Disadvantaged Farmers and Ranchers in Louisiana, USDA – Office of Advocacy and Outreach, (Competitive Grant 2012 – 2013) \$300,000

PROFESSIONAL HONORS AND AWARDS

Outstanding Specialist Award, Southern University Agricultural Research and Extension Center. 2013

(1890) Excellence in Extension Award, Agriculture and Natural Resources, Association of Extension Administrators 2011

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Dawn Mellion Patin, Ph.D., MBA

10511 Flintwood Avenue
Baton Rouge, Louisiana 70811
225-774-8211 home or 225-931-2786 cell
Dawn_mellion@att.net

EDUCATIONAL BACKGROUND

Ph.D. in Agricultural and Extension Education, (1995) Iowa State University, Ames, Iowa

MBA in Project Management (2008). Jones International University, Centennial, Colorado

M. Ed. In Agricultural Education, (1991) Southern University and A & M College,
Baton Rouge, Louisiana

B.S. in Plant and Soil Science, (1990) Southern University and A & M College, Baton Rouge,
Louisiana

PROFESSIONAL EXPERIENCE

January 2008 - Present

Extension Specialist (Agriculture) / Director of 2501 Project – Cooperative Extension
Program, Southern University Agricultural Research and Extension Center, Baton Rouge,
Louisiana

Responsibilities: Develop and evaluate plans, policies, guidelines and procedures for effective implementation of a positive management oriented outreach program; facilitates and coordinates extension educational activities with other extension and research faculty; provide oversight and direction to all field personnel to deliver programs; engage in resource procurement (grant writing); work with USDA Food and Agricultural Council; provide technical expertise to the local, state, regional and national agricultural entities on identification and implementation of programs and service of benefit to limited resource producers; assist field staff in developing their individual plans of work; coordinate outreach activities for limited resource producers across the state; develop and design special programs of benefit to socially disadvantaged, limited resource producers; conduct needs assessment of clientele and inform and distribute needs to researchers and extension personnel; provide continued leadership and overall guidance for the Small Farmer Agricultural Leadership Institute.

May 2003 – December 2008

Associate Specialist (Agriculture) / Director of 2501 Project - Cooperative Extension
Program, Southern University Agricultural Research and Extension Center, Baton Rouge,
Louisiana

Responsibilities: Develop and evaluate plans, policies, guidelines and procedures for effective implementation of a positive management oriented outreach program; facilitates and

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	6	M	9	7	4	9
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CAMPUS: SUS _____ SUBR _____ SULAC _____ SUAREC X SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH X OTHER _____ (Specify) _____

<input type="checkbox"/> Academic	<input checked="" type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (_____ % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input type="checkbox"/> Tenured Track	<input type="checkbox"/> Graduate Assistant	<input type="checkbox"/> Probationary
<input type="checkbox"/> Other (Specify) _____	<input type="checkbox"/> Retiree Return To Work	<input checked="" type="checkbox"/> Permanent Status

Previous Employee Julia Gager Reason Left Retired
 Date Left 2008 Salary Paid _____

Profile of Person Recommended

Length of Employment November 1, 2016 To October 31, 2017
 Effective Date November 1, 2016

Name Aymbriana Campbell SS# xxx-xx- Sex F Race* Blk
 ("S" number)

Position Title: Executive Assistant Department: Chancellor-Dean

Check One Existing Position *Visa Type (See Reverse Side):

--	--	--

 New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): M.S. Ag. Economics Institution/Location (SU-Baton Rouge): University of Arkansas Year: 2014
B.S. International Ag. Business Florida A&M University 2012

Current Employer _____

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) _____

Recommended Salary 75,000 Salary Budgeted 75,000

Source of Funds State

Identify Budget: 611001-61210-66000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:
 *See Reverse Side

Source of Funds	Amount

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable): [Signature] 10-12-16

[Signature] 10/12/16
 Supervisor Date

Vice Chancellor Date

Director/Personnel Date

[Signature] 10/12/16
 President Date

[Signature] 10/12/16
 Dean/Unit Head Date

Chancellor Date

Vice President/Finance Date

Business Affairs/Comptroller

Chairman/S.U. Board of Supervisors Date

SOUTHERN UNIVERSITY
 HUMAN RESOURCES
 2016 OCT 12 PM 4:09

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS: Ms. Campbell is responsible for assisting the Chancellor-Dean with the day-to-day administrative logistical support and office management to carry out the Land-grant Mission of Teaching, Research and Extension, to include International Agricultural Programs., and must exercise professionalism, confidentiality and a high degree of discretion while troubleshooting conflicts with little guidance; make judgements and recommendations to ensure smooth operations.

EMPLOYEE REGULAR WORK SCHEDULE: Monday - Friday 8-5

EMPLOYEE DIRECT SUPERVISOR: Dr. Bobby R. Phills

SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-2815

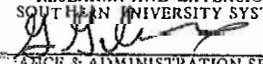
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	FUNDS AVAILABLE OFFICE OF THE AGRICULTURAL RESEARCH AND EXTENSION SOUTHEASTERN UNIVERSITY SYSTEM  FINANCE & ADMINISTRATION SECTION
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
- Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

Executive Assistant

GENERAL DUTIES:

- Maintains punctual, regular and predictable attendance
- Works collaboratively in a team environment with a spirit of cooperation
- Displays excellent communication skills and remains calm and courteous under pressure
- Displays engaging interpersonal skills, including the ability to think and act strategically
- Provides systematic follow-up, as well as a high level of organization and preparedness
- Carries out direct supervisory responsibilities, which include training employees; planning and directing work assignments; appraising work performance; rewarding and disciplining employees; addressing complaints and resolving problems

QUALIFICATIONS:

- Possess a Master's Degree, or higher
- Ability to perform essential job duties with or without reasonable accommodations with autonomy
- Knowledge and experience with current information technology and social media programs and Microsoft Office Products
- Skilled in database development and management
- Must have strong verbal and written communication skills, multi-lingual skills highly appreciated

SOUTHERN UNIVERSITY
HUMAN RESOURCES
2016 OCT 12 PM 4: 09



RODNEY A. ELLIS, Ed.D.
CHANCELLOR

October 18, 2016

Dr. Ray L. Belton, President/Chancellor
Southern University System
4th Floor, J. S. Clark Admin Building
Baton Rouge, La 70813

RE: Appointment of the Vice Chancellor of Student Affairs and Enrollment Management (SUSLA)

Dear Dr. Belton:

This correspondence comes to recommend the appointment of Dr. Melva Williams to the role of Vice Chancellor of Student Affairs Enrollment Management, with an annual salary of \$92,500.00, effective November 1, 2016.

As you are aware, Southern University at Shreveport is currently guided by the a revised organizational chart which was developed in part to support our newly created strategic plan, *A Way Forward*, which was developed by the SUSLA campus community, approved by you and further, was approved by the Southern University Board of Supervisors. Therein, this appointment reflects the outcome of that endeavor, and identifies an individual who is seen as a seasoned advocated for matters of the students and one who has established a substantial record of senior leadership experience established by her years of service at the SUSLA campus and the Southern University System Office.

More specifically, Dr. Williams brings to the new role of Vice Chancellor of Student Affairs and Enrollment Management, her experience as past Director of Student Activities and valued experience as the Executive Associate to the Chancellor. Indeed, I am confident that she possesses the leadership skills and attributes that would warrant the respect of the faculty and students and that will assure successful accomplishment of goals as expected by the university community.

Attached please find a copy of Dr. Williams' vitae for your review and a personnel action form for your consideration. It is my hope that you find this recommendation merits your favorable endorsement.

With warm regards,

A handwritten signature in black ink, appearing to read "Rodney A. Ellis".

Rodney A. Ellis, Ed. D.
Chancellor
Southern University at Shreveport

cc: Wayne Bryant, Director, Office of Human Resources

3050 MARTIN LUTHER KING, JR. DRIVE • SHREVEPORT, LOUISIANA 71107
PHONE: (318) 670-9312 • FAX (318) 670-6374
WWW.SUSLA.EDU

Vice Chancellor, Student Affairs and Enrollment Management

SUMMARY

Southern University at Shreveport, Louisiana (SUSLA) is accepting applications for the Vice Chancellor, Student Affairs and Enrollment Management position. SUSLA is a comprehensive community college serving Shreveport, Bossier City, and surrounding areas in Northwest Louisiana. It is one of five campuses constituting the Historically Black Southern University System. The University serves approximately 3,000 undergraduate students and offers 32 undergraduate degrees and certificate programs in a variety of fields including Allied Health, Nursing, Aerospace Technology, Business Studies, Behavioral Science/Education and Science & Technology.

RESPONSIBILITIES

Reporting to the Chancellor, the Vice Chancellor (VC) of Student Affairs and Enrollment Management is responsible for providing leadership and administrative oversight to all aspects of the student affairs and enrollment management division for Southern University at Shreveport (SUSLA) to ensure success of the educational mission. Provides oversight of Admissions, Recruitment, Advising & Retention, Financial Aid, Registrar/Records, Athletics, Student Activities, and College Access Programs. Specific duties are:

- Develop and update the college's Student Affairs Strategic Plans and assures their integration with other major planning efforts within the college
- Develop the budget for Student Affairs and Enrollment Management
- Improve levels of student retention and completion
- Supervise and manage Student grievance and appeals process (non-academic)
- Coordinate the development of student affairs brochures/handouts
- Supervise and evaluate the performance of assigned personnel; coordinate the work assignments of assigned personnel; review work to assure compliance with established standards, requirements and procedures
- Develop and implement measures and methodology for determining the effectiveness and efficiency of the Student Affairs and Enrollment Management Division
- Ensure Student Affairs functions are leading edge and adhere to the highest quality standards
- In coordination with the Chancellor and the Executive Team, participate in the development of rules, regulations, procedures, and policies applicable to Student Affairs
- Maintain knowledge of Student Affairs and Enrollment Management trends, practices, laws and regulations (including Title V, Title VII and Title IX)
- Monitor Student Affairs website pages to remain current and ensure accuracy
- Establish procedures for Academic and Student record retention and disposal
- Develop and maintain external relationships, including, but not limited to prospective students, parents, high school counselors and principals, school board members and superintendents, Student Affairs personnel at other postsecondary institutions, community and social service agencies/organizations, business and industry partners, supporters of the college, advisory committees, the Louisiana Workforce Commission, the Louisiana Department of Education, and the State of Louisiana Board of Regents
- Occasional evening and weekend work and overnight travel may be required
- Perform other duties as assigned

MINIMUM QUALIFICATIONS

- Master's degree from an accredited college or university
- Three or more years of increasingly responsible administrative experience at or above the Dean's or Director's level (or equivalent) in Student Affairs
- Proficiency in Microsoft applications (Word, Excel and PowerPoint)
- Strong communication (written and verbal), organizational and interpersonal skills, and a collaborative approach to working with students, colleagues and partners
- Eligibility for a Louisiana Driver's License

PREFERRED QUALIFICATIONS

- Doctorate degree from an accredited college or university
- Five or more years of increasingly responsible administrative experience at or above the Dean's or Director's level (or equivalent) in Student Affairs
- Working experience with Ellucian's Banner or other major student information system
- Organizational and managerial skills with respect to complex, sensitive issues

Salary range: \$80,000 – \$90,000

This is a full time position.

Reasonable accommodations may be made to enable individuals with disabilities to perform the duties. Criminal background check and reference verification is required.

Southern University at Shreveport, an institution within the Southern University and A & M System, seeks to provide quality education for its students, while being committed to the total community. This institution prepares students for careers in technical and occupational fields; awards certificates, diplomas and associate degrees; and offers courses and programs that are transferable to other colleges and universities. Dedicated to excellence in instruction and community service, this open enrollment institution promotes cultural diversity, provides developmental and continuing education, and seeks partnerships with business and industry.

APPLICATION PROCEDURE: Send cover letter, resume, official transcript(s), and three reference letters to:

Wayne H. Bryant, Director of Human Resources
Southern University at Shreveport
3050 Martin Luther King, Jr. Drive
Shreveport, LA 71107
HResource@susla.edu

APPLICATION DEADLINE: Review of applications begins **Thursday, October 13, 2016** and continues until the position is filled.

Southern University at Shreveport does not discriminate on the basis of race, color, national origin, gender, age or disability. Title IX Coordinator: Ms. Tilisha T. Bryant, Administration Building, Room A-43, (318) 670-9210. Section 504 Coordinator: Ms. Jerushka Ellis, Fine Arts Building, Room C04 D, (318) 670-9473.

Equal Opportunity Employer

CURRICULUM VITAE

MELVA WILLIAMS, PH.D.

1201 SOUTH BARNETT SPRINGS DR
RUSTON, LA 71270

PHONE: 318.278.7298
E-MAIL: KRISTTWILLIAMSNYE@GMAIL.COM

2011-2013

**CENTENARY COLLEGE OF LOUISIANA
ASSOCIATE DEAN OF THE COLLEGE**

SHREVEPORT, LA

- Created over 25k in additional revenue for the academic unit of the college through various enterprise initiatives.
- Assists in managing the daily operations of the Office of the Provost and Dean of the College
- Assisted in the development and management of all budgets in Academic Affairs.
- Addressed the mission and goals of the College by promoting the College's academic support programs, managing a cohesive student academic development program that enhanced the educational experience of students and promoted a sense of community among a diverse student body, faculty, administration and staff.
- Promoted a student-centered philosophy that aided in retention and helped students develop into leaders in the 21st Century.
- Served as Interim Department Chair for Health and Exercise Science.
- Served as advisor to students within the department of Health and Exercise Science.
- Assisted in the management, hiring, and review of faculty.
- Managed the staff and Directors for the Student Resource Center and Magale Library.
- Manages semester course scheduling in conjunction with faculty and Academic Department Chairs.
- Coordinates all new-student advising with faculty advisors, the Director of Admission, the Director of Re-Enrollment and the Director of Student Life.
- Supervised the Director of Re-Enrollment and assisted in the assessment of the academic performance of students, especially those on probation or provisional admits.
- Serves as Chair of the Crisis Intervention Division.
- Manages all academic policy exception requests from students.
- Serve as Provost's representative on faculty and institutional committees such as the Academic Policy Council, Finance Policy Council, and the Enrollment Policy Council.

2010-2011

**SOUTHERN UNIVERSITY AT SHREVEPORT
ASSISTANT VICE CHANCELLOR FOR STUDENT AFFAIRS**

SHREVEPORT, LA

- Responsible for ensuring that the University was focused on student success and retention.
- Managed budgets of over \$200,000.
- Provided leadership in the implementation of policies and practices that promoted assessment.
- Assisted in providing a cohesive linkage of Academic and Student Affairs.
- Served as a grant writer to secure additional funding for the Division of Student Affairs.
- Provided oversight and assisted in the day to day operations of the Student Government Association, Student Activities, Judicial Affairs and Residential Life.
- Worked in conjunction with Assistant Vice Chancellor for Academic Affairs to ensure that all Southern Association of Colleges & Schools (SACS) requirements were met.
- Served as the liaison of the Office of Institutional Advancement to ensure that Institutional Effectiveness Plans were completed.
- Served as representative of the campus on the Southern University System-wide Freshman Year Experience Initiative.
- Member of the Quality Enhancement Plan Assessment Team.
- Coordinated all special events and projects of the Division of Student Affairs.

2010

SOUTHERN UNIVERSITY SYSTEM
ASSISTANT VICE PRESIDENT FOR ACADEMIC AND STUDENT AFFAIRS

BATON ROUGE, LA

- Worked in the areas of policy development, articulation, curriculum review, admissions requirements, discipline reviews, sabbatical requests, promotion and tenure, scholarships, accreditation, academic and accountability reporting, and other academic and student affairs issues.
- Responded to all academic requests from the Board of Regents.
- Monitored the Board of Regents Academic Affairs Tracking Database to ensure that all academic programs, research units, and various administrative requests were completed and submitted.
- Monitored and ensured timeliness of all academic reports to the Board of Regents.
- Served as Chair of the Research Council and assisted in the review and revision of all Southern University System research policies.
- Assisted in setting stretch goals for all campuses.
- Provided leadership, vision, and administration to all areas affecting academic excellence and the quality of student life for the systems member campuses.
- Promoted the integration of learning and student development ensuring a system-wide approach.
- Oversaw the adherence to recognized academic standards.
- Ensured academic quality by maintaining academic program reviews using student learning outcomes for continuous improvement.
- Provided leadership and focus to curricular reform and oversee the integration of technology into the curriculum.
- Formulated policy and initiated long-term planning.
- Worked cooperatively to maintain a balance between traditional and non-traditional student populations and improved overall student retention on systems member campuses.
- Managed and provided direction to all campus Chief Academic and Student Affairs Officers reporting to the Vice President of Academic and Student Affairs including oversight of fiscal and personnel planning.
- Pursued external funding through the monitoring of grant funding for new academic and student affairs initiatives and cultivated community partnerships that enhance academic offerings and student programs.
- Planned, evaluated and exercised responsibility for campus academic and student affairs programs, policies and standards.
- Advised the Vice President on all academic and student affairs and served as the Vice President for Academic and Student Affairs in her absence.
- Provided leadership to the Academic and Student Affairs Council and provided information to the other councils as deemed appropriate.
- Responded to institution requests for consultation on academic initiatives; provided information; conducted or oversaw studies, analyzed findings, wrote reports and developed presentations.
- Effectively allocated and managed academic resources and promoted an environment that directly contributed to faculty and student success.
- Responsible for the strategic planning, administration, growth and direction of academic and student affairs on the Southern University and A&M College System member campuses.

2009-2010

Southern University System
Chief of Staff

Baton Rouge, LA

- Provided leadership as second in command to the President of the Southern University System.
- Provided executive assistance and counsel to the President.
- Served as the liaison between the President and campus Chancellors and Vice Chancellors.
- Liaison to the Louisiana Board of Regents on all Academic Affairs initiatives.
- Direct liaison to campus Chief Academic Officers.
- Reviewed, interpreted, and analyzed all legislative bills, amendments and resolutions relative to all academic issues (i.e. Grad Act, PERC, Go Grant, TOPS).
- Responded to all academic requests from the Board of Regents.
- Monitored the Board of Regents Academic Affairs Tracking Database to ensure that all academic programs, research units, and various administrative requests that have come before the Academic & Student Affairs Committee of the Board of Regents have been completed and submitted.
- Collected, analyzed and interpreted all statistical data relative to all campuses i.e. enrollment, FTF cohorts, 1st year retention rates, graduation rates, completers, retention, transfer, persistence, student characteristics, etc.
- Liaison with the Board of Regents for the Statewide Articulation Matrix and Transfer Council.
- Corresponded with campuses and Board of Regents in regards to Gen Ed Core Courses.
- Chair of the Southern University System Research Council.
- Assisted in the review and revision of all Southern University System research policies.
- Assisted in setting stretch goals for all campuses.
- Collected and reviewed all low completer programs for submission to Board of Regents.
- Liaison for the Access to Success Delivery Initiative - Education Trust.
- Liaison for the NASH initiative – Coordinator for the NASH Math Redesign.
- Participated with all Institute for Higher Education Policy (IHEP) initiatives.
- Direct liaison with Hanover Research Council –monitored and reviewed all grants for distribution to campuses.
- Coordinator for the system wide Apple iPad release. Created best practices and policies in consultation with Apple representative and campus leaders for the iPad release.
- Created and prepared all presentations for the Southern University System.
- Member of the Southern University System Legislative Team.
- Represented the President at external events as assigned.

2009

Southern University at Shreveport
Assistant Vice Chancellor for Student Affairs

Shreveport, LA

- Responsible for ensuring that the University was focused on student success and retention
- Provided leadership in the implementation of policies and practices that promote assessment
- Assisted in providing a cohesive linkage of Academic and Student Affairs
- Served as a grant writer to secure additional funding for the Division of Student Affairs
- Provided oversight and assisted in the day to day operation of the Offices of Retention, Student Activities, Judicial Affairs and Residential Life
- Worked in conjunction with Assistant Vice Chancellor for Academic Affairs to ensure that all Southern Association of Colleges & Schools (SACS) requirements were met
- Served as the liaison of the Office of Institutional Advancement to ensure that Institutional Effectiveness Plans were completed
- Served as representative of the campus on the Southern University System-wide Freshman Year Experience Initiative

- Coordinated all special events and projects of the Division of Student Affairs

2003-2009

Southern University at Shreveport
Director of Student Activities and Services

Shreveport, LA

- Responsible for the successful facilitation and planning, implementation and evaluation of campus-wide student development for over 2500 students.
- Managed budget of over \$170K
- Developed and presented over 15 educational and developmental workshops for student leaders.
- Negotiated and supervised contracts and reviewed liability issues.
- Assisted in the development and implementation of strategic goals and programs for the university.
- Goals included implementing events and leadership opportunities that promote a holistic collegiate experience.

2002-2003

Grambling State University
Program Advisor

Grambling, Louisiana

- Advised all student-related programming for over 7,000 students.
- Planned and organized over 75 student cultural events and enhancement activities including leadership conferences, major concerts and commencement exercises yearly.
- Taught planning and priorities workshops as well as facilitated courses in public speaking.

2000-2002

Mervyn's California
Director of Human Resources

Monroe, Louisiana

- Direct manager to 150 team members.
- Responsible for employee sales strategies to increase revenue.
- Directed all community relations.
- Facilitated 30 instructional workshops on hiring practices.

1998

City of Ruston Mayor's Office
Public Relations Intern

Ruston, Louisiana

- Developed monthly employee newsletter.
- Worked with the Mayor to promote the city of Ruston.
- Researched current events and found new and innovative ways to increase community involvement within the city.

COLLEGIATE TEACHING EXPERIENCE

SOUTHERN UNIVERSITY AT SHREVEPORT, LA
COURSE: ETHICS IN PUBLIC ADMINISTRATION
COURSE: ORGANIZATIONAL THEORY AND DESIGN

HINDS COMMUNITY COLLEGE- UTICA, MS
COURSE: HUMAN RESOURCE MANAGEMENT

CENTENARY COLLEGE OF LOUISIANA-SHREVEPORT, LA
COURSE: CAREER STRATEGIES

PROFESSIONAL AFFILIATIONS

LTF Louisiana Teaching Fellows-2009 Teacher Selector
SRAC Grants Review Board Member – Shreveport Regional Arts Council
ACPA American College Personnel Association
ASHE Association for the Study of Higher Education
LANO Louisiana Non-Profit Organization
LACUSPA Louisiana Association of College and University Student Personnel Administrators
SSO Former Board Member - Shreveport Symphony Organization
SCF Board Vice President -Shreveport Charter Foundation
AAUW American Association for University Women
RFC Board Member-Robinson Film Center
ORT Selected for the Oxford Round Table- University of Oxford, England

COMMUNITY LEADERSHIP**Shreveport Charter Foundation**

I currently serve as founding board member and board vice president for Magnolia School of Excellence which is a charter school operating under the Shreveport Charter Foundation. I assisted in the management, creation, development, and building of a new 10 million dollar, 60,000 square foot facility located on Clyde Fant Parkway adjacent to the Red River. The school is open to all students in the Caddo Parish area and in its first year, 2013-14, has an enrollment of over 600 students from grades k-6. Presently, the board is charged with the financial management of the school and vision setting for the academic program.
www.magnoliacharter.org

Higher Education Leadership Foundation

The mission of the Higher Education Leadership Foundation (H.E.L.F.) is to prepare principled, highly skilled, transformational leaders in higher education with an interest in assuming positions of leadership at the nation's historically black colleges and universities (HBCUs). I am a founding board member.

ACADEMIC AND LEADERSHIP TRAINING PRESENTATIONS

Presenter
ACPA (American College Personnel Association)
2008 National Convention Topic: "Persistence of Mexican American Females in Higher Education".

Featured Presenter
Excellence in Leadership Academy 2008 Statewide Student Leadership Conference.

Topic: "The Art of Communication".

Leadership Training Facilitator 2008: Livingstone College, Salisbury, NC.

PENDING RESEARCH

Smart Source Guide for Improved Technology in the Mississippi Delta, Book Chapter

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER							
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

EMPLOYMENT CATEGORY: 9-MONTH 12-MONTH OTHER (Specify) _____

- | | | |
|--|--|---|
| <input type="checkbox"/> Academic | <input checked="" type="checkbox"/> Non-Academic | <input type="checkbox"/> Civil Service |
| <input type="checkbox"/> Temporary | <input type="checkbox"/> Part-time (_____ % of Full Time) | <input type="checkbox"/> Restricted |
| <input type="checkbox"/> Tenured | <input type="checkbox"/> Undergraduate Student | <input type="checkbox"/> Job Appointment |
| <input type="checkbox"/> Tenured Track | <input type="checkbox"/> Graduate Assistant | <input type="checkbox"/> Probationary |
| <input type="checkbox"/> Other (Specify) _____ | <input type="checkbox"/> Retiree Return To Work | <input type="checkbox"/> Permanent Status |

Previous Employee New Position _____ Reason Left _____
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment July 1, 2015 To June 30, 2017
 Effective Date November 1, 2015

Name Dr. Melva K. Turner-Williams SS# XXX-XX-4729 Sex female Race* B
(Last 4 digits only)

Position Title: Vice Chancellor of Student Affairs and Enrollment Management Department: Office of the Chancellor

Check One Existing Position New Position _____ *Visa Type (See Reverse Side):
 Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAR, if applicable.)

Years Experience	<u>20</u>	Southern University Experience	<u>11</u>
Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>Ph.D. Urban Higher Ed</u>	<u>Jackson State University</u>	<u>2008</u>
	<u>M.A.-Public Administration</u>	<u>Grambling State Uni</u>	<u>2001</u>
	<u>B.A.-Mass communications</u>	<u>Grambling State Uni</u>	<u>1999</u>

Current Employer Southern University at Shreveport

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) _____

Recommended Salary \$92,500.00 Salary Budgeted \$92,500.00

Source of Funds General Appropriations

Identify Budget: State Location 511001
 Form Code: _____ Page _____ Item # _____

Change of: From Executive Associate To The Chancellor To Vice Chan of Student Affairs and Enrollment Management

Status _____
 Salary Adjustment \$10,100.00

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:
 *See Reverse Side

Source of Funds	Amount
511001 58110 61002 56000	\$92,500.00

Comments: (Use back of form)

*See Reverse Side Graduate School signature (if, applicable):

Supervisor _____ Date _____	Dean/Unit Head _____ Date _____
Vice Chancellor <u>Wayne H. Boyce</u> Date <u>10/19/2016</u>	Chancellor _____ Date _____
Director/Personnel _____ Date _____	Vice President/Finance _____ Date _____
President _____ Date _____	Business Affairs/Comptroller _____ Date _____
	Chairman/S.U. Board of Supervisors _____ Date _____

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

X Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8 am-6p.m.-M-F

EMPLOYEE DIRECT SUPERVISOR: Dr. Rodney Ellis

SUPERVISOR/DEPARTMENT CONTACT NUMBER 318 670-9312

NUMBER OF EMPLOYEES SUPERVISED, (if any)

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

Table with 3 columns: TYPE, CODE, EXPIRES. Rows include United States Citizen/Certificate of Naturalization (US), Resident Alien (RA), H-1 Visa (Distinguished Merit & Ability) (H1), I-1 Visa (Exchange Visitor Program) (I1), F-1 Visa (Student Emp. FT Student at S.U.) (F1), OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience") (F0).

Do Not Write Below This Area For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
Position Vacancy Announcement (position advertised before processing PAF, if applicable)
Application for Employment Form Admin/Fac/Uncl Positions(Civil Service Application for classified employees)
Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
Exemptions Survey Form (signed by employee and budget head)
Proposed Employee Appointment
Proposed Employee Clearance
Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER							
-----------------	--	--	--	--	--	--	--

CAMPUS: SUS ___ SUBR ___ SULAC ___ SUAREC ___ SUNO ___ SUSLA X

EMPLOYMENT CATEGORY: 9-MONTH ___ 12-MONTH ___ OTHER ___ (Specify) ___

Academic Non-Academic Civil Service
 Temporary Part-time (___ % of Full Time) Restricted
 Tenured Undergraduate Student Job Appointment
 Tenured Track Graduate Assistant Probationary
 Other (Specify) ___ Retiree Return To Work Permanent Status

Previous Employee New Position Reason Left _____
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment July 1, 2016 To June 30, 2017
 Effective Date November 1, 2016

Name Leslie R. McClellon SS# xxx-xx-4441 Sex F Race* _____
 (Last 4 digits only)

Position Title: Chief Administrative and Operations Officer Department: Office of the Chancellor

Check One Existing Position *Visa Type (See Reverse Side): U S A

New Position Expiration Date: _____
 (Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 17 Southern University Experience 0

Degree(s)	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year: Completion date
	<u>Phd-Comm College Leadership</u>	<u>National American Uni-Austin TX</u>	<u>2017</u>
	<u>Masters of Ed</u>	<u>Langston Uni, Langston OK</u>	<u>1997</u>
	<u>BA-Psychology</u>	<u>Langston Uni, Langston OK</u>	<u>1989</u>

Current Employer Minnesota State System St. Paul MN

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) _____

Recommended Salary \$82,400.00 Salary Budgeted \$82,400.00

Source of Funds General Appropriations

Identify Budget: State Location 511001 51020 56000
 Form Code: _____ Page _____ Item # _____

Change of: From To

Position _____
 Status _____
 Salary Adjustment 588.065

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:
 See Reverse Side

Source of Funds	Amount
State: 511001 51020 56000	82,400.00

Comments: (Use back of form)

See Reverse Side

Graduate School signature (if, applicable):

Supervisor _____ Date _____

Vice Chancellor _____ Date _____

Director/Personnel _____ Date _____

President _____ Date _____

Dean/Unit Head _____ Date _____

Chancellor _____ Date _____

Vice President/Finance _____ Date _____

Chairman/S.U. Board of Supervisors _____ Date _____

Business Affairs/Comptroller

_____ Date _____

_____ Date _____

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

American Indian or Alaskan Native. A person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 a.m.-6:00 p.m./M-Th; 8:00 a.m.-12 noon/Fri

EMPLOYEE DIRECT SUPERVISOR: Dr. Rodney A. Ellis, Chancellor

SUPERVISOR/DEPARTMENT CONTACT NUMBER: (318) 670-9312

NUMBER OF EMPLOYEES SUPERVISED, (if any) 17+

USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
I-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Faculty/Unclassified Positions (Civil Service Application for classified employees)
- Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)



RODNEY A. ELLIS, ED.D.
CHANCELLOR



October 18, 2016

Dr. Ray L. Belton, President/Chancellor
S U System Office
4th Floor, J. S. Clark Administrative Building
Baton Rouge, La 70813

**RE: Search Waiver and Appointment Request for Chief
Administrative And Operations Officer**

Dear Dr. Belton:

I have submitted the new organizational framework for Southern University at Shreveport as it relates to our newly created strategic plan. This was approved at the September 2016 Board Meeting. Some of the new and revised positions would normally require a search to identify employees to fill them. However, we have looked at our workforce and believe that to achieve our goal of increasing effectiveness and efficiency of efforts, and reducing the budget, a search is unnecessary for certain positions. All of the new titled positions that can be filled by SUSLA, will be. Further, conducting a search to fill certain positions will require the expenditure of funds that we do not have for this purpose.

I am, therefore, requesting that permission is granted to waive the search requirement for the position of **Chief Administrative and Operations Officer** to which a suitably credentialed person, at the Chancellor's discretion, shall be appointed. After favorable endorsement by you and the Board of Supervisors, I request permission to immediately appoint Ms. Leslie McClellon to the aforementioned position, with an annual salary of \$82,400.00, effective November 1, 2016. Your support of this request is appreciated.

Attached please find a copy of Ms. McClellon's vitae for your review and a personnel action form for your consideration.

Respectfully submitted,

Rodney A. Ellis, Ed.D.
Chancellor

RAE/lw

3050 MARTIN LUTHER KING, JR. DRIVE • SHREVEPORT, LOUISIANA 71107

PHONE: (318) 670-9312 • FAX (318) 670-6374

WWW.SUSLA.EDU

Chief Administrative and Operations Officer

SUMMARY

Southern University at Shreveport, Louisiana (SUSLA) is accepting applications for the Vice Chancellor, Student Affairs and Enrollment Management position. SUSLA is a comprehensive community college serving Shreveport, Bossier City, and surrounding areas in Northwest Louisiana. It is one of five campuses constituting the Historically Black Southern University System. The University serves approximately 3,000 undergraduate students and offers 32 undergraduate degrees and certificate programs in a variety of fields including Allied Health, Nursing, Aerospace Technology, Business Studies, Behavioral Science/Education and Science & Technology.

RESPONSIBILITIES

Reporting to the Chancellor, the Chief Administrative and Operations Officer is responsible for providing leadership and administrative oversight to all aspects of information technology, facilities management, and the university police of Southern University at Shreveport (SUSLA). Handles a wide range of matters of institutional importance; but, will be chiefly responsible for developing and implementing key college initiatives and working with leadership and various teams to execute the plans. Specific duties are:

- Serves as the Liaison between the Chancellor and senior leadership team, faculty, staff, and community/business leaders
- Serves as the Liaison with the College's Institutional Advisory Board of Directors and supports general governance of the organization;
- Collaborates with leadership to track the progress of implementing initiatives to improve organizational efficiency, effectiveness, visibility, and leadership capabilities
- Acts as project manager for special, non-recurring, and ongoing projects, at the request of the Chancellor, which may include, working with senior leadership team members to draft certain official documents for special events and functions, planning and developing strategies for projects
- Under the direction of the Chancellor, drafts speeches and/or talking points for speaking engagements, major reports such as annual reports, individual and donor correspondence, program overviews and narratives;
- Tracks vital public policy issues and recommends strategies for policy development to the Chancellor;
- In coordination with the Chancellor and the Executive Team, leads the development of College rules, regulations, procedures, and policies;
- Leads and directs college-wide Information Technology (IT) operations;
- Provides leadership to Information Technology staff to insure effective delivery of services;
- Leads and directs college-wide Facilities Management operations;
- Provides leadership, strategic direction and management for the effective administration of the Facilities Department;
- Leads and directs the operations of the University's Police and Parking Services;
- Provides administrative direction and oversight for comprehensive police services and security and law enforcement programs;
- Occasional evening and weekend work and overnight travel may be required
- Perform other duties as assigned

MINIMUM QUALIFICATIONS

- Master's degree from an accredited college or university
- Three or more years of increasingly responsible administrative experience at or above the Dean's or Director's level (or equivalent) in Higher Education
- Proficiency in Microsoft applications (Word, Excel and PowerPoint)
- Strong communication (written and verbal), organizational and interpersonal skills, and a collaborative approach to working with students, colleagues and partners
- Eligibility for a Louisiana Driver's License

PREFERRED QUALIFICATIONS

- Doctorate degree from an accredited college or university
- Five or more years of increasingly responsible administrative experience at or above the Dean's or Director's level (or equivalent) in Higher Education
- Working experience with Ellucian's Banner or other major student information system
- Organizational and managerial skills with respect to complex, sensitive issues

Salary range: \$75,000 – \$85,000

This is a full time position.

Reasonable accommodations may be made to enable individuals with disabilities to perform the duties. Criminal background check and reference verification is required.

Southern University at Shreveport, an institution within the Southern University and A & M System, seeks to provide quality education for its students, while being committed to the total community. This institution prepares students for careers in technical and occupational fields; awards certificates, diplomas and associate degrees; and offers courses and programs that are transferable to other colleges and universities. Dedicated to excellence in instruction and community service, this open enrollment institution promotes cultural diversity, provides developmental and continuing education, and seeks partnerships with business and industry.

