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# SOUTHERN UNIVERSITY SYSTEM BOARD OF SUPERVISORS

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## MEETINGS

10 a.m.

Friday, June 16, 2017

CONFERENCE CENTER

6400 PRESS DRIVE

SOUTHERN UNIVERSITY at NEW ORLEANS

NEW ORLEANS, LOUISIANA 70130

# Academic Affairs Committee

# **ACADEMIC AFFAIRS COMMITTEE**

**Friday, June 16, 2017**

**10:00 A.M.**

Conference Center

Southern University and A&M College at New Orleans

New Orleans, Louisiana

## **AGENDA**

1. Call to Order and Invocation
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
  - A. Approval of Faculty Tenure and Promotion, SUBR
  - B. Approval of Policy and Procedure, SUSLA
    1. Admission-New First-time Freshmen
    2. Admission of Transfer and Former Students
6. Other Business
7. Adjournment

## **MEMBERS**

Dr. Curman L. Gaines – Chair, Dr. Leon R. Tarver II – Vice Chair  
Atty. Tony M. Clayton, Dr. Leroy Davis, Ms. Jordan Franklin, Rev. Joe R. Gant, Jr.,  
Mrs. Ann A. Smith- Ex Officio

**SOUTHERN UNIVERSITY and A&M COLLEGE  
FACULTY TENURE AND PROMOTION RECOMMENDATIONS  
Academic Year 2016-2017**

\*Only faculty who are recommended for a promotion receives a pay adjustment.

<b>Name</b>	<b>Dept./College</b>	<b>Highest Degree</b>	<b>Current Rank</b>	<b>Requested Action</b>
Dr. Joao Casarotti	Fine and Performing Arts	Ph.D.	Assistant Professor	Tenure Only
*Dr. Chanika Jones	Criminal Justice	Ph.D.	Associate Professor	Promotion to Full Professor
*Dr. Eduardo Martinez	Biology and Chemistry	Ph.D.	Associate Professor	Promotion to Full Professor
*Dr. Alex Hak-Chul Shin	Civil Engineering	Ph.D.	Associate Professor	Promotion to Full Professor
Dr. Shizhong Yang	Computer Science	Ph.D.	Assistant Professor	Tenure Only

**SOUTHERN UNIVERSITY AGRICULTURAL RESEACH AND EXTENSTION CENTER  
RESEARCH FACULTY PROMOTION RECOMMENDATIONS  
Academic Year 2016-2017**

<b>Name</b>	<b>Institution</b>	<b>Highest Degree</b>	<b>Current Rank</b>	<b>Requested Action</b>
*Dr. Renita Marshal	SUAREC	Ph.D.	Associate Professor	Promotion to Full Professor

An electronic Personnel Action Form is processed after board approval.



Dr. Rodney A. Ellis  
Chancellor



Office Of The Chancellor

May 31, 2017

Ray L. Belton, Ph.D.  
President-Chancellor  
Southern University System  
4<sup>th</sup> Floor, J.S. Clark Administration Building  
Baton Rouge, LA 70813

**RE: Southern University at Shreveport Admissions of New First-Time Freshmen Students Policy and Procedure**

Dr. Belton:

This communication is to request approval for the Admissions of New First-Time Freshmen Policy and Procedure. The changes to this policy are stated below:

- A person may be granted acceptance with or without a final high school transcript or high school equivalence diploma (GED/HiSet)
- **Provisional Acceptance** is the granting of admission to the university providing required documents are submitted prior to registration
- All Admission documents must be submitted by mid-term of the entry semester
- Students who have sufficient competency to benefit from post-secondary education may be designated as “ability to benefit” based on the definition provided by the U.S. Department of Education

Instituting this policy will allow students to expedite their registration to SUSLA. It will also make post-secondary education accessible to a greater number of students.

The policy and procedure is attached. This policy has been vetted through the SUSLA policy and procedure development process. I am submitting this policy for your approval as well as the Southern University System Board of Supervisors.


Thank you in advance for your kind consideration.

Respectfully submitted,

Rodney A. Ellis, Ed.D.  
Chancellor

RAE/lw  
Attachment

3050 MARTIN LUTHER KING, JR. DRIVE, \* SHREVEPORT, LOUISIANA 71107  
PHONE: (318) 670-9312 \* FAX (318) 670-6374  
TOLL FREE: 1-800-458-1472, EXT 6312  
[www.SUSLA.EDU](http://www.SUSLA.EDU)

		<b>POLICY #</b>
		Page 1 of <del>41</del>
		Last Revision/Origin Date:
		Effective Date:
		Review Date:
<b>Section:</b>	<b>Enrollment Mgmt-Admissions</b>	<b>Subject:</b> <b>Admission of New First-time Freshmen</b>

**Policy Statement:** All new first-time freshmen applying for admission to Southern University @ Shreveport will be granted acceptance. ~~upon~~ Upon receipt of proof of immunization (or waiver), application fee, and test scores/Ability-to-Benefit, registration will be permitted. High school transcript or high school equivalence diploma (GED/HiSet) or Ability-to-Benefit documentation required admission documents will be required for student's admission file by mid-term of the entry semester. Acceptance notifications will be sent to the applicants' personal email address indicated on the application. Acceptance is valid for the term indicated. If applicant does not enroll for the acceptance term, the admission status and accompanying documents may be transferred to the next term if written request is received. If a term has passed between the initial acceptance and the desired new term, the applicant must reapply for admission and re-submit all accompanying documents.