Southern University at Shreveport does not discriminate on the basis of race, color, national origin, gender, age or disability. Title IX Coordinator: Ms. Tilisha T. Bryant, Administration Building, Room A-43, (318) 670-9210. Section 504 Coordinator: Ms. Jerushka Ellis, Fine Arts Building, Room C04 D, (318) 670-9473.

Equal Opportunity Employer

Résumé of Leslie R. McClellon

14300 N. Pennsylvania Avenue, #252

Oklahoma City, Oklahoma 73134

Telephone: 405-664-6945

Email: irmcclellon@gmail.com

EDUCATION:

- Community College Leadership Program – Doctorate, Roueche Graduate Center, National American University, Austin, TX; Completion date, July 2017
 - ❖ John and Suanne Roueche Scholar, Fall 2016
 - ❖ Jerry Sue Thornton Scholar, Summer 2016
- 2006, Completed 42 hours toward Doctor of Education in Higher Education, Oklahoma State University, Stillwater, OK
- 1997, Master of Education in Urban Education, Langston University, Langston, OK
- 1989, Bachelor of Arts in Psychology, Langston University, Langston, OK

PROFESSIONAL EXPERIENCE:

1/2016-6/2016: Senior System Director, Minnesota State System, St. Paul, MN

Minnesota State is one of two systems of public higher education in the state of Minnesota (the other is the University of Minnesota). There are 31 institutions with 54 campuses conveniently located in 47 Minnesota communities that serve more than 410,000 students. The law creating the system was passed by the Minnesota Legislature in 1991 and went into effect July 1, 1995. The law merged the state's community colleges, technical colleges and state universities into one system.

Responsibilities:

Responsible for the development and expansion of academic and student support programming to increase student retention, program completion, reduce the achievement gap and research best practices in cultural competency professional development. Researches best practices across the system and nation, and works collaboratively with campus faculty and staff to develop effective, scalable programming based on these best practices with particular attention to students from communities traditionally underrepresented in higher education.

Specific duties include:

- Inventory existing campus-based academic and student support programming aimed at increasing retention and completion, and reducing the achievement gap.
- Document the efficacy of existing campus-based programming.
- Research national best practices in academic and student support programming aimed at increasing retention and completion, and reducing the achievement gap.
- Collaborate with campuses to develop and/or expand effective, scalable programming.

7/2014 – 1/2016: President, Rochester Community and Technical College, Rochester, MN

Rochester Community and Technical College was founded in 1915 on a motion by Dr. Charles Mayo to the Rochester School Board. Celebrating its Centennial, RCTC is Minnesota's oldest - and one of the nation's oldest - original community colleges. It is part of the Minnesota State Colleges and Universities (MnSCU) System which is the fifth largest community college system in the country. Sitting on 518 acres, RCTC enrolls more than 12,000 students annually and is accredited by the Higher Learning Commission. More than 70 technical and transfer

programs, 120+ degree options, and 300+ online classes are offered. RCTC is known throughout the region for its championship teams in ten athletic programs. Amongst its unique or largest academic programs are administrative clinical assistant, clinical neurophysiology technology, dental hygiene, surgical technology, law enforcement, nursing, health information technology and liberal arts. RCTC has an annual budget of \$68 million.

Responsibilities:

Provided strong, visionary leadership and management to Rochester Community and Technical College as president. This position served on the Minnesota State Colleges and Universities (MnSCU) System Leadership Council, which consist of the System Chancellor, the presidents of the other 31 MnSCU colleges and universities, and members of the Systems cabinet. Contributed to the governance of the system; worked to promote, enhance and protect the reputation of MnSCU. Collaborated to achieve system-wide strategies, goals and objectives. Served as the chief executive officer of the college and report directly to MnSCU's Chancellor. Exercised broad responsibilities for all aspects of the academic, student, financial, development, and administrative dimensions of the college within the multi-institution system. Ensured that the institutions faculty, staff and students achieved the mission and vision of the college.

Major Accomplishments:

System and College Development

- Established a Charting the Future Campus Team to move this System-wide Initiative forward on the campus to support campus activities and communicate strategies for this initiative to the campus and community.
- Hosted state legislators for campus tours in order to secure \$20M in state bonds for demolition and building of a new campus academic facility on campus.
- Worked with state and MnSCU System architects to complete architect selection and design for demolition and building of the new campus academic facility.
- Completed submission of Higher Learning Commission Systems Portfolio Review (AQIP) addressing various criteria for reaffirmation by the Commission.
- Identified College-Wide Goals by establishing a College-wide process for goal identification and completion through teams consisting of faculty, staff and students to address the goals on an annual basis.
- Hosted PathPro Chinese Delegation to establish curriculum and programs in subject areas to provide Chinese and U.S. students multiple pathways for access to international education and career opportunities.

College and Community Engagement

- Hosted Centennial celebration activities throughout the year, including a Centennial Founder's Day, Centennial Art Exhibit to memorialize the year.
- Hosted grand opening of the Rochester Regional Stadium and ground breaking for the Career and Technical Education Center at Heintz (CTECH) building.
- Hosted PathPro Chinese Delegation to enhance opportunity for exchange collaboration.
- Enhanced visibility of College and administrators in the community for key economic initiatives, Destination Medical Center and Journey to Growth.
- Established new partnerships with business/industry in key areas to include Hospitality, Construction, and Automotive to begin or enhance academic programs.
- Established a College-wide Diversity and Inclusion Task Force to advance the goals of the College.
- Established new public relations and marketing strategies to include social media, print, and television.
- Produced RCTC Centennial documentary in collaboration with PBS. This included fundraising efforts for the project.

Academic and Workforce Program Development

- Received \$438,768 continuation grant from Minnesota Job Skills Partnership (MJSP) Grant to provide job skills training to Schmidt Printing Incumbent employees.
- Received \$545,369 multi-year Department of Labor Bridges to Healthcare, Minnesota Job Skills Partnership

(MJSP) to partner with Adult Basic Education and Workforce Development, Inc. for Rural Healthcare Competencies to develop career pathways.

- Awarded \$303,537 Minnesota Job Skills Partnership Grant to train 289 health care employees of three health care facilities in region.

Finance and Budgetary Management

- Partnered with Minnesota State University-Mankato for institutional research assistance to streamline cost to College.
- Created a long-range budget plan to balance College budget to reduce or eliminate the use of reserves for this process.

Academic Program Development and Enhancement

- Created a Post-Baccalaureate – only program in the state at a two-year institution – for students seeking admission to health and other professional schools, including medical, physical therapy, veterinary medicine, physician assistant, occupational therapy, pharmacy, dentistry, chiropractic, osteopathic medicine and other professional programs.
- Secured approval from the US Department of Education to offer financial aid for an AAS Administrative Clinic Assistant program.
- Established an agreement with Metropolitan State University for new academic program offerings and transfer options for students.
- Received accreditation for the Business Department by the Accreditation Council for Business Schools and Programs (ACBSP).
- Collaborated with Mayo Clinic to develop a new online Cancer Registry Management program—one of only nine in the country and first in Minnesota.
- Collaborated with Rochester Public School System to design new CTECH building and develop curriculum and common learning spaces on campus.

Program Development

- Secured a \$59,500 DASH Emergency Grant from Great Lakes Higher Education Guaranty Corporation. The grant is being used to help students with financial needs facing unexpected expenses (i.e. car repairs or medical bills).
- Received a \$10,000 MnSCU System Inclusiveness grant for Moving Forward to create greater awareness across the college for low-income student needs and provide direct services to these students.

Policies, Procedures and Systems

- Established a Strategic Planning Task Force and completed the new strategic plan for the College.
- Established a Strategic Enrollment Management Council with workgroups to address data collection/analysis, enrollment, retention, completion, and long-term budgeting for growth and community needs.
- Produced an Annual Planning Guide to ensure better communication, planning, implementation, and tracking of activities and outcomes.
- Developed “A Vision in Progress” vision document to provide internal and external constituents the opportunity to view in executive summary the College’s accomplishments, initiatives, priorities, and purpose.
- Updated and implemented processes, policies and procedures for travel abroad programs to reduce or eliminate risk management issues.
- Collaborated with System Safety Administrators to implement new online safety training system that allows courses/training to be completed on a monthly basis, based on a rotating three-year schedule.
- Implemented a Mass Email Policy, thus insuring email follows state statutes and MnSCU Policies.
- Launched the new RCTC Emergency Alert system and classroom E911 phone system as part of campus safety communication initiatives.
- Developed cooperative agreement with Riverland Community College to enhance safety compliance and engaged OSHA consultant as part of safety enhancement.

- Developed and deployed VAWA training for all employees and students to support compliance and programming.
- Created academic sustainability process to assess health of academic programs for continuation.

Human Resource Development

- Conducted searches and hired key management personnel (two Academic Deans, Director of Marketing/Public Relations, Director of Admissions, and Chief Institutional Effectiveness/Advancement Officer).
- Provided professional development for Leadership Council and mid-level managers.
- Re-established and re-organized the division of Institutional Effectiveness and Advancement Officer and PR/Marketing department.
- Created Athletic Director position and new supervision model for department.

8/10 – 7/2014: Vice President of Student Affairs, Community College of Denver, Denver, CO

The Community College of Denver, a Hispanic-serving institution, enrolls 12,000 students each semester. CCD shares space; with two universities on the unique Auraria campus. It is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

Responsibilities:

Provided strong, visionary leadership and management in the division of student affairs by performing leadership duties personally or through subordinate supervisors in the following areas: Enrollment Services, Student Development and Retention, Student Life, and Creative Services and sub-departments. This position had full oversight of more than 220 Student Affairs employees, created 34 new positions to address the needs in the division, and participated in collective bargaining procedures and hearings. Oversight included areas of recruitment and orientation, student requests, student records, financial aid, retention, career and transfer services, academic advising, student life, student success resources, internships, student conduct and behavioral intervention, and college publications. Evaluated operations, staff, programs support services and activities to ensure areas were efficient and effective in achieving divisional, college and Colorado Community College System goals and strategies. Ensured Student Affairs was prepared for and committed to serving the unique and diverse needs of students. This was achieved through utilizing data to develop goals and objectives for departments to assist in the college in achieving its mission. Served as a leading member of the Auraria Higher Educational Center's Emergency Planning Committee to ensure the safety of students, employees and visitors to Auraria campus as well as a member of the Policy Development and Shared Operations Committee to ensure equity of space and policy development for all institutions at Auraria. Collaborated with external organizations and constituencies who provided support for the institution and System to advance a culture of inclusiveness and innovation.

Major Accomplishments:

Academic and Workforce Program Development

- Established interdepartmental alliances to develop special services programming to close achievement gap for underserved and critical populations to the college.
- Planned and executed faculty professional development for classroom, conduct and crisis management.
- Led the successful development and execution of the urban male program, a program designed to enhance retention, graduation and completion rates of male students.
- Led and supervised implementation of the successful development of the 50 Plus program designed to provide targeted success services and job identification to students in this population.

- Strengthened international services and programs by traveling to China to enhance and develop an International recruitment and student-staff exchange program.

Fiscal and Budgetary Management

- Enhanced fiscal management practices by utilizing System funds of \$250,000 to create and intensify special services programming.
- Secured general fund budget of \$230,000 to create and intensify international recruitment strategies.
- Secured general fund budget to provide mandatory divisional professional development.
- Enhanced budget to accommodate needs of the division by creating 34 new positions.

Policies, Procedures and Systems

- Provided leadership in the development and review of tri-institutional policies and agreements for the Auraria campus.
- Created and Implemented divisional planning document for annual planning and a divisional vision document to track annual progress.
- Facilitated development of Student Affairs divisional goals.
- Established and Implemented mandatory professional development program for Student Affairs.
- Improved accountability and institutional effectiveness by streamlining processes and procedures for the division and college.
- Improved the internal and external communication systems by developing and implementing processes and procedures for faculty, staff and student email system of the college.
- Developed criteria for students to be serviced by Auraria Health Center.

09/06-8/10: Dean, Student Retention and Support Services, Arizona Western College, Yuma, AZ

Arizona Western College is a comprehensive, Hispanic-serving community college serving 13,000 students annually. The College offers more than 85 certificates, degree and transfer programs and is accredited by the Higher Learning Commission.

Responsibilities:

Provided strong, visionary leadership and management for student retention and support services in the Division of Student Services by performing leadership duties personally or through subordinate supervisors in the following areas: Advising, Athletic Advising Coordination, Accessibility Resource Services, Single Parent Services, Transfer Services, Violence Prevention Program, TRIO Programs – Upward Bound, Educational Talent Search, Student Support Services and Orientation. This position had full authority for overseeing faculty, staff and athletic advising, retention planning, developing and implementing the college orientation program, execution and accountability of grant funds and curriculum design. Coordination of activities, programs and services that supported student access, success and life-long learning by collaborating with faculty. Enhanced college readiness and expanded curriculum for entering freshman by facilitating the college-wide summer bridge program with faculty. Collaborated with internal and external stakeholders for grant writing opportunities. Initiated and maintained communication with constituencies through presentations, serving boards and participating in community activities.

Major Accomplishments:

- Provided intrusive advising with improved customer service to students with the implementation of eAdvising.
- Participated in restructuring the college-wide strategic enrollment management committee to forecast enrollment growth and budget development.
- Facilitated the development of the transfer center and programming, including transfer week activities, course curriculum, a transfer admission guarantees program and fiscal support from universities.

- Executed the redesign of an early alert process for 100% outreach to all developmental and lower- 100-level courses.
- Provided transportation for Summer Bridge program for entering freshman; decreased remediation need for participants in a range of 74-95% in the areas of Reading, English and math.
- Redesigned and implemented freshman orientation, resulting in a 300% increase in attendance of students and parents.
- Assisted with the development of Student Services Learning Outcome program.
- Designed academic advisement for year-round services to students.

Fiscal Support

- Assisted in securing continued grant funding for Violence Prevention Program for \$899,974 from the U.S. Department of Justice.
- Secured operational funding for college Transfer Center and programming.

Policies, Procedures and Systems

- Established College student email policy/procedure.
- Established College hazing policy/procedure.
- Established and implemented mid-term grade monitoring process.
- Facilitated the establishment and execution of the College-wide faculty/staff advisement model.
- Established advising and tracking process for probation and suspension students.

12/00-8/06: Assistant to the Vice President for Student Services, Langston University, Langston, OK

Langston University is a public land-grant institution and the only Historically Black College & University in Oklahoma. Founded in 1897, the university has grown to one branch campus in Tulsa, OK and an extension in Oklahoma City, OK. The university enrolls 2,061 undergraduates and 378 graduate students and offers associate, bachelor, master and doctoral degrees and is accredited by the Higher Learning Commission.

Responsibilities:

Provided strong, visionary leadership, supervision and management to four unit directors in the student services area of the division of Student Affairs in the following areas: TRIO – Upward Bound, Educational Talent Search, Student Support Services, and GEAR UP. This position had full authority for developing and executing the university's retention programming, faculty, staff, and student mentoring program, support services or referrals to the university community. Initiated grant writing and monitored grant compliance for TRIO programs and executed programming related to a national Red Cross agreement, and acted as Dean of Women. Led training for the Division of Student Affairs in budget preparation and management, program planning/development and assessment/evaluation. Taught Academic Achievement and Critical Thinking courses to incoming freshman and collaborated with Academic Affairs in assisting with implementing Campus Compact Initiative (Service Learning/State of Oklahoma). Established leadership development and systems utilization, assisting with development of policies and procedures that governed support services and enrollment services specific to academic progress and probation and suspension. Assisted with development and implementation of policies and procedures that governed support services and enrollment services specific to academic progress and probation and suspension, and participated in recruitment, admissions, marketing and transfer orientation for the Enrollment Management department. Participated in the development of the university campus safety program and county-wide mock exercise (disaster/terrorism preparedness) and was designated as the building emergency coordinator.

Major Accomplishments:

Community Outreach

- Established a comprehensive TRIO newsletter for all grant program participants, campus leadership and public officials.

- Coordinated and executed the Oklahoma state-wide higher education voter registration drive for which Langston University won.
- Established a partnership with Logan County Red Cross to become a county disaster relief site.
- Established the university as a national leader in blood and bone marrow donations with the development and implementation of the Red Cross/NAFEO (National Association for Equal Opportunity in Education) Blood and Bone Marrow Initiative.
- Established blood and bone marrow drives on all Langston University campuses which included Langston-Tulsa-Oklahoma City, OK.
- Recognized in the American Red Cross online newsletter.
- Panelists for National Convention of American Red Cross on Blood and Bone Marrow donation participation programming.
- Participated in the HBCU Blood and Bone Marrow Summit (Raleigh/Durham, NC).

Program Development

- Developed and implemented university retention program.
- Established the university's blood and marrow donation program with quarterly donations.

03/98-12/00: Executive Assistant to the Vice President for Student Affairs, Langston University, Langston, OK

Langston University is a public land-grant institution and the only Historically Black College & University in Oklahoma. Founded in 1897, the university has grown to one branch campus in Tulsa, OK and an extension in Oklahoma City, OK. The university enrolls 2,061 undergraduates and 378 graduate students and offers associate, bachelor, master and doctoral degrees and is accredited by the Higher Learning Commission.

Responsibilities:

Provided office management leadership to the Division of Student Affairs while assisting the Vice President for Student Affairs/Affirmative Action Officer. This position had full authority in assisting the vice president with oversight, policy and procedure, fiscal management and communications for Student Life, Greek Life, Housing, Enrollment Services, Support Service, Counseling Services, Health Services, Athletics, Police Department and Student Conduct processing and tracking. Coordinated proceedings and guiding principles for Affirmative Action Officer during related proceedings, created housing tables during the university's transition to SIS software, designed and provided training to housing staff, and maintained housing data base and established and successfully implemented university's Red Cross/NAFEO (National Association for Equal Opportunity in Education) Blood and Bone Marrow initiative university and community wide to increase blood and bone marrow donations in African Americans.

Major Accomplishments:

Community Outreach

- Gained national recognition from the American Red Cross Association by creating an alliance with Lincoln University (MO) to enhance blood and bone marrow donations of African Americans in Oklahoma and Missouri.

Systems Development

- Created and maintained housing module tables during university's transition to SIS software.
- Developed and facilitated training on housing module for the division during college-wide software update.

10/96-03/98: Dean of Students, Wright Business School, Oklahoma City, OK

Wright Business School, now renamed Wright Career College, is a not-for-profit corporation that offers 25 diplomas & certificates, associate degrees and bachelor degrees in Oklahoma, Kansas and Nebraska.

Responsibilities:

Developed academic progress and success plans for medical students, who were more than, 50% of the student body, for matriculation and graduation during their 10-month program. Monitored student matriculation by collaborating with faculty and participated in staff and student development. Resources were solicited internally and externally to assist students in various academic and personal needs. Due to an increase in student volume, hired and supervised the assistant to the dean of students. Prepared daily reports of attendance and progress to administration. Instructed preparatory and professional development classes for all students.

Major Accomplishments:

Academic Development and Staff Development

- Achieved an average of 75 to 80% completion rate of students in 10-week programs.
- Hired, trained and supervised Assistant to the Dean of Students.

08/95-03/96: Financial Aid Counselor, University of Central Oklahoma, Edmond, OK

University of Central Oklahoma is one of the top public universities and offers innovative learning to its more than 18,000 students as Oklahoma's metropolitan university. With more than 450 full-time and 650 adjunct faculty and staff, it is accredited by the Higher Learning Commission.

Responsibilities:

Assisted students in securing federal and state aid to the institution. Counseled prospective and returning students and parents on financial aid processes, procedures and updates. Conducted workshops and assisted with completing forms and securing documentation from students and parents for awarding.

Major Accomplishments:

Community Outreach

- Developed and conducted community informational sessions and formed FAFSA completion sessions for prospective students.

01/94-08/95: Financial Aid Counselor, Langston University, Langston, OK

Langston University is a public land-grant institution and the only Historically Black College & University in Oklahoma. Founded in 1897, the university has grown to one branch campus in Tulsa, OK and an extension in Oklahoma City, OK. The university enrolls 2,061 undergraduates and 378 graduate students and offers associate, bachelor, master and doctoral degrees and is accredited by the Higher Learning Commission.

Responsibilities:

Assisted students in securing federal and state aid on the main campus and two satellite campuses of the institution. Counseled prospective and returning students and parents on financial aid processes, procedures and updates. Conducted workshops and assisted with completing forms and securing documentation from students and parents for awarding. Worked with veterans and vocational rehabilitation coordinators.

Major Accomplishments:

Community Outreach

- Developed and conducted community informational sessions and formed FAFSA completion sessions for prospective students.

01/93-01-94: Case Manager (After Care), Community Counseling Center, Oklahoma City, OK

Community Counseling Center offers comprehensive outpatient treatment for its mentally ill patients. Treatment includes case management, treatment plans, monitoring by staff doctors and nurses and community resource assistance.

Responsibilities:

Managed a caseload of more than 60 chronically mentally ill clients developing needs assessments aiming to promote patient growth. Clients were assisted in adapting to society, securing housing and monitored to review their stability. Collaborated with doctors and nurses to form treatment teams in order to execute and review treatment plans for each client. Acted as coordinated and liaison as clients utilized community resources. Assisted in revising policies, procedures, goals and objectives for the Center and program.

Major Accomplishments:

Systems & Client Support

- Successfully managed a heightened caseload of 85 clients.
- Prevented three suicide attempts by clients.
- Collaborated with Center doctors and nurses to re-establish treatment plans for clients released from hospitals.

09/90-03-92: *Special Recruiter/Case Worker, Big Brothers/Big Sisters of Greater Oklahoma, Oklahoma City, OK*

Big Brothers/Big Sisters of Greater Oklahoma is the nation's largest donor and volunteer supported mentoring network. Through meaningful, monitored matches between adult volunteers ("Bigs") and children ("Littles") in communities across the country, they develop positive relationships that have a direct and lasting effect on the lives of young people.

Responsibilities:

Established and managed the special recruitment program to increase the involvement of African American big brothers. This involved marketing and fundraising campaigns with local television station, participation in public relations initiatives with United Way on behalf of the agency and other marketing strategies to garner interest in the program. Solicited financial support from business and professional communities. Case management involved screening volunteers, children and parents through intensive interviews, home visits and reference and background checks. As a result of screening and program acceptance, volunteers and children were "matched" with support and monitoring provided to participants. Volunteer and parent meetings were conducted for information purposes.

Major Accomplishments:

Community Outreach

- Increased minority participation by 477%.
- Raised funds and gained donations for organization.

SELECTED AWARDS

- Colorado Black Women on Political Action, Education Honor (2013)
- Good Neighbor Award – Southwest Region Blood Services, American Red Cross (2001)
- New Frontier Award from Southwest Region Blood Services, American Red Cross (2000)
- Keepers of the Dream Award, Ebony Tribune Newspaper (1991)

PROFESSIONAL MEMBERSHIPS

- American Association of Community Colleges

- National Council on Black American Affairs
- President's Round Table
- American Association of Women in Community Colleges

SELECTED COLLEGE COMMITTEES

Rochester Community and Technical College, 07/14-01/16

- Chair, President's Cabinet/Council
- Chair, Strategic Enrollment Management Council
- Chair, President's Diversity/Inclusion Council
- Member, MSCF Faculty Shared Governance Committee
- Member, AFSCME Labor/Management Committee
- Member, MAPE Union Committee
- Member, Student Senate/Cabinet Committee
- Member, HLC Steering Council

Community College of Denver, 08/10 – 07/14

- Member, Executive Staff
- Member, President's Collaboration Council
- Member, AQIP Committee
- Chair/Facilitator, Commencement Committee
- Chair, Student Affairs Council
- Member, C-3 Team
- Member, Community Response Team
- Member, Auraria Response Team
- Member, Policy Development & Shared Operations
- Member, Auraria Phoenix Center Advisory Board
- Member, Community College Colorado System Vice President's Council

Arizona Western College, 08/06-08/10

- Member, President's Council
- Member, Academic Standards Committee
- Member, Strategic Enrollment Management Council
- Member, Enrollment, Processing and Procedures Committee
- Member, Student Services Council
- Co-Chair, Transfer Admission Guarantee
- Member, Wellness Committee
- College-Wide Objective Committees
 - Chair, College Student Email Committee
 - Chair, Faculty/Staff Advisement Model
 - Member, Student Survey
 - Member, College-Wide Communication Committee
- Member, Commencement Committee
- Member, AQIP Committee
- Member, Learning Excellence Assessment Process (LEAP) Committee
- Member, Learning Services Council
- Member, Learning Services Reorganization Committee
- Member, Campus Climate Committee

- Member, Title V Grant Committee
- Member, ĆAMP Grant Committee
- Member, AVID Grant Writing Committee

Langston University, 03/98-08-06

- Member, Student Affairs Council
- Chair, Retention Program
- Chair, Red Cross Committee
- Member, Campus Compact Committee (Service Learning)
- Chair, Voter Registration Committee
- Member, Marketing Committee
- Member, Admissions/Recruitment Committee
- Member, Campus Safety/Security Committee
- Member, Miss Langston Pageant Committee in coordination with Miss Oklahoma & Miss America
- Member, Presidential Search Visitation Committee
- Member, Student Welfare Committee
- Member, Give Five – Hurricane Katrina Relief Committee
- Member, Homecoming Committee
- Member, Student Success Center Committee
- Member, University Senate
- Member, Violence in the work Place Committee
- Member, Probation/suspension (Academic) Committee
- Advisor, Alpha Zeta Chapter of Alpha Kappa Alpha Sorority, Inc.

SELECTED COMMUNITY SERVICE ACTIVITIES

Minnesota, 07/14-01/16

- Member, Minnesota College Athletic Conference
- Ethical Practices Board
- Rochester Areas Chamber of Commerce
- Rochester Area March of Dimes
- Greater Rochester Arts and Cultural Trusts, 01/14-06/16
- Olmsted Medical Center Institutional Review Board
- American Association of Community Colleges Diversity and Inclusion Commission
- Rochester Area Boys and Girls Club, 01/15-06/16

Denver, 08/10-07/14

- Member, Denver Scholarship Foundation, Retention Scholarship Committee
- Member, Denver Metropolitan Urban League Board, Chair Governance Committee
- Member, Western Regional Council on Black American Affairs Board
- Founding Member, Rocky Mountain Council on Black American Affairs
- The Colorado "I HAVE A DREAM" Foundation

Arizona, 09/06-08/10

- Member, Teacher's Task Force (K-12 System and College)
- Board Member, Yuma County Family Advocacy Coalition, Inc. – Amberly's Place

Oklahoma, 01/91-09/06

- Board Member, Right Start Behavioral Health Center
- Board Member, Lend A Hand Parent Child Center
- Board Member, Young Ambassadors
- Board Member, Logan County Disaster Relief (Red Cross)
- Board Member, Southwest Region Blood Service (Red Cross)

LEADERSHIP INSTITUTE PARTICIPATION

- Participant, Colorado Community College System Aspiring Presidents Academy (2011)
- Participant, American Association of Community Colleges Future Presidents Institute (2012)
- Participant, Thomas Lakin Institute for Mentored Leadership (2012)

INVITED PRESENTATIONS

- Rochester Area Chamber of Commerce, Women In Leadership Series, "Mentoring" (December 3, 2015, Rochester, MN)
- Career and Technical Education Conference, Ted Talk (November 5, 2015, Minneapolis, MN)
- Thomas Lakin Institute for Mentored Leadership, First Year as a President Panel (October 2015, Atlanta, GA)
- Rochester Area Chamber of Commerce, Education Leadership Panel (October 9, 2015, Rochester, MN)
- Federal Medical Center, "Diversity in the Community" (August 5, 2015, Rochester, MN)
- DEED: Governor's Workforce Development Council, "Regional Planning, Managing Change, and Innovation/Opportunities" (June 10, 2015, Rochester, MN)
- HealthForce Minnesota, Girls ConnectZ Day (May 19, 2015, Rochester, MN)
- Martin L. King, Jr. Day, National Association for the Advancement of Colored People, "ToId is Not Taught" (January 19, 2015, Rochester, MN)
- Women on Wednesdays: Women and Leadership, Rochester Civic Theatre/Diversity Council (October 2, 2014, Rochester, MN)
- MnSCU Leaders Conference "So You Wanna Be a College or University President?" Stories from the Field, Panel (September 18, 2014, St. Paul, MN)
- 93rd American Association of Community Colleges Annual Convention, "Fire and Shooting in the Rockies" (April 19-23, 2013, San Francisco, CA)
- Rocky Mountain Council on Black American Affairs, "African American Leadership in the 21st Century" (March 2013, Aurora, CO)
- Society for College and University Planning 2013 Pacific Regional Conference, "Place Transforms the Learning Environment at Community College of Denver" (March 24-27, 2013, Denver, CO)
- Kappa Alpha Psi, Fraternity, Inc., Denver Alumni Chapter, "State of Black Colorado, Community & Education" Panel (November 8, 2011, Denver, CO)
- Auraria Higher Education Diversity Summit, "Inclusive Excellence In Higher Education" Panel (April 4, 2011, Denver, Colo.)
- ACT 24th Annual Enrollment Planners Conference, "Walking the Strategic Tightrope: Do You Have a Net?" (July 2009, Chicago, IL.)
- Noel-Levitz 6th Annual Symposium on Pursuing Excellence in Student Preparation, Access and Success, "Sharing Ideas and Best Practices" (February-March 2007, New Orleans, LA.)
- Rocky Mountain Educational Research Association, "The Study of the Higher Educational System in Belize" (October 2005, Stillwater, OK)
- National Convention for the American Red Cross, Discussion on involving African- American students in the Blood and Bone Marrow donation process (June 2002, Phoenix, AZ)

PUBLISHED WORKS

McClellon, L.R. (2002, May-August). Retention on university campuses. *Educational Path*

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	F	9	8	2	2
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CAMPUS: SUS _____ SUBR X SULAC _____ SUAREC _____ SUNO _____ SUSEA _____

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH X OTHER _____ (Specify) _____

X Academic _____ Non-Academic _____ Civil Service _____
 _____ Temporary _____ Part-time (_____ % of Full Time) _____ Restricted _____
 _____ Tenured _____ Undergraduate Student _____ Job Appointment _____
X Tenured Track _____ Graduate Assistant _____ Probationary _____
 _____ Other (Specify) _____ Retiree Return To Work _____ Permanent Status _____

RECEIVE
 OCT 17 2016
 Office of the Executive Vice President
 for Academic Affairs and Provost

Previous Employee University of Alaska, Anchorage Reason Left _____
 Date Left will leave at the end of the fall 2016 semester, Dec. 2016 Salary Paid approx. \$95,000

Profile of Person Recommended

Length of Employment August 15, 2016 To May 31, 2017
 Effective Date January 1, 2017

Name Radian Belu SS# _____ Sex M Race* White
 (Last 4 digits only)

Position Title: Associate Professor Department: Electrical Engineering

Check One X Existing Position *Visa Type (See Reverse Side): U - S
 _____ New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 37 Years Southern University Experience N/A
 Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
M.Sc. / Electronics & Telecom. Polytechnic University of Bucharest Romania 1986
Ph.D. / Applied Physics University Western Ontario 1999
Ph.D. / Elec. Power Engineering University Politehnica (Bucharest Romania) 2001

Current Employer University of Alaska, Anchorage

Personnel Action

Check One X New Appointment _____ Continuation _____ Sabbatical _____ Leave of Absence _____
 _____ Transfer _____ Replacement _____ Other (Specify) _____

Recommended Salary \$70,000 Salary Budgeted \$70,000

Source of Funds 211001-22684-21000

Identify Budget: Electrical Engineering Department Location College of Sciences and Engineering
 Form Code: 211001-22684-21000 Page _____ Item # _____

Change of: _____ From _____ To _____
 Position _____
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable):

Fred Lacy 10/11/16 _____ 10/11/2016
 Supervisor Date Dean/Unit Head Date
[Signature] 10/11/16 _____
 Vice Chancellor Date Chancellor Date
 _____ Date _____ Date
 Director/Personnel Date Vice President/Finance Date
 _____ Date Business Affairs/Comptroller Date
 President Date Chairman/S.U. Board Date
 _____ Date of Supervisors

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS: Dr. Radian Belu is being hired in the Electrical Engineering Department starting in the spring 2017 semester. Because of his vast experience, he is being hired as an Associate Professor at \$70,000.

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 a.m. -5:00 p.m. Daily

EMPLOYEE DIRECT SUPERVISOR: Dr. Fred Lacy

SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-2541 fred_lacy@subr.edu

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources **before** any employment is offered and **before** starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

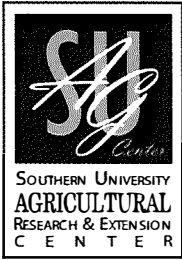
CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
- Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)



Office of the Chancellor-Dean

Ashford O. Williams Hall
P. O. Box 10010
Baton Rouge, LA 70813
(225) 771-2242
(225) 771-4464 Fax
www.suagcenter.com

October 11, 2016

Dr. Ray Belton
President/Chancellor
Southern University and A&M College System
4th Floor, J. S. Clark Administration Building
Baton Rouge, LA 70813

Re: Request for SU Board Approval to Rename the Southwest Center for Rural Initiatives

Dear Dr. Belton:

I am writing this letter to request your approval and the approval of the Southern University Board of Supervisors to rename the current Southwest Center for Rural Initiatives (SCRI) located in Opelousas. After consulting with my senior administrators, faculty, staff and some members of the community where the SCRI serves, the new name will be **Sustainable Agricultural and Rural Development Institute (SARDI)**. This new name better reflects the mission and purpose for which the Center was created and will deflect the negative atmosphere that currently surrounds the Center. As we move forward to implement programs from both the SU Ag Center and the College of Agriculture, the Institute will play a vital role in student recruitment efforts as well as community and economic development as outlined in its mission. The new name will also provide better understanding of the opportunities available at the Institute for all residents of the 10-Parish region that we currently serve. Thank you so much for your consideration and approval of this request.

Should you have questions or concerns, please contact me at your earliest convenience.

Sincerely,

Bobby R. Phills, PhD
Chancellor-Dean

Approved: _____
Dr. Ray Belton, President/Chancellor

2016 OCT 17 AM 11:11
SOUTHERN UNIVERSITY
HUMAN RESOURCES



Office of the Chancellor
Ashford O. Williams Hall
P. O. Box 10010
Baton Rouge, LA 70813
(225) 771-2242
(225) 771-4369 Fax
www.suagcenter.com

October 11, 2016

Dr. Ray Belton, President - Chancellor
Southern University System
4th Floor J. S. Clark Admin Bldg.
Baton Rouge, LA 70813

Re: Request for SU Board Approval to Waive the Search for the Director of the Southwest Center for Rural Initiative

Dear Dr. Belton,


This communication is to request your approval and the approval of the Southern University Board of Supervisors to waive the vacancy announcement for the position of the Director of the Southwest Center for Rural Initiative. Due to structural reorganization, I'm seeking to reassign the duties of several employees to provide optimal effectiveness for the Land-Grant College and expand the opportunities for its employees.

I wish to appoint Mr. Antonio Harris to the position of the Director of the Southwest Center for Rural Initiative. Mr. Harris is currently a Research Associate with the SU Ag Center. Mr. Harris' qualifications and professional experiences are delineated on the attached PAF.

The Director of the Southwest Center for Rural Initiative has a visible and viable presence for the Southern University Agricultural Research and Extension Center (SUAREC). This position has the responsibility of developing an agricultural program that addresses the need and economic opportunities of the small and limited resource farmers and ranchers throughout the 10 parish region that the center was established to serve. He will continue to develop and strengthen youth development programs at all levels to include K-20 and the families and communities from which these clientele come. The Center will continue in accordance with the original state mission, goals and objectives.