**Rational or Purpose:** The required documents for new first-time freshmen to be granted full acceptance are **proof of immunization (or waiver), application fee, final high school transcript/high school equivalence diploma (for degree-seeking applicants) or Ability-to-Benefit documentation, and test scores (for degree-seeking applicants).** Historically, ~~the students were was~~ granted provisional acceptance upon receipt of transcript (partial or final) or GED and test scores. ~~with a~~ registration hold was placed on students' accounts pending receipt of proof of immunization (or waiver) and application fee. Students generally waited until on-site registration to remedy any registration holds. This caused unnecessary delays during registration. The proposed admission policy allows students to complete registration earlier while gathering other documents. will grant pProvisional acceptance will be granted for to all new first-time freshmen applicants pending receipt of all required immunization, application fee, and test scores/Ability to-Benefit documents prior to registration. to allow them to complete registration earlier. This allows students to complete registration earlier while gathering other documents.

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**Scope:** This policy is applicable to new first-time freshmen who have applied to the university.

**Definitions:**

**FIRST-TIME FRESHMEN First-time Freshman.** A first-time freshman is defined as a student-person who has never attended any regionally-accredited college or institution as a regular student, who is entering-enters college for the first time. A person may enter with or without a final high school diploma transcript or high school equivalence diploma (GED/HiSet) from a Louisiana SBESE approved (State Board of Elementary and Secondary Education) school or out of state equivalent. Certain academic programs may have additional admissions requirements, depending on their program of study. Includes students who enroll in the fall term who attended college for the first time in the prior summer term, and Also includes students who enroll-enter with advanced standing (college credits earned before graduation from high school).

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Ability to benefit (ATB) is a term used in the context of post-secondary education to refer to students who have sufficient competency to benefit from post-secondary education but do not have a high school diploma or the Certificate of High School Equivalency (GED/HiSet).

Provisional Acceptance – granting admission to the university provided certain documents are submitted prior to registration.

Final High School transcript – high school transcript which contain the following:

- High School Grade Point Average
- High School Percentile Rank (for Louisiana graduates)
- High School Graduation Date
- Board of Regents' Core Five (if applicable, for Louisiana graduates)
- Official school signature/stamp or seal

GED (HiSet) – The General Educational Development Certificate (GED) is one of the recognized equivalents of a high school diploma. The High School Equivalency Test (HiSet) is another State-authorized exam for obtaining equivalent of a high school diploma.

Proof of Immunization – a written record of the dates of required immunizations provided by a healthcare provider's office.

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#### Procedures:

New first-time freshmen who have applied and submitted all required admission documents will be granted full acceptance into the university. New first-time freshmen who have applied but are missing required documents will be granted provisional acceptance and a registration hold will be placed on the student's account. Once students submit the outstanding items (test scores/Ability-to-Benefit, proof of immunization, application fee), the hold will be removed to allow registration. High school transcript or high school equivalence diploma (GED/HiSet) or Ability-to-Benefit documentation will be required for student's admission file by mid-term of the entry semester.

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#### Admission Requirements

- **APPLICATION.** Each applicant is required to complete an online application for admission for the desired semester. The application can be found at the institution's website (www.susla.edu).
- **TRANSCRIPTS – High school transcripts or equivalence. All transcripts must be official.**
  - New First-time Freshmen – traditional students seeking an associate degree
    - High School – applicants who graduated from high school. A new first-time freshman seeking an associate degree who has never attended a regionally-accredited institution as a regular student, who enters college for the first time must provide an official high school transcript, bearing the school seal or school official's signature, and date of graduation or high school equivalence diploma (GED/HiSet) results or Ability-to-Benefit documentation results into their admission file by mid-term of the entry semester. If the student has not yet graduated, the institution will accept a 6th, 7th, or 8th semester transcript, pending receipt of the official final transcript. For Louisiana students who graduated after 2003, the institution will request your final transcripts from the Louisiana Board of Regents and Louisiana Department of Education Student Transcript System.
    - GED – applicants who passed the General Education Test must submit the official General Education Diploma (GED) scores.
    - New First-time Freshmen – non-traditional students seeking an associate degree
      - A non-traditional new first-time freshman 25-yrs old or older seeking an associate degree who has never attended a regionally-accredited institution as a regular student who enters college for the first time is required to submit a final high school transcript, or high school equivalence diploma results ) or Ability-to-Benefit documentation into their admission file by mid-term of the entry semester.
    - New First-time Freshmen – non-degree seeking
      - A new first-time freshman of any age who is non-degree seeking is not required to have earned a high school diploma or high school equivalence diploma.