Your approval of this request is greatly appreciated.

Sincerely,


Bobby R. Phillips, PhD
Chancellor - Dean

Approved: _____
Dr. Ray Belton, President/Chancellor

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	6	M	9	9	8	2
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CAMPUS: SUS _____ SUBR _____ SULAC _____ SUAREC X SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH X OTHER _____ (Specify) _____

Academic Non-Academic Civil Service
 Temporary Part-time (_____ % of Full Time) Restricted
 Tenured Undergraduate Student Job Appointment
 Tenured Track Graduate Assistant Probationary
 Other (Specify) _____ Retiree Return To Work Permanent Status

Previous Employee Wanda Burke Reason Left Replacement
 Date Left October 21, 2016 Salary Paid \$87,000

Profile of Person Recommended

Length of Employment November 1, 2016 To June 30, 2017
 Effective Date November 1, 2016

Name Antonio Harris SS# S00018698 Sex M Race* B
 (Last 4 digits only)

Position Title: Director of SCRDI Department: SUAREC - EXTENSION

Check One Existing Position *Visa Type (See Reverse Side):
 New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 24 Southern University Experience 15
 Degree(s): Type/Discipline (BA-Education): B.S. Institution/Location (SU-Baton Rouge): Southern University A & M College Year: 1985
M.S. University of Connecticut 1990

Current Employer Southern University

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) _____

Recommended Salary \$75,000 Salary Budgeted \$75,000

Source of Funds State

Identify Budget: 611001-63050-63000 Location _____
 Form Code: US Page 1 _____

Change of:
 Position Research Associate From Director, Southwest Center for Rural Initiative
 Status _____ To _____
 Salary Adjustment \$48,300 \$75,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Source of Funds	Amount
621612	\$44,500

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable): Lynda Batiste 10-13-16

Supervisor _____ Date _____
 Vice-Chancellor [Signature] Date 10/27/16
 Director/Personnel _____ Date _____
 President Ray L. Belmont Date 10-27-16

Dean/Unit Head [Signature] Date 10/13/16
 Chancellor [Signature] Date 10/13/16
 Vice President/Finance [Signature] Date 10/27/16
 Business Affairs/Comptroller _____ Date _____
 Chairman/S.U. Board of Supervisors _____ Date _____

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 – 5:00 P.M. Monday – Friday

EMPLOYEE DIRECT SUPERVISOR: Dr. Dawn Mellion-Patin

SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-3532


NUMBER OF EMPLOYEES SUPERVISED, (if any) 4

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	FUNDS AVAILABLE OFFICE OF THE AGRICULTURAL RESEARCH AND EXTENSION SOUTHERN UNIVERSITY SYSTEM  FINANCE & ADMINISTRATION SECTION
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)
- Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- Exemptions, Survey Form (signed by employee and budget head)
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)



Office of the Chancellor
Ashford O. Williams Hall
P. O. Box 10010
Baton Rouge, LA 70813
(225) 771-2242
(225) 771-4369 Fax
www.suagcenter.com

October 11, 2016

Dr. Ray Belton, President - Chancellor
Southern University System
4th Floor J. S. Clark Admin Bldg.
Baton Rouge, LA 70813

Re: Request for SU Board Approval to Waive the Search for the Director, Medicinal Plant Institute.

Dear Dr. Belton,

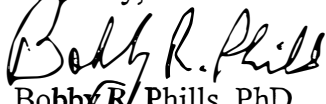
This communication is to request your approval and the approval of the Southern University Board of Supervisors to waive the vacancy announcement for the position of the Director, Medicinal Plant Institute. Due to structural reorganization, I'm seeking to reassign the duties of several employees to provide optimal effectiveness for the Land-Grant College and expand the opportunities for its employees.

I wish to appoint Dr. Janana Snowden to the position of the Director, Medicinal Plant Institute. Dr. Snowden is currently a Research Associate with the SU Ag Center. Dr. Snowden's qualifications and professional experiences are delineated on the attached PAF.

The Director, Medicinal Plant Institute is the newest entity of the Southern University Agricultural Research and Extension Center (SUAREC). The Institute has already become a visible and viable presence in its conception. This position will be developing and implementing a comprehensive medicinal plant program that evaluates various plant species for medicinal properties and the development of such properties for commercial usage. Work closely with other administrators in the garnering of financial support for the development and marketing of value-added products emanating from this institute. Also assist in providing training and experiential learning opportunities for students at the undergraduate and graduate level. The Center will continue in accordance with the original state mission, goals and objectives.

Your approval of this request is greatly appreciated.

Sincerely,


Bobby R. Phills, PhD
Chancellor - Dean

Approved: _____
Dr. Ray Belton, President/Chancellor

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	6	M	9	7	4	8
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CAMPUS: SUS _____ SUBR _____ SULAC _____ SUAREC X _____ SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH X _____ OTHER _____ (Specify) _____

_____ Academic	<u>X</u> Non-Academic	_____ Civil Service
_____ Temporary	_____ Part-time (_____ % of Full Time)	_____ Restricted
_____ Tenured	_____ Undergraduate Student	_____ Job Appointment
_____ Tenured Track	_____ Graduate Assistant	<u>X</u> Probationary
_____ Other (Specify)	_____ Retiree Return To Work	_____ Permanent Status

Previous Employee Janana Snow dn Reason Left New Appointment
 Date Left September 30, 2016 Salary Paid \$48,300

Profile of Person Recommended

Length of Employment November 1, 2016 To September 30, 2017
 Effective Date November 1, 2016

Name Janana J. Snowden SS# S00017466 Sex Female Race* Black
(Last 4 digits only)

Position Title: Director, Medicinal Plant Institute Department: Research

Check One _____ Existing Position *Visa Type (See Reverse Side):
 _____ New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 9 Southern University Experience 9

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>BS in Biology</u>	<u>Grambling State University</u>	<u>2003</u>
	<u>MS Urban Forestry</u>	<u>Southern University</u>	<u>2005</u>
	<u>Ph.D. Environmental Toxicology</u>	<u>Southern University</u>	<u>2011</u>

Current Employer NA

Personnel Action

Check One _____ New Appointment X _____ Continuation _____ Sabbatical _____ Leave of Absence
 _____ Transfer _____ Replacement _____ Other (Specify) _____

Recommended Salary \$75,000 Salary Budgeted \$ 75,000^o

Source of Funds Federal and State

Identify Budget: 611001-65060-62000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of:
 Position Senior Research Associate From Director, Medicinal Plant Institute To
 Status _____
 Salary Adjustment \$48,300 \$75,000

Financial Aid signature (if, applicable):

Source of Funds	Amount
<u>611001</u>	<u>\$48,000</u>
<u>621616</u>	<u>\$27,000</u>

List total funds currently paid this employee by Southern University:
 *See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable): Syndera Batista 10-13-16

Supervisor _____ Date _____
 Vice Chancellor _____ Date _____
 Director/Personnel _____ Date _____
 President _____ Date _____

Bobby R. Phillips Dean/Unit Head Date _____
Bobby R. Phillips Chancellor Date 10/13/16
 Vice President/Finance Business Affairs/Comptroller Date _____
 Chairman/S.U. Board of Supervisors Date _____

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

Hispanic or Latino

Non-Hispanic or Non-Latino

RACE (Please check all that apply):

White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

611001-65060-62000 \$48,000

621616-65050-62000 \$27,000

EMPLOYEE REGULAR WORK SCHEDULE:

Monday-Friday from 8:00am to 5:00 pm

EMPLOYEE DIRECT SUPERVISOR:

Dr. Andre Johnson

NUMBER OF EMPLOYEES SUPERVISED, (if any)

HR USE ONLY: STATUS (circle one):

EXEMPT

NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE US

CODE

EXPIRES

United States Citizen/Certificate of Naturalization

US

FUNDS AVAILABLE

Resident Alien

RA

OFFICE OF THE AGRICULTURAL
RESEARCH AND EXTENSION

H-1 Visa (Distinguished Merit & Ability)

H1

SOUTHERN UNIVERSITY SYSTEM

J-1 Visa (Exchange Visitor Program)

J1

F-1 Visa (Student Emp. FT Student at S.U.)

F1

[Signature]
FINANCE & ADMINISTRATION SECTION

OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")

F0

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

Approved Position Vacancy Authorization Form (applicable for new and replacement positions)

Position Vacancy Announcement (position advertised before processing PAF, if applicable)

Application for Employment Form Admin/Fac/Uncl Positions (Civil Service Application for classified employees)

Authority to Release (signed by employee) (submitted to Campus Police with Criminal/Background Check form)

Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)

Exemptions Survey Form (signed by employee and budget head)

Proposed Employee Appointment

Proposed Employee Clearance

Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

Janana J. Snowden
2664 Old Towne Road
Zachary, LA 70791
(225) 333-2533
jananasnowden@gmail.com

EDUCATION:

Ph.D., Environmental Toxicology -December 2011
Southern University and A&M College, Baton Rouge, LA

M.S., Urban Forestry -December 2005
Southern University and A&M College, Baton Rouge, LA

B.S., Biology (Wildlife) -May 2003
Grambling State University, Grambling, LA

EXPERIENCE:

Medical Marijuana Liaison Officer (Present)
Southern University Agricultural Research and Extension Center, Baton Rouge, Louisiana

Responsibilities: Working as first line of communication for SU Ag Center by addressing calls/inquiries, developing relationships with local/regional stakeholders, and compiling/organizing information pertaining to medical marijuana. Reporting all information to Chancellor and performing duties as assigned. Scheduling visits with policy makers, cultivation facilities and investors. Also responsible for maintaining regular communication with SUS administrators, LA Dept. of Agriculture and Forestry, LA Pharmacy Board and LA Medical Board of Examiners regarding interpretation of existing and new statues and rules surrounding this enterprise.

Senior Research Associate (Present)
Southern University Agricultural Research and Extension Center, Baton Rouge, Louisiana

Responsibilities: Conducting basic, applied and analytical research to investigate the potential medicinal uses of phytochemical compounds found in Roselle (*Hibiscus Sabdariffa*) extracts and investigating the mechanism of action in the suppression, proliferation and/or migration of cancer cells. Also responsible for the interpretation of analytical results; development of new methods; and the optimization of existing laboratory methods. In addition to research and product development, responsible for providing scientific results that support the generation of publications and patents while disseminating findings at local and national scientific meetings. Other responsibilities include managing laboratories and equipment and supervising research assistants.

Adjunct Instructor - Genetics (Summer 2015)
Biology Department, Southern University and A&M College

Responsibilities: Teaching Genetics course as outlined in syllabus. Providing information and laboratory exercises that will enable students to thoroughly understand how genes are transmitted from generation to generation, the biochemical nature of genes, how genes exert their effect at the molecular and biochemical levels; while also enhancing the student's problem solving skills.

Research Instructor/Mentor (June 2006-Present)
Upward Bound TRIO, Southern University and A&M College

Responsibilities: Teaching introductory research and laboratory practices to high school students by utilizing group activities which promote student learning. Responsible for curriculum design, lecture planning and implementation, test design and evaluation of student performance.

Postdoctoral Researcher/Research Associate (April 2012-March 2014)

Southern University Agricultural Research and Extension Center, Baton Rouge, Louisiana

Responsibilities: Managed and facilitated all activities associated with “Combating Childhood Obesity with Caregivers as Change Agents” clinical trial, developed value added food products using bioactive compounds (i.e. whey protein and resistant starch), recruited and screened subjects for study, collected and analyzed data from subjects such as height, weight, and blood pressure, utilized the Dual Energy X-ray Absorptiometry (DEXA) to obtain body mass index (BMI) measurements for subjects, conducted sensory analyses, provided nutrition and health intervention classes to subjects, collaborated with other scientists, presented results via poster, seminars, workshops, and/or manuscripts.

Research Scientist (Summer 2011)

Bering Glacier Research Camp, Alaska

Responsibilities: Collaborated with scientists from U.S. Bureau of Land Management (BLM), United States Geological Survey (USGS), and Michigan Technological University (MTU) investigating climate change as a result of global warming. Collected and assessed data to measure fish and fungi productivity of Vitas Lake. Measured and analyzed the melting of Bering glacier using various research activities such as water quality, seismic activity, vegetation and land use classification, GIS/Remote Sensing Mapping and GPS.

Graduate Research Assistant (January 2006 – December 2011)

Department of Environmental Toxicology, Southern University

Responsibilities: Employed cellular and molecular biology techniques and assays to characterize the relationship between environmental genotoxin exposure and acquisition of anti-tumor drug resistance in DU145 prostate cancer cells. Conducted dose-dependent studies to investigate the cytotoxic effects of Diepoxybutane (DEB) on cancer cells. Identified cell signaling pathways involved in the DEB-induced transition of anchorage dependence to anchorage independence of DU145 cells. Assessed the role of DEB in promoting cell migration and drug resistance in prostate cancer cells.

Environmental Scientist (February 2007 – July 2009)

Louisiana Department of Environmental Quality, Baton Rouge, LA

Performed routine wet-chemistry analyses of water and wastewater samples for various chemical and physical parameters using titrimetric, gravimetric, and volumetric procedures.

Developed skills and assisted in the analyses of various environmental samples (air water, wastewater, soils, sediments and aquatic organisms) using various instrumental procedures including atomic absorption spectrophotometry, automated colorimetry, ion chromatography, gas chromatography infrared spectrometry, mass spectroscopy, and polarized light microscopy. Assisted in the acquisition, formatting, reporting, and quality control of analytical data and the calibration and maintenance of laboratory equipment. Input and recorded data for direct importation into Laboratory Information Management System (LIMS) database and prepared summaries for review. Received various Certificates of Completion in Comprehensive Public Training Program.

Graduate Research Assistant (August 2003 – December 2005)

Department of Urban Forestry, Southern University

Responsibilities: Investigated the factors affecting biodiversity and ways to manage it. Aided in set up of laboratory activities and exercises. Graduate teaching assistant to Tree Physiology undergraduate students.

Agricultural Environmental Specialist Intern (August 2004- December 2005)

Louisiana Department of Agriculture and Forestry, Baton Rouge, LA

Responsibilities: Assessed environmental impact of agricultural operations on soil, water, air, and other related natural resources and assisted in the development of direct management plans designed to protect these resources. Performed inspections and investigations relative to laws governing horticulture, agronomy, pesticides, structural pest control, seeds, fertilizers, and quarantine programs.

Laboratory Student Assistant (September 2002 – May 2003)

Department of Biology, Grambling State University

Responsibilities: Assisted in teaching introductory anatomy and water quality labs to incoming biology majors. Developed curriculum emphasizing several in/out of classroom group activities.

Wildlife Biology Student Trainee/Park Ranger (Summer 2001)

Tensas River National Wildlife Refuge, Tallulah, LA

Responsibilities: Conducted biological survey involving the tagging and releasing of the Louisiana Black Bear. Collected, compiled, analyzed and communicated biological and environmental data of various projects in support of major program objective.

SPECIAL SKILLS:

(Biological)

Gel Electrophoresis, Real Time PCR, Western Blotting Analysis, ELISA, Immunofluorescence, Cell Culture, Transfections, Immunofluorescence Microscopy, Light Microscopy, Brightfield Microscopy, Cell Staining (Gram-Negative and Gram Positive), Slide Preparation and Staining, Bacteria Cultivation and Isolation, DNA Extraction, RNA Isolation, Affymetrix Gene Chips, Gene Expression Profiling

(Chemical)

GC-MS, UV-vis, Spectrophotometry, HPLC, Inverted Microscopy, Scanning Electron Microscopy, Soil and Ground Water Sampling, DOC studies: BNA (Method 625 & 3520C), Oil & Grease/ Hand Extraction Method 1664)

(Software)

Microsoft Word, Powerpoint, Access, Publisher, Excel, Photoshop, Pathway Assist, Pathway Array, ImageJ, Laboratory Information Management System (LIMS), Dual Energy X-ray Absorptiometry (DEXA), SAS, SPSS, iTree Suite, GIS/Remote Sensing and GPS

Certifications/Trainings:

Hazwoper/Hazmat (DEQL)

Environmental Ethics and Data Integrity Training (LELAP/NELAP)

ServSafe Food Protection Manager Certification- American National Standards Institute (ANSI)

License(s):

Louisiana Controlled Dangerous Substance (CDS-Schedule I) License- LA Board of Pharmacy

US Drug Enforcement Administration Schedule I Registration – In Progress

PUBLICATIONS:

Janana J. Snowden (August 2016) Antimicrobial Efficacy of Roselle Hibiscus Extracts Against *Escherichia coli*. Gordon Research Conference – Natural Products and Bioactive Compounds, Andover, New Hampshire (Abstract)

Janana J. Snowden (December 2014) Cytotoxic Effects of the Environmental Contaminant, Diepoxybutane, on DU145 Prostate Cancer Cells. Professional Agricultural Workers Conference (PAWC), Tuskegee, AL

Fatemeh Malekian, **Janana J. Snowden**, Sebhatu Gebrelul, Kasundra Cyrus, De' Shoin Friendship, Betty Kennedy and Jack Losso (2014). Shake Off Your Weight. Louisiana Agriculture Magazine, Winter Issue Vol. 57 No. 1

Janana J. Snowden, Fatemeh Malekian, and Sebhata Gebrelul (2011). Combating Childhood Obesity with Caregivers as Change Agents (CCOCCA) “Product Development Phase” Association of 1890 Research Directors, Inc. 17th Biennial Research Symposium, p. 246, 554

Sridevi Yadavilli, Eduardo Martinez-Ceballos, **Janana J. Snowden**, Angela Hurst, Tranole Joseph, Thomas Albrecht, and Perpetua M. Muganda (2007). Diepoxybutane activates the mitochondrial apoptotic pathway and mediates apoptosis in human lymphoblast through oxidative stress. *Toxicology in Vitro*, 21, 1429-1441

Janana J. Snowden (2011). Effects of Diepoxybutane on the cell migration and drug resistance capabilities of DU145 prostate cancer cells. ProQuest

Janana J. Snowden and Zhu H. Ning (2005). Factors affecting biodiversity and strategies to manage biodiversity. ProQuest

Janana J. Snowden and Eduardo Marinez-Ceballos. Effect of the Environmental Pollutant Diepoxybutane (DEB) on the Cellular Proliferation and Migration of DU145 Prostate Cancer Cells. To be submitted.

PRESENTATIONS:

Janana J. Snowden (August 2016) Antimicrobial Efficacy of Roselle Hibiscus Extracts Against *Escherichia coli*. Gordon Research Conference – Natural Products and Bioactive Compounds, Andover, New Hampshire

Janana J. Snowden (July 2015) Medicinal Properties of Roselle (*Hibiscus sabdariffa L.*). Improving Information Access Conference, SUAREC

Janana J. Snowden (May 2015) Health benefits and medicinal uses of Roselle Hibiscus. Tangipahoa Extension Service Hibiscus Workshop, Amite, LA

Janana J. Snowden (July 2014) Planning and Management of Urban Green Spaces. Urban Forestry 708, Southern University

Janana J. Snowden (September 2013) Hazard analysis and critical control points (HACCP). Animal Science Class, Southern University

Janana J. Snowden, Fatemeh Malekian, and Sebhata Gebrelul (April 2012). Combating Childhood Obesity with Caregivers as Change Agents (CCOCCA) “Product Development Phase” Association of 1890 Research Directors, Inc. 17th Biennial Research Symposium,

Janana J. Snowden (November 2012). Sustainable Backyard Gardening. Presented at Chaneyville Community Backyard Gardening Roundtable Workshop, Zachary, LA

Janana J. Snowden (November 2012). Developing Healthy Eating Habits. Presented at Chaneyville Community Backyard Gardening Roundtable Workshop, Zachary, LA

Janana J. Snowden (October 2012). Functional Organization of the Human Body and Control of the “Internal Environment”. Presented to Southern University Environmental Toxicology Animal Physiology Class, Baton Rouge, LA

Janana J. Snowden and Eduardo Martinez-Ceballos (December 2011). Effects of Genotoxins on the Response of Prostate Cancer Cells to Anticancer Drugs. Presented at the American Society of Cell Biology (ASCB) 50th annual meeting, Philadelphia, Pennsylvania

Janana J. Snowden and Eduardo Martinez-Ceballos (February 2010). Mechanism of DEB-induced Cisplatin Resistance on DU145 Cells. Presented at Louisiana Academy of Sciences (LAS) 84th annual meeting Alexandria, Louisiana

Janana J. Snowden and Eduardo Martinez-Ceballos (February 2008). Characterization of Developmental Effects of Diepoxybutane on Danio Rerio “Zebrafish”. Presented at Southern University 22nd Annual College of Sciences Symposium, Baton Rouge, LA

Janana J. Snowden and Dr. Zhu Hua Ning (March 2007). Factors that affect Biodiversity and strategies to manage biodiversity. Presented at Louisiana Academy of Sciences (LAS) 81st Annual meeting, Baton Rouge, Louisiana

PROFESSIONAL DEVELOPMENT:

Agilent Technologies Seminar Tour on ‘Breaking Bad Chromatography Habits’ (HPLC, GC and Sample Preparation), Marriott: Baton Rouge, LA (April 2015)

Capacity Building Grant Teaching and Extension Review Panel, United States Department of Agriculture/National Institute of Food and Agriculture (USDA/NIFA) (June 2014)

Specialty Crop Block Grant Review Panel, Louisiana Department of Agriculture and Forestry (LDAF) (May 2014)

Minorities in Agriculture, Natural Resources and Related Sciences (MANRRS) 29th Annual Career Fair and Training Conference (March 2014)

Wisteria Alliance Training (Women in Agriculture) Southern University Agricultural Research and Extension Center (October 2013)

Town Hall Meeting, Combating Childhood Obesity, Baton Rouge Chapter of the Links Incorporated, ExxonMobil YMCA (October 2013)

Food Application Symposium, Courtyard Metairie, Metairie, LA (August 2013)

17th Biennial Research Symposium, 1890 Association of Research Directors, Jacksonville, FL. (April 2013)

Louisiana Food Processor Conference, Louisiana State University (March 2013)

North-South Institute Tenth Annual Regional Symposium, Miami, Florida (March 2013)

Louisiana Food Access Summit, Pennington Biomedical Research Center (November 2012)

National Institutes of Health (NIH) Successful Grant Writing Workshop, Southern University (October 2012)

Childhood Obesity and Public Health Conference, Pennington Biomedical Research Center (October 2012)

Louisiana Women in Agriculture Conference- USDA, Delhi, LA (September 2012)

Spectroscopy and Chromatography/MS Users Workshop and Trade Show, Renaissance Marriott, Baton Rouge, LA (August 2012)

Urban and Sustainable Foods Conference and Expo, Ernest N. Morial Convention Center, New Orleans, LA (August 2012)

Healthy People 2020: Holistic Approach to Adolescent Health Inaugural Assembly, Galvez Building, Baton Rouge, LA (May 2012)

68th Joint Annual Meeting of the National Institute of Science (NIS) and Beta Kappa Chi (BKX) Scientific Honor Society, New Orleans, LA (March 2011)

Society of Toxicology 49th Annual Meeting and ToxExpo, Salt Lake City, Utah (March 2010) 67th Joint Annual Meeting of the National Institute of Science (NIS) and Beta Kappa Chi (BKX) Scientific Honor Society, New Orleans, LA (March 2010)

Role of KSHV Glycoproteins in the Viral Life Cycle and Tumorigenesis BKX/NIS Seminar Series, Southern University Department of Biology, Baton Rouge, LA (October 2009)

Applications of Heterocycle Compounds in Bioinspired Molecular Recognition Seminar, Southern University Department of Chemistry, Baton Rouge, LA (January 2009)

South Central Society of Toxicology Regional Meeting, Mississippi State University, Starkville, MS (2006)

GRANTSMANSHIP:

“Evaluation of Roselle (*Hibiscus sabdariffa L.*) Plant Extract for Medicinal Use as Anti-cancer and Neuroprotective Agent” Submitted to USDA/NIFA Capacity Building Grants Program (March 2016)

“Evaluation of Roselle (*Hibiscus sabdariffa L.*) Seed-oil Production, Extraction and Use as a Multi-purpose, Value-Adding Agent” Submitted to Louisiana Department of Agriculture: Specialty Crop Competitiveness Program (May 2015)

“Production, Properties and Bioactivity of the Medicinal Mushroom, Cordiceps Species as a Niche Market Enterprise Crop” Submitted to USDA/NIFA-Evans Allen (July 2014) Awarded.

"Evaluation of Antimicrobial Activity of Cymbopogon citratus (Lemongrass) Against E. Coli 0157:H7 and Salmonella in Livestock on Small Farms" Submitted to Southern SARE (June 2013)

“Evaluation of Antioxidant Properties of Hibiscus Plant Extract on Nervous System” Submitted to AFRI (December 2012)

Coke Healthy Living: “Let’s Move the 100 Way”, 100 Black Men (Greater Metro Baton Rouge Chapter), Southern University Agricultural Research and Extension Center and Crestworth Learning Academy (November 2012) Awarded.

LEADERSHIP:

- Shayla Edwards (Honors Thesis- Biology) “The Effects of Cymbopogon citratus (Lemongrass) on Gastrointestinal Parasite Control in Small Farm Ruminants” Spring 2014 (Advisor)
- Abraham Anderson (Master’s Thesis- Biology) “The Effects of Garlic on Gastrointestinal Parasite Control in Swine” Spring 2014 (Advisor)
- Mar’Leasha Hollins (Honors Thesis- Biology) “Investigation of Antibacterial Activity of Soap Formulation Utilizing Hibiscus Sabdariffa Extracts” Spring 2016 (Advisor)

PROFESSIONAL MEMBERSHIPS/AFFILIATIONS:

- SU Agricultural Research and Extension Center Faculty Senate (Secretary)
- Minorities in Agriculture, Natural Resources, and Related Sciences (MANRRS) - Professional (Co-Advisor)
- Southern University Urban Forestry Club (Co-Advisor)
- College of Agricultural, Family and Consumer Sciences (CAFCS) Alumni Association
- Society of Toxicology (SOT)
- Baton Rouge Early Risers Kiwanis Club
- Beta Kappa Chi Honor Society (BKX)
- National Institute of Science (NIS)
- Louisiana Academy of Sciences (LAS)
- Louisiana Bringing About Change (Non-Profit) Urban Restoration and Development Coordinator/Assistant Director
- Modern Free and Accepted Masons of the World Inc., Nia Grand Chapter Order of the Eastern Star, Pearls of Ujima #1058 (Queen-2014)

VOLUNTEERISM:

- Baton Rouge Green
- Together Baton Rouge
- Louisiana Youth Sports Network
- Chaneyville Community Center
- Fairfield Medical Clinic
- United Healthcare
- Fresh Start Sports, LLC



Office of the Chancellor
Ashford O. Williams Hall
P. O. Box 10010
Baton Rouge, LA 70813
(225) 771-2242
(225) 771-4369 Fax
www.suagcenter.com

October 18, 2016

Dr. Ray Belton, President - Chancellor
Southern University System
4th Floor J. S. Clark Admin Bldg.
Baton Rouge, LA 70813

Re: Request for SU Board Approval to Waive the Search for the Associate Research Director

Dear Dr. Belton,

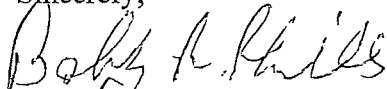
This communication is to request your approval and the approval of the Southern University Board of Supervisors to waive the vacancy announcement for the position of the Associate Research Director. Due to structural reorganization, I'm seeking to reassign the duties of several employees to provide optimal effectiveness for the Land-Grant College and expand the opportunities for its employees.

I wish to appoint Dr. Calvin R. Walker to the position of the Associate Research Director. Dr. Walker is a Professor in the College of Agricultural Sciences and Research Scientist with the SU Ag Center. Dr. Walker's qualifications and professional experiences are delineated on the attached PAF.

The Associate Research Director will assist the Vice Chancellor for Research in the implementation of the Research and Technology strategic plan of work. Serve as the liaison between Research and Extension and Academic programs. Coordinate livestock programs and unit workforce management responsibilities throughout the land-grant campus.

Your approval of this request is greatly appreciated.

Sincerely,


Bobby R. Phills, PhD
Chancellor - Dean

Approved: _____
Dr. Ray Belton, President/Chancellor

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	6	M	9	9	4	4
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CAMPUS: SUS _____ SUBR _____ SULAC _____ SUAREC X SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH _____ X 12-MONTH _____ OTHER _____ (Specify) _____

_____ Academic	<u>X</u>	Non-Academic	_____ Civil Service
_____ Temporary	_____	Part-time (_____ % of Full Time)	_____ Restricted
_____ Tenured	_____	Undergraduate Student	_____ Job Appointment
_____ Tenured Track	_____	Graduate Assistant	_____ Probationary
_____ Other (Specify)	_____	Retiree Return To Work	<u>X</u> Permanent Status

Previous Employee Willie J. Rawls Reason Left Retirement
 Date Left January 31, 2016 Salary Paid \$74,000

Profile of Person Recommended

Length of Employment November 1, 2016 To September 30, 2017
 Effective Date November 1, 2016

Name Calvin R. Walker SS# S00016393 Sex Male Race* Black
 (Last 4 digits only)

Position Title: Professor Department: SUAREC-Research

Check One X Existing Position *Visa Type (See Reverse Side):
 _____ New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience	Southern University Experience		
Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
B.S.	<u>Animal Science</u>	<u>Louisiana Tech University</u>	<u>1976</u>
M.S.	<u>Animal Breeding</u>	<u>Oregon State University</u>	<u>1980</u>
Ph.D.	<u>Animal Breeding</u>	<u>Oregon State University</u>	<u>1983</u>

Current Employer Southern University and A&M College

Personnel Action

Check One _____ New Appointment X Continuation _____ Sabbatical _____ Leave of Absence _____
 _____ Transfer _____ Replacement _____ Other (Specify) _____

Recommended Salary \$65,617/\$49,383 Salary Budgeted \$65,617/\$49,383

Source of Funds Federal Funds & General Funds- SUBR

Identify Budget: 621617/210817 Location SUBR/SUAREC
 Form Code: US Page 1 Item # 1

Change of: _____ From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$103,893.58 \$115,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by

Southern University:

*See Reverse Side

Source of Funds	Amount
210817	65,617
621617	49,383

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable): Synda Batiste 10-13-16

Supervisor _____ Date _____

Vice Chancellor _____ Date _____

Director/Personnel _____ Date _____

Ray L. Belton 10-27-16
 President _____ Date _____

_____ Date _____

Dean/Unit Head _____ Date _____

Chancellor _____ Date _____

Vice President/Finance _____ Date _____

Business Affairs/Comptroller

Chairman/S.U. Board _____ Date _____
 of Supervisors

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

_____ Hispanic or Latino _____ Non-Hispanic or Non-Latino

RACE (Please check all that apply):

_____ White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

_____ Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

_____ Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

_____ American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

EMPLOYMENT

210817, 75% for 12 months = \$65,617

621617, 25% for 12 months = \$49,383

EMPLOYEE REGULAR WORK SCHEDULE:

8:00 a.m. – 5:00 p.m.

EMPLOYEE DIRECT SUPERVISOR:

Dr. Andrea Johnson

NUMBER OF EMPLOYEES SUPERVISED, (if any)

45

HR USE ONLY:

STATUS (circle one):

EXEMPT

NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	FUNDS AVAILABLE
H-1 Visa (Distinguished Merit & Ability)	H1	OFFICE OF THE AGRICULTURAL RESEARCH AND EXTENSION SOUTHERN UNIVERSITY SYSTEM
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)	P0	FINANCE & ADMINISTRATION SECTION

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- _____ Application for Employment Form Admin/Fac/Uncl Positions(Civil Service Application for classified employees)
- _____ Authority to Release (signed by employee) (submitted to Campus Police with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

SOUTHERN UNIVERSITY SYSTEM

JOB CLASS				
JOB CODE				
CAL ID				

Personnel Action Form

POSITION NUMBER 2M9117

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

EMPLOYMENT CATEGORY: 9 -MONTH 12-MONTH OTHER (Specify)

Academic Non-Academic Civil Service
 Temporary Part-time (% of Full Time) Restricted
 Tenured Undergraduate Student Job Appointment
 Tenured Track Graduate Assistant Probationary Executive Vice President
 Other (Specify) Retiree Return To Work Permanent Staff Affairs and Provost

RECEIVED
OCT 17 2016

Previous Employee SAME Reason Left _____
Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment 07/01/2016 To 06/30/2017 & Continuing
Effective Date 08/01/2016

Name Cheryl Taylor SS# S00019901 Sex F Race* B
(Last 4 digits only)

Position Title: Chair Graduate Nursing/Assistant Professor Department: Nursing

Check One Existing Position *Visa Type (See Reverse Side):
 New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 35 Southern University Experience 15
Degree(s):
 Type/Discipline (BA-Education): Ph.D./Nursing Institution/Location (SU-Baton Rouge): Texas Woman's University/Denton, TX Year: 1989
Masters/Nursing University of Washington/Seattle, WA 19 80
BSN/Nursing Dillard Univ./New Orleans, LA 19 77

Current Employer SUBR

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Salary Adjustment

Recommended Salary 103,172 Salary Budgeted 103,172

Source of Funds State

Identify Budget: 21001-22406-6100 3-21000 Location _____
Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____

Position _____
Status _____
Salary Adjustment 98,172 103,172

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side
Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side Graduate School signature (if, applicable):

[Signature] 10/14/16 Date
 Supervisor
[Signature] 10/14/16 Date
 Vice Chancellor
[Signature] 10/19/16 Date
 Director/Personnel
[Signature] 10/19/16 Date
 President

[Signature] Date
 Dean/Unit Head
[Signature] Date
 Chancellor
[Signature] Date
 Vice President/Finance
 Business Affairs/Comptroller
[Signature] Date
 Chairman/S.U. Board
 of Supervisors

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS:

Salary adjustment of \$5000.

EMPLOYEE REGULAR WORK SCHEDULE: 8-5, M-F
EMPLOYEE DIRECT SUPERVISOR: Dr. Janet Rami
SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-2164
NUMBER OF EMPLOYEES SUPERVISED, (if any) 12

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- Position Vacancy Announcement (position advertised before processing PAF, if applicable)
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- Authority to Release (signed by employee) (submitted to Human Resources with Criminal/Background Check form)
- Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment
- Proposed Employee Clearance
- Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

JOB CLASS	
JOB CODE	
CAL ID	

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	F	9	8	5	9
-----------------	---	---	---	---	---	---

CAMPUS: SUBR X SUBR X SUBR X SUAC SUAREC SUNO SUSLA

EMPLOYMENT CATEGORY: 9-MONTH 12-MONTH OTHER X (Specify) FALL 2016

<input checked="" type="checkbox"/> Academic	<input type="checkbox"/> Non-Academic	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (<u> </u> % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Job Appointment
<input type="checkbox"/> Tenured Track	<input type="checkbox"/> Graduate Assistant	<input type="checkbox"/> Probationary
<input type="checkbox"/> Other (Specify) <u> </u>	<input type="checkbox"/> Retiree Return To Work	<input type="checkbox"/> Permanent Status: <u>2016</u>

Previous Employee Reason Left
 Date Left Salary Paid

Profile of Person Recommended

Length of Employment AUGUST 22, 2016 To Dec. 16, 2016
 Effective Date AUGUST 22, 2016

Name Vineeta Hingorani SS# S00018610 Sex F Race* Indian
 (Last 4 digits only)

Position Title: Professor Department: Dept. of Acct., Econ., & Finc.

Check Existing Position *Visa Type (See Reverse Side):

--	--	--

New Position Expiration Date:
 (Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAF, if applicable.)

Years Experience 22 Southern University Experience 22

Degree(s)	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
PhD		University of New Orleans	1994
MS		University of New Orleans	1989
MBA		University of New Orleans	1987

Current Employer SUBR

Personnel Action

Check One New Appointment Continuation Sabbatical X Leave of Absence
 Transfer Replacement X Other (Specify) Fall 2016

Recommended Salary \$41,504.00 Salary Budgeted \$41504.00

Source of Funds STATE BUDGET

Identify Budget: 211001-22206-61002 Location
 Form Code: Page Item #

Change of: From To
 Position
 Status
 Salary Adjustment

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:
 *See Reverse Side

Source of Funds	Amount
211001-22206	\$83,008.00

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

<u>G. S. McCreary</u> 09/27/16 Supervisor Date	<u>Donald [Signature]</u> 9/27/16 Dean/Unit Head Date
<u>[Signature]</u> 9/29/16 Vice Chancellor Date	<u>[Signature]</u> 10/18/16 Vice President/Finance Business Affairs/Comptroller Date
<u>[Signature]</u> 10/18/16 Director/Personnel Date	<u> </u> Chairman/S.U. Board of Supervisors Date
<u>[Signature]</u> President Date	

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS: The EPAF is effective for 8/22/2016 to 12/16/2016. Dr. Hingorani will be on leave with pay and benefits. Her sick leave application and FMLA documents have been submitted to Human Resources for processing.

EMPLOYEE REGULAR WORK SCHEDULE: Mon - Fri
EMPLOYEE DIRECT SUPERVISOR: Dr. GHEBREYESUS/DEAN ANDREWS (771-5640)
NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and F-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	US	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

Do Not Write Below This Area
For Human Resource and Budgetary Control Use Only!

- PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):**
- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
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 - Authority to Release (signed by employee) (submitted to Campus Police with Criminal/Background Check form)
 - Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
 - Exemptions Survey Form (signed by employee and budget head)
 - Proposed Employee Appointment
 - Proposed Employee Clearance
 - Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

SOUTHERN UNIVERSITY SYSTEM
BUDGET OFFICE
21001-23206-01003-21000
[Signature]
FUNDS AVAILABLE

**REQUEST FOR LEAVE OF ABSENCE FORM
SOUTHERN UNIVERSITY SYSTEM**

CAMPUS: SUS _____ SUBR SUAC _____ SUAREC _____ SUNO _____ SUSLA _____

Name of Employee: VINEETA L. HINGORANI SSN: [REDACTED]

Address: 10405 CHERRYLAKE CT B.R. LA 70810 Phone: [REDACTED]

Title: PROFESSOR - DEPT OF ACCT, FINC & ECON Highest Degree: P.h.D.

Birth Date: _____

NO. OF 1 CONSECUTIVE FISCAL YEARS ACTIVE SERVICE AT THIS INSTITUTION: 22 YEARS

EFFECTIVE DATE OF LEAVE: AUG 15 2016 ANTICIPATED RETURN DATE: DEC 12 2016

Purpose of leave Requested (click one):

- a. Professional or Cultural Improvement (Must have prior approval from Chancellor) _____
- b. Rest and Recuperation (Statement from two (2) physicians* must be attached)
- c. Independent Study or Research Statement _____
- d. Military _____
- e. Maternity (Statement from one (1) physician* must be attached) _____

*must be attending physician

TYPE OF LEAVE REQUESTED (check one):
 a. with pay
 b. without pay _____

LENGTH OF LEAVE REQUESTED: (No. of weeks, not to exceed 36 weeks) ~~19~~ 17 WEEKS

MANNER IN WHICH THIS LEAVE, IF GRANTED, WILL BE SPENT:

DO YOU WISH TO RETAIN FRINGE BENEFITS? (if yes, total contribution of premium must be paid to Human Resources/Comptroller's Office in Advance)

Teacher Retirement	Yes	<input checked="" type="checkbox"/>	No	_____
State Retirement	Yes	<input checked="" type="checkbox"/>	No	_____
Group Insurance	Yes	<input checked="" type="checkbox"/>	No	_____
Elected Supplemental Benefits	Yes	<input checked="" type="checkbox"/>	No	_____

SOUTHERN UNIVERSITY
 HUMAN RESOURCES
 2016 SEP 27 AM 11:17

I hereby agree to comply with the provisions of the Southern University Board of Supervisors' policy on leaves of absence.

AUG 10 2016
DATE

Vineeta Hingorani
SIGNATURE OF APPLICANT

PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: AUG 14 1995 TO JAN 14 1996
 Purpose of Last Leave: MATERNITY

TYPE OF LAST LEAVE:

With pay _____ Amount: _____
 Without Pay _____
 Length of last leave: _____

<u>[Signature]</u> Signature of Chairperson	<u>[Signature]</u> 9/12/16 Signature of College Dean	<u>[Signature]</u> Signature of Chief Academic Officer
<u>[Signature]</u> Signature of Campus Chancellor	<u>[Signature]</u> Signature of System President	
<u>10/18/16</u> DATE	<u>10/18/16</u> DATE	

_____ Signature of Appropriate Committee Chairperson	_____ Signature of Chairman of the Board
_____ Date	_____ Date

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
-----------------	--	--	--	--	--	--	--	--	--

CAMPUS: SUS _____ SUBR SULAC _____ SUAREC _____ SUNO _____ SUSLA _____

EMPLOYMENT CATEGORY: 9-MONTH 12-MONTH _____ OTHER _____ (Specify) _____

- | | | |
|--|---|------------------------|
| <input checked="" type="checkbox"/> Academic | _____ Non-Academic | _____ Civil Service |
| _____ Temporary | _____ Part-time (_____ % of Full Time) | _____ Restricted |
| <input checked="" type="checkbox"/> Tenured | _____ Undergraduate Student | _____ Job Appointment |
| _____ Tenured Track | _____ Graduate Assistant | _____ Probationary |
| _____ Other (Specify) _____ | _____ Retiree Return To Work | _____ Permanent Status |

Previous Employee Same Reason Left Continuation
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment September 22, 2016 To May 14, 2017
 Effective Date September 22, 2016

Name Karen Crosby SS# xxx-xx-2007 Sex Female Race* Black
 (Last 4 digits only)

Position Title: Professor Department: Mechanical Engineering

Check One Existing Position *Visa Type (See Reverse Side):

U	S
---	---

 New Position Expiration Date: _____

(Position vacancy authorization form must be processed and approved to fill existing and new positions. Position must be advertised before processing PAP, if applicable.)

Years Experience 16 Southern University Experience 16 years

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>PhD-Engineering Science</u>	<u>Louisiana State University</u>	<u>2000</u>
	<u>BS-Mechanical Engineering</u>	<u>Southern University and A&M College</u>	<u>1993</u>

Current Employer Southern University

Personnel Action

Check One New Appointment Continuation Sabbatical Leave of Absence
 Transfer Replacement Other (Specify) Leave Continuation - NSF Proj Dir. Position

Recommended Salary \$68,034.41 Salary Budgeted \$68,034.41

Source of Funds NSF Award Number DUE-1460406-002: SU Acct No.: 222937-22685- 61003-24100

Identify Budget: 222937-22685- 61003-24100 Location Mechanical Engineering
 Form Code: _____ Page _____ Item # _____

Change of: From _____ To _____
 Position _____
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by

Southern University:

*See Reverse Side

Source of Funds	Amount
222937-22685- 61003-24100	\$68,034.41

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

[Signature] 10/10/16 Date
 Supervisor _____
[Signature] _____ Date
 Vice Chancellor _____
[Signature] _____ Date
 Director/Personnel _____
[Signature] 10/19/16 Date
 President _____

[Signature] 10/11/2016 Date
 Dean/Unit Head _____
[Signature] _____ Date
 Chancellor _____
 Vice President/Finance _____ Date
 Business Affairs/Comptroller _____
 Chairman/S.U. Board _____ Date

This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment consideration.

ETHNIC ORIGIN (Please check one):

_____ Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

_____ White, not of Hispanic origin. A person having origins in any of the original people of Europe, North Africa, or the Middle East.

Black, not of Hispanic Origin. A person having origins in any of the Black racial groups of Africa.

_____ Hispanic. A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origins, regardless of race.

_____ Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

_____ American Indian or Alaskan Native. A person having origins in any of the original peoples of North American, and who maintains cultural identification through tribal affiliation or community recognition.

COMMENTS: In August of 2014, Dr. Karen Crosby formally received a prestigious offer from the National Science Foundation (NSF) to serve as a Program Manager for their Improving Undergraduate STEM Education (IUSE) activities in Washington, D.C. Her award is being communicated through an Intergovernmental Personnel Act (IPA) assignment agreement. Their official offer and paperwork came late with respect to the start of our academic year. Contractually, her external support initially covered her fully (salary and fringe benefits) for 12 months from September 22, 2014 to September 21, 2015. Last year, she was also asked to serve a second year from September 22, 2015 to September 21, 2016. She has now been asked to serve for a THIRD YEAR with the NSF and continue her current work there. Therefore, her contract extension will last from SEPTEMBER 22, 2016 TO SEPTEMBER 21, 2017. Her support for FY 2016-17 comes through our university via a grant as NSF Award Number DUE-1460406-002. Based on her award, she remains an employee of Southern University (SU) and is compensated by SU directly during the entirety of her appointment. SU will be reimbursed fully for her salary and fringe benefits for the duration of her appointment via invoices submitted by SU to the NSF.

Her annual faculty salary is \$81,790.00. Based on ten pay periods, her salary yields a monthly rate of \$8,179.00. The salary listed on the PAF is \$63,034.41. It represents her salary from September 22, 2016 to May 14, 2017. More specifically, \$65,432.00 is for the eight (8) months of October 2016 to May 2017 and the prorated \$2,602.41 amount is for the month of September 2016 [i.e., 7 paid days of salary (or 7 divided by 22) at her monthly rate].

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 a.m. – 5:00 p.m. Daily
EMPLOYEE DIRECT SUPERVISOR: Dr. H. Dwayne Jerro
SUPERVISOR/DEPARTMENT CONTACT NUMBER: 771-3580 (Dwayne_Jerro@subr.edu)
NUMBER OF EMPLOYEES SUPERVISED, (if any): _____
HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, H1-B and J-1 visas, passport, and I-1/I-94. The latter six (6) documents do not apply to U.S. Citizens.

Documentation must be provided for review and approval by Human Resources before employment is offered.

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
United States Citizen/Certificate of Naturalization	<u>US</u>	
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)	F0	

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
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- _____ Authority to Release (signed by employee) (submitted to Campus Police with Criminal/Background Check form)
- _____ Supervisory Criminal/Background Check Form (completed by employee/ verified and signed by supervisor)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

REQUEST FOR LEAVE OF ABSENCE FORM
SOUTHERN UNIVERSITY SYSTEM

CAMPUS: SUS _____ SUBR X SULAC _____ SUAREC _____ SUNO _____ SUSLA _____

Name of Employee: Karen E. Crosby SSN: _____

Address: 3920 Norwich Dr., Baton Rouge, LA 70814 Phone: _____

Title: Professor Highest Degree: Ph.D.

Birth Date: _____

NO. OF CONSECUTIVE FISCAL YEARS ACTIVE SERVICE AT THIS INSTITUTION: 15

EFFECTIVE DATE OF LEAVE: 09-22-2016 ANTICIPATED RETURN DATE: 09-22-2017

Purpose of leave Requested (click one):

- a. Professional or Cultural Improvement (Must have prior approval from Chancellor) X
- b. Rest and Recuperation (Statement from two (2) physicians* must be attached) _____
- c. Independent Study or Research Statement _____
- d. Military _____
- e. Maternity (Statement from one (1) physician* must be attached) _____

*must be attending physician

TYPE OF LEAVE REQUESTED (check one):

- a. with pay X
- b. without pay _____

LENGTH OF LEAVE REQUESTED: (No. of weeks, not to exceed 36 weeks) _____

MANNER IN WHICH THIS LEAVE, IF GRANTED, WILL BE SPENT:

IUSE Program Director on temporary IPA assignment at the National Science Foundation, Arlington, VA.

DO YOU WISH TO RETAIN FRINGE BENEFITS? (if yes, total contribution of premium must be paid to Human Resources/Comptroller's Office in Advance)

Teacher Retirement	Yes	<u>X</u>	No	_____
State Retirement	Yes	_____	No	<u>X</u>
Group Insurance	Yes	<u>X</u>	No	_____
Elected Supplemental Benefits	Yes	<u>X</u>	No	_____

I hereby agree to comply with the provisions of the Southern University Board of Supervisors' policy on leaves of absence.

08/12/2016 Karen E. Crosby
DATE SIGNATURE OF APPLICANT

PRIOR LEAVE RECORD FROM THIS INSTITUTION:

Date of Last Leave: 09/22/2015 - 09/21/2016
Purpose of Last Leave: IPA Assignment at NSF

TYPE OF LAST LEAVE:

With pay X Amount: \$109,053
Without Pay _____
Length of last leave: 1 yr

[Signature] [Signature] [Signature]
Signature of Chairperson Signature of College Dean Signature of Chief Academic Officer

[Signature] [Signature]
Signature of Campus Chancellor Signature of System President

10/6/16 10/18/16
DATE DATE

Signature of Appropriate Committee Chairperson Signature of Chairman of the Board

Date Date



COLLEGE OF ENGINEERING & COMPUTER SCIENCE
OFFICE OF THE DEAN
P.O. BOX 9969

(225) 771-5290 PHONE
(225) 771-5721 FAX
www.subr.edu WEB

Monday, October 10, 2016

Dr. Lester Pourciau, System Vice President
Human Resources
Southern University System
P.O. Box 10400
J.S. Clark Administration Annex Building, 1st Floor
Baton Rouge, LA 70813

Subject: Request to Add Dr. Karen Crosby's PAF to the October 2016 Board of Supervisors Packet for Review and Approval

Dear Dr. Pourciau,

This is a request that the Personnel Action Form (PAF) and Request for Leave for Dr. Karen Crosby be added to the Agenda of the October 28, 2016 Southern University System Board of Supervisors Meeting. In August of 2014, Dr. Karen Crosby received a prestigious offer from the National Science Foundation (NSF) to serve as a Program Manager for their Improving Undergraduate STEM Education (IUSE) activities in Washington, D.C. Her award is being communicated through an Intergovernmental Personnel Act (IPA) assignment agreement. Their official offer and paperwork came late with respect to the start of our academic year and her official start date was September 22, 2014. Contractually, her external support initially covered her fully (salary and fringe benefits) for 12 months. Last year, she was asked to serve a second year. She has now been asked to serve for a third year with the NSF to continue her current work there. Therefore, her contract extension will last from September 22, 2016 to September 21, 2017. Her support for FY 2016-17 comes through our university via a grant as NSF Award Number DUE-1460406-002. Based on her award, she remains an employee of Southern University (SU) and is compensated by SU directly during the entirety of her appointment. SU will be reimbursed fully for her salary and fringe benefits for the duration of her appointment via invoices submitted by SU to the NSF.

This process was initiated before the start of the semester. However, submission of this package was setback due to the flooding that started on August 11, 2016. Dr. Crosby was directly affected by this event, in that her home received several feet of water. With this cover letter I have included the Request for Leave of Absence Form and Supporting Letter (President's Signature), Position Announcement Wavier Request, paper Personal Action Form (PAF), and Dr. Crosby's Curriculum Vitae. Dr. Crosby is one of our best faculty members in our College and we are very proud of her. She has and will continue to well represent Southern University nationally at the NSF.

Therefore, I ask that you consider adding her information to the October Board Agenda. If you have any other questions or concerns, please let me know.

Sincerely,

Habib P. Mohamadian
Dean, College of Science and Engineering

Cc: Dr. Ray Belton, President-Chancellor
Dr. Christopher Brown, Executive Vice-President for Academic Affairs & Provost
Dr. Patrick Carriere, Associate Dean, College of Sciences and Engineering
Dr. H. Dwayne Jerro, Chair, Mechanical Engineering



College of Engineering
DEPARTMENT OF MECHANICAL ENGINEERING
P.O. Box 9969

(225) 771-3580 PHONE
(225) 771-4877 FAX
www.su.edu/ME WEB

Tuesday, October 4, 2016

Dr. Ray L. Belton, President-Chancellor
Southern University and A&M College
Post Office Box 9374
Baton Rouge, Louisiana 70813

RE: Request for Approval of Leave of Absence for Dr. Karen Crosby for the National Science Foundation's Assignment as Program Manager for the Improving Undergraduate STEM Education (IUSE)

Dear Dr. Belton,

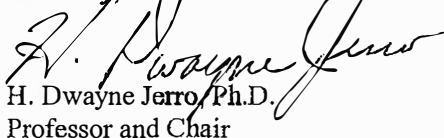
This is a request for the approval of the continuation of Dr. Karen Crosby's Leave of Absence with the National Science Foundation (NSF). In August of 2014, Dr. Karen Crosby formally received a prestigious offer from the NSF to serve as a Program Manager for their Improving Undergraduate STEM Education (IUSE) activities in Washington, D.C. The IUSE Program is a part of the Division of Undergraduate Education (DUE), Directorate for Education and Human Resources (EHR) at the NSF. Because of this experience, she will continue to gain invaluable experience in the development, coordination and management of large and complex Federal programs. The NSF benefits from her unique academic and scientific insights, and Southern University benefits from the knowledge and experience that she gains in the program, in policy-level matters, and in issues involving these sciences and engineering at the Federal level.

Her award is being communicated through an Intergovernmental Personnel Act (IPA) assignment agreement. Based on the terms of her award, she remains an employee of Southern University (SU) and is compensated by SU directly during the entirety of her appointment. SU will be reimbursed fully for her salary and fringe benefits for the duration of her appointment via invoices submitted to the NSF. The official offer and paperwork came late with respect to the start of our academic year. Contractually, her support initially covered her fully for 12 months (salary and fringe benefits) from September 22, 2014 to September 21, 2015. Last year, she was also asked to serve a second year from September 22, 2015 to September 21, 2016. She has now been asked to serve for a Third Year with the NSF and continue her current work there. Therefore, her contract extension lasts from September 22, 2016 to September 21, 2017. Her support for FY 2016-2017 comes through our university via a grant as NSF Award Number DUE-1460406-002.

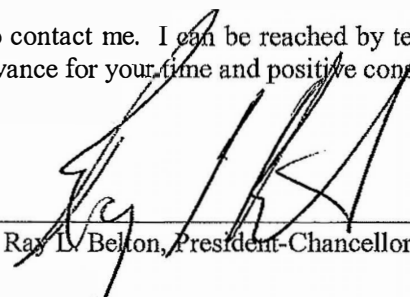
Many more compliments can be made on the character and accomplishments of Dr. Crosby. I have known her for more than 20 years, and I know that she has tremendous character and heart. Many of her accomplishments are listed in her Curriculum Vitae which accompanies this request. We are extremely proud of her. She will be dearly missed during her absence, but we are happy for her opportunity to continue her professional growth with an elite organization. This is a once in a lifetime chance for her to continue her career development and grow her influence in the STEM community.

If you have any questions regarding this request, please feel free to contact me. I can be reached by telephone at (225) 771-3580 or by email at Dwayne_Jerro@su.edu. Thank you in advance for your time and positive consideration.

Sincerely,


H. Dwayne Jerro, Ph.D.
Professor and Chair

APPROVED:


Dr. Ray L. Belton, President-Chancellor

Cc: Dr. Christopher Brown, Executive Vice-President for Academic Affairs & Provost
Dr. Lester Pourciau, System Vice President for Human Resources
Dr. Habib Mohamadian, Dean of the College of Sciences and Engineering




College of Engineering
DEPARTMENT OF MECHANICAL ENGINEERING
P.O. Box 9969

(225) 771-3580 PHONE
(225) 771-4877 FAX
www.subr.edu/ME WEB

MEMORANDUM

TO: Dr. Ray Belton, President-Chancellor

Cc: Dr. Christopher Brown, Executive Vice-President for Academic Affairs & Provost
Dr. Habib P. Mohamadian, Dean of the College of Sciences and Engineering

FROM: H. Dwayne Jerro 

DATE: Tuesday, October 4, 2016

RE: Request for Waiver on Position Advertisement for Program Director for NSF IUSE Program Position

I am writing this memo *to request a waiver on the job/position advertisement for the Program Director position* for the National Science Foundation's (NSF) Improving Undergraduate Education in STEM (IUSE) Program. This program is under the Division of Undergraduate Education (DUE), Directorate for Education and Human Resources (EHR) of the NSF. Because of her extensive background and expertise in STEM education, NSF has **explicitly** requested that our Dr. Karen Crosby fill this position. Currently, she is a tenured Professor in the Mechanical Engineering Department. She has doctorate (Ph.D.) in Engineering Science with an emphasis on Materials Science and Engineering, and she also has a B.S. degree in Mechanical Engineering. Her track-record is solid and she fits the vacancy description perfectly. Because of these facts, advertising for the position to seek someone else would not go well with the agency funding the position. So, I ask that you kindly consider and approve this request.

If you have any questions regarding this matter, please contact me by telephone at 771-3580 or by email at Dwayne_Jerro@subr.edu. Thank you in advance for your time and your positive consideration this request.

Attachments




TEL: (225) 771-2809

OFFICE OF SPONSORED PROGRAMS
P.O. BOX 12596
E-MAIL: osp@subr.edu

FAX: (225) 771-5231

MEMORANDUM

To: Mr. Mark Trepagnier
Comptroller

From: Norma J. Frank, Ph.D. 
Director

Date: October 4, 2016

Subject: ***Re: NSF Award Number DUE-1460406-001 (IPA Agreement)***

Attached is a fully executed duplicate original of the subject agreement with budget in the amount of ***\$151,453.00***. As a result of this funding obligation, the award is hereby increased from \$301,870.00 to ***\$453,323.00***. The agreement also changes the award expiration date from ***September 22, 2016 to September 21, 2017***. All other conditions remain in full force and effect.

The Southern University account number assigned to this award is ***222937***. ***Dr. Karen Crosby*** is the Principal Investigator. If there are any questions, please contact our on 3-4511..

/bl

Attachments

cc: Dr. Karen Crosby



RECEIVED
10/3/16

College of Engineering
DEPARTMENT OF MECHANICAL ENGINEERING
P.O. Box 9969

(225) 771-3580 PHONE
(225) 771-4877 FAX
www.subr.edu/ME WEB

Monday, October 3, 2016

Dr. Norma J. Lemond-Frank, Director
Office of Sponsored Programs
Southern University and A&M College
Post Office Box 12596
730 Harding Blvd.
Baton Rouge, Louisiana 70813-2596

RE: Submission of Request for Budget Modification Form and Justification for National Science Foundation IPA Assignment Extension for Dr. Karen Crosby (Third Year)

Dear Dr. Frank,

On July 5, 2016 your office received a letter from Ms. Amy Gallant of the Division of Human Resources Management of the National Science Foundation (NSF) requesting that the Intergovernmental Personnel Act (IPA) Assignment for Dr. Karen Crosby be extended for another year. Specifically, the extension will be from September 22, 2016 to September 21, 2017 and will be her third year at the NSF. Dr. Crosby will continue to serve as the Program Director in the Improving Undergraduate STEM Education (IUSE) Program during that period. On September 14, 2016, your office received the finalized IPA Assignment Agreement and the signed Award Letter for Dr. Crosby's IPA Assignment from the NSF. You then asked my office for a budget revision for further processing.

Again, the agreement is nearly identical to the previous years' outlay and the details are given below.

Salary	\$ 109,053.00
<u>Fringe Benefits</u>	<u>42,400.00</u>
Total	\$ 150,177.00

A "Request for Budget Modification Form" accompanies this letter. *It is requested that the additional amounts be added to her existing grant (SUBR Account Number 222937) and that the termination date be extended to September 21, 2017.* The supporting documents (i.e., IPA Extension Assignment Request email correspondence and the IPA Extension Assignment Agreement, etc.) associated with this request are attached this correspondence for your records.

If you have any questions regarding this matter, please feel free to contact me. I can be reached by telephone at (225) 771-3580 or by email at Dwayne_Jerro@subr.edu. Thank you in advance for your assistance.

Sincerely,

H. Dwayne Jerro, Ph.D.
Professor and Chair, Mechanical Engineering

Cc: Dr. Karen Crosby
Ms. Bernice Ruth

NATIONAL SCIENCE FOUNDATION
4201 WILSON BOULEVARD
ARLINGTON, VIRGINIA 22230

Ms. Norma J. Frank
Director, Office of Sponsored Programs
Southern University
730 Harding Blvd.
Baton Rouge, LA 70807

SEP 14 2016

Re: Dr. Karen E. Crosby
NSF Award No. DUE-1460406-002

Dear Ms. Frank:

This will confirm that \$151,453 has been awarded to Southern University toward the National Science Foundation's share of the cost of Dr. Karen E. Crosby's Intergovernmental Personnel Act (IPA) assignment. This funding covers the third year of Dr. Crosby's IPA assignment (September 22, 2016 through September 21, 2017).

The cumulative amount of this award is \$453,323.

In order to request payments from this IPA award, you should follow the same procedures specified for research grants from NSF. Please keep in mind that funds should be drawn in amounts necessary to meet your current needs and that a final project report is not required for IPA grants. If you need additional information regarding payment procedures, please contact Naomi Jackson in our Division of Financial Management at (703) 292-8775.

I have enclosed a copy of the fully executed IPA extension agreement for your records and provided Dr. Crosby with a copy. Should you have any questions regarding this assignment, you may contact Amy Gallant at (703) 292-8219 or agallant@nsf.gov.

Sincerely,


Jeffrey Cunningham, Branch Chief
Staffing and Classification Branch

Enclosure

OFFICE OF SPONSORED PROGRAMS (OSP)
SOUTHERN UNIVERSITY AND A&M COLLEGE
 Baton Rouge, Louisiana 70813
(For Grant/Contract Awards ONLY)

REQUEST FOR MODIFICATION SUBR ACCOUNT # 222937-22685 Revision # 2

Project Title: IPA Assignment (NSF Award # DUE-1460406-002)

PI/Director Dr. Karen Crosby Date: 10/3/2016

CODE	OBJECT CLASS	ORIGINAL BUDGET	ADDED DELETED	CURRENT BUDGET	REVISED BUDGET
61000	Personnel Services	-			-
61040	Wages	218,106.00		\$109,053.00	327,159.00
61201	Undergraduate Student	-			-
61301	Graduate Assistant	-			-
62000	Benefits	83,764.00		\$42,400.00	126,164.00
71000	Travel	-			-
72000	Operating Services	-			-
72001	LaCarte (E-Purchase)	-			-
73000	Supplies	-			-
73500	LaCarte (E-Purchase)	-			-
74000	Professional Services	-			-
75000	Other Charges	-			-
76200	Equipment - Less Than \$4,999	-			-
76300	Equipment - \$5K & Above	-			-
76500	Major Repairs	-			-
78000	Student Aid & Scholarships	-			-
78200	Participant Support	-			-
78201	LaCarte (E-Purchase)	-			-
77010	Indirect Costs	-			-
77201	Fee & Cost Recovery - Service Contracts	-			-
77700	Sub-Agreements	-			-
	TOTALS	\$301,870.00	\$0.00	\$151,453.00	\$453,323.00

Karen E Crosby / HDJ
 Principal Investigator/Project Director

H. Wayne Jones
 Chairperson/Dean/Vice Chancellor*

Benny Bran
 Post Award Specialist (OSP)

 Comptroller's Office

10/03/16
 Date

10/03/16
 Date

10/14/16
 Date

 Date

PLEASE NOTE: A budget justification MUST accompany this form.
 *Second Tier Approval Required. Please secure signature as appropriate

SUBR-OSP
 Revised 8/2013

Karen E. Crosby, Ph.D.

LOCAL

850 N. Randolph Street #1526
Arlington, Virginia 22203
PH. (225) 933 - 8018
Work PH: (703) 292-4629
kcrosby@nsf.gov

PERMANENT

3920 Norwich Drive
Baton Rouge, Louisiana 70814
PH. (225) 933 - 8018
kcrosby3000@gmail.com

OBJECTIVE

To use my varied experience in education, research, and program management at the local and national level to lead and promote undergraduate and graduate education in Science, Technology, Engineering, and Math (STEM) while empowering students, faculty, and other stakeholders to participate fully in a diverse global workforce ecosystem.

RESEARCH INTERESTS

Science, Technology, Engineering, and Math (STEM) education research; advanced engineering materials research including modeling material behavior, microstructural and mechanical property characterization, and performance study, including materials for efficient energy applications and sustainable technology.

EDUCATION

Louisiana State University, Baton Rouge, Louisiana. Major: Engineering Science with emphasis in materials science, including corrosion, materials characterization, and mechanics of engineering materials. Degree: Ph.D. August 2000. Honors & Awards: Louisiana Board of Regents Fellowship (1993-1997), LSU Graduate School Fellowship (1998-2000), nominated for LSU Best Dissertation Award (2000)

Southern University, Baton Rouge, Louisiana. Major: Mechanical Engineering. Degree: Bachelor of Science, May 1993. Activities: National Society of Black Engineers (NSBE), American Society of Mechanical Engineers (ASME)—Newsletter editor, 1991-1992; Chairperson, 1992-1993, Pi Tau Sigma Mechanical Engineering Honor Society. Honors & Awards: National Action Council on Minority Engineering Scholar (1988-1993), Southern University Honors College Scholar (1988-1993), General Electric Aircraft Engines (GEAE) Scholar (1990-1992), Who's Who among American Colleges and Universities (1991-1992, 1992-1993), Southern University Most Outstanding Student in Mechanical Engineering (1992), Baton Rouge ASME Senior Section Most Outstanding Southern University M. E. Student (1993)

WORK EXPERIENCE

- **National Science Foundation**, Arlington, Virginia. Dates: September 2014 - present. Duties: Program Director, Education and Human Resources Directorate/Division of Undergraduate Education (EHR/DUE) – Program management, including consideration of project intellectual merit and broader impacts in making recommendations for awards and declines of submitted proposals; evaluating and negotiating project and program budgets and overall program portfolio; arranging and managing proposal review processes; monitoring active projects and evaluation of project reports; STEM community outreach; and collaboration with other program officers, directorates and divisions. **Program Responsibility:** Program Lead - Innovation Corps for Learning (I-Corps L); Scholarships in Science, Technology, Engineering, and Mathematics (S-STEM); Improving Undergraduate STEM Education (IUSE:EHR), Advanced Technological Education (ATE). **Additional Program and other responsibility:** Interim EHR liaison to the Engineering Directorate - Improving Undergraduate STEM Education: Revolutionizing Engineering and Computer Science Departments (IUSE:RED); Engineering Education Centers site visit team; EHR Core Research (ECR); Internal domain expert/panel observer, site visit team - Experimental Program to Stimulate Competitive Research (EPSCoR); DUE liaison to EHR/Human Resource Development (HRD); Panel management: Graduate Research Fellowship Program (GRFP) and Presidential Awards for Excellence in Mathematics and Science Teaching (PAEMST)
- **Southern University**, Mechanical Engineering Department, Baton Rouge, Louisiana. Dates: August 2000-present. Duties: Professor (2012 - present), Associate Professor (August 2005 - present), Assistant Professor (August 2000-August 2005). Courses taught: **Graduate:** Materials Characterization; **Undergraduate:** Materials Science, Engineering Materials & Material Selection/Materials Processing, Engineering Mechanics (Statics), Introduction to Engineering & Technology (Freshman Engineering I), Technical Communication, Engineering Seminar, and Principles of Sustainability

- *NASA Glenn Research Center*, Cleveland, Ohio. Dates: June-August 2002. Duties: Faculty Fellow - Metallography, Scanning Electron Microscope study, and mechanical behavior modeling of copper alloys and diamond-copper metal matrix composites
- *NASA Marshall Space Flight Center*, Huntsville, Alabama. Dates: June-August 2000. Duties: Research of metals and metal alloys for project pertaining to joining of composite and metal/alloy pipes
- *Southern University*, Baton Rouge, Louisiana. Dates: Fall 1999. Duties: Laboratory assistant-aid laboratory technician with performance of metallurgy experiments, instruct students, grade laboratory reports, and compose additional assignments
- *Los Alamos National Laboratory*, Los Alamos, New Mexico (Materials Science and Technology Division). Dates: January-February 1999, October 1997, May-August 1996, May-August 1995. Duties: Microstructural analysis including metallography, microscopy (optical and electron-TEM), crystallographic texture analysis using x-ray diffraction techniques, sample preparation, and Hopkinson bar high impact testing
- *General Electric Aircraft Engines*, Cincinnati, Ohio. (1) Dates: May-August 1991 (Combustor Design Department). Duties: Engine flameout study including data collection and analysis. Awarded **GE Engineering Achievement Honor** for implementing time-saving method to simplify engine flameout test analysis using spreadsheet software. (2) Dates: May-August 1990 (Fan Design Department). Duties: Geometry simulation and stress analysis of engine flange bolt holes using ANSYS finite element program
- *Packard Electric* division of General Motors (currently Delphi), Clinton, Mississippi. Dates: May-August 1989. Duties: Conducting and managing a Statistical Process Control (SPC) study of wire manufacturing processes within the plant. Responsibilities included coordinating with machine operators, collecting and measuring samples of the product, determining the ability of various machines and machine operators to manufacture product within specifications, and instructing personnel at supplier facilities in performing SPC methods

RESEARCH EXPERIENCE

- Co-Principal Investigator of the NSF-funded *HBCU-UP Ace Implementation Project: the New Energy Workforce*, 2010-2015. Project activities exposed undergraduate students to sustainable materials, energy, and technologies through an interdisciplinary dual degree curriculum that integrates academics, research and global engagement with international universities, and engage students and faculty in interdisciplinary sustainable materials, energy and technologies research activities with special emphasis on clean and renewable resources suitable for commercialization and replication.
- Co-Principal Investigator and Outreach Coordinator of the NSF-funded *NextGenC³ Composites CREST Center*, 2009-2014. The center focused on research related to advanced composites such as self-healing structures and supports education activities and outreach for students from K-12 to the doctorate.
- Principal Investigator of the NSF S-STEM-funded *Scholarships Creating Opportunities for Retention in Engineering* (SCORE) program at Southern University, 2007-2011. These scholarships attracted qualified students into the College of Engineering and helped to prepare them as entering freshman for the engineering curriculum by providing an eight-week summer workshop lead by an engineering graduate student who carried the students through hands-on demonstrations showing the applications of mathematics to various engineering topics. Scholars were also required to take a math course during the first summer to help them get on track with the Calculus requirements of the engineering curriculum to assist on-time matriculation.
- Team member/outreach coordinator on Department of Energy Project: *Towards Miniaturization of the Naval Nuclear Propulsion Reactors: Novel Processing Routes of Fabricating Microstructures on Pressurized Water Reactors*, 2005 - 2008. The major goal of this project was to develop innovative methods to enhance performance of naval reactors by optimizing manufacturing techniques for complex structures made with high performance materials that can withstand extreme high pressure and elevated temperature. Outreach methods included a "research-oriented approach" designed to attract and retain a greater number of high-quality minority students in STEM disciplines, accomplished by providing training for graduate and undergraduate researchers in the fundamental area of design, fabrication techniques of microstructures, thermo-mechanical analysis, materials characterization, and advanced experimental techniques.
- *Historically Black Colleges and Universities--Undergraduate Program (HBCU-UP)/Strengthening Minority Access to Research and Training (SMART)*, 2004-2009. This project involved various programs intended to increase enrollment

of underrepresented groups into science, technology, engineering and mathematics (STEM). Additionally, one of the major goals was to increase the number of underrepresented groups pursuing advanced degrees in the STEM fields. Participants and other graduates in STEM fields were tracked to provide information and best practices for dissemination to federal agencies and other entities.