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- **APPLICATION FEE.** A non-refundable application fee of \$20.00 is required of ALL applicants ~~to process the application for admission. The application fee is required regardless if applicant ultimately enrolls or not.~~ The application fee can be paid online when submitting the application or it can be mailed in the form of a money order or cashier's check to: *SUSLA Admissions Office, 3050 Martin Luther King Jr. Drive, Shreveport, LA 71107.* Applicants can also call the university Cashier to make a credit card payment over the phone.

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- - ~~Applicants referred by Career Compass are assessed a \$5 application fee (to be paid by Career Compass).~~
  - ~~Applicants from SUSLA's bridge programs (Trio, Upward Bounds, Bridge, etc.) are assessed a \$5 application fee (to be paid by the respective programs).~~
  - ~~Applicants who received their GED/HiSet through SUSLA's Adult EducationGED program are not assessed the application fee.~~
  - ~~Dual Enrollment applicants are not assessed the application fee.~~
  - ~~Applicants approved for the LPN Program are not assessed the application fee at the time of application; it is included in the program fees.~~
  - ~~New SU College Connect applicants are not required to pay the application fee.~~
  - ~~Readmit SU College Connect applicants must pay the \$20 application fee.~~

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~~The Chancellor or his designee must approve in writing any application fee waiver. The approval must be noted in the student's admission file for auditing purposes.~~

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- **IMMUNIZATION RECORD** –Each person entering the university shall provide satisfactory evidence of immunity to or immunization against vaccine-preventable diseases to include but not be limited to measles, mumps, rubella, tetanus/diphtheria, and meningitis. This policy applies to all students entering the institution for the first time and all students returning after an absence of one semester or more. Under certain circumstances ~~where the immunization records cannot be readily obtained~~, the student may sign an immunization waiver. *In the event of an outbreak of a vaccine-preventable disease, students without immunization records will be excluded from the premises until the appropriate disease incubation period has expired or the unimmunized person presents evidence of immunization. Students may opt to waive the immunization requirement during the web application process.*

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- **TEST SCORES – Required before registration**
  - ~~New first-time freshmen seeking admission to academic programs are required to submit American College Test (ACT) scores. The Scholastic Aptitude Test (SAT) score report may be submitted in lieu of the ACT score have test scores on file for placement purposes. Acceptable tests are ACT, SAT, Compass, Asset, Ability to Benefit, and AccuPlacer.~~
  - ~~Non-traditional students (age 25 or older) are not required to take the ACT unless they are planning to enter into a specific program that requires it. Non-traditional students who have not taken the ACT or SAT with no test scores will may be placed in developmental English and Math courses. Students may opt to take the AccuPlacer to place into college-level courses.~~
  - ~~Students seeking admission into non-degree programs are not required to have test scores on file. Some non-degree programs may have test score requirements to which that students must adhere to.~~

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~~Applicants who have not taken the ACT may take the institution's ACT residual on one of the established test dates set by the institution's Testing Center prior to registration. (Test dates are available on the SUSLA Testing Center webpage).~~

Forms: The Banner forms that will be used to implement the policy will be the Admissions Application (SAAADMS), Admissions Decision (SAADCRV), and the Hold Information (SOAHOLD).



Date of Implementation: ~~This should be the date the policy is to be implemented~~ June 5, 2017  
Date of Adoption: June 5, 2017 ~~This should be the date the policy is approved by the Chancellor~~  
Responsible Division: ~~This should be the Chief Officer responsible for the operational interpretation of this policy and responsible for conducting the periodic review of the policy~~ Student Affairs.


~~Not all "Parts" need to be included in a procedure. Please use only those sections necessary for the specific policy. The above line and this one should be deleted once procedure is completed.~~



June 5, 2017

Chancellor's Signature

Approval Date

 <p><b>SUSLA</b> SOUTHERN UNIVERSITY SHREVEPORT, LOUISIANA <i>Excellence • Integrity • Accountability • Service • Diversity</i></p>	<b>POLICY #</b>	
	Page 1 of 41	
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	Effective Date:	
Review Date:		
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June 5, 2017

\_\_\_\_\_  
Chancellor's Signature

\_\_\_\_\_  
Approval Date

# Facilities and Property Committee

# **FACILITIES AND PROPERTY COMMITTEE**

*(Following the Academic Affairs Committee)*

**Friday, June 16, 2017**

Conference Center

Southern University and A&M College at New Orleans

New Orleans, Louisiana

## **AGENDA**

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Information Items
  - A. Priority Projects Updates, by Campuses
  - B. Update on Governor's Tour of Facilities at the SUBR Campus
6. Other Business
7. Adjournment

## **MEMBERS**

Rev. Donald R. Henry – Chair, - Dr. Rani Whitfield – Vice Chair,  
Dr. Leroy Davis, Mr. Raymond Fondel, Jr., Mr. Richard Hilliard, Dr. Leon R. Tarver II  
Mrs. Ann A. Smith- Ex Officio