- *Recruitment, Retention, and Advancement Initiative for Student Excellence (RAISE)*, 2002-2005. The main goal of this project was to provide scholarships to undergraduate and graduate students in the fields of computer science, engineering, and mathematics. Particular attention was paid to the recruitment of students with two-year degrees into four-year programs in the previously named disciplines. Retention and graduation information were monitored to provide feedback on the relative success of the participants.
- *Louisiana Department of Natural Resources K-12 Technical Support Project*, 2001. This project sought to address the energy conservation needs of Louisiana's K-12 school systems by focusing attention on energy conservation retrofit projects to enhance comfort levels & productivity while reducing the energy budget expenditures on wasted energy consumption. 18 East Baton Rouge Parish (EBRP) schools (about 5% of total number of EBRP K-12 schools) were benchmarked using the Environmental Protection Agency Portfolio Manager software.
- Dissertation Research: *Effects of Microstructure and Crystallographic Texture on Yield Behavior of Al-Cu-Li 2195 Plate*, 1995-2000. The material studied exhibits increased strength and lower density than conventional aluminum alloys with practical applications in the aerospace/aeronautics field. This project included experimentation and analysis of crystallographic texture, electron microscopy, and mechanical testing of the alloy. Properties studied include microstructure, anisotropy, and yield behavior using experimental and theoretical methods. Additional contribution to research in biaxial testing and fatigue properties of aluminum lithium alloys has been made.
- *Study of the Matrix/Diamond Interface and Wear Characteristics of Cobalt-Tungsten Carbide/Diamond Composite Grinding Tools*, 1994-1995. Participation in this research involved the study of the metal matrix and diamond particle interface using Scanning Electron Microscopy (SEM). This research has practical applications in the stone grinding industry including tombstones and highway stone/concrete applications. The focus of the research was the observation of the interface for determining properties of the bond between the metal and diamond in the hot-pressed part. Backscattered electron SEM imaging was used to identify a chemical bond at the interface.
- *Study of the Work Hardening of Ultra-High Strength Steel*, 1991-1993. This research encompassed the areas of mechanical response using tensile testing and hydraulic bulge testing and characterization using crystallographic texture with practical application to the automotive industry. As a research assistant for this project, duties included tensile specimen preparation, mechanical test data collection, data reduction, data analysis using spreadsheet software, and usage of graphical software to produce stress-strain flow curves and crystallographic texture orientation distribution plots.

PROPOSALS AWARDED

- Co-Principal Investigator (Co-PI): *HBCU-UP Ace Implementation Project: the New Energy Workforce*. Sustainable Materials, Energy and Technology, National Science Foundation (NSF), \$3,000,000, 2010-2015
- Co-PI: *Next Generation Composites Crest Center (Next-Gen C³)*, NSF, \$5,000,000, 2009-2014.
- Principal Investigator (PI): *Scholarships Creating Opportunities for Retention in Engineering (SCORE)*, NSF, \$500,000, 2007-2011
- Co-PI: *Towards Miniaturization of the Naval Nuclear Propulsion Reactors: Novel Processing Routes of Fabricating Microstructures on Pressurized Water Reactors*, Department of Energy \$1,500,000, 2005-2009
- Co-PI: *Historically Black Colleges and Universities-Undergraduate Program (HBCU-UP)/Strengthening Minority Access to Research and Training (SMART)*, NSF, \$3,145,602, 2004-2009
- PI: *Recruitment, Retention, and Advancement Initiative for Student Excellence (RAISE)*, NSF, \$399,000, 2002-2005
- Southern University HBCU-UP/SMART Research Start-Up Grant, \$3500, 2000-2001
- Southern University HBCU-UP/SMART Equipment Grant, \$1000, 2000-2001
- NASA/Louisiana Space Consortium (NASA/LaSPACE)-EPSCoR-Louisiana Board of Regents grant, \$21,666, 1999-2000. Topic-*Crystallographic Texture and Yield of Al-Cu-Li 2195*
- NASA/LaSPACE travel grant, \$750, January-March 1999

- NASA/LaSPACE grant, \$4000, 1997-1998. Topic–*Study of Fatigue and Fracture of Aluminum Alloy 2195*
- Oak Ridge National Laboratory SHaRE program travel grant, 1994. Provided for travel to Oak Ridge National Laboratory, Oak Ridge, Tennessee. Performed SEM of Tungsten Carbide-diamond composite grinding tools

SELECTED PUBLICATIONS

- Weatherton, Yvette Pearson, **Karen E. Crosby**, Edgar Blevins, Beth Isbell, Andrew Kruzic, Stephen Mattingly, Lynn Peterson, and J. Carter Tiernan. (2016). "Challenges, Opportunities, and Impacts of S-STEM Projects: Insights for Institutional Capacity Building at Minority Serving Institutions," *2016 American Society for Engineering Education Annual Conference Proceedings*
- *NSF Contributions to Engineering Education*, NSF brochure
- **Karen Crosby**, Samuel Ibekwe, Guoqiang Li, Su-Seng Pang, and Kun Lian. "AC 2007-1589: Tiered Mentoring in a Cross-Disciplinary and Multi-Institutional Research Project," *2007 American Society for Engineering Education Annual Conference Proceedings*
- Patrick F. Mensah, Solomon Abdi, Amitava Jana, Samuel Ibekwe, **Karen Crosby**, Laurence Henry, and Bill Notardonato. "Development of a Smart Material Integrated Sensor Thermal Switch for Thermal Management," *American Society of Mechanical Engineers Heat Transfer/Fluids Engineering Summer Conference Proceedings*, Charlotte, North Carolina, July 11-15, 2004, Paper No. HT-FED2004-56267
- Samuel Ibekwe, Chun-Ling Huang, **Karen Crosby**, and Shedrick Armstrong. "Microstructure Analysis of Shot Peened Cast Ti-6Al-4V after Fatigue Fracture," *American Society for Engineering Education Proceedings of the Mid Atlantic Conference*, Kean University, Union, New Jersey, April 11-12, 2004
- **Karen E. Crosby** and Mildred R. Smalley. "Recruitment and Retention of 2-year Degree Students into 4-year Programs in Engineering, Math and Computer Science," *Proceedings of the 2002 American Society for Engineering Education Gulf-Southwest Annual Conference*, The University of Louisiana at Lafayette, March 20-22, 2002
- Chu-Chen Chen, Parviz S. Razi, **Karen E. Crosby**, and Louis W. McArthur. "Technical Support for K-12 Schools in Louisiana," *Proceedings of WEEC 2001*, October 24-26, 2001.
- **Karen E. Crosby**, Brett H. Smith, Patrick F. Mensah, and Michael A. Stubblefield. "Applications of Materials Selection for Joining Composite/Alloy Piping Systems," *Proceedings of American Society of Mechanical Engineers Engineering Technology Conference on Energy 2001*, Houston, Texas, February 5-7, 2001
- **K. E. Crosby**, R. A. Mirshams, and S. S. Pang. "Development of Texture and Texture Gradient in Al-Cu-Li (2195) Thick Plate," *Journal of Materials Science*, Vol. 35, No. 13, p. 3185 (2000)
- **K. E. Crosby**, R. A. Mirshams, and S. S. Pang. "Crystallographic Texture and Yield Behavior of Al-Cu-Li (2195) Plate," *Materials Research Society 1999 Fall Meeting* (Nov. 29-Dec. 3, Boston, MA) *Symposium A Proceedings: Multiscale Phenomena in Materials—Experiments and Modeling*, Vol. 578, Ed. D. H. Lassila, I. M. Robertson, R. Phillips, B. Devincere, Materials Research Society, Warrendale, PA
- R. A. Mirshams, H. P. Mohamadian, and **K. E. Crosby**. "On the Effects of Predeformation on Work Hardening Behavior of Ultra Low Carbon Sheet Steels," *Journal of Materials Engineering and Performance*, Vol. 3, No. 1, p. 65 (1994)
- **K. E. Crosby**, R. A. Mirshams, H. P. Mohamadian, and C. L. Burris. "Use of Undergraduate Assistants in Evaluating Work Hardening of Sheet Steels," *The Journal of Materials Education*, Vol. 15, No. 4, p. 225 (1993)
- A. Mirshams, **K. E. Crosby**, H. P. Mohamadian, and C. L. Burris. "The Influence of Biaxial Stretching on the Texture of Ultra Low Carbon (ULC) Sheet Steels," *Scripta Metallurgica et Materialia*, Vol. 29, No. 4, p. 433 (1993)

PROFESSIONAL ACTIVITIES

Presentations

- *NSF Programs Outreach*: American Society for Engineering Education (ASEE) Annual Meeting, New Orleans, Louisiana (June 2016); Envisioning the Future of Undergraduate STEM Education: Research and Practice Symposium, Washington, D.C. (April 2016); North Carolina A&T NSF Day, Greensboro, North Carolina (April 2016); Creating Futures Through Technology Conference, Biloxi, Mississippi (March 2016); HBCU-UP/CREST PI Meeting, Washington, D.C. (February 2016); Frontiers in Education Conference, El Paso, Texas (October 2015);

Florida International University, Miami, Florida (September 2015); HBCU Leadership Conference, Atlanta, Georgia (July 2015); ASEE Annual Meeting, Seattle, Washington (June 2015); University of Maryland Eastern Shore, Princess Anne, Maryland (April 2015); Bowie State University, Bowie, Maryland (March 2015); HBCU-UP/CREST PI Meeting, Washington D.C. (February 2015)

- Color of Leadership Conference, Arlington Public Schools, Arlington, Virginia, November 2015. Presentation topic: *Get Moving with S.T.E.A.M.: Materials Science and Engineering*
- Dual Degree Program Recruitment, presentation to Chinese students at Guizhou University, Guiyang, China, June 2012. Also, transcribed Southern University history video for translation and created Chinese subtitles.
- PVAMU/TAMU NSF ADVANCE-PAID Workshop, Houston, Texas, May 21, 2011 (Panel Speaker). Panel discussion: *Establishing an Engineering Research Institute, Building Collaborations*
- BEYA Global Competitiveness Conference, Washington, D.C., February 18, 2011 (Panel Speaker). Panel discussion: *Novel Materials for Energy Generation and Structural Systems*
- Two-Year College Chemistry Consortium (2YC3), Baton Rouge, Louisiana, April 4-5, 2008. Presentation topic: *Strengthening Minority Access to Research and Training (SMART) Program*
- American Society for Engineering Education Conference and Exposition, June 2007, Honolulu, Hawaii, 2007. Presentation topic: *Tiered Mentoring in a Cross-Disciplinary and Multi-Institutional Research Project*
- Graduate Seminar: Michigan Tech University, Houghton, Michigan, October 2006. Presentation Topic: *Novel Processing Routes of Fabricating Microstructures on Pressurized Water Reactors*
- 2002 ASEE-GSW Regional Conference, Lafayette, Louisiana. Presentation topic: *Recruitment and Retention of 2-year Degree Students into 4-year Programs in Engineering, Math and Computer Science*
- 2001 ASME Energy Sources Technology and Exhibition Conference, Houston, Texas, February 5-7, 2001 (Session Co-Chair). Presentation topic: *Applications of Materials Selection for Joining Composite/Alloy Piping Systems*
- Louisiana School Facility Manager's Association Meeting, Alexandria, Louisiana, March 22-23, 2001. Exhibition: *Louisiana Department of Natural Resources Technical Support Project in Energy Management*
- 2000 ASME Region X Student Conference/Graduate Student Technical Conference Oral Competition, University of Louisiana, Lafayette. Presentation topic: *Development of Texture and Texture Gradient in Al-Cu-Li 2195 Thick Plate.* Award: Third Place (\$500)
- 1999 Materials Research Society Fall Meeting, Boston, Massachusetts. Presentation topic: *Crystallographic Texture and Yield Behavior of Al-Cu-Li (2195) Plate*
- 1999 ASME/ETCE Conference, Houston, Texas. Presentation topic: *Microstructure and Texture Considerations for Application to Finite Element Modeling of Deformation of Precipitate-Strengthened Alloys*
- 1998 ASME/ETCE Conference, Houston, Texas. Presentation topic: *Biaxial Yield Loci of Al-Li 2195*
- 1994 National Conference on Undergraduate Research, Union College, Schenectady, New York. Presentation topic: *Study of the Matrix/Diamond Interface and Wear Characteristics of CO-WC/Diamond Composite Grinding Tools*
- 1993 American Society for Engineering Education/Gulf-Southwest Region Conference, Austin, Texas. Presentation topic: *Use of Undergraduate Students in a Study of Work Hardening of Ultra-High Strength Steel*

Workshops

- Transforming Undergraduate Engineering Education, Phase III, Seattle, Washington, June 12-13, 2015. Meeting of stakeholders in the Engineering community to identify critical components of engineering curricula, pedagogy, and educational culture necessary to support the future education of engineers
- *HBCU-UP/WIDER Workshop on Evidence-based Instructional Strategies for STEM and Education Faculty at HBCU-UP Grantee Institutions*, November 9 – 10, 2012, Baltimore, Maryland
- *AAC&U Institute on Integrative Learning and the Departments*, The University of Vermont, July 11–15, 2012, Burlington, Vermont
- *How People Learn Engineering Workshop*, Colorado School of Mines, August 1 - 5, 2010, Golden, Colorado

- *ABET Faculty Workshop on Assessing Program Outcomes*, Tampa, Florida, February 2008
- *Developing Faculty for the 21st Century Workshop* offered by Project Kaleidoscope (PKAL), Kansas City, Missouri, September 30 – October 2, 2005
- *Conducting Rigorous Research on Engineering Education Workshop*, Colorado School of Mines, Golden, Colorado, July 31 – August 5, 2005
- Louisiana Board of Regents, *Grant-Writing Workshop*, Southern University, September 18, 2003
- *Technical Assistance Workshop*, Dryden Flight Research Center, Edwards Air Force Base, California, October 23 – 25, 2002
- *MME Mechanics and Materials Linkage Summer School*, University of California San Diego, 1994

Conferences/Meetings

- *American Society for Engineering Education (ASEE) Conference and Exposition*, New Orleans, Louisiana, June 26 – 29, 2016
- *ASEE*, Seattle, Washington, June 14–17, 2015
- *AAC&U - General Education and Assessment: New Contexts, New Cultures*, February 23–25, 2012, New Orleans, Louisiana
- *SU Global Sustainability Institute Research Experience*. Beijing, Nanning, & Guiyang, China, May 28 – June 7, 2011
- *HBCU-UP SMART Global Energy Research Experience*. Shenzhen, Changsha, & Shanghai, China, December 2009
- *National Science Foundation Joint Annual Meeting*, Washington, D.C., May 2009 & March 2003
- *HBCU-UP National Research Conference*, 2009, 2008 & 2007
- *Consortium for International Management, Policy, and Development (CIMPAD) Conference: Transitional and Sustainable Approaches to Improving Development and Administration*, Accra, Ghana, June 13-24, 2009
- *ASEE Conference and Exposition*, Honolulu, Hawaii, June 24 – 27, 2007
- *Gulf States Alliance Gulf Coast Post-Katrina Forum: Network Science and Recovery*, Gulfport, Mississippi, August 19 – 21, 2007
- *Rigorous Research in Engineering Education Reflection and Planning Meeting*, August 2-3, 2007, Golden, Colorado
- *ASEE Conference and Exposition*, Chicago, Illinois, June 21-24, 2006
- *Dane and Mary Louise Miller Symposium and Center for the Advancement of Scholarship on Engineering Education (CASEE) Annual Meeting*, San Diego, California, October 28-29, 2006
- *Frontiers in Education (FIE) Conference*, San Diego, California, October 29-31, 2006
- *National Women of Color in Technology Awards and Conference*, Atlanta, Georgia, October 21-23, 2005
- *Frontiers in Education (FIE) Conference*, Indianapolis, Indiana, October 19-22, 2005
- *Dane and Mary Louise Miller Symposium and CASEE Annual Meeting*, Indianapolis, Indiana, October 18-19, 2005
- *American Society of Mechanical Engineers*, Region X Conference, Houston, Texas, March 2003
- *Louisiana EPSCoR State Conference*, Baton Rouge, Louisiana. Sponsored by the Louisiana Board of Regents and National Science Foundation, April 10 – 11, 2002
- *Florida-Georgia Louis Stokes Alliance for Minority Participation (FGLSAMP) Expo*, Tallahassee, Florida, January 31 – February 3, 2002

Reviews

- Engineering Papers Reviewer: NSF Envisioning the Future of Undergraduate STEM Education (EnFUSE)
- Proposal Reviewer:
 - National Science Foundation
 - United States Department of Agriculture/ Small Business Innovation Research

- Editorial Staff: *SMART Findings: An Undergraduate STEM Research Journal* (June 2007)
- November 2003 – Article Review: *Metallurgical and Materials Transactions*

HONORS & AWARDS

- 2013 Inductee: Southern University "Millionaire Club" for research awards (in collaboration, 2009 – 2012)
- 2011–2012 Preparing Critical Faculty for the Future (PCFF) participant (Cohort II)
- 2012 Center for HBCU Media Advocacy Female Faculty of the Year Award Nomination
- 2011 Minority Access National Role Model Award
- 2005 National Women of Color in Technology Educational Leadership Award
- 2005 HBCU Engineering Education Research Team – Center for the Advancement of Scholarship on Engineering Education (CASEE) of the National Academy of Engineering
- 2003-2005 Southern University College of Engineering Teacher of the Year
- 2003-2004 Southern University Outstanding Service Award for Honors Thesis Research
- 2000–2004, Most Outstanding Faculty Member in Mechanical Engineering
- 2001-2002 Southern University Young Research Investigator of the Year
- 2001 Inductee: "SU Young Faculty Award: Science, Mathematics, Engineering, & Technology Hall of Fame," Southern University, Baton Rouge
- 2000, Third Place (\$500 cash, plus \$500 cash for L.S.U. ASME student section). ASME Region X Student Conference/Graduate Student Technical Conference Oral Competition, University of Louisiana, Lafayette
- 1992, Induction: Pi Tau Sigma Mechanical Engineering Honor Society
- 1991, General Electric Aircraft Engines (Cincinnati, Ohio) Engineering Achievement Award

UNIVERSITY/DEPARTMENTAL SERVICE

- Course Development:

<ul style="list-style-type: none"> • <u>Undergraduate</u> • Principles of Sustainability 	<ul style="list-style-type: none"> • <u>Graduate</u> • Materials Characterization (MEEN 565) Coordinator/Developer • Corrosion Science & Engineering (MEEN 552) Co-developer
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- Accreditation Board for Engineering & Technology (ABET) SU Mechanical Engineering Report Editorial Committee Chair (2008, 2003)
- SU Engineers Week Activities
 - 2014, 2010 and 2006 Chair: College of Engineering Committee
 - 2005 Chair: Mechanical Engineering Department Committee
 - 2001-2006 Planning Team Member, 2011 Chair: Student Activities
- Faculty Advisor
 - Pi Tau Sigma Mechanical Engineering Honor Society, Southern Delta Mu chapter, 2000 – 2014
 - Society of Women Engineers, 2011 – 2014
- Engineering Graduate Advisory Council
- Mechanical Engineering Departmental Council
- SMART Summer Research Experiences for Undergraduates (SREU) Research Activities Coordinator, 2003 - 2008
- Strengthening Minority Access to Research and Training (SMART) Steering Committee, 2002 - 2004
- SREU mentor, summer 2001
- Mechanical Engineering Department Mentoring Coordinator (2000 – 2010)
- Mechanical Engineering Department Laboratory Committee
- Committee to Develop a General Studies Degree, 2003
- College of Engineering Council of Visitors Strategic Planning Committee

RESEARCH ADVISEMENT

Undergraduate Advisor

- Joel L. Deal—Honors Thesis: *The Study of the Proper Design of a Motorized Scooter* (B.S. 2004)
- Rhasean M. L. Taylor—Honors Thesis: *The Aeronautical Approach to the Design of an Aircraft and the Four Forces Which Affect Flight* (B.S. 2004)
- Frank Oliver—*Metal Matrix Composite Welding* (2001)
- Henry Robinson-- *Energy Efficiency Study of Louisiana K-12 Schools* (2001)

Graduate Committee Member

Kanika Vessel (Ph.D. 2011), Ineaka Carbo (M.S. Eng. 2011), Rochelle Williams (Ph.D. 2011, M.S. Eng. 2005), Dorothy Honore (M.S. Eng. 2010), Rediet Abera (M.S. Eng. 2010), Naresh Polasa (M.S. Eng. 2010), Naveen Uppu (M.S. Eng. 2009), Tiffany Augustine-Brown (M.S. Eng. 2009), Jennifer Robinson Lee (M.S. Eng. 2009), Kamissia Stampley (M.S. Eng. 2009), Chorondalette Moore (M.S. Eng. 2009), Edith Womack-Richardson (M.S. Eng. 2004), Alvin Williams (M.S. Eng. 2004), Shelita Smith-Williams (M.S. Eng. 2004), Solomon Abdi (M.S. Eng. 2004), Brian Warren (M.S. Eng., 2003)

PROFESSIONAL CERTIFICATION

Engineer-in-Training, Louisiana, 1993

PROFESSIONAL MEMBERSHIPS

- American Society for Engineering Education (ASEE)
- American Society of Mechanical Engineers (ASME)

Enrollment Reports All Campuses



BOARD OF SUPERVISORS
Enrollment Update
September 30, 2016

Student Type	Census Date - 14th Class Day		Difference
	2015	2016	
Continuing Undergraduate	3095	3389	294
Continuing Graduate	544	707	163
Graduate, New to SU	438	227	-211
Second Degree Seeking	81	92	11
Online	80	48	-32
New First-Time	1211	1063	-148
Cross-Enrolled	78	34	-44
Readmit	276	227	-49
Transfer	489	308	-181
Transient/Non-Degree	112	105	-7
	6404	6200	-204

Presented by:

Brandon K. Dumas, Ph.D.
Vice Chancellor
Student Affairs & Enrollment Management

SOUTHERN UNIVERSITY LAW CENTER

ENROLLMENT UPDATE

October, 2016

Census Date <u>September 7th, 2016</u>				
Student Type	2015	2016	# Difference	% Difference
Professional SULC Enrollment	617	556	-61	-10.97%
Continuing Professional Law Students	405	385	-20	-4.93%
Continuing Undergraduate (N/A)				
Continuing Graduate (N/A)				
Graduate, New to SU (N/A)				
Second Degree Seeking (N/A)				
Online (N/A)				
SUSLA Connect (N/A)				
New First-Time PROFESSIONAL LAW	212	171	-41	-19.3%
Cross Enrolled (N/A)				
Readmit (N/A)				
Transfer (N/A)				
Transient/Non-Degree (N/A)				
TOTALS - SULC	617	556	-61	-10.97

*Institutions must report Post Baccalaureate/Graduate students as **Professional Practice students** (Formerly first-professional) such as Juris Doctorate or Medical Professionals for enrollment reporting.

*This data has been provided to the Board of Regents Fall Census Reporting as of the **14th class day** enrollment numbers for Fall 15 and Fall 16.

LAND-GRANT CAMPUS (College of Agricultural, Family & Consumer Sciences)

ENROLLMENT UPDATE

October, 2016

		Census Date : 9 September 2016 (14 th Class Day)		
Student Type	2015	2016	# Difference	% Difference
Continuing Undergraduate	262	210	-52	-19.85
Continuing Graduate	50	55	-5	10.00
Graduate, New to SU	10	12	+2	20.00
Second Degree Seeking	2	1	-1	-50.00
Online	0	0	0	0
SUSLA Connect	1	1	0	0
New First-Time	34	41	+7	20.59
Cross Enrolled	0	0	0	0
Readmit	4	12	+8	200.00
Transfer	2	10	+8	400.00
Transient/Non-Degree	0	0	0	0
TOTAL	365	342	-23	-6.30

Southern University at New Orleans

ENROLLMENT UPDATE

October, 2016

Census Date September 26, 2016

Student Type	2015	2016	# Difference	% Difference
Continuing Undergraduate	1069	1010	-59	-5.5%
Continuing Graduate	255	263	8	3.1%
Graduate, New to SU	239	184	-55	-23%
Second Degree Seeking	110	128	18	16.4%
Online	-	-	-	-
SUSLA Connect (not included in count)	196	130	-66	-33.7%
New First-Time	211	145	-66	-31.3%
Cross Enrolled	9	4	-5	-55.6%
Readmit	337	251	-86	-25.5%
Transfer	184	210	26	14.1%
Transient/Non-Degree (Includes Visiting and Dual Enrollment)	295	248	-47	-15.9%
TOTAL	2709	2443	-266	-9.82%

Southern University-Shreveport

ENROLLMENT UPDATE

October, 2016

Student Type	2015	2016	# Difference	% Difference
Continuing Undergraduate	941	931	10	-1.06%
Continuing Graduate	--	--	--	--
Graduate, New to SU	--	--	--	--
Second Degree Seeking	--	--	--	--
Online	7	21	11	200.0%
SUSLA/LSUS Connect	662	479	-183	-27.6%
New First-Time	423	429	6	1.4%
Cross Enrolled	0	1	1	100%
Readmit	254	277	23	9.1%
Transfer	158	189	31	19.6%
Transient/Non-Degree/DE	729	913	184	25.2%
TOTAL	3174	3240	66	2.1%

Technology



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM
Division of Information Technology

Office of the Associate Vice President for Technology
J.S. Clark Administration Building, 4th Floor
Baton Rouge, Louisiana 70813

Telephone (225) 771-5150
Fax (225) 771-2807

11 October 2016

Dr. Ray L. Belton
President-Chancellor
Southern University System
Baton Rouge, LA 70813

RE: SUS IT Procurement Policy

Dear President Belton,

This correspondence comes to request authorization for a system-wide procurement policy for Information Technology. Technology plays a key role in academic pursuits, research endeavors, daily operations and administrative functions. The rapid expansion of technology in all aspects of the university provides opportunities for academic innovation, collaboration, and increase administrative efficiencies. Coordinating technology purchases allows the university to maximize its technology investment. When efforts to do so are not aligned with business objectives, the university ends up wasting dollars on initiatives with only short-term benefits.

The IT Procurement Policy will ensure departments utilize the University Information Services' expertise to help make technology purchases that best benefit the university and avoid potential problems. DoIT will help purchasers purchase the most cost effective technology it is best able to support, as well as avoid potential incompatibilities and issues.

Given the rising costs of technology acquisitions, well-guided technology procurement decisions are germane to improving efficiencies and maximizing the university return on its investments. Your favorable endorsement of this policy and that of the Southern University Board of Supervisors will be greatly appreciated.

Sincerely,

Handwritten signature of Gabriel Fagbeyiro in black ink.

Gabriel Fagbeyiro, Ed.D.
Associate Vice President & Chief Information Officer

Approved: Brandon McClister
Vice Chancellor / Vice President

Date: 10/26/2016

Approved: Ray L. Belton
President/Chancellor

Date: 10-27-2016



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM Division of Information Technology

INFORMATION TECHNOLOGY PROCUREMENT POLICY

1.0 Overview

Technology plays a key role in academic pursuits, research endeavors, daily operations and administrative functions. The rapid expansion of technology in all aspects of the university provides opportunities for academic innovation, collaboration, and increase administrative efficiencies. Coordinating technology purchases allows the university to maximize its technology investment by utilizing existing services when appropriate and sharing expertise between departments. The Division of Information Technology (DoIT), which comprises of IT units at the SU Systems Office and five campus locations, will help purchasers make informed decisions that maximizes SUS return-on-investments (ROI).

2.0 Purpose

The purpose of this policy is to utilize University Information Services' expertise to help purchasers make technology purchases that best benefit the university and avoid potential problems. DoIT can help purchasers purchase the most cost effective technology and the technology DoIT is best able to support, as well as avoid potential incompatibilities and legal issues. The policy also ensures that technology that needs to be tracked is recorded in DoIT property databases and that the ownership of technology is clear.

The IT procurement policy framework for acquisition and IT deployment at SUS includes broad consideration in providing maximum flexibility in IT utilization while yielding to the following overarching business and efficiency principles:

- Seek first to provide maximum value to the SUS campus system, then campus, then college, then departmental organizations and individuals.
- Adhere to established Information Technology standards established by the Division of Information Technology.
- Utilize existing University Information Technology resources, assets and services before non-university services are considered.
- Protect against un-authorized un-funded mandates.
- Where there are conflicting priorities, provide a means for resolution.

3.0 Scope

This policy applies to all Southern University System campuses, employees, and students.

This policy applies to any technology resources, software, data or information services that is paid for with university funds, including grant funds, regardless of the source of funding, location, or intended purpose. These resources include but are not limited to: Computers and servers of any form factor; Software and information systems; Technology services, consulting, and maintenance contracts;

Network devices; multimedia equipment, surveillance and projection equipment; and door locking, alarm, and environmental monitoring equipment. Some parts of this policy (those that deal with technology ownership, lifecycle replacements, computer growth and asset tagging) also apply to technology that has been donated to the university.

4.0 Policy

Information Technology Procurement

All University Information Technology procurements require approval from DoIT. DoIT will provide the Purchasing department a list of authorized personnel and will update this list as needed, or annually during the annual budget process.

5.0 Procedures

5.1 Pre-Purchase Consultations

Purchases require a consultation with DoIT before purchasing if they meet any of these qualifications:

- Subscriptions to and renewals (annual, monthly, etc.) of online services.
- Computer software (does not include apps purchased from a mobile device app store).
- Computers and tablets.
- Devices with the intent to connect them to wired or wireless networks.
- Technology with a cost of \$5,000 or more, including Application Software packages.
- Contractual services with a cost of \$5,000 or more
- Technology which requires DoIT aid to deploy.

5.2 Standard and Non Standard Approved Software, Hardware, and Services

DoIT will establish and maintain a website of computer technology acceptable standards, models and vendors. The website will contain appropriate instructions, forms and information for the purposes of acquiring technology resources.

- When technology is approved as a campus standard it is considered to be preapproved for procurement without additional consideration by DoIT.
- If a package is not listed as a current standard, it is considered to be nonstandard. Requests for non-standard software must be made using the Technology Request Form (TRF), and must be approved by the Dean or department head and DoIT
- Non-standard software may not be supported by DoIT. Before purchasing non-standard software, the purchaser must identify the source of support for the software being purchased.
- Purchase of non-standard technology components is allowed. However, such purchases should be minimized as much as reasonably possible. The purchase of non-standard technology components must be justified by the existence of special circumstances that require it. Also, the purchaser of a non-standard technology component must document the source of support for the component before purchase will be approved.

5.3 Applications and Information Systems Software

Information Systems software is software that fulfills a specific business purpose, depends on integration with other sources of information, and is typically used by more than one person.

- All Information Systems must be evaluated and approved by the DoIT before purchase
- Examples of Information Systems are: Banner Student Information Systems (ERP), Learning Management Systems (LMS), and enhanced functionality applications software that interfaces or derives data from ERP or LMS systems. When an application software package is considered for purchase, it must be evaluated in terms of its fit with the campus environment (operating hardware requirements, database management system, operating system requirements, Web environment requirements), and the support requirements

5.4 Lifecycle Replacements

Reliable technology is important to maintaining smooth operations of University functions. Therefore, technology should be kept technically current to remain compatible with required capabilities, security constructs and technology innovation. DoIT has a procedure for the annual replacement of computers, taking place each summer, with priority given to the primary computers of full-time employees. Computers may be replaced via departmental funds or replaced with used computers from DoIT stock. All old computers that have been replaced with newer computers are returned to DoIT for reuse or disposal. The following schedule provides a guideline to follow for planning replacements of computer technology.

- Computer Labs funded by Student Technology Fees will be eligible to be refreshed every four years.
- Faculty/Staff laptops and tablets will be eligible to be refreshed every four years.
- Faculty/Staff workstations will be will eligible to be replaced every five years; or if the workstation is out of warranty and repair is not feasible; or if there is adequate justification that the workstation does not meet the requirements for the user's job.

5.5 Contractual

All contracts must comply with the university's Conflict of Interests policy. Purchasers of technology services are expected to take all reasonable precautions to ensure that their outside financial interests do not place them in conflict with carrying out their duties and responsibilities as employees of the university, or as investigators. Before contracting with vendors to procure services, departments must determine if the services can be obtained from internal university resources, specifically from DoIT.

- All technology service contracts must be reviewed by DoIT for the benefit of the University in terms of cost, service and reliability.
- All technology service contracts must be approved by Associate Vice President for Information Technology or his designee

- It is the policy of Southern University System DoIT to review and evaluate performance by suppliers of technology in several categories, including but not limited to: financial stability of vendor; security clearances; cost; reliability; service times and performance; and acquisition time.

5.6 Computer Growth and New Employees

To keep the number of computers it supports at a manageable level, DoIT requires that in most situations where a new computer is purchased, an older computer is returned to DoIT. DoIT makes the final decision on exceptions to this practice. New employees are expected to use the computers of their predecessors. New employees for new full-time positions will generally receive new computers paid for from the startup budgets for the program or position. DoIT may have a small contingency fund for cases where no such budget exists.

5.7 Asset Tagging

The Office of Property Management places asset tags on, and keeps records of, all university owned technology with a total cost of \$1,000 or more, that may be eligible for lifecycle replacements, that has the potential to connect to the wired or wireless networks or that is at a significant risk for theft or loss. Special tags may be used to designate technology items deemed to be “fixed assets”. Users of technology are required to inform Property Management of changes to the location, usage or employee responsible for tagged technology.

5.8 Who Pays For What

The responsibility to pay for technology, including repairs and consumable supplies, lies with the departments using said technology. Generally, DoIT pays for lifecycle replacements of Datacenter servers and computers, network-telecommunications hardware, and enterprise applications systems and software. Most other technology, repairs and supplies are paid for by the departments using the equipment.

5.9 Technology Approvals

The SUS campus CIOs are authorized by the Associate Vice President for Information Technology to approve IT equipment purchases up to a threshold amount of \$10,000. Any IT purchases over this amount must also include the Associate Vice President’s approval.

5.10 Technology Ownership

All technology purchased with university funds, including grant funds, is owned by the university. DoIT has final say on how and where technology is deployed and how and when it is discarded.

6.0 Enforcement

Individuals not following this policy may be personally liable for costs associated with those purchases. The departmental budget manager or direct supervisor will be contacted to take appropriate action on a violation.

7.0 Exclusions

There are no exclusions. The SU Systems President has the sole authority to make exceptions, in writing, to this policy.

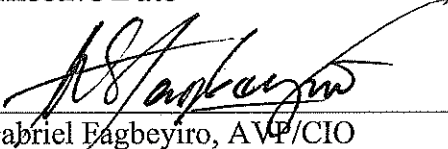
8.0 Definitions

- **Technology** is herein defined as any computer, computerized device, audiovisual device, or device that works with or as part of a computerized device or network.
- **Information Services** are herein defined as any software, data, web or Internet based service that is paid for.