# Southern University System

Office of Facilities Planning

## FACILITIES PROJECT UPDATES

May 30, 2017

### SU Baton Rouge

#### 1. Capital Outlay New Projects:

- **SU System Campus Major Repairs and Deferred Maintenance**

**Projects** - \$1,756,616. Projects are in progress by each campus Facility Director

- **Electrical tower lights** at J S Clark Adm. & Seymour Hall “Men’s Gym” and Higgins Hall classroom lighting repairs-\$75,000. SUN Electrical - **Completed**
- **SUMA West and North Roof Replacement** (\$40,000). Chatmon Construction - **Completed**
- **J. S. Clark Annex Roof Replacement** (\$136,000) - **Partin Roofing** (Mr. Charles Partin) was awarded the contract to proceed with construction April 27, 2017 in the amount of \$114,700. Duration time to complete the project: 90 days
- **Benjamin Kraft Physical Plant Roof Replacement** (\$238,000) **in progress for bidding**
- **W.W. Stewart Hall Roof Replacement** (\$300,000) **low bidder, Chatmon Construction in the amount of \$258,580**
- **Rodney G. Higgins Hall Roof Replacement** (\$358,220) **in progress for bidding**
- **ADA entrance door upgrades** (\$50,000) - **out for bids**
- **ADA sidewalk repairs** (\$20,000) – **out for bids**
- **Central Plant mechanical system upgrades/repairs** (\$310,000) **In progress for bidding**
  
- **A. W. Mumford Stadium ADA Compliance and Upgrades** – Phase 1 \$1,400,000 planning and Phase 2 \$6,500,000 for construction. Designer: Domain Architecture.
  - March 2017 **planning phase**, bidding Oct 2017, construction completion Aug 2018
- **T. T. Allain Hall ADA Compliance and Upgrades** – \$1,010,000 planning and construction. Designer: GD Architecture.
  - March 2017 **planning phase**, bidding Oct 2017, construction completion June 2018



- **F. G. Clark Activity Center ADA** (Americans with Disabilities Act) **Compliance and Upgrades** – Phase 1 \$3,600,000 planning & construction and Phase 2 \$3,850,000. Designer: Domain Architecture.
  - April 2017 **planning phase**, bidding Jan 2018, construction completion Sept. 2018

## 2. Hurricane Gustav repairs for various buildings

- Office of Risk Management (**ORM**) AFC Budget approved by ORM and FP&C
- **Remaining projects** in progress with the State Office of Risk Management and SUBR Physical Plant Department for bid advertisement.
  - **SU Lab School: Chenevert Construction, \$103,309.20 lowest bidder**, GC to return contract w/ performance & payment bond to be awarded a Notice to Proceed May 2017
  - **SU Museum of Arts: Chenevert Construction, \$257,517 lowest bidder**, GC to return contract w/ performance & payment bond to be awarded a notice to proceed May 2017

## 3. SUBR Wallace Bradford Hall - Hurricane Gustav repairs:

- FP&C AFC \$216,839.00 (*AFC available funds for construction*) – Designer: Jerry Campbell & Associates 225.381.9435
- Bid Aug 31, 2016 and Notice to Proceed September 30, 2016 with 180 days to complete the project (Oct 2016 to March 2017) (repairs of ceiling tile, flooring and painting)
- General Contractor- HDMK Construction 225.312.2884, Bid amount \$149,800
- Construction duration time: October 2016 to April 2017, **May 2017 Completed**

## 4. SUBR Collections & Receivables / Lottie Anthony - Hurricane Gustav repairs:

- FP&C AFC \$121,834.00 – Designer: Jerry Campbell & Associates 225.381.9435
- Bid Aug 31, 2016 and Notice to Proceed September 30, 2016 with 270 days to complete the project (Oct 2016 to June 2017) (repairs of plaster, ceiling work, flooring and painting) (Abatement work is involved in this project).
- General Contractor- Honore Companies LLC, Bid amount \$126,000
- Construction duration time: October 2016 to June 2017, Aug 2107
  - **ORM approved additional abatement testing and air monitoring under Change Order**

## 5. John B. Cade Library Fire Alarm System Upgrade

- FP&C State funded project (*FP&C Facility Planning & Control*)
- Mel Engineering designer
- AFC- \$240,800 (*AFC available funds for construction*)
- Advertisement for bids is set for March 2017 / bid April 2017
- Bid opening May 2, 2017. Facility Automation \$218,882  
Construction completion time is set for October 2017

## 6. Disaster event Dec 8-11, 2015: Mississippi River Flooding / sloughing-off of the Ravine, Bluff, various locations and building a new Bridge.

- Pending assessment review report by GOHSEP, ORM & FEMA to fund the project.
- Ravine - State Capital Outlay Request for funding (\$5,700,000) FY 17-18 is pending approval
- Bridge - State Capital Outlay Request for funding (\$7,000,000) FY 17-18 is pending approval

## 7. Disaster event March 2016: 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.

## 8. 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.
- November 9, 2016 met with DOTD and Board of Regents members for site investigation to have DOTD engineering department participation.
- December 13, 2016 met with Army Corps of Engineers for a campus site inspection as required to seek funding for design engineering services and construction cost budget to address Bluff and Ravine soil detachment failure. Follow up w/ Board of Regents and FP&C.

## SU New Orleans

### 1. Capital Outlay New Projects:

- **SU System Campus Major Repairs and Deferred Maintenance Projects** – fy16-17 \$674,000 + fy15-16 \$589,025. Projects are in progress by each campus Facility Director
  - **Cafeteria** Roof Replacement (\$325,000) in progress for bidding
  - **University Center** Roof Replacement (\$349,000) – in progress for bidding (\$349,000-funds will be redirected for campus lighting, HVAC and System Roofing projects)
  - **University Center** HVAC 3 air handling unit upgrades (\$199,025) in progress for bidding
  - **University Center** Roof Replacement (\$390,000) in progress for bidding

### 2. 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
- General Contractor: Roy Anderson Corporation \$26,609,000
- Notice to Proceed: January 2, 2017. Construction in progress.
- Construction duration time: 558 days /18.6 months July 2018

### 3. 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 100% complete. Cost of the project is budgeted at \$11, 608,000.
- Bid Advertisement: pending for July 2017
- Construction duration time: 18 months

### 4. New Arts, Humanities and Social Sciences 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 (3) 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: October 18, 2016
- Low Bidder: Roy Anderson Corporation at \$24,197,000 (*Bid price is over the AFC by \$2,700,000*) FP&C will have Roy Anderson Corporation to the project to get the cost within the AFC and Designer's estimate (*bidding negotiation process will begin the week of November 14, 2016. If the cost negotiation process isn't successful FP&C will direct the Architect to redesign the building within the AFC, which will delay the project 4-6 months until December 2, 2018/January 2019.*)
- General Contractor: Roy Anderson Corporation – Approval from FP&C April 2017
- Construction duration time: 558 days /18.6 months Oct. 2018
- Pre-Construction meeting: 12 April 2017
- Under Construction (set up for groundbreaking ceremony June 16, 2017)

#### 5. SUNO New 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
- Completion scheduled for August 2017

#### 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
- Construction duration time to complete the project: 365 days / May 16, 2017 - Complete

## 7. SUNO Site Parking Lot 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
- Phase 1 Construction duration time to complete the project: 120 days (Aug 2016 to January/Feb / April 2017 / **May 2017, project completed**)
- Phase 2 pending completion August 2018 after completion of the new Arts & Humanities and Social Science Bldg.

## 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
- Construction duration time to complete the project: 180 days
- Construction project completion date: Feb 26, 2017 / May 2017 (pending chill water line re-connection) - **completed**

### SUNO Campus lighting site inspection notes:

- *Recommend using 18,000 to 20,000 lumens for the 25 ft. poles (2 fixtures per pole)*
- *Recommend using 34,000 lumens on the upper buildings roofs (upgrade existing lighting on roofs)*
- *Recommend using 7,000 and/or higher for building wall packs – v.o.j. per additional light studies and measurements from the photometric readings (review lighting around trees (notes: to many trees that's blocking the main source of lighting high levels of illumination- typical around the campus buildings. Many of the trees need to be removed for safety issues for a safe passage way for pedestrians)*
- *Review Library lighting (2<sup>nd</sup> floor hallways and restrooms) – **work in progress***
- *Review electrical power underground feed source for outdoor lights*

- Review street lights (need to upgrade to LEDs with high lumens of about 18,000 each)
- Need to coordinate with the city to upgrade existing light fixtures in the front of the main campus entrance (Park Campus) with LEDs 18,000 lumens ea. and Install 2 lights per pole.
- SUNO perimeter lights need to be upgraded w/ LEDs 18,000 lumens ea. 2 lights per pole (v.o.j. number of poles, see lighting campus map)
- Upgrade lighting around tennis courts w/ LEDs
- Additional lighting will be required for the Lake campus and lighting improvements on the Eastside of the Residential Apartment.
- Pending follow-up: Hire a full-time electrician and/or outsource a company for preventative maintenance electrical work.
- SUNO is renting 52 (1000 watts) street lights from Entergy at \$85 ea./mo. (\$4,420 / mo.) the new lights were installed on Entergy's street poles (Park campus / Lake campus)
- SUNO is renting (5) portable emergency lights (4 on the Park campus and 1 Lake campus) \$200/mo. ea. w/ diesel fuel cost about + - \$100/mo. (total cost \$1,500/mo.)
- Recommendation for phase one: SUNO to purchase electrical materials items and send out for bids to repair lighting (SUNO may receive a University discount by purchasing materials and no taxes to pay. Budget amount + - \$50,000 starting with the Park campus internal site lighting (30ft poles) upgrades to eliminate the portable emergency lights (cost savings of \$1,500/mo.) and the Lake Campus.
- Note: a quality LED light (+ - 18,000 lumens) fixture cost range will be about \$590 - \$850.
- Planning and bidding is underway (meeting with electrical contractor for estimated cost and troubleshooting existing underground and building wiring/fixture issues)