9.0 Revision History

None

10.0 Approval and Effective Date

Approved:  10/11/2016
Dr. Gabriel Egbeyiro, AVP/CIO Date

Approved: Ray L. Belton 10-27-16
Dr. Ray Belton, President/Chancellor Date



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM
Division of Information Technology

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11 October 2016

Dr. Ray L. Belton
President-Chancellor
Southern University System
Baton Rouge, LA 70813

RE: SUS IT Data Classification Policy

Dear President Belton,

This correspondence comes to request authorization for a system-wide Data Classification policy for Information Technology. Information security best practices mandate information assets to be identified, classified, tracked and assigned guardianship to ensure that they are protected against unauthorized exposure, tampering, loss, or destruction. It requires information are managed in a manner consistent with the University's contractual obligations, their significance to the University, and their importance to any individual whose information is collected. In order to achieve this objective, information must be classified to convey the level of protection expected by all employees or agents who are authorized to access the information.

The IT Data Classification Policy provides a framework for securing data from risks including but not limited to, unauthorized destruction, modification, disclosure, access, inappropriate use and removal. It serves as a foundation for the University's information security policies, and is consistent with the University's data management and records management standards. It is not the purpose of this policy to create unnecessary restrictions to data access or use for those individuals who use the data in support of University business or academic pursuits. Rather, the policy outlines measures and responsibilities required for securing data resources in conformity with state and federal laws.

Data remains the most important asset an enterprise possesses. The need for adequate security is an overarching concern that pervades all aspects of daily operations and, with related institution reporting mandates, adds a compliance obligation as well. Your favorable endorsement of this policy and that of the Southern University Board of Supervisors will be greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "G. Fagbeyiro".

Gabriel Fagbeyiro, Ed.D.
Associate Vice President & Chief Information Officer

Approved: Flanigan McCarty Date: 10/26/2016
Vice Chancellor / Vice President

Approved: Ray L. Beaton Date: 10-27-16
President/Chancellor



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM
Division of Information Technology

DATA CLASSIFICATION POLICY

Purpose:

This document provides a framework for securing data from risks including but not limited to, unauthorized destruction, modification, disclosure, access, inappropriate use and removal. This policy outlines measures and responsibilities required for securing data resources. It shall be carried out in conformity with state and federal law.

This policy serves as a foundation for the University's information security policies, and is consistent with the University's data management and records management standards. It is not the purpose of this policy to create unnecessary restrictions to data access or use for those individuals who use the data in support of University business or academic pursuits.

Scope:

This policy applies to all university administrative data and to all user-developed data sets and systems that may access these data, regardless of the environment where the data reside (including cloud systems, servers, personal computers, mobile devices, etc.). The policy applies regardless of the media on which data resides (including electronic, microfiche, printouts, CD, etc.) or the form they may take (text, graphics, video, voice, etc.). This applies to all university systems in each college, school or department regardless of geographic location. Systems impacted by a natural disaster are not included in the scope of this document.

This Policy applies to all faculty, staff and third-party agents of the University as well as any other University affiliate who is authorized to access institutional data. In particular, this policy applies to those who are responsible for classifying and protecting institutional data.

Policy:

As part of the information security program, information assets must be identified, classified, tracked and assigned guardianship to ensure that they are protected against unauthorized exposure, tampering, loss, or destruction and that they are managed in a manner consistent with applicable federal and state law, the University's contractual obligations, their significance to the University, and their importance to any individual whose information is collected. In order to achieve this objective, information must be classified to convey the level of protection expected by all employees or agents who are authorized to access the information.

1. **Information Asset Collections.** For purposes of managing information, the University's various types of information must be segregated into logical collections, e.g. student records, financial records, employee benefit data, payroll data, medical records, personal information regarding alumni, etc. The security requirements for each collection are defined by the information's needs for confidentiality, integrity and availability.
2. **Information Asset Classification.** To implement security at the appropriate level, establish guidelines for legal/regulatory compliance, and reduce or eliminate conflicting standards and controls over data, data will be classified into one of the following categories. By default, all institutional data that is not explicitly classified should be treated as confidential data.
 1. *Restricted.* Data is classified as restricted when there are legal, contractual or regulatory requirements regarding the storage and disclosure of the data. Unauthorized disclosure or modification of Restricted data would necessitate notifying federal or state authorities and/or the affected individuals. Examples of Restricted data include Personal Health Information, Personally Identifiable Information (Social Security Numbers), financial account or payment card information, authentication or authorization information to electronic resources.
 2. *Confidential.* Data is classified as Confidential when the unauthorized disclosure, alteration or destruction of that data could cause a significant level of risk to the University or its affiliates. This information can be shared only on a "need to know" basis with individuals who have been authorized by the appropriate Data Trustee, Data Steward or designee, either by job function or by name. The disclosure of confidential data to unauthorized persons may be a violation of federal or state laws or University contracts. Examples of Confidential data include data protected by state or federal privacy regulations and data protected by confidentiality agreements. The highest level of security controls should be applied to confidential data.
 3. *Internal.* Data which the Data Trustee or Stewards may choose to publish or make public and data protected by contractual obligations. Sharing such information with individuals outside the University community requires authorization by the appropriate Data Trustee, Data Steward or designee.
 4. *Public.* This information can be freely shared with individuals on or off-campus in accordance with state and federal regulations without any further authorization by the appropriate Data Trustee, Data Steward or designee. Data should be classified as Public when the unauthorized disclosure, alteration or destruction of that data would result in little or no risk to the University and its affiliates. Examples of Public data include press releases, course information and research publications. While little or no controls are

required to protect the confidentiality of Public data, some level of control is required to prevent unauthorized modification or destruction of Public data.

3. Data in all categories will require varying security measures appropriate to the degree to which the loss or corruption of the data would impair the business or research functions of the University, result in financial loss, or violate law, policy or University contracts.

4. Information integrity and availability. For purposes of integrity and availability, information systems will be classified as follows:

1. Non-Critical Systems. Information systems fall into this category if the unavailability, unauthorized modification, loss or destruction of the data residing on the system would cause little more than temporary inconvenience to the staff and user community and incur limited recovery costs. Reasonable measures to protect information deemed non-critical include storing information in locked office spaces or cabinets, using standard access control mechanisms to prevent unauthorized individuals from altering digital information, and making regular backup copies.

2. Critical Systems. Information systems fall in this category if unavailability, unauthorized access/modification, loss or destruction through accident, malicious activity or irresponsible management could potentially cause the University to 1) be unable to conduct a portion of its required business for an extended period, 2) suffer significant damage to its reputation, 3) endure major financial loss, 4) fall out of compliance with legal, regulatory or contractual requirements, or 5) adversely impact members of the extended University community.

1. Additional Safeguards

1. Data Elements in systems should be sampled and checked for validity on a regular basis.

2. A business continuity plan to recover critical information that has been lost must be developed, documented, deployed and tested annually.

2. Security. Security measures for data are set by the data custodian, working in cooperation with the data stewards.

3. Responsibilities. The following roles and responsibilities are established for carrying out this policy:

1. Data Trustee: Data trustees are senior University officials (or their designees) who have planning and policy-level responsibility for data within their functional areas

and management responsibilities for defined segments of institutional data. Responsibilities include assigning data stewards, participating in establishing policies, and promoting data resource management for the good of the entire University.

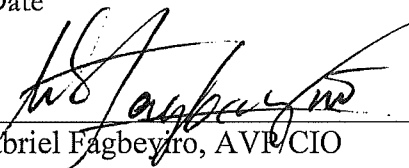
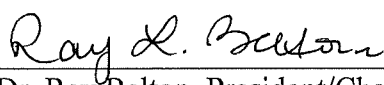
2. Data Steward: Data stewards are University officials having direct operational-level responsibility for information management - usually department directors. Data stewards are responsible for data access and policy implementation issues. Procedures for performing data validation should be developed and implemented by data stewards in responsible departments
3. Data Custodian: Information Technology (IT) is the data custodian. The custodian is responsible for providing a secure infrastructure in support of the data, including, but not limited to, providing physical security, backup and recovery processes, granting access privileges to system users as authorized by data trustees or their designees (usually the data stewards), and implementing and administering controls over the information.
4. Data User: Data users are individuals who need and use University data as part of their assigned duties or in fulfillment of assigned roles or functions within the University community. Individuals who are given access to non-public data have a position of special trust and as such are responsible for protecting the security and integrity of those data.

4. Clarification and communication of roles in data classification are responsibilities of the DoIT Administrative Systems Team committee at the University.

5. Revision History

None

6. Approval and Effective Date

Approved:		<u>10/11/2016</u>
	Dr. Gabriel Fagbeyiro, AVP/CIO	Date
Approved:		<u>10-27-16</u>
	Dr. Ray Belton, President/Chancellor	Date

Chancellor's Reports



Southern University and A&M College at Baton Rouge **CHANCELLOR'S REPORT**

Significant Achievements/Accomplishments

Governor Appoints SUBR Professors to Serve as Advisors



SUBR professors, Revathi I. Hines and Leslie T. Grover, were recently appointed by Governor John Bel Edwards to serve as advisors.

Dr. Hines, an Alphonse Jackson Professor of Political Science, has been appointed by Governor Edwards to the Louisiana

Women's Policy and Research Commission. The Louisiana Women's Policy and Research Commission is comprised of members whose duties include advising the governor, through the executive director of women's policy, concerning the particular hardships, concerns, economic, educational, and health needs that challenge women in Louisiana and their possible policy solutions. The commission is charged with submitting a detailed annual report to the governor.

The primary focus of Dr. Hines's research is on community development, homeless women, gender based disaster management policy, environmental racism and justice movements, and discrimination in public housing. Presently she is involved in coordinating donation to homeless women in Baton Rouge through her project, Red Stick Bras and All Project. Additionally, Dr. Hines serves on the boards of Volunteer in Public Schools, the



Butterfly Society of Domestic Violence, Baton Rouge, and the Women's Community Rehabilitation Center/UpLIFTD, Baton Rouge.

"I am honored to be appointed to the Commission. I look forward to being a part of this administration's efforts to examine the determinants of well-being of women in Louisiana and engage in the development of meaningful and viable policy solutions that elevate the status of women, across the spectrum, in our great state," said Dr. Hines.

Dr. Grover has been appointed to the Governor's Council on Homelessness that serves to advise the governor on issues of concern to Louisiana citizens concerning homelessness. The council's role is to review, update, and monitor implementation of Louisiana's Ten-Year Plan to End Homelessness. The council

serves as a resource for information about access to available services for the homeless population, including housing and transportation options.

"What an honor to serve the people of this state through addressing issues of homelessness and poverty. Addressing these issues through policy and research improves the quality of life for all of us in the state," Dr. Grover stated.

Dr. Grover is a tenured associate professor in public administration and public policy. She does extensive work with low income and impoverished populations. Her previous government experience includes working for NASA as a management analyst; executive director of the Emerging Scholars program in South Carolina; and grant writing for the City of Starkville, Mississippi.

Environmental Toxicology Department Receives \$100,000 Grant Renewal

The SUBR Environmental Toxicology Department recently received a renewal on a grant from the Flight Attendant Medical Research Institute (FAMRI) for the 2016-2017 year. This is the fourth year FAMRI has funded the research project.

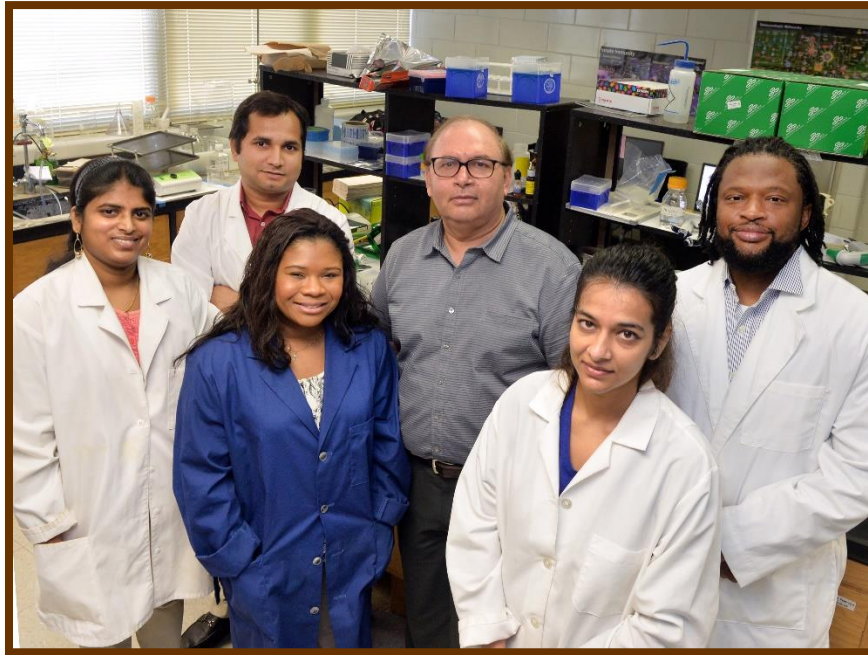
The \$108,500 grant will help continue the research started by Dr. Sanjay Batra, associate professor of environmental

toxicology and director of the program, and five graduate students, who have been working on this project for the past four years. The group's focus is determining the role of intracellular receptor (NLRP10) in secondhand smoke (SHS) mediated inflammatory responses. It also looks for the epigenetic marks on the autophagy genes in response to SHS exposure.



Southern University and A&M College at Baton Rouge **CHANCELLOR'S REPORT**

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"This grant to study the effect of exposure to secondhand smoke is extremely relevant in terms of designing new therapeutic strategies for pulmonary diseases caused due to smoke exposure and fits well with the mission of our department. We observed important roles of cytosolic receptor NLRP10 in regulating autophagy mechanism, which plays an important role in immune responses. We have also observed an important role of membrane microdomains (lipid rafts) in regulating inflammatory responses in our study model," said Dr. Batra.

The research is being carried out in collaboration with LSU and supported by FAMRI.

The Ph.D. graduate students working on the research include Gagandeep Kaur, Dharendra P. Singh, Benethal McLemore, Prathyusha Bagam, and Rakeysha Pinkston.

The funding from this grant supports two environmental toxicology Ph.D. graduate students with a full assistantship who work on the project and provides research support to other Ph.D. students in Dr. Batra's laboratory.



NSF Awards Funding to SUBR to Address STEM Workforce Disparities

The National Science Foundation (NSF) recently announced a funding award of \$216,831 to Southern University and A&M College to investigate advancing diversity and inclusion of underrepresented minority populations within the Science, Technology, Engineering, and Math (STEM) workforce.

The project, entitled "Planning Grant: Advancing Diversity and Inclusion (ADI) Through a Collaborative Model for Globalization of Higher Education at an HBCU Land-Grant Institution," seeks to develop a new model for transformative STEM teaching and learning that maximizes knowledge exchange and research connectivity across scientific disciplines, knowledge institutions and geographic boundaries in realizing innovative solutions to address Global Grand Challenges. It will also enhance the research knowledge base to better understand underlying issues affecting STEM workforce disparities.

ADI will incorporate research, education, outreach, and knowledge transfer into an integrated learning ecosystem that engages students and faculty in



transdisciplinary research activities while advancing competency in 21st century workforce skills - leadership, team-building, business partnering, entrepreneurship, and more.

According to Vice Chancellor for Research and Strategic Initiatives, Dr. Michael Stubblefield, "This approach will provide a platform to further workforce diversity and inclusion in the United States through preparation of underrepresented minority populations who are less likely to major in a STEM discipline at the start of their college experience, and even less likely to remain in a STEM major by graduation."



Project efforts will be led by Dr. Stubblefield as principal investigator, and co-principal Dr. Carlos Thomas, associate professor of management in the College of Business.

Southern University also has received funding from NSF for additional support to the HBCU-UP Achieving Competitive Excellence (ACE) Implementation Project. The focus will be on stimulating Southern's research landscape over the next 12 months through activities that build faculty research capacity within one of the designated SU Research Priority Areas, Climate Change and Ecosystem Sustainability, thereby improving their potential for success when applying for NSF research funding.

"Recent flooding in the Baton Rouge area further supports the need to understand

and provide creative solutions to such climatic events and their association to land use and urban sprawl in growing communities. This project will further strengthen Southern's capacity in global sustainability challenges," Dr. Stubblefield stated.

This competitive award will build on NSF's existing investments at Southern by seeking to enhance faculty capacity in research and innovation in a critical research area of state and national concern, which will subsequently strengthen their ability to develop and submit proposals aligned with NSF core research programs.

The \$120,000 supplemental award is under the direction of Dr. Zhu H. Ning, Dr. Kamran Abdollahi, Dr. Shizhong Yang and Dr. Michael Stubblefield.

SUBR at the Forefront of Police Data Initiative



Southern University Baton Rouge interim police chief, Joycelyn Johnson, recently visited the White House for the 21st Century Policing Briefing, an organized task force initiated by President Barack Obama to aid in today's policing within our community.

The event provided an overview of the recommendations from the President's Task Force and discussed means to complete their everyday work.



Southern University and A&M College at Baton Rouge **CHANCELLOR'S REPORT**

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One of the first projects, announced by the President in Camden, New Jersey, is the Police Data Initiative (PDI), which focuses on generating and implementing new data and technology innovations within key jurisdictions, civil society groups, and federal, state, and local agencies. PDI is centered on two key components: (1) using open data to build transparency and increase community trust, and (2) using data to enhance internal accountability through effective analysis.

SUPD is one of two higher education institutions, and is the only four-year University to implement the PDI on its campus. Chief Johnson says the SUPD is working to have several years of data converted to a website under the guidelines of the public safety open data portal initiated by the White House.

"The briefing at the White House talked about a lot of things that we plan to implement on campus. We are looking to build more transparency and increase trust within the Southern University community," said Chief Johnson.

"We launched the Police Data Initiative to support the growing community of law enforcement agencies committed to

publishing data online in order to increase transparency and accountability and help facilitate authentic conversations within their community. Over 50 police departments and other organizations have signed onto the Initiative. And we are now happy to welcome Southern University to this group of pioneers," said D.J. Patil, Deputy U.S. Chief Technology Officer for Data Policy and Chief Data Scientist in the White House.

The White House briefing provided six main topic areas or pillars: Building Trust and Legitimacy, Policy and Oversight, Technology and Social Media, Community Policing and Crime Reduction, Officer Training and Education, and Officer Safety and Wellness.

The Southern University Police Department has made an effort to touch on each of these pillars but since the briefing, they have focused on building trust and legitimacy, and technology and social media. Over the past two years the SUPD has held Jags Safe Night in the fall semester where the University Police Department partners with the local police departments to greet and inform students about each department and how they can use them.





October 2016
Southern University Law Center
Board of Supervisors Report



FEDERAL EMPLOYMENT CAREER DAY

The SULC Office of Career Services, in collaboration with the SUBR Office of Career Services, hosted the second annual “Federal Government 101,” a federal employment career fair, in the Law Center’s atrium, on Tuesday, September 13, 2016. The event presented a great opportunity for Southern University students to highlight their knowledge, skills, and abilities to over 15 federal agencies. This is the second year of this exciting event. The fair was open to law students, undergraduate students, and graduate students. The participation of the federal agencies was spearheaded by Cheri’ Alsobrook, Executive Director of the Federal Executive Board in New Orleans, LA.



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SPECIAL POINTS OF INTEREST

- Faculty News
- Staff News

FACULTY NEWS



Prof. Chris Odinet was recently named an inaugural Real Property Scholar with the American College of Real Estate Lawyers (ACREL). The scholars program is made possible by a generous grant from ACREL, which is the preeminent organization for real estate lawyers in the country.



Prof. Chris Odinet gave a presentation on the interaction of property law and public bankruptcy at the Central States Law Schools Association Conference (CSLSA) on September 23-24, 2016, at the University of North Dakota School of Law.

STAFF NEWS



Tavares Walker, Director of Career Services, has been appointed to the LSBA Board of Governors, to complete the term of **Prof. Donald North**, representing Southern University Law Center on the Board.

BLACK PANTHER PARTY FILM FESTIVAL



Pictured from left: Brian Hunter (chapter member), Steve Green (panelist), audience member, Malik Rahim (chapter member and panelist), Angela Allen-Bell (panelist), Marimba Curry (chapter member and panelist), and General Rice Forbes (chapter member).

Prof. Angela Allen-Bell was a panelist for the Louisiana chapter of the Black Panther Party's Inaugural Film Festival that took place on September 15, 2016. The theme of the panel was "Dispelling the Myth of Black Pantherism." Prof. Allen-Bell shared her research findings and spoke about her latest article, [The Incongruous Intersection of the Black Panther Party and the Ku Klux Klux](#), which appeared in the *Seattle University Law Review*.

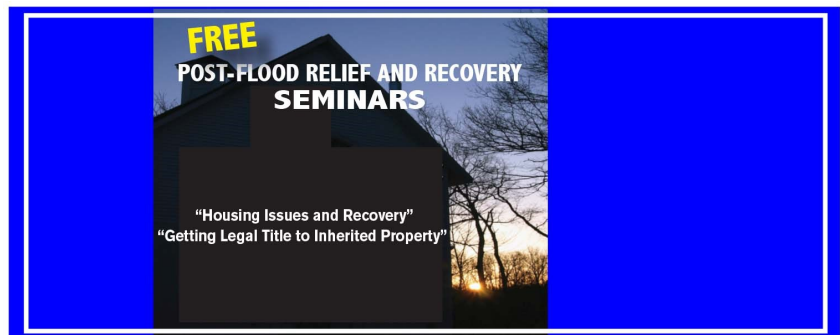
SOUTHERN UNIVERSITY LAW CENTER

2016-17 Speakers Series



Albert Woodfox, Advocate for Prison Reform, Human Rights, and Social Justice

Albert Woodfox, advocate for prison reform, human rights, and social justice, was featured in an interview with Southern University Law Center **Prof. Angela Allen-Bell** on October 3, for the 2016-17 SULC Speakers Series. The topic was "Use of International Laws and Coalitions in Justice Movements/Prison Reform."



The Southern University Law Center partnered with Louisiana Appleseed, Southeast Louisiana Legal Services Corporation, the Southern University Small Business Development Center, District 5 Metro Councilwoman Erika L. Green, and District 7 Councilman LaMont Cole to conduct free Post-Flood Relief and Recovery Seminars at two sites in Baton Rouge on Wednesday and Thursday, October 5 and 6.

ALUMNI NEWS



Dennis Spurling, '00, stars in a new television series, "Co-Parenting With the Spurlings," which premiered Sunday, September 18, on KIAH-TV CW39, Houston, Texas. A family-based weekly series, "Co-Parenting With the Spurlings" highlights the members of the Spurling family as they address the modern-day co-parenting issues that come with divorced and blended families.

Sherron Phae Douglas, '15, has joined the City Attorney's Office in Shreveport, Louisiana, as an assistant city attorney.



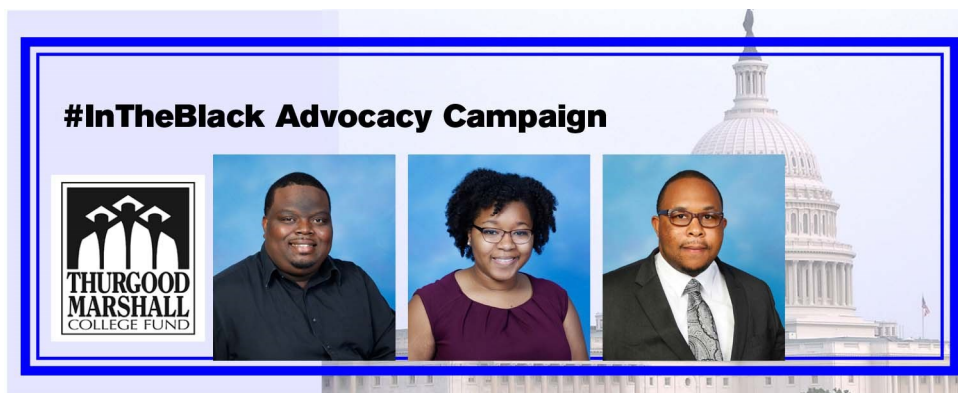
Brenton I. Mims and Katrena A. Porter, graduates of the SULC Class of 2015, have joined the Law Firm of Simien and Miniex in Lafayette, Louisiana, as associate attorneys. **Rickey W. Miniex and Clyde R. Simien**, both graduates of the SULC Class of 1986, are founding partners of this law firm.

Christopher R. Quintyne, '13, has accepted a two-year clerkship in the Office of the Parliamentarian of the United States Senate. The Parliamentarian counsels the presiding officer of the Senate on all aspects of Senate procedure, helping to guide the orderly flow of legislation, nominations, and treaties.

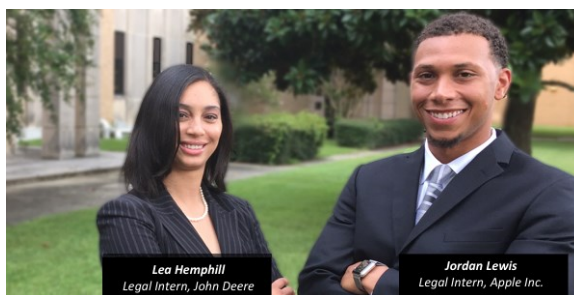


Christian Elloie, '08, and Lacy Durham, '06, were both speakers at the Corporate Counsel Women of Color Annual Career Strategies Conference held in Las Vegas, NV, September 21-23.

STUDENT NEWS



SULC students **Brandon-Rashad Kenny**, **Lorraine E. Lucas**, and **David Points** joined 49 other HBCU students from across the country on September 27-29 in Washington, D.C., for the Thurgood Marshall College Fund's #InTheBlack Advocacy Campaign and Hill Day. During the conference, Lucas, Points, Kenny and other participants spent time on Capitol Hill speaking to legislative policymakers and staff. The goal of the program was to raise awareness about the importance of having better student-loan-repayment options, federal-financial-aid literacy, and learning about the legislative process.



Second-year students Jordan Lewis and Lea D. Hemphill learned a great deal about intellectual property (IP) in paid internships this summer at major corporations. Lea Hemphill had a 9-week assignment at Deere & Company in Moline, Illinois; and Jordan Lewis was part of the Intellectual Property Enforcement Team at Apple, Inc., in Cupertino, California.



2016-17 Southern University Law Review

Pictured front row, from left—Prof. Gail Stephenson, adviser; Stephanie N. Stephens; Ariel Harris; Charles Parr; Candace Bostic Ford, articles editor; Lamar Gardner, editor-in-chief; Kolby P. Marchand; Michelle Gros; Daisha Hodges; Yolunda M. Righteous; and Derek A. Bisig; back row, from left—Remington Angelle; Elizabeth Bailly Bloch, executive editor; Brittney Waugh; Gilbert S. Bayonne; Jordan Lewis; Mohamad C. Khaled; and Scott Courrege. Not pictured is Carla Thomas Haney, managing editor.

Southern University
Agricultural Research and Extension Center
Chancellor's report

Bobby R. Phills

Presented to:
BOARD OF SUPERVISORS
Southern University and A&M System



Linking Citizens of Louisiana with Opportunities for Success

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Southern University Agricultural Research and Extension Center, an entity of the Southern University System, Bobby R. Phills., Chancellor; Ray Belton, System President; Leon R. Tarver II, Chairman, Board of Supervisors. It is issued in furtherance of the Cooperative Extension Work Act of December 1971, and the Agricultural Research Program, in cooperation with the U.S. Department of Agriculture. All educational programs conducted by the Southern University Agricultural Research and Extension Center are provided to all persons regardless of race, national origin, or disability.

© 2008 SU Ag Center.

SU Ag Center holds highly successful Pet Wellness Clinic following Historic Flood

More than 300 cats and dogs received free physical exams, as well as, annual and rabies vaccines during the Southern University Ag Center's Free Disaster Relief Wellness Clinic for Dogs and Cats on Sept. 12.

While the majority of the initial relief from the August flood was focused on providing the basic necessities to human flood victims, many of our four legged family members also suffered from the after effects of the disaster.

“When an unfortunate event occurs, such as a disaster, there is an abundance of emotional and physical stress to all involved including animals,” said Renita Marshall, DVM, and associate professor at the SU Ag Center.

Marshall and Tyra Davis Brown, both DVM, an SU Alumnus and Veterinarian, came up with the idea to provide a wellness clinic for pets to fill an often over looked need within the Baton Rouge community and surrounding areas.

“As a veterinarian, you take an oath to use scientific knowledge and skills for the benefit of society through the protection of animal health and welfare, the prevention and relief of animal suffering, the conservation of animal resources, the promotion of public health, and the advancement of medical knowledge. That is exactly what Dr. Brown and I

set out to do with the disaster wellness clinic,” added Marshall.

In addition to the vaccinations and exams, the animals were also provided with heartworm, flea and tick prevention medication, as well as nail-clipping and food samples. Nearly 200 of the animals also received a free microchip implant that will assist owners in locating their pets if they are lost or separated from them during another natural disaster.

Event partaker David Bailey, who brought his dog Achilles, expressed appreciation for the clinic stating that he first heard about it on the news and followed up with a visit to the SU Ag Center website for full details. Another beneficiary from the event was Charles Herndon who reported that the flood had impacted their finances and he was happy to get assistance for his four dogs, which he has rescued over the years.



David Bailey said he heard about the Disaster Relief Wellness Clinic for Dogs and Cats on TV and brought his dog Achilles to the event to be vaccinated and implanted with microchip



SU animal science student Jennifer Brown vaccinates a dog while professor Gary Simon and research scientist Janana Snowden, hold the animal during the SU Ag Center's pet Wellness Clinic

“The SU Ag Center, being a pillar in many communities around Baton Rouge and the surrounding areas, is poised to strategically implement programs and events to assist where and when it is needed the most,” said Marshall.

SU Baton Rouge campus professor Gary Simon, DVM, several animal science students from Southern University's College of Agriculture and several SU Ag Center staff members assisted in the event. Read more on our [blogpost](#).

Photos from the event are available [here](#).

Nearly 300 Students attend SU Ag Center's 4-H National Youth Science Day

Two hundred and ninety-three students from Southern University Laboratory, Scotlandville Pre-Engineering Academy, Park Ridge, J. K. Haynes, Progress and Ryan Elementary, Tallulah Charter, Kentwood High Magnet and St. Helena College & Career Academy schools attended the Southern University Ag Center's 2016 4-H National Youth Science Day (4-H NYSD).

The national event was held in the Cotillion Ballroom of the Smith-Brown Memorial Student Union on Wednesday, Oct. 5 on the Southern University Baton Rouge campus.

This year's experiment, called Drone Discovery, consisted of a hands-on, three part engineering design challenge which allowed students to experiment with fixed and rotary wing designs, explore the concept of remote sensing and dive into the world of coding for real-world drone applications.

The event featured a drone demonstration by Garrett Edgerson, a choral performance by the Scotlandville Pre-Engineering Magnet Academy Choir and several interactive display stations on 4-H, Tobacco Free Living, Community Policing, Biofuel, the United States Department of Agriculture, Apparel Merchandising and Textiles, Animal Science, Healthy Living, Erosion and Gardening.



A drone hovers over the crowd during the SU Ag Center's 4-H National Youth Science Day

Comedian and Max 94.1 FM radio personality, Howard Hall served as host of the event. Southern University Ag Center Chancellor-Dean, Bobby R. Phills; East Baton Rouge Parish School System Deputy Superintendent, Michelle Clayton, and Gulf State Regional Director for the National Center for Appropriate Technology (NCAT), Rockiell Woods spoke to the students on the importance of science, technology, engineering and mathematics (STEM) and pursuing a college education.

4-H NYSD is the world's largest youth-led science experiment, drawing nearly 100,000 participants in 2015. The national day is dedicated to engaging youth with science through a hands-on, interactive learning experience that gets youth excited about STEM.

The 2016 activity was designed by Cornell University Cooperative Extension. The event's national partners are HughesNet®, Lockheed Martin and U.S. Cellular. DJI, the world's largest maker of consumer drones, is the national sponsor.

For additional information about the Southern University Ag Center's 4-H National Youth Science Day or 4-H activities, contact Tiffany W. Franklin, Ph.D., at 225.771.2242.

Read more on this [here](#). Photos from the 2016 4-H National Youth Science Day are available [here](#).

Mentoring College Students is Premier on the new Land-Grant Campus

Southern University Ag Center and College of Agriculture faculty and staff are aligned with the land-grant mission, consistent with the university's tripartite mission of teaching, research, and public service. Faculty and staff are committed to recruiting, teaching and mentoring students in the agricultural and food sciences. The academic arm of the new Land-Grant Campus prepares students for professional careers in food, fiber, natural resources, family and consumer sciences, and agricultural sciences using innovative strategies, state-of-the-art technologies, and



Dr. Janana Snowden, left, and Dr. Christopher Chappell, team up and mentor Urban Forestry senior student Khadijah Neal, right, as she plans for her future

current information. The overarching mission of the Land-Grant Campus is to improve the well-being of individuals, families, and communities through quality teaching and research; scholarly activity that is relevant to the needs of the state's citizenry; and pre-eminent outreach techniques locally, nationally, and globally. The Land-Grant Campus encompasses the Southern University Ag Center and College of Agriculture at Southern University and A&M College.

SU Ag Center staff lends a helping hand in response to historic flood

On August 13, prolonged rainfall in the southern region of Louisiana resulted in catastrophic flooding that submerged thousands of homes and businesses. According to the Baton Rouge Area Chamber of Commerce, roughly 110,000 (31%) homes in East Baton Rouge (EBR) Parish were affected.

SU Ag Center's Families First – Nutrition Education and Wellness System (FF-NEWS) Nutrition Educators Marquette Anderson and Kiyana Kelly, along with Family and Human Development Parent Educator, Jasmine Thomas, went out into the community to assist at local social services sites where they regularly provide educational programming.

On Thursday, August 25, the SU Ag Center staff distributed supplies to over

300 EBR residents at the Martin Luther King, Jr. Community Center. The Convoy of Care from Atlanta, Ga. sent six tractor trailers of supplies to assist the residents affected. The convoy was organized by the National Organization of Black Law Enforcement Executives (N.O.B.L.E). Additionally, on August 26, SU Ag Center staff volunteered at the Jewel J. Newman Community Center and distributed supplies to residents in need.



Nutrition Educator Kiyana Kelly, right, distributes toys and clothing to East Baton Rouge Parish residents at the Martin Luther King, Jr. Community Center



EBR Extension Office Chair Marquette Anderson, left, distributes supplies and clothing to flood victims

Anderson, who is also the Chair of the East Baton Rouge Parish Extension Office, stated "It is important that the EBR community knows that the SU Ag Center's staff is here to serve during this devastating time. Both SU and LSU Ag Centers are committed to assisting our clientele through programmatic efforts." For more, visit us [here](#).

Researcher Snowden receives International Fellowship Award

Dr. Janana Snowden, Research Scientist at the Southern University Ag Center, was a 2016 recipient of the Carl Storm Underrepresented Minority (CSURM)

Fellowship award; making her the only African American selected from 188 participants, internationally.

The award allowed Snowden to attend and present in the annual Gordon Research Conference for Natural Products and Bioactive Compounds. The conference, which focused on exploring the therapeutic potential of natural products and biologically active compounds through emerging chemical and biological technologies, was held July 31- August 5, 2016 at Proctor Academy in Andover, New Hampshire.



Snowden presented on the, “Antimicrobial Efficacy of Roselle Hibiscus Extracts against Escherichia coli.” Roselle (*Hibiscus Sabdariffa L.*) is a niche market crop that has been studied for over a decade at the Southern University Ag Center.

Her research focuses on the medicinal benefits of natural compounds found in plants/crops and their potential to treat various diseases and disorders such as cancer and high blood pressure.

The article was featured in the Sept. 13 *Daily Agri-News Report*. Visit our blog [here](#) to read more.

For more information, contact Dr. Janana Snowden at 225-771-2242 or visit www.suagcenter.com.