## SU Shreveport

### 1. Capital Outlay New Projects:

- **SU System Campus Major Repairs and Deferred Maintenance Projects** – fy16-17 \$568,786 Projects are in progress by each campus  
Facility Director
  - **Campus HVAC** system repairs, \$98,786 – 60% complete
  - **Campus sidewalk** Safety Compliance, \$95,000 – out for bids
  - **Metro Downtown** 6<sup>th</sup> floor repairs, \$70,000 – pending completion
  - **Gymnasium** roofing repairs, \$155,000 – planning phase
  - **ADA** Compliance for doors and walkways, \$125,000 – out for bids
  - **Energy Conservation** of lighting upgrades, \$25,000 – out for bids

2. **SUSLA New Science and General Classroom “A. Jackson” Building** - Main Campus

- FP&C project manager: Stephen Losavio 225-342-0832
- FP&C Funding of \$6,300,000 available to begin the New Classroom Building.
- Architect: KSA, Inc.
- 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:** January/Feb/April 2017/**June 2017**
- Furnishing budget \$150,000 by FP&C ([SUSLA to provide list of furnishings](#)) need to review IT equipment (phone system at D-Mark)

3. **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, Inc. (John Selmer 318-344-8443 cell)
- 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 / September to November 7, 2017**
- Construction project completion date set for: November 7, 2017

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

4. **SUSLA New Dental Hygiene (Learning Center)** - 3050 Martin Luther King Jr. Drive Bldg N

- Funding source: one time State funding
- Budget AFC amount: \$900,000
- Designer: (*Bills & Partners*) / Whitlock & Shelton
- 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: Pending re-design / August 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/Feb/March/May 2017 - Completed

## SU Ag Center (*Southern University Agricultural Research and Extension 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: January/Feb/March 90% /April 95%/May 2017/ June 2017 98% complete

### 2. New Horticulture Equipment Storage Shed Building– SUAG main campus

- Budget: \$90,000
- Architect – Byron J. Stewart & Associates designer
- AFC: \$77,400
- Construction Bid Documents: pending completion November 2016
- Bid Advertisement: March 2017
- Bid amount: \$77,000.00 April 2017
- General Contractor: E. Cornell Malone Corporation (Mr. Roman Malone)



- Duration time to complete the project: 120 days (*May 2017 to August 2017*)

### **3. New Pesticide Storage Shed Building– SUAG Experimental Lab Farm**

- Budget: \$242,522
- Architect: Williams and Williams Architecture - designer fees \$25,400
- AFC: \$217,122
- Construction Bid Documents and Spec's completed April 28, 2017
- **Bid Advertisement June 2017**

### **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
- **Design team is working with FP&C to finalize a design solution within the budget amount - pending completion February/April/May/June 2017.**

### **5. New Multipurpose Building, Agriculture Research & Extension Center at the Experimental Lab Farm/North Campus**

- FP&C project manager: Alan Antoine 225.342.3443
- 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
- Design Planning and Construction Bid Document Phase- November 2, 2016 to May 2017
- **State Fire Marshal /IBC/FP&C/NFPA/ADA reviews: May 10, 2017 (2 to 3 weeks for review)**
- **Bid Date: pending June 2017 (30 days) Contract Award (July 2017 (30 days))**
- Construction time (allow for 7 months / 210 days + 45days) July/Aug. 2017 to Jan 2018/Feb 2018

### **6. Child Care Center Renovation upgrades**

- Budget cost: \$252,000.
- Further code review in progress as required to upgrade existing playground equipment to meet code. upgrade playground surface to meet code (*new 2" rubber lay over new 4" concrete slab*).
- Construction bid documents are 90% complete (Mr. H. Thurman) for renovations (restroom upgrade to meet ADA code, Kitchen upgrade to meet code, upgrade 3 existing exterior doors for security access, metal covered walkway, covered entry at driveway, replace playground fencing to meet code, additional concrete sideway for ADA access.
- **Bid Advertisement: pending for June 2017**
- Duration time to complete the project: 90 days

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
Frank Maurice Pitts	SUBR 225-771-2488
Henry L. Thurman III	SUBR 225-771-2413
Kestee Weir III	SUBR 225-771-6235
Tracie A. Abraham	SUBR 225-771-3590
Terry Hall, VC	SULC 225-771-2506
Angela Gaines	SULC 225-771-4931
Lynda M. Batiste, VC	SUAC 225-771-5707
James L. Mahomes	SUAC 225-771-2242
Christopher Rogers	SUAC 225-771-5669
Jullin Renthropoe, VC	SUNO 504-286-5117
Shaun Lewis	SUNO 504-286-5295
Tracey Webster	SUNO 504-286-5297
Brandy Jacobsen, VC	SUSLA 318-670-9371
Janice Sneed, VC	SUSLA 318-670-9471
Leslie McClellon	SUSLA 318-670-9300
David Fogleman	SUSLA 318-670-9378

# Finance Committee

# **FINANCE COMMITTEE**

*(Following the Facilities and Property Committee)*

**Friday, June 16, 2017**

Conference Center

Southern University and A&M College at New Orleans

New Orleans, Louisiana

## **AGENDA**

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
  - A. Request Approval to Extend Credit Hours Limit for Technology Fees at SU System Campuses, SUS
  - B. Request Approval of Fee Increase, SUBR, SUNO, SUSLA & SULC per HB 113
  - C. Request Approval to Increase 2017-2018 Non Resident Fee, SULC
  - D. Request Approval to Increase Field Fees for Social Work, SUNO
6. Information Items
  - A. Interim Financial Status Report as of May 2017, SUS
7. Other Business
8. Adjournment