Urban Forestry Campus Tree Pruning Techniques Demonstrated to Students

The Southern University Urban Forestry and Natural Resources Department conducted a tree pruning demonstration in collaboration with the LSU Licensed Arborists. SU graduate Kevin Drye, who is now a professional licensed Arborist and Urban Forester, provided up-to-date scientific information about pruning and Arboricultural requirements.

Urban forestry students observed the pruning demonstration to prepare for a two-day hands-on practice scheduled for October.

The Urban Forestry Department faculty and Dr. Fred Fellner, a graduate of SU Urban Forestry and the current Assistant



Tree pruning demonstration in progress



Director of landscape at LSU, coordinated the collaborative effort.

According to the International Society of Arboriculture, "The main reasons for pruning urban trees include safety, health, and aesthetics."

Pruning for *safety* involves removing branches that could fall and cause injury or property damage, trimming branches that interfere with lines of sight on streets or driveways, and removing branches that grow into utility lines. Safety pruning can be largely avoided by carefully choosing species that will not grow beyond the space available to them, and have strength and form characteristics that are suited to the site.

Pruning for *health*, involves removing diseased or insect-infested wood, thinning the crown to increase airflow and reduce some pest problems, and removing crossing and rubbing branches. Pruning can best be used to encourage trees to develop a strong structure and reduce the likelihood of damage during severe weather. Removing broken or damaged limbs encourages wound closure.

Pruning for *aesthetics* involves enhancing the natural form and character of trees or stimulating

flower production. Pruning for form can be especially important for open-grown trees that do very little self-pruning.

For additional information about the SU Urban Forestry and Natural Resources Degree Programs, please contact Dr. Kamran Abdollahi, Department Head at [225-324-8206](tel:225-324-8206), [225-771-3535](tel:225-771-3535) or via the following web sites: www.urbanforestry.subr.edu and www.suagcenter.com

Youth learn about agriculture, livestock animals at Iberville Elementary

On October 6, Dr. Harold Mellieon, Director of Livestock Programs and Assistant Specialist, along with two students from the College of Agriculture, Asia Rubin and Malik Allen, went to visit students at Iberville Elementary in Plaquemine, La. The trio met with more than 100 Pre-K through 6th grade students and shared information on agricultural sciences, while giving them an up close and personal look at livestock animals via a mobile petting zoo. The agricultural

students showed the youth proper handling techniques of animals, and gave them an opportunity to interact with young people pursuing degrees in agriculture. The elementary school students had their questions answered while also being able to touch animals they had only seen on television and read about in books. This exposure of Southern University and the field of agricultural sciences is a strategy to plant seeds in the minds of the youth as they think about the future.



Asia Rubin shows students the proper handling of chicks



L-r: Malik Allen, Dr. Mellieon, and Asia Rubin interact with students petting animals during their visit

SU Ag Center Provides Summer Internship for College Students

The Southern University Agricultural Research and Extension Center internship offered undergraduate students an opportunity to explore career opportunities in Cooperative Extension and Outreach. The internship program focus areas were guided by agents and specialists in the following fields: nutrition, youth development, agriculture and natural resources, family and consumer sciences, and community development.

The Center provided a 10-week paid internship from June to August in parishes around the state of Louisiana. Experiential learning is the key component of the internship to allow students to get first-hand experience in the daily workload of extension professionals. It also allows interns to experience helping to better the rural and urban community as well as their professional development.

For the cohort of summer 2016, four students were selected to work across the state in select parishes: Brandi Suel-Ag Economics (East Baton Rouge), Sharnet Nixon-Family and Consumer Science (Lake Charles), Yo'Sha Lain-Family and Consumer Science (Madison), Chelsea Hammond-Youth Development (Orleans). These interns, with the guidance of Dr. Harold Mellieon, Jr., worked with agents and specialists during the past summer while assisting and observing all of the tasks, projects, and activities conducted to bring knowledge and understanding to others.

While their areas were somewhat diverse, they shared a variety of experiences including: program development, program research, attending and conducting meetings, communicating with

stakeholders, and implementation of new programs. The cohort submitted weekly and monthly reports focused on daily activities, weekly challenges and successes, and overall views of the workplace.

From June to August the four interns made great strides in their positions across the state. Each intern worked on a project that not only increased their knowledge but took them out of their comfort zones and made them think outside the box. All the interns indicated that they were more knowledgeable about extension, and many of them became more confident in public speaking to diverse crowds.

“Throughout various communications with the interns during the summer, they all seemed to have memorable experiences that they can lean on as they continue their college careers,” said Dr. Mellieon.

The Southern University
Agricultural Research and

Extension Center summer internship can be viewed as a successful venture that has great potential for growth. This opportunity will allow undergraduates to get experience in the field of extension while also enhancing and expanding the pool of future capable applicants for positions in the agriculture and food industry.

“The success of the 2016 cohort suggests the program must continue to impact the lives and mindsets of young adults as they become productive members of society and the agricultural community,” Mellieon concluded.



L-r: Ms. Gloria London, Intern Brandi Suel, and Mr. Eual Hall



Intern Chelsea Hammond, standing left, hosts a meeting along side Ms. Krystal Stewart

Climate Change and Urban Forest Ecosystem Research and Education on a Global Platform

The Urban Forestry and Natural Resources program at the SU Ag Center has been conducting two projects on climate change, urban forest ecosystem research and education on a global platform. The projects are funded by the National Science Foundation's International Research Experiences for Students (NSF IRES) and USDA's International Science and Education (ISE).

The projects which are directed by Dr. Zhu Ning, Professor and Project Director, have a collaborative partnership with Chinese Academy of Sciences (CAS). The projects' research focus reflects on the U.S./China team's complementary strengths and mutual interests in the areas of Impacts of climate change on natural resources, urban ecosystem responses, and coping strategies; Climate change mitigation through urban forestry, and GIS and remote sensing technology. The project team members have been working on four research topics: Modeling Approach on Interactions among Global Warming-Urbanization-Ecosystem Dynamics; Combined Effects of Elevated CO₂ and Elevated O₃ on Urban Forests; Carbon Storage and Sequestration by Urban Forests -The Role of Urban Forests in Mitigating the Impacts of Climate Change; and Urban Soil Carbon Dynamics.

The projects respond to the nation's international science and education goals and demands by providing opportunities for student training and professional development through: Study in China pre-departure research, cultural, and workplace protocol training; On-site in China research involvement; and Post China trip research and result dissemination training. From 2011 to 2016, the

projects have provided 36 students with excellent study abroad opportunities at the following institutions: CAS Institute of Applied Ecology, CAS Northeast Research Institute of Geography and

Agro-Ecology, CAS China Forest Biodiversity Monitoring Network, Beijing Forestry University, Northwest Agriculture and Forestry University, and Shenyang Academy of Landscaping and Urban Forestry.



The projects have achieved high quality products, including 22 publications and 23 presentations. Through experiential learning and research participation, students have acquired the fundamental methodologies and hands-on experiences of executing a research agenda; and learned technologies in terrestrial ecosystems responses, climate change mitigation, and natural resource conservation. The broader impacts include: Enhanced student international experience and research skills that translate into application of learned knowledge and skills in their career; Ensured that students work beyond the United States and bring lessons learned back home to their peers, stakeholders, and companies in hope of enhancing their competitiveness in the global market; Strengthened international research partnerships and professional networks; Enhanced application of foreign technologies in the United States; and Strengthened the role that SU plays in enhancing the research competitiveness and workplace preparedness of the students from underrepresented groups.

For more information, contact Dr. Zhu H. Ning at zhu_ning@subr.edu.

URBAN FORESTRY AND NATURAL RESOURCES DEPARTMENT RECEIVES \$200,000 GRANT FROM THE US FOREST SERVICE

The SU Urban Forestry and Natural Resources Department has received grant funding worth \$200,000 from the US Forest Service to conduct regional workshops on sustaining healthy southern forest ecosystem in changing climate.

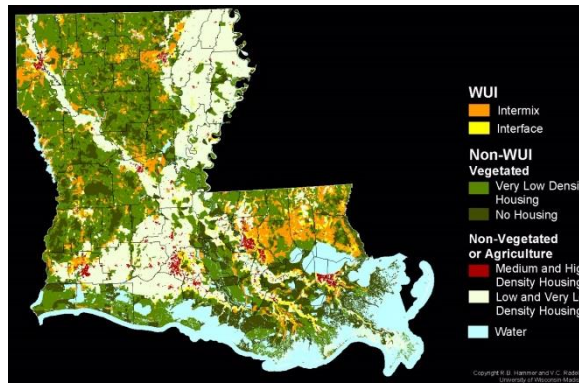
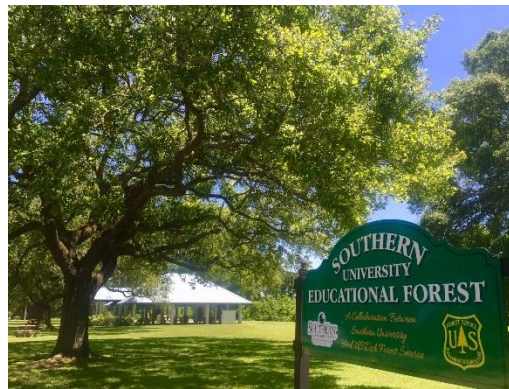
The Wildland-Urban Interface (WUI) - the area where urban lands meet and interact with rural lands impacted by climate change presents many challenges and concerns for natural resource managers as well as its residents. Sustaining forests in this rapidly changing landscape is one of the main and most complex challenges, involving an array of issues ranging from managing growth to managing - forest health under stress by climate change impact.

Natural resource professionals are directly involved with land conservation and management, and with additional knowledge, skills, and tools they can also be active players and leaders in policy-making, land-use planning, and developing partnerships with varied stakeholders in order to more effectively sustain our forests.

The main purpose of the Workshop and Training Series by Southern University Urban Forestry and Natural Resources Department (SUFOR) in partnership with the USDA-Forest Service is to provide current information and tools to enhance natural resource management, planning, and policy-

making at the WUI impacted by climate change in the Southern United States.

The workshop participation will be student-focused to include invitations across 1890 HBCU institutions.



The workshops will be enhanced through the utilization of the existing SU Educational Forest and SU Educational Forest Curriculum, field trips to the LSU Fire Education & Training Labs in

Partnerships will include FS Fire Professionals who are on the National Fire Diversity Team to incorporate training, demonstrations and career development priorities. In addition, FS National Forests Fire professionals, USDA-FS, 1890 Land Grant institutions (Alcorn State, FAMU, Alabama A&M, Tuskegee, etc.), LA Department of Agriculture & Forestry (LAD&F), SU and LSU Ag Centers, Gulf Coast Ecosystem Studies Unit (GC-CESU), LA Department of Natural Resources, LA.

For additional information, please contact Dr. Kamran Abdollahi, Department Head, Urban Forestry and Natural Resources at 225-324-8206 or 225-772-3535 or Email:

Kamran_abdollahi@suagcenter.com or kamrana664@cs.com

Nutrition Education goes to local farmers market in Tallulah

Sarah Sims, Extension Aide, Family and Consumer Science in Madison Parish, holds gardening workshops at the farmers' market every Saturday to bring awareness to the importance of gardening for healthy eating and exercise. Mrs. Sims provides educational information and demonstrations at the market, coordinates and assists the growers with marketing their produce. Currently, there are 10 participants who sell vegetables, jelly, jams, canned vegetables/fruits,



Ms. Sims sets up for workshop at farmers market

cakes, pies, cookies, arts and crafts, and jewelry. Since the season opened, participation has increased with the vendors doing very well and community support is improving. Seniors with produce vouchers from the Senior Nutrition Program have been using their vouchers to purchase fresh produce. The market is located at 404 North Cedar Street, Tallulah, La. This season will continue through November 2016.

For more information, contact Sarah Sims at (318) 574-2465.

Publication:



Dr. Fatemeh Malekian, professor, Nutrition and Food Science has co-authored an article in the *Journal of Human Hypertension*.

In the current issue of the *Journal of Human Hypertension* 30, 627–632 (1 October 2016)
|doi:10.1038/jhh.2016.34,

Malekian and her colleagues published an article on using red beet juice to treat hypertension. The article was published online in the June issue of the journal.

S Asgary; M R Afshani; A Sahebkar; M Keshvari; M Taheri; E Jahanian; M Rafieian-Kopaei; **F. Malekian**; and N Sarrafzadegan.

Hypertension is a major risk factor for cardiovascular disease and is prevalent among approximately one billion people worldwide.

It has been shown that adherence to a diet rich in fruits and vegetables helps in decreasing blood pressure (BP).

The article entitled, “Improvement of hypertension, endothelial function and systemic inflammation following short-term supplementation with red beet (*Beta vulgaris* L.) juice: a randomized crossover pilot study” compared the effectiveness of raw beet juice with cooked beet juice for four weeks using 24 hypertensive subjects aged 25-68 years old. The result showed raw beet juice to be more effective than cooked beet juice in treating hypertension.

The full abstract is available online at <http://www.nature.com/jhh/journal/v30/n10/pubmed/jhh201634a.html>

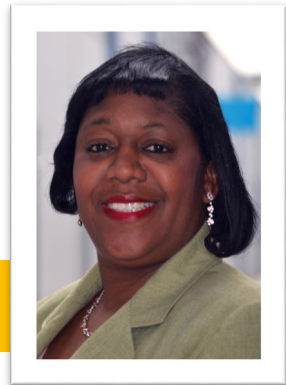
UPCOMING EVENT:

Nov. 4: 10th Annual “Pink Party With a Purpose...Pink Bike Ride” to be held at the Southern University Field House from 4:30 p.m.-9 p.m. for additional information, contact Nicolett e Gordon at 225-222-4136.

Nov. 8: The USDA-Office of Advocacy and Outreach will host its next Quarterly Partners Teleconference at **1:00 pm** to honor Veterans and share USDA resources available to potential and existing veteran farmers and ranchers, beginning farmers, and minority farmers and ranchers. Send any questions or comments you may have to kenya.Nicholas@osec.usda.gov. You will also have an opportunity to ask questions and communicate directly with USDA personnel. To participate, please use the following call-in instructions:
Telephone: (800) 857-5150
Access Code: 2919376



October 2016



Interim Chancellor's Report



Interim Chancellor Hosts Student Town Hall Meetings

Dr. Lisa Mims-Devezin, interim chancellor, hosted a series of town hall meetings Sept. 19 & 20 in the gym to allow students to voice their concerns about housing, the dining hall, technology and various other issues.

2016-2017 Student Leaders Take Oath of Office



Oliver Thomas (top left photo), host of "The Good Morning Show" on WBOK radio, was the guest speaker at the student Installation of Officers Sept. 23 in the Conference Center. SGA President Louis Blackmon (top center), Miss SUNO Germika Stewart (top right), and other student leaders (at left) are sworn in by Wesley Bishop, associate vice chancellor of Academic Affairs.

Campus Safety Week



The University observed Campus Safety Week Sept. 19-23. The week featured active shooter training, a first aid class, a rape aggression defense course, a residential safety seminar and an active shooter scenario. Highlights included the Annual Wellness Fair (left photo) and a talk by former SUNO student Mimi Crown (right photo), author of "Stuck in Traffic," which describes her experience as a sex slave.

College of Arts & Sciences

Dr. Evelyn Harrell, Interim Dean

► NATURAL SCIENCES



Dr. Murty Kambhampati – Biology

Dr. Kambhampati invited Ms. Rebecca Melnick, administrative counselor of the Yale School of Forestry & Environmental Studies, to meet with his Environmental Science Awareness (BIOL 202) class Sept. 20 and to present a seminar on admission procedures and financial aid opportunities for students of the Master of Science program in Forestry and Environmental Sciences. Additionally, she shared information on available and competitive international and domestic summer internships.

Natural Sciences Continued

Dr. Ilya Tietzel – Biology

In September, Dr. Tietzel registered as a judge for the LSU 2016 Undergraduate Research Conference (URC) at LSU in Baton Rouge Oct. 14.

On Sept. 28, Dr. Tietzel received fish samples from the Deepwater Horizon oil spill and aftermath that had been kept by the National Oceanic and Atmospheric Administration and other government agencies. He plans to use these samples for his oil spill research.

In September, Dr. Wei Xu from the Louisiana State University Agricultural Center in Baton Rouge and Dr. Tietzel collaborated on research about metabolic activities of microbes from different aquatic sources. Dr. Tietzel provided a BIOLOG reader and BIOLOG Eco plates that allow metabolic fingerprinting of microbes and microbial communities.

Dr. Christian Clement – Biology

The first report to The Louisiana Biomedical Research Network (LBRN) Faculty Summer Grant 2016 has been submitted. On-going activities include mentoring Ms. Peace Ekpo for an application for extension of her LBRN scholarship beyond Spring 2017. Ms. Ekpo will do this research on the SUNO campus. (Drs. Clement and Bashir Atteia are recipients of the LBRN Faculty Summer Scholarship). An abstract for Ms. Paula Datri for the LSU Undergraduate Research Conference 2016 has been prepared.

The Competitive Faculty Grants Thurgood Marshall College fund/ Apple titled “Clean Surfaces (Sanitary Surface 3-D Imprints) as Antimicrobial Strategy for Common-Use Surfaces Exposed to Human Contact and Microbial Transfer” to the Grant Awarding Institution is pending. This submitted grant is a collaboration between six faculty- Drs. Christian Clement-PI, Ilya Tietzel-Co-PI, Rachid Belmasrouf-Co-PI, Pamela Marshall-Co-PI, Heon Kim – Co-PI, Yi Zhen-Co-PI and Mostafa Elaasar-Consultant. This grant is to provide additional funding for Research ongoing research at SUNO conducted with an initial five students: Paula Datri, Naija Thomas, Jeniece Alberts, Ruth Hoth and Sherron Bates. Ms. Paula Datri is continuing this research through spring 2017, under joint mentorship between Drs. Clement and Belmasrouf. The area of research being undertaken is on clean (sanitary) surfaces using 3-D printing and nano-particles technology. There are 3-D printing micro-topological surface casts, which are being tested in bacteria/other microbes transfer experiments to eventually serve as novel designs for ‘clean surfaces,’ which are essential in touchscreens, computer keyboards, doorknobs, buttons etc. as well as interior design of aircraft and spacecraft.

Submitted a scientific paper for publication. Authors and Title: Michael Ezebuenyi, Akeem Jimoh, Evelyn Ambush, Brittinni Summers, John-Clifford Obih and Patience Obih. Screening of medicinal herbs for antidiabetic activity via alpha-glucosidase inhibition. Journal: Journal of Ethnopharmacology. Date of submission: September 15, 2016

Dr. Pamela Marshall – Forensic Science

Dr. Marshall served as a guest speaker during the Seminar For Majors (General Studies Course) Sept. 19; and conducted a tour of the Forensic Laboratory Sept. 21.

Dr. Marshall placed three students as interns at the Orleans Parish Coroner’s Office for Fall 2016.

Forensic Science Alumna, Shantell Bolden, is program director of After School Programs for STEM NOLA, with Dr. Calvin Mackie. The position was created specifically for Ms. Bolden.

Dr. Mostafa Elaasar - Physics

Dr. Elaasar, Dr. Chen, Dr. Kim and Dr. Belmasrouf hosted and attended the Annual Outreach and Education

Natural Sciences Continued

committee meetings for the Consortium for Advanced Manufacturing (CAM) at SUNO Sept. 14-16, 2016. Faculty and staff scientists from eight universities and three national labs attended the meeting. Dr. Lisa Mims-Devezin, Mr. Harry Doughty, Mr. Wesley Bishop, Dr. Evelyn Harrell, and Dr. Alvin Bopp welcomed the participants to the annual meeting.



Ms. Sherron Bates, one of the CAM scholars, presented her research during CAM. Her presentation was entitled "Fabrication and Characterization of High-Speed Carbon Nanotube Field-Effect Transistors." She did her research under the supervision of Dr. Satilmis Budak and Dr. Zhigang Xiao

from the Department of Electrical Engineering & Computer Science, Alabama A&M University. Dr. Elaasar transferred Nuclear Physics research equipment from Southern University in Baton Rouge to SUNO. This research equipment will be used in research at SUNO and is valued at more than \$100,000.

► ADDICTIVE BEHAVIORS COUNSELING AND PREVENTION PROGRAM



Dr. Evelyn B. Harrell participated in the Louisiana NAADAC/SAMHSA Workforce Forum, sponsored by the National Association for Alcohol and Drug Abuse Counselors (NAADAC) and the Substance Abuse Mental Health Services Administration (SAMHSA). The event was hosted by Southern University at Baton Rouge and brought together local, state, regional and national leaders to promote education and credentialing for a 27 percent

projected increase in careers in the field of addiction counseling by the year. Several current students and recent graduates were in attendance. The keynote motivational speaker was Sheila Raye Charles, daughter of singer Ray Charles. Ms. Charles posed with ABCP faculty and students and signed her CD and book, which were available at the event.

The Addictive Behaviors Counseling and Prevention (ABCP) Program and the Students for the Prevention and Education of Substance Abuse hosted Substance Abuse Awareness Week on campus Sept. 26 - 30. This year's theme is "Uniting the Voices for Recovery: Our Families, Our Friends, and Our Recovery." This annual event featured a proclamation signed by Dr. Lisa Mims Devezin, interim chancellor, and Substance Abuse Awareness Day (SAAD), which featured SUNO graduate Dr. Patrice Pickens-Sentino as keynote speaker, Red Ribbon Day, and guest lectures in ABCP classes from Dr. R. A. Cropper (a SUNO graduate), Mr. Leon Jackson and Ms. Cynthia Cashman. Pictured below is Joseph Brown, president of SPESA, and Dr. Pickens-Sentino, Substance Abuse Awareness Day (SADD) keynote speaker, Dr. Evelyn Harrell, program director of the ABCP and interim dean of the College of Arts and Sciences, and Professor Travis Johnson, advisor for the SPESA Club.



College of Arts & Sciences

Dr. Evelyn Harrell, Interim Dean

Fifteen students completed the Certificate Program. Mr. Ronald Christy Jr. is pictured at left receiving his certificate.



The members of the SPESA Club also participated in the Annual Wellness Fair, which was sponsored by Student Development on Sept. 21.



Mr. Travis Johnson attended the Louisiana Counseling Association 2016 Conference September 24-26 in Baton Rouge.

► HEALTH INFORMATION MANAGEMENT PROGRAM

HIMS Students Organization collected donations for the flood victims September 2 -9.

Ms. Pharissa Robinson was a guest speaker for General Studies Career Development Seminar Sept. 16.



The HIMS Program established a lab in the Lake Campus Multipurpose Complex, Building B, Room 113., allowing students to have access to cutting-edge equipment, such as smartboards.

The HIMS Program has established affiliation agreements with two new practicum sites, New Orleans East Hospital and the Leonard Chabert Medical Center.

Greater NO HIMA board members, Laura Douresseaux, past president; John Barrilleaux, president; and Sharon McGee, president – elect, were featured in the LHIMA quarterly Interval Alert Publication (Sept. 23), a state-wide newsletter for HIM professionals. Ms. Keri Burns, senior HIMS student, was featured in the LHIMA Interval Alert Publication.

► MUSEUM STUDIES PROGRAM

On Sept. 13, Dr. Sara Hollis and Dr. Haitham Eid attended the organizing committee meeting for the Cultural Heritage and Social Change Summit.

College of Business & Public Administration

Dr. Igwe Udeh, Dean

► ACADEMIC EXCELLENCE INITIATIVES

On Sept. 28, Dr. Frank Martin facilitated a meeting of students, faculty and staff with **Mr. Hussein Hussein**, coordinator of Programmatic Grants at the **Charles Koch Foundation**. Students, faculty (including two Communication faculty members Dr. Douglas Marshall and Dr. Sarah Jackson), and staff who participated in the debates shared with Mr. Hussein their takeaways from the debates – one on the Minimum Wage and the other on the proposed Balanced Budget Amendment. In turn, Mr. Hussein talked about the numerous programs available at the Charles Koch Foundation and its sister Institute. The CBA received a total of \$20,100 from the **Charles Koch Foundation** for putting on the debates. The Foundation is willing to continue funding debates in SUNO's Col-

Business Continued



lege of Business & Public Administration. However, it should be pointed out that participation in the debates was opened to all SUNO students.

Dr. Igwe E. Udeh, Alvin James Lawson Endowed Professor and Dean, College of Business & Public Administration, was a member of a national panel of judges for the **2016 Miller Lite Tap the Future Business Plan Competition** in Chicago, IL, Sept. 21-23. The event was in the corporate headquarters of Miller Lite in Chicago and hosted by Flowers Communications Group, a premier public relations and marketing company. The panel reviewed written business plans from champions of six regional business plan competitions conducted across the United States. On Sept. 22, the six regional champions were given an opportunity to pitch their plan for a \$200,000 cash award before a high panel of experts from business, media, banking, education, advertising, law and entrepreneurship. The winner was Honey Moon Brewery, a New Mexico-based startup company with an innovative adult beverage product targeted at the health-conscious consumers. Each of the six regional winners had already received a \$20,000 award from MillerCoors Corporation.

The College of Business & Public Administration students, faculty and staff participated in an **Active Shooter Awareness Workshop** facilitated by Campus Police Sept. 19-20 in the College of Business Building, Room 100. The session covered a variety of topics including the profile of an active shooter; characteristics of an active shooter situation; tips for coping with an active shooter situation; and how to cope with an active shooter situation. At the end of an engaging video presentation, a Campus Police officer answered several questions from the participants.

The CBA Office of Student Services in collaboration with CBA's SARPD Subcommittee hosted the **Fall 2016 New Student Orientation** seminar for new freshmen and transfer students Sept. 15 in the College of Business Building, Room 100. The seminar is used to acquaint the new students with the mission, vision and core values of the college. It also is a time to collectively introduce the new students to all the CBA faculty and staff, student organizations, scholarship and career opportunities and their roles in ensuring a culture of accountability and excellence in the college, while pursuing their academic goals. Several student support units on campus made presentations about their special service and fielded questions from students. This year, representatives from the Center for Comprehensive Communication, Library, Student Activities & Organizations, and Student Support Services attended the seminar. This seminar is conducted every semester.

Mr. Randy Wild and Mr. Charles Andrews, the facilitators of the **Microsoft/CompTIA Boot Camp and the CISCO Boot Camp** report good progress and attendance so far this semester. Several topics and hands-on routines have been covered, and several participants are hoping to sit for the IT certification exam as soon as they complete the boot camp. The two boot camps were made possible through a 2014 Louisiana Board of Regents grant, and are aimed at increasing the enrollment, retention, graduation and job placement rates for information technology, education and business majors. Dr. Igwe Udeh is the Principal Investigator of this grant.

Two CIS faculty members (Dr. Robert Elliott and Dr. Samuel Eweni) were charged with coaching a group of four students (Eddie Smith Jr., Alexandra Clark, Tyla Turl, Tommy Hoang) to compete in the upcoming **NBMBAA Hackathon Project** in New Orleans. The inaugural NBMBAA Hackathon for Undergraduate students will be Oct. 13-14 at the Ernest N. Morial Convention Center. The NBMBAA will hold its annual conference in New Orleans Oct. 11-15.



Business Continued

Two CIS faculty members (Dr. Nabie Conteh and Dr. Yanjun Yu) are building a team of students to participate in the inaugural **Bayou Classic Business Challenge Hackathon**. The focus of this hackathon is to create apps that can assist individuals, families and businesses affected by disaster in accessing services necessary to speed up their recovery. Schools that have expressed interest in participating in this hackathon include Southern University in Baton Rouge, Southern University Law School, Southern University in Shreveport, SUNO, Xavier University and Dillard University. Participants will showcase their apps during the 2016 Bayou Classic Nov. 25.

► JOURNAL PUBLICATION & PAPERS UNDER REVIEW

Yu, Y. (forthcoming). "The 'Privacy Paradox' Investigation Among the African American College Students: Privacy Concerns and Self-Disclosure on the Social Network Site," *IRA International Journal of Management & Social Sciences*.

Yu, Y. (2016). "Facebook Usage and African American Student's Academic Performance: An ongoing Investigation," *IOSR Journal of Research & Method in Education*, 6(5), 84-88.

Elliott, Robert, "Creating a Software Requirements Specification Document Using an Ontology Based Methodology" has been accepted for publication in the *International Journal of Advanced Research in Science, Engineering and Technology* (ISSN 2350-0328). (**Abstract:** Software requirements engineering typically includes a variety of manual activities. Manual activities are vulnerable to causing errors. Our long range goal is to provide ways to mitigate the likelihood of such errors, especially during requirements elicitation, verification, and documentation. This paper presents a methodology with automated support for producing a software requirements specification that conforms to IEEE Standard 830-1998, *Recommended Practice for Software Requirements Specifications*. The methodology includes requirements for engineering data elements recommended in the *Software Engineering Body of Knowledge* (SWEBOK). The methodology is presented as seven-use cases and an ontological framework. This paper also presents three empirical retrospective case studies that demonstrated the practicality of the methodology. The case studies also demonstrated that the ontology is readily customized for various application domains. We conclude that ontological support is a promising way to enhance the processes that produce a software requirements specification.)

► Conference Paper Submission

David Alijani (Co-authors: Elizabeth Stewart, Obyung Kwun, and Samuel Eweni) submitted an abstract titled "A Case Study: Using Biometric Features for Personal Safety." for the *International Association of Business & Public Administration Disciplines* (IABPAD) conference, which will take place in New Orleans, Oct. 19-22.

► Community Engagement Activities

Dr. Frank Martin attended a conference entitled **Talking about Race: Moving from Racism to Reconciliation** Sept. 27 at the New Orleans Baptist Theological Seminary. The event was sponsored by the Institute for Faith and the Public Square, an entity of the New Orleans Baptist Theological Seminary. Raymond Bakke, founder and executive director of International Urban Associates; Noel Castellanos, chief executive officer of the Christian Community Development Association; and the Rev. Andrew Young Jr., right-hand man to Dr. Martin Luther King Jr., former U. S. Ambassador to the U.N. and former mayor of Atlanta. Ambassador Young was clearly the star of the show. At 84, Ambassador Young is as sharp as he was 40 years ago. He gave a speech/talk, without notes that everybody needs to hear. He spoke much wisdom about things that are going on now, in particular the racial tension we are witnessing. His reminiscing about his childhood in New Orleans and his time with Dr. King was priceless in illustrating how the lessons he learned are applicable today. The program can be viewed by going to the Institute for Faith and the Public Square page of the New Orleans Baptist Theological Seminary Web site.

Business Continued

Dr. Simeon Okpechi, professor of Accounting, attended the **Inauguration Ceremony of the National Association of Black Accountants (NABA), Dillard University Chapter** Sept. 28. The ceremony was attended by many prominent accounting firms, banks and representatives of universities in New Orleans area. Dr. Okpechi along with Mrs. Krishelem Powell and Ms. Jerrilyn C. Magee, SUNO Accounting majors, represented SUNO at the event. The keynote address was given by the national President of NABA. Other speakers included the president of Dillard University and Dr. Richard Igwike, Dillard's Dean of College of Business. The high point of the evening was a panel discussion on what it takes to be successful in interviewing for accounting-related jobs with accounting firms. Also discussed were the pains and rewards of being business entrepreneurs. Many students asked intelligent questions to a panel of five professionals drawn from accounting firms, the banking industry, the management consulting profession and an entrepreneur. About eight organizations sponsored the event and helped to sponsor three Dillard students to Peru for an international conference on accounting. SUNO students met with potential internship recruiters and exchanged contacts with students from other universities.

► SBDMI WORKSHOPS/SEMINARS/TRAININGS/MEETINGS

Live Broadcast of WBOK Radio program; Sept. 1, 8, 15, 22 & 29; "SUNO Small Business Institute Network", sponsored by SUNO Small Business Incubator. The show offers valuable tools and information designed to help New Orleans' small business owners take their business to the next level as well as assisting those individuals wishing to start a business. The show provides resources and information essential to small businesses. The show broadcast every Thursday 2:30-3 p.m. on WBOK 1230 AM Radio. Ms. Cynthia Beaulieu, director of SBDMI is the host, co-host is Ms. Terrie Guerin

SBDMI Louisiana Notary Exam Prep Classes; Sept. 3, 10, 17 & 24; 15 participants; Classes were in the College of Business Building, Room 102; Attorney Suzan Jackson, Cynthia Beaulieu.

Attended Grand Opening of 9th Ward Food Market/Washateria; Sept. 15; Caffeine Ave; Ms. Cynthia Beaulieu.

New Business Start-Up Workshop; Sept. 15; College of Business Building, Room 100; 25 participants; Ms. Angel Von Der Pool, NxLevel instructor and Ms. Diana Thomas.

Community Outreach and Speaker for City of New Orleans Build NOLA Graduation Program for participants; Sept. 15; 6-8 p.m.; City Community Center St Claude Ave; Ms. Cynthia Beaulieu.

Louisiana Economic Development (LED) Peer-to-Peer 2nd of 10 scheduled workshops; Sept. 20; 17 participants; CBA Executive Conference Room; Ms. Irma Dixon, Facilitator, Ms. Cynthia Beaulieu.

Met at FNBC Bank Boardroom, 210 Barron St.; Sept. 21; 14 Participants and Mr. Blake Jones, chairman of the Board of FNBC; seeking project funding opportunities for program participants; Ms. Irma Dixon, facilitator and Ms. Cynthia Beaulieu.

CBA-AACSB Retreat; Sept. 30-Oct. 1; All CBA faculty staff and SBDMI Director; Hilton Gardens, Gulf Port Mississippi.

Met with SBDMI Consultant to discuss upcoming seminars and participant focus; Sept. 16; Ms. Cynthia Beaulieu, Ms. Diana Thomas & Ms. Angel Von Der Pool.

Met with LED Peer-to-Peer Facilitator; discussed upcoming Roundtable Seminar sessions; June 2; Ms. Irma Dixon, Ms. Cynthia Beaulieu, Ms. Diana Thomas.

Conference Call with Independent Development Account (IDA); Woodforest Bank Executive; possible collaboration on IDA Project; Ms. Lavon Burbank, Ms. Cynthia Beaulieu and Ms. Diana Thomas.

Business Continued

► OFFICE OF STUDENT SERVICES (OSS)

The Office of Student Services hosted an Orientation Program for new College of Business students. Departmental chairs, faculty, student organizations and representative from other units were introduced.

Provided bi-monthly updates in a meeting on retention/graduation rates for active CBA cohort students, in which 55 percent of 2015 CBA cohort students are retained and 26 percent of 2011 cohort students are expected to graduate.

Revised the CBA advisee list and assigned faculty advisors to each CBA students, with recommendations for establishing a relationship with students.

Updated enrollment data for CBA and each active cohort.

Pre-screened approximately 250 students for potential graduation and has prepared graduation application packets for approximately 100 eligible graduates.

Provided a draft of a potential Board of Regents grant proposal for consideration.

Convened the SARPD Committee Meeting in the absence of the chair.

E-mailed job/internship opportunities to CBA recent graduates and current students.

Participated in a post-mortem discussion on the CBA debates sponsored by the Charles Koch Foundation with the funding source representative, Mr. Hussein Hussein.

Completed the Louisiana State sponsored Defensive Driving Course

College of Education & Human Development

Dr. Willie Jones, Interim Dean

► HIGHLIGHTS

Dr. Willie Jones, interim dean, is continuing his efforts to develop a new undergraduate programs for the College of Education & Human Development: the Bachelor of Science in Birth-K and Bachelor of Science degree in Educational Studies.