## **MEMBERS**

Atty. Domoine Rutledge–Chair, Mr. Richard Hilliard–Vice Chair

Atty. Tony Clayton, Rev. Joe R. Gant, Jr., Rev. Donald R. Henry, Dr. Leon R. Tarver II,

Mrs. Ann A. Smith- Ex Officio



**SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM**  
**Information and Technology Resource Management**

Office of the Associate Vice President for Technology  
J.S. Clark Administration Building, 4<sup>th</sup> Floor  
Baton Rouge, Louisiana 70813

Telephone (225) 771-5150  
Fax (225) 771-2807

30 May 2017

Dr. Ray L. Belton  
President-Chancellor  
Southern University System  
Baton Rouge, LA 70813

RE: Request to Extend Credit Hours Limit for Technology Fee at SU System Campuses

Dear President Belton,

This correspondence comes to request authorization to increase Student Technology Fees at SUBR, SUNO, SULC, and SUSLA. As you aware, the current formula for technology fees is set at \$5 per credit hour up to 12 credit hours. The proposed structure is to revise the existing formula by extending the limit cap from 12 credit hours to 20 credit hours. This pay-as-you-learn model is equitable in that it will only impact those students that are pursuing increasing coursework above 12 credit hours. Historical use pattern has shown that these students typically need more technology resources and support services. Moreover, many of our peer institutions across the state have adopted similar formula to help offset the rising cost of technology.

Given the accelerating demands for technology services and rising costs for infrastructure renewal, the proposed revision will provide some relief to update campuses technology resources accordingly. Your favorable endorsement of this request and that of the Southern University Board of Supervisors will be greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Gabriel Fagbeyiro".

Gabriel Fagbeyiro, Ed.D.  
Associate Vice President & Chief Information Officer

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Vice Chancellor / Vice President

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
President/Chancellor

## 4-Year Public Institutions Tech Fee Comparison

INSTITUTION	STUDENT TECHNOLOGY FEE
Louisiana State University (LSU)	\$5/credit hour up to 20 Credit Hours
Louisiana State University – Shreveport (LSU-S)	\$5/credit hour up to 20 Credit Hours
Louisiana State University – Alexandria (LSU-A)	\$5/credit hour up to 20 Credit Hours
Louisiana State University – Eunice (LSU-E)	\$5/credit hour up to 20 Credit Hours
Southeastern Louisiana University (SLU)	\$5/credit hour up to 20 Credit Hours
University of Louisiana at Lafayette (ULL)	\$5/credit hour up to 20 Credit Hours
Northwestern State University	\$5/credit hour up to 20 Credit Hours



# SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

J.S. CLARK ADMINISTRATION BUILDING  
4TH FLOOR  
BATON ROUGE, LOUISIANA 70813

OFFICE OF THE  
PRESIDENT - CHANCELLOR  
(225) 771-4680

FAX NUMBER  
(225) 771-5522

June 6, 2017

Honorable Members of the Board  
Office of the Board of Supervisors  
P.O. Box 10878  
Baton Rouge, LA 70813

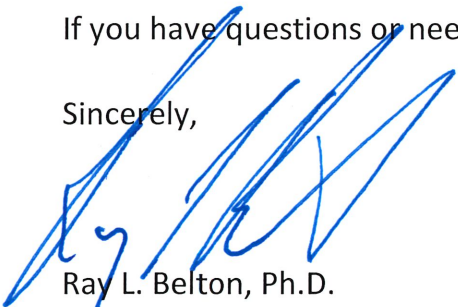
Honorable Members of the Board:

We are requesting approval to increase student fees effective the 2017 Fall semester as shown on the attached schedule pending final approval of House Bill 113 of the 2017 Regular Legislative Session. House Bill 113 extends previous legislation (House Bill 152, Act 377) allowing increases in student fees. Your action on this request will allow Southern University students to receive billing statements and pay fees prior to the July 2017 Board of Supervisors meeting.

Each affected campus will allocate not less than 5% of the revenues realized from these fees to need-based financial assistance to students eligible to receive Pell Grant.

If you have questions or need additional information, please let me know.

Sincerely,



Ray L. Belton, Ph.D.  
President-Chancellor  
Southern University System

**Southern University and A&M College System  
2017-2018 Proposed Fee Increases (HB 113)  
Effective Fall 2017**

**SUBR**

<b>Category</b>	<b>Fee Increase per Semester</b>	<b>Projected Revenue</b>	<b>Need Based Aid (5%)</b>
Undergraduate - University Support Fee	\$ 203	\$ 2,065,891	103,295
Graduate - University Support Fee	\$ 234	358,777	17,939
<b>Total</b>		<b>\$ 2,424,668</b>	<b>\$ 121,234</b>