The College of Education & Human Development hosted Dr. Cory Murphy, a representative from Educational Testing Services (ETS), for an informational session on Praxis. Dr. Murphy suggested that the College of Education must have a strong collaboration with Arts & Sciences to ensure the success of students on Praxis. He also gave a curriculum crosswalk that will be used to show connections between Praxis and General Education courses, such Math and English. The curriculum crosswalk will assist the College with updating its methods courses to better prepare student for Praxis II: Content and PLT.

Drs. Jones and Jenita Hegwood are working on redesigning the Elementary Education curriculum and field experience by developing a curriculum map for the department.

The College of Education and Human Development partnered with the Office of Financial Aid to recruit and interview tutors for Coghill Charter School and Smothers Academy Preparatory School for Boys.

Education Continued

► ACCREDITATION/ASSESSMENT

Dr. Diane Bordenave participated in a ETS Title II Full Training Webinar Sept. 8. She also reviewed Louisiana Board of Regents Continuation Report and submitted comments to Dr. Jones Sept. 26 and completed the Honore' Center Praxis score report Sept. 30.

► RESEARCH

Dr. Bordenave continues her preparations to implement the Tulane/SUNO three-year grant from the Institute for Mental Hygiene to prepare Child Development and Family Studies students to act as "parent whisperers" in the *Talk, Touch and Listen While Combing Hair* 8-week parent groups.

► GRANTSMANSHIP

Drs. Bordenave, Hegwood, Jones & Sherry Bachus are developing a proposal to be submitted to the Board of Regents, entitled *Birth – Kindergarten (Birth-K) Program Enhancement through Partnerships, Professional Development, and New Student Learning Technologies*. The goal of this project is to enhance the College of Education & Human Development's Birth-K program through K-12 schools partnerships, faculty pedagogical development, new curricula tools, and student learning experiences. The proposal will be submitted Oct. 25.

Drs. Katherine Robinson and Louise Kaltenbaugh are writing a Board of Regents grant for College of Education Faculty Continuing Professional Development to be submitted Oct. 3.

Dr. Bordenave co-authored and submitted Board of Regents Enhancement Grant draft to Dr. William Belisle for review. She also authored and submitted an Institute of Mental Hygiene Report of SUNO grant activities to Marva Lewis Sept. 19, and attended and received an award for submitting a successful grant at the Breakfast of Champions Award Ceremony Sept. 30. She also collaborated with Dr. Marva Lewis in person, via e-mail and by phone regarding Talk, Touch, and Listen Grant.

► OTHER NEWS

Dr. Kaltenbaugh began an 80-hour workshop Sept. 10. Six candidates are enrolled.

Drs. Vincent Johnson and Kaltenbaugh conducted an intensive seminar for interns for the fall semester Sept. 10.

Dr. Kaltenbaugh submitted applications for six teacher certifications in September, and met with 14 individuals who requested information on the Certification-Only Program. She also attended the Social Innovation Workshop on September 26-29.

Dr. Bordenave registered for Zero to Three Conference Presentation Sept. 26. She also assisted in multiple phone conferences and e-mails while planning for a Parent Forum with Carol Lewis of Modern Parents Magazine. She attended the College of Education Meet and Greet Aug. 29 and the Tulane/Dillard Amistad Research Center Gala Sept. 30.

Dr. Bordenave met with three CDFS students to complete their graduation applications Sept. 1 and 8.

Dr. Kaltenbaugh and Dr. Johnson are members of the grievance committee.

School of Social Work

Dr. Ronald Mancoske, Interim Dean

►MS. BONNIE ALSTON

Ms. Alston did a presentation to the staff of Total Community Action's Head Start Program on "Professional Boundaries and Ethics." She also did a presentation to the Kingsley House Head Start Program on "The Importance of Community Needs Assessments and Service Delivery Models." She presented program information in the Field Orientation Sessions with New MSW Students. Ms. Alston provided Field Supervisors' In-service Training on "Supervision Techniques and Developing Student Learning Plans" to field instructors and about 70 community social service field site agency field supervisors.

►DR. REBECCA CHAISSON

Dr. Chaisson participated on a roundtable panel speaking on "Empirical Challenges of Deepening Democracy: Reflections on Gender and Power," moderated by Law and Society Board member Leslye Obiora, professor of law at the University of Arizona and former manager of World Bank Africa Region Gender and Law Program. Other participants included Christiana Tah, former justice minister of Liberia; Sanna Lindberg, former executive of H&M; Jane Eggers, the Capital Post Conviction Project; and April Petillo, Kansas State University.

The round table topic focused on the experiences of women and issues related to assigned and earned power within the democratic framework and the challenges for women and men across the globe. The session was at the Annual Meeting of Law and Society. Dr. Chaisson also presented a paper called "Do We Need Criminal Just Reform or a Reframe? Considering Local Cultural and Indigenous Community Responsive Justice Approaches" at the Contemporary Issues and Criminal Justice Forum at the Law and Society Conference. Dr. Chaisson and Vurtonya Smith, (MSW 2016) did a presentation on "Bringing the Death Row Inmate to Life: Testimony using Genogram and Eco-maps in Capital Cases" at the National Association of Forensic Social Work Conference.



Former Instructor Lyndia Faust presents at the LMSW preparation training.

Dr. Chaisson lead a two-day Licensing Preparation Workshop for MSW recipients preparing for the LMSW test offered by the Louisiana State Board of Social Work Examiners for 30 participants. She also has been awarded tenure by the University.

►MR. HARRY DOUGHTY

Mr. Doughty, assistant professor, was appointed interim executive associate to chancellor. Doughty has served SUNO for 36 years as a tenured faculty member, adjunct faculty and as a social work and addictive disorders field instructor. He also has served as a social work administrator for the Department of Veterans Affairs (DVA) Medical Center, New Orleans. He is a former Vietnam combat medic and disabled veteran. He continues to teach in the School of Social Work as an adjunct assistant professor. His appointment was effective, August 1.

►DR. DERRICK FREEMAN

Dr. Freeman has announced two BSW students (N. Kyle and I. Saleh) and two MSW students (B. Majors Crain and L. McGraw) as Health Education and Leader Scholars. These students receive a stipend from the Council on Social Work Education and additional policy training from the National Association of Social Workers.

►DR. RONALD J. MANCOSKE

Dr. Mancoske met with Dr. Weaver of the Annie E. Casey Foundation regarding its support for the research being done by Social Work faculty Drs. Harry Russell, Jill Murray and Sybil Schroeder with the assistance of MSW student S. Mott on effective responses to trauma. The 4e Child Welfare Training Project has named five MSW students (T. Claude; B. Oscar; R. Adams, J. James; and M. Patrick) as interns working in public child welfare and

Social Work Continued

two BSW interns (A. Roberson and T. Stovall) placed with the Department of Children and Family Services.

The 4E Child Welfare Training Program's Director Susan Edgerson and the interns attended a Child Welfare Basic Training in Lafayette and an Orientation for Title IV-E Stipend students and their field placement supervisors from the Department of Child and Family Services (DCFS) in Alexandria. This orientation was sponsored by DCFS Child Welfare Training & Louisiana Child Welfare Training Academy.

The Integrative Behavioral Health Program has named 21 interns receiving stipend support for training in working in primary care clinics providing behavioral health services in the New Orleans and Baton Rouge areas. These interns are J. Banks, D. Bennett, K. Bernard, T. Brent, L. Bridges, J. Burrows, D. Callier, I. Cooley, W. Delmore, D. Deloney, T. Domino, R. Forrest, L. Griffin, W. Holmes, S. Matranga, S. Mott, J. Nelson, D. Paul, T. Thompson, K. Wilker, and R. Wilson.

► DR. SAMUEL ODOM

Dr. Odom was elected to the Southern University at New Orleans Faculty Senate as a Senator for the School of Social Work for the 2016- 2018 term.

► DR. TORIN SANDERS

Dr. Sanders has a publication in press on School Board Politics and Policy Post-Katrina in T. Causey-Konate & M. Montgomery-Richard (Eds.), entitled "Called to Sankofa: A narrative account of African-Americans leading education in post-Katrina New Orleans" by Peter Lang Publishing. He also is scheduled to present on a panel of the International Society for Educational Planning.

► STUDENT HIGHLIGHTS

Fall 2016 MSW Applicants: 204 MSW applicants were submitted to Graduate Studies for the 2016 cycle and 161 or 79 percent were referred to the School of Social work for review. Of the 161 reviewed applications, 99 or 61 percent were accepted in one of three Plans of Study: 1) Advanced Standing; 2) Full time or 3) Extended. The 161 processed applications represent 40 universities from 16 states and four foreign countries. The 99 accepted candidates represent 28 universities from 12 states and two foreign countries. The 44 percent of accepted candidates are SUNO graduates; another 41 percent are from other Louisiana universities including Southern University in Baton Rouge (9 percent); Southeastern Louisiana University (8 percent) and University of New Orleans (7 percent). Accepted applicants represent 26 undergraduate majors and 63 percent non- social work majors; 33 percent social work majors and 4 percent with graduate degrees.

Graduate Student Jessica James has received a Thurgood Marshall College Fund Award for raising awareness for student loan repayments in the Black Advocacy Campaign and Hill Day. In addition, Ms. James, who also is the president of the Masters of Social Work Program, will be honored in the Observer Newspaper as the Shining Knight for October.

Chancellor's Report



OCTOBER 2016

VOLUME 1 • NUMBER 7



The Times



CHANCELLOR ELLIS creating a 'FAMILY ATMOSPHERE'

"We see needs and desires that our customers want from us and we have to be more creative in how we meet those needs. We have to continue to keep the conversation going about SUSLA in the community and making sure people are talking about us."

Chancellor, Dr. Rodney Ellis speaks to the Shreveport Times about his vision and the future of Southern University at Shreveport... here is an excerpt,

The Times: "Why should a student choose SUSLA over other two year colleges/programs?"

Dr. Ellis: "One thing our students have told me is that, 'One of the many things I love about SUSLA is the family atmosphere and how my teachers care. They'll call me on the phone if I miss class or get on me.' It's definitely more of a family atmosphere. The HBCU college experience here is neat and we have that inter-connection with the main campus. The direction we're going with our programming and faculty is growing. We probably have more Ph.D faculty than I've ever seen in most community colleges. We have a well-prepared faculty and a chancellor with a renewed vision of where we're going. I look forward to creating new opportunities and programs".

EXECUTIVE TEAM MEMBERS

Wayne Bryant
Brandy Jacobsen
Dr. Rosetta Jones
Dr. Regina Robinson
Janice Sneed
Frank Williams, Jr.
Dr. Melva K. Williams

CHANCELLOR'S CABINET MEMBERS

Saundra Bigham
Major Brock
JoAnn Warren-Brown
Darrin Dixon
Fatina Elliott
Stephanie Graham
Dr. Barry Hester
Sonya Hester
Rosalyn Holt
Joseph LaCour Jr.
Dr. Veronica McEachin
Carolyn Miller
LaDarius Morgan (SCB)
Marshall Nelson
Jermy Smothers (SGA)
Bill Strother
Tiffany Varner
Dr. Terence Vinson
Dr. Wanda Waller
Dr. Regina Webb
Linzola Winzer, Recording Secretary

INSIDE THIS EDITION ...

- School of Nursing Expanding
- SUSLA Receives \$592,250 Training Grant
- SUSLA Partners with Caddo Parish Commission
- National Night Out
- SUSLA Title Sponsor Recruitment Initiative
- Spring 2017 Registration
- Jaguar of the Month

SUSLA SCHOOL OF NURSING EXPANDING TO NEW LOCATION DOWNTOWN



Renovations of the historic Allen Building, located adjacent to the Southern University at Shreveport Metro Center, is set to begin late September with plans to be completed by September, 2017. In 2010, SUSLA purchased the historic Allen Building for the purpose of expanding its Nursing program in an effort to serve more students due to increased demand. The Allen Building will be a 25,797 square foot facility featuring revitalized infrastructure equipped with state of the art instrumentation for enhanced learning in the field of nursing. A groundbreaking ceremony is planned for **Tuesday, November 1, 2016 at 10a.m. at the SUSLA Metro Center (610 Texas Ave).**



Ms. Tiffany W. Varner, SUSLA's Director of Nursing, stated, "It has long been our goal to expand the enrollment in our nursing programs, but our current physical space made that goal very challenging". The renovations of the Allen building will provide a 21 bed hospital lab, in contrast to the current 5 bed laboratory. In addition, there will be more smart classrooms, office space and a lecture hall.

Chancellor, Dr. Rodney Ellis said,

"This new development will certainly improve SUSLA and our ability to allow more students into our School of Nursing. The healthcare industry offers opportunities in high demand high wage jobs, locally, regionally and nationwide. Moving into a larger, modern space, will enable our institution to accept more students and ultimately hire more faculty as we broaden our footprint within the city of Shreveport."



The Registered Nursing program offers two portals of entry: the generic tract (for students without a nursing license) and the accelerated LPN-RN tract (for currently licensed practical nurses). Graduates from both tracts are eligible to apply to write the National Council Licensure Examination (NCLEX-RN). SUSLA currently has 136 students enrolled in the LPN to RN track program. SUSLA will also use the Allen building to facilitate two short-term educational programs such as LPN (Licensed Practical Nurse) and CNA (Certified Nursing Assistant).



SOUTHERN UNIVERSITY AT SHREVEPORT has been selected for the third year as the training provider for a renewed partnership with ExpressJet Airlines. Approximately 312 existing ExpressJet employees will benefit from a \$592,250 training initiative over the next year. ExpressJet and SUSLA was awarded the money in training funds under Louisiana Workforce Commission's Incumbent Worker Training Program (IWTP) to assist in developing the skills of their existing employees for the purpose of increasing productivity and company growth.



Beverly Parker

The partnership was solidified by collective efforts of SUSLA's Director of Workforce Development, Beverly Parker and the management team at ExpressJet Airlines. ExpressJet employs 8,500 aviation professionals and operates an average of 1,500 daily flights for American Eagle, Delta Connection and United Express. SUSLA

Chancellor, Dr. Rodney Ellis said, "This underscores SUSLA's renewed commitment to providing the regional community with the skilled workforce needed to expand economic opportunities for its citizenry. We want to insure all local employers that we are committed to partnering with them to strengthen the workforce in Northwest Louisiana."

ExpressJet Manager, Samuel Kendrick stated, "We are exceedingly appreciative of the Louisiana Workforce Commission for granting funds to support the training needs of our incumbent employees. The funds will allow us to address and enhance current training initiatives, as well as the provision for the ongoing recurrent training needed in the workplace at our Shreveport and Baton Rouge maintenance bases. We are also pleased to have SUSLA, once again, as our training provider to manage our grant and to provide the support needed in accomplishing our long-range training plans."

Airline maintenance forecasting shows the global airline industry will need approximately 34,000 new airplanes (double the current number) in the United States by 2031 and commercial airlines will require 601,000 new aircraft maintenance technicians in the next 20 years to maintain that fleet. With many jobs on the horizon for Aviation Maintenance, SUSLA is committed to not only training existing Aircraft Maintenance professionals, but, putting more mechanics in the workforce through our high demand Airframe and Powerplant Maintenance program. SUSLA is the only community college in north Louisiana to produce technicians with the required certificates and FAA certifications for the Aerospace/Aviation industry. Graduates from the SUSLA program average \$40K starting pay and have the potential to earn \$70K within five to seven years.



The Incumbent Worker Training Program was created in 1997 by the Louisiana Legislature Workforce Commission to assist business and industry in developing/upgrading the skills of their employees. The IWTP is a partnership comprised of the LWC, employers and training providers.

For more information about how your company can access funds for employee training, contact Ms. Beverly Parker (bparker@susla.edu).

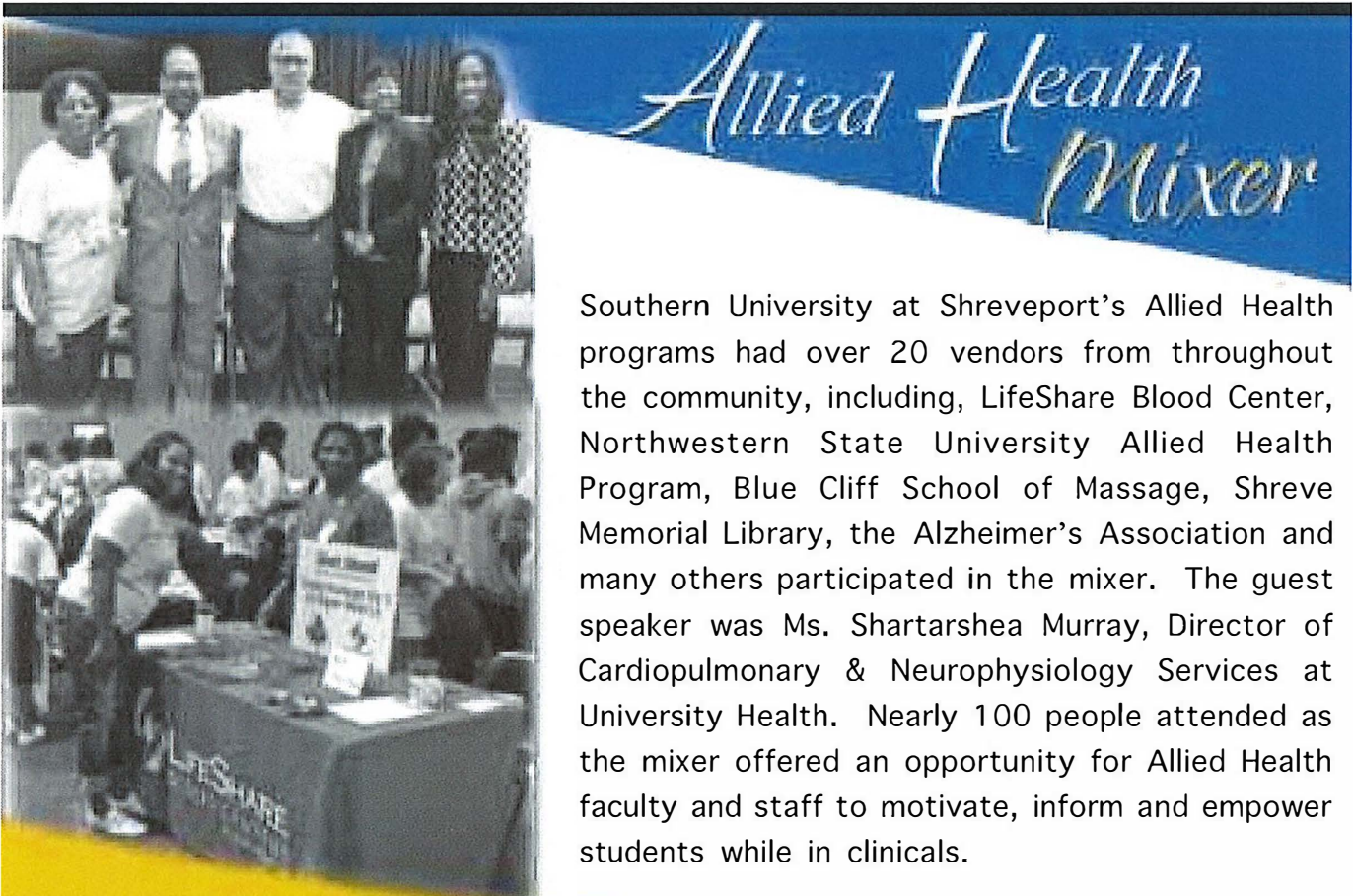
For more information on the Airframe and Powerplant Maintenance Program, contact Mr. Timothy Banks, Interim Director of the Airframe and Powerplant Maintenance program (tbanks@susla.edu).

SOUTHERN UNIVERSITY AT SHREVEPORT & CADDO PARISH COMMISSION PARTNERING ON RE-ENTRY PROGRAM

As the nation, state and our community looks toward solutions that will reduce recidivism, we know from experience that education and training is one of the essential components. Through SUSLA's Environmental Protection Agency (EPA) Job Training program we have trained numerous ex-offenders in Hazwoper 40, OSHA 30, Asbestos, CPR, Life-Skills and Job-Readiness. Approximately 70% of the EPA Job Training participants are ex-offenders. The program has maintained an 85% completion and a 75% placement rate. Graduates average \$14.00 per hour, ensuring a livable wage which is essential to the success of any training program.

SUSLA looks forward to continuing its collaboration with the Caddo Parish Commission and other stakeholders to increase opportunities for more re-entry initiatives that involve the delivery of recognized industry-based training that results in job placement and a livable wage.

Southern University at Shreveport's Environmental Protection Agency Job Training Program will host a 32-hour "Asbestos Workers Course" from October 10 – November 10, 2016, 8:00 a.m. – 5:00p.m. Applications will be accepted at the SUSLA Metro Center 610 Texas Street Room 104 and will also be accepted at SUSLA's EPA Job Fair on September 28, 2016 from 9:00 – 2:00 p.m. in the Jesse N. Stone Lecture Hall.



Southern University at Shreveport's Allied Health programs had over 20 vendors from throughout the community, including, LifeShare Blood Center, Northwestern State University Allied Health Program, Blue Cliff School of Massage, Shreve Memorial Library, the Alzheimer's Association and many others participated in the mixer. The guest speaker was Ms. Shartarshea Murray, Director of Cardiopulmonary & Neurophysiology Services at University Health. Nearly 100 people attended as the mixer offered an opportunity for Allied Health faculty and staff to motivate, inform and empower students while in clinicals.

(pictured l-r, Ms. JoAnn Brown- The Academy of Excellence, Dr. Rodney Ellis- SUSLA Chancellor, Dr. Timothy Winter- LSUS, Shartarshea Murray- University Health Center and Dr. Tuesday Mahoney- SUSLA Student Success Center)

SUSLA

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TITLE SPONSOR

(Recruitment Initiative featuring Frankie Beverly & Maze)



(Pictured left to right)

Reva Whitaker, Beverly Barnett,
Debra Moore, Chancellor Ellis,
Jasheika Dennis, Cheryle Johnson
and Dr. Terence Vinson



Volunteers from SUSLA offered concert goers information and prizes while Chancellor Ellis and Dr. Terence Vinson took center stage to tell the audience about the advantages and opportunities for students attending Southern University at Shreveport.

NATIONAL NIGHT OUT 2016



Special Thanks

*Dr. Rodney Ellis
Chief Marshall Nelson
Corporal Carol Downs
Lieutenant Jeff Ivey
University Police Officers*

*Lillie P. Speed
Steve Lucy
Linda Anderson
Barbara Austin
Bill Strother*



On October 4th, the University Police Department hosted its 14th Annual citywide National Night Out (NNO) on the campus grounds of SUSLA. An estimate of more than hundred (200) were in attendance for this event.

Corporal Carol Downs served as chairperson and Lieutenant Jeff Ivey as chef. Collectively, SUSLA's faculty, staff student and community sponsors worked tirelessly to bring awareness and educate participants of *community / crime issues* through food, fun, entertainment.

Chief Marshall Nelson stated, *"Through the contributions and volunteer efforts of the SUSLA faculty, staff and students, supporters and contributions of community sponsors, this year's NNO was a success."*

SUSLA DEPARTMENTAL CONTRIBUTIONS / VOLUNTEERS

<i>Student Government</i>	<i>University Library</i>
<i>Behavioral Science Division</i>	<i>Respiratory</i>
<i>Surgical Technology</i>	<i>Continuing Education</i>
<i>Intake & Larry Ferdinand</i>	<i>Humanities Division</i>
<i>Office of Admissions</i>	<i>Community & Workforce</i>
<i>Student Center for Success</i>	<i>Rad Tech Department</i>
<i>Phlebotomy</i>	<i>Dental Hygiene</i>
<i>Auditing Services</i>	<i>Student Support Services</i>
<i>Computer Science</i>	<i>Trio Programs</i>
<i>Finance & Administration</i>	<i>Jaguar Market Place</i>
<i>SUSF Foundation</i>	<i>Health Information Technology</i>
<i>Dr. Joseph Orban</i>	<i>Campus Bookstore</i>
<i>Sterile Processing</i>	<i>Information Technology Center</i>
<i>Nursing</i>	<i>Financial Aid</i>
<i>Grants & Sponsored Programs</i>	
<i>Student Affairs and Enrollment Management</i>	

COMMUNITY SPONSORS

*Lo-Mart Groceries
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Sam's Southern Eatery - Barksdale
Monkhouse Seafood
Domino's Pizza (North Market)
Heavenly Gates Funeral Homes
Benevolent Funeral Home
Good Samaritan Funeral Home
D'Signer's Gifts and More
Podnuh's BBQ
Fina Gas Station (Hilry Huckaby & David Raines)
Quick Pack Groceries (David Raines)
Glenda Young (Avenue BC)
Jean Humphries & Green Oaks Class of 1975
Albertsons - Southfield
The Downs Group*

1st place \$100.00

2nd place \$10.00

(gift cards gifts for each team member.)

Scavenger Hunt

Update



1ST PLACE WINNERS

Stephanie Graham

Shirley Vides

Linda Anderson (below)

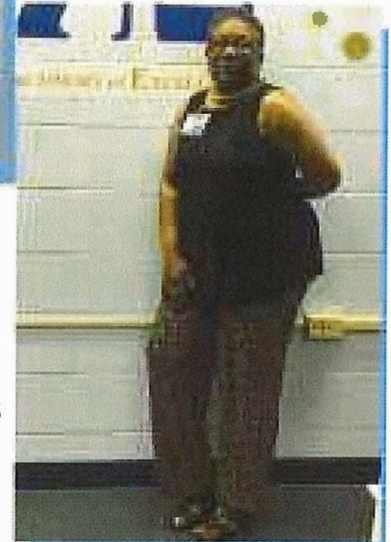


2ND PLACE WINNERS

Linda Robinson

Karen Coco

Jane O'Riley



**SUSLA CHANCELLOR SERVED AS GUEST
SPEAKER AT SHREVEPORT/BOSSIER
AFRICAN AMERICAN CHAMBER OF
COMMERCE LUNCHEON**

Dr. Ellis shared his long-term plan including his goals for increasing enrollment, creating new academic programs, working with local leaders to ensure high school students are being offered dual enrollment courses and creating more opportunities for students.



A large, stylized pink ribbon graphic is centered on the page. The word "OCTOBER" is written in large, bold, pink, sans-serif capital letters across the top of the ribbon. The ribbon itself is a thick, glossy pink line that loops and swirls around the text.

OCTOBER

IS

BREAST CANCER AWARENESS MONTH

*A Tribute to Survivors and
Loved Ones Who Have Passed*

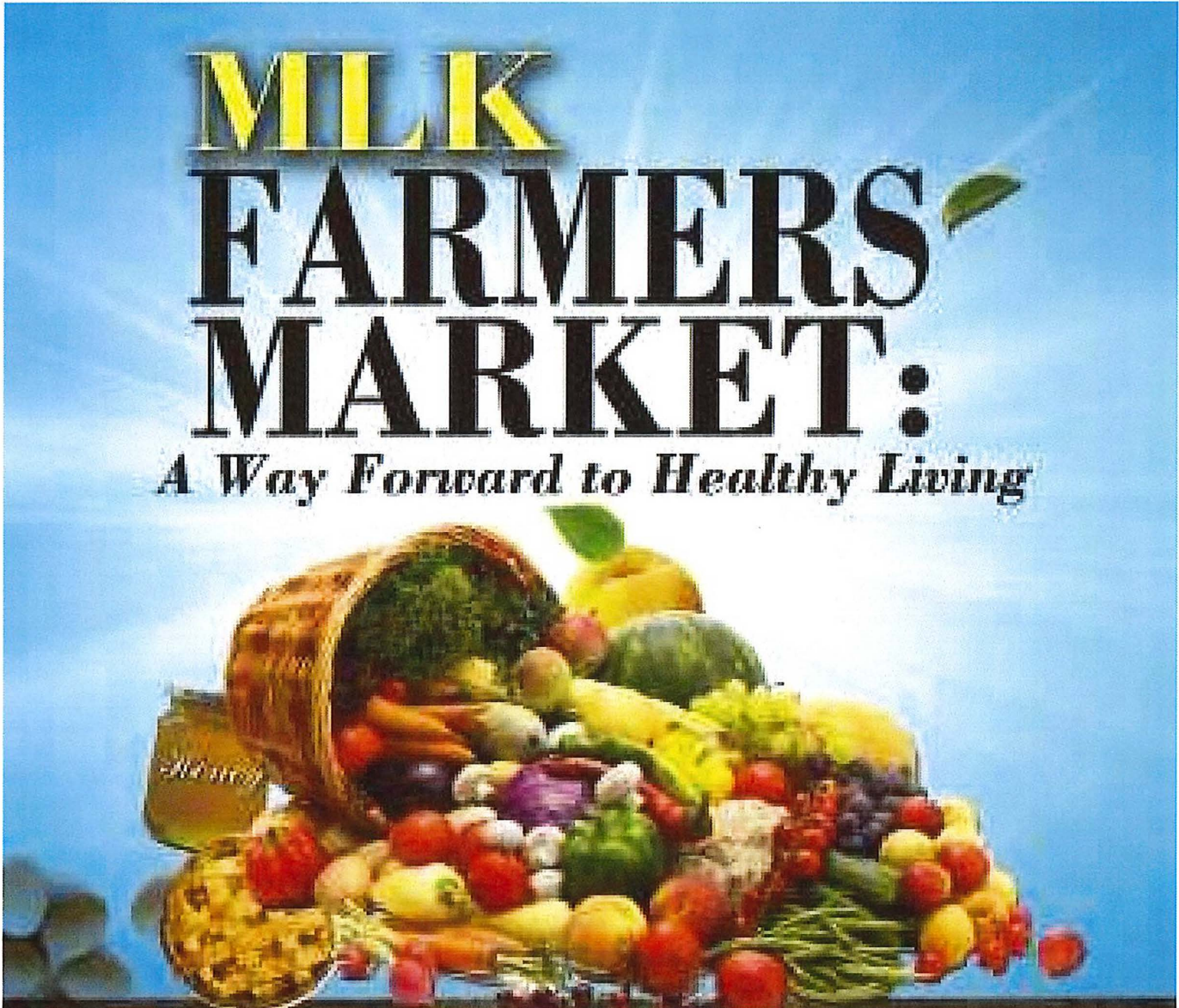
Join Us!

Wednesday, October 26th

10:30^AM - 12:30^PM

Jesse N. Stone Lecture Hall

OPENING SOON



**For more information ,contact
Community & Workforce Development
(318) 670-9470**

Registration for Spring 2017

ADMISSIONS!
PRIORITY!

REGISTER
NOW

Registration for
current and returning students.

October 17-28



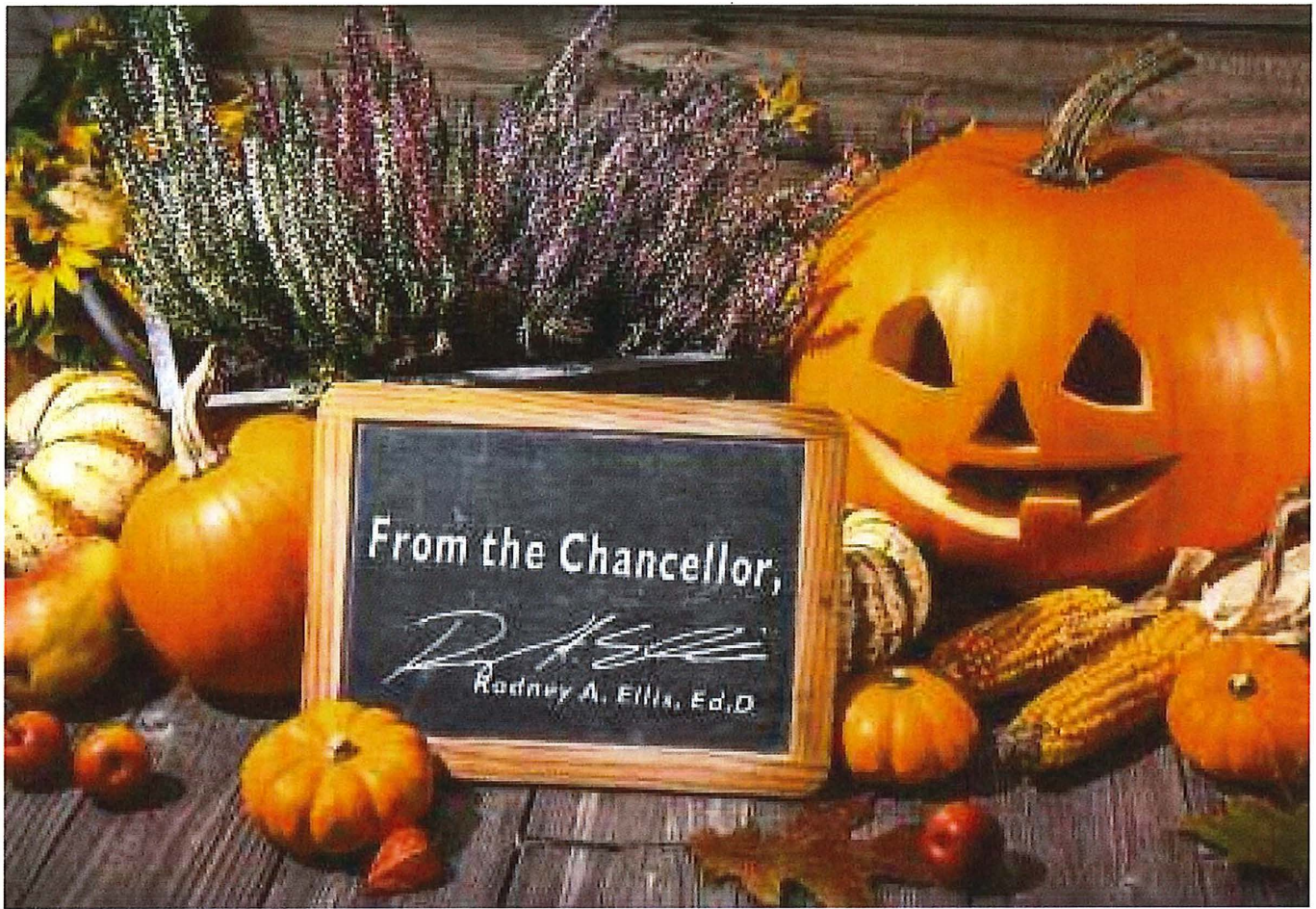
Jaguar of the Month

Dr. Veronica McEachin
October 2016

Dr. Veronica McEachin, according to the customer service surveys, was said to be, “prompt, courteous, efficient and helpful.” Dr. McEachin is advancing digital platforms and an advocate for enhancing the 21st century classroom model that incorporates online offerings for students at SUSLA.

On behalf of Dr. Rodney Ellis,
faculty, staff and student -

Congratulations Dr. McEachin!



HALLOWEEN GREETINGS!

To faculty, staff and students

BEST WISHES

for a safe and

HAPPY HALLOWEEN!





Excellence • Integrity • Accountability • Service • Diversity

SOUTHERN UNIVERSITY SYSTEM BOARD OF SUPERVISORS

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Southern University System and Secretary to the Board

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Ann A. Smith – Kentwood

Samuel C. Tolbert, Jr. – Lake Charles

Rani G. Whitfield – Baton Rouge

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Bill Strother, Director

Design/layout/finishing services provided through the Office of Graphics Services/Document Management Center,

Barbara Austin, Coordinator/Editor

A unit of the Office of Finance & Administration, Brandy Jacobsen, Interim Vice Chancellor

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Title IX Coordinator: Tilisha Bryant, Fine Arts Building, Room C01, (318) 670-9210

Section 504 Coordinator: Jerushka Ellis, Fine Arts Building, Room C5, Suite B, (318) 670-9473

COME BE
Southern!