**SULC**

<b>Category</b>	<b>Fee Increase per Semester</b>	<b>Projected Revenue</b>	<b>Need Based Aid (5%)</b>
Professional - University Support Fee	\$ 283.50	\$ 287,830	N/A
<b>Total</b>		<b>\$ 287,830</b>	

**SUNO**

<b>Category</b>	<b>Fee Increase per Semester</b>	<b>Projected Revenue</b>	<b>Need Based Aid (5%)</b>
Undergraduate - Facility Maintenance Fee	\$ 161	\$ 577,474	\$ 28,874
Graduate - Facility Maintenance Fee	\$ 197	126,763	6,338
<b>Total</b>		<b>\$ 704,237</b>	<b>\$ 35,212</b>

**SUSLA**

<b>Category</b>	<b>Fee Increase per Semester</b>	<b>Projected Revenue</b>	<b>Need Based Aid (5%)</b>
Undergraduate - University Support Fee	\$ 27	\$ 121,176	\$ 6,059
Undergraduate - University Maintenance Fee	27	121,176	6,059
<b>Total</b>	<b>\$ 54</b>	<b>\$ 242,352</b>	<b>\$ 12,118</b>

**Total Projected Increase in Revenues** \$ 3,659,087



<b>Use of Funds Generated</b>
Will be used to support general operations of the university

<b>Use of Funds Generated</b>
Will be used to ensure that Law Center continues to be competitive with its peer institutions

<b>Use of Funds Generated</b>
Will be used to support general operations of the university

<b>Use of Funds Generated</b>
Will be used to offset rising cost of employee fringe benefits
Will be used to offset rising utility costs

2017 Regular Session

HOUSE BILL NO. 113

BY REPRESENTATIVE BROADWATER

STUDENT/TUITION: Extends, with limitations, the authority of public postsecondary education management boards to establish and increase student fees

1 AN ACT  
2 To amend and reenact R.S. 17:3351.20(A)(1) and (F), relative to fees charged to students at  
3 public postsecondary education institutions; to extend the authority of a public  
4 postsecondary education management board to establish, adjust, and increase certain  
5 fees; to provide limitations; to extend the requirement that such boards report  
6 annually to the legislature relative to such fees; and to provide for related matters.  
7 Be it enacted by the Legislature of Louisiana:  
8 Section 1. R.S. 17:3351.20(A)(1) and (F) are hereby amended and reenacted to read  
9 as follows:  
10 §3351.20. Mandatory fees  
11 A.(1) In addition to the authority granted by any other provision of law,  
12 including but not limited to R.S. 17:3139.5, 3351.7, and 3351.8, and in accordance  
13 with Article VII, Section 2.1 of the Constitution of Louisiana, the Legislature of  
14 Louisiana hereby authorizes the Board of Supervisors of Louisiana State University  
15 and Agricultural and Mechanical College, the Board of Supervisors of Southern  
16 University and Agricultural and Mechanical College, the Board of Supervisors for  
17 the University of Louisiana System, and the Board of Supervisors of Louisiana  
18 Community and Technical Colleges to establish at each institution under their  
19 respective management and supervision mandatory fees to be charged to students  
20 enrolled at such institutions and to adjust the amounts of such fees as they deem



- (2) Except for the LSU Health Sciences Centers (LSUHSC), the pharmacy program at the Univ. of La. at Monroe (ULM), and the Southern Univ. Law Center (SULC), the revenue per full time equivalent (FTE) student from all tuition and fee amounts charged to a student plus the revenue per FTE student from state and local appropriations shall not exceed the national average per FTE student revenue from state appropriations, local appropriations, tuition, and fees as reported by the National Center for Education Statistics (NCES) by Carnegie classification, which maximum amount may be annually adjusted based on the most recent funding statistics as reported by the NCES and adjusted to the current fiscal year (FY) using the Higher Education Price Index (HEPI).
- (3) The total of all tuition and fee amounts charged to a student enrolled in the LSUHSC, ULM pharmacy program, and SULC shall not exceed the tuition and fees charged, as reported by the NCES, of national peers selected by the institution, which maximum amount may be annually adjusted based on the most recent tuition and fee amounts per FTE student as reported by the NCES and adjusted to the current FY using the HEPI.
- (4) Requires each institution to allocate not less than 5% of revenues realized pursuant to present law to provide need-based financial assistance to students eligible to receive a Pell Grant.
- (5) Prohibits revenues generated by fees imposed pursuant to present law from being used for any other purpose except for support of the university at which the fees were collected.
- (6) Provides that the fee authority granted by present law includes the authority to impose a fee for the administration of certain student surveys.

(Amends R.S. 17:3351.20(A)(1) and (F))

Summary of Amendments Adopted by House

The Committee Amendments Proposed by House Committee on Education to the original bill:

1. Instead of granting the fee authority to the management boards without limitation, limit this authority to the 2017-18, 2018-19, and 2019-20 academic years.



## SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

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OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

May 31, 2017

Dr. Ray L. Belton – President/Chancellor  
Southern University System and Southern  
University and A&M College  
4<sup>th</sup> Floor, J.S. Clark Administration Building  
Baton Rouge, Louisiana 70813

RE: Request to Increase 2017-2018 Non-Resident Fee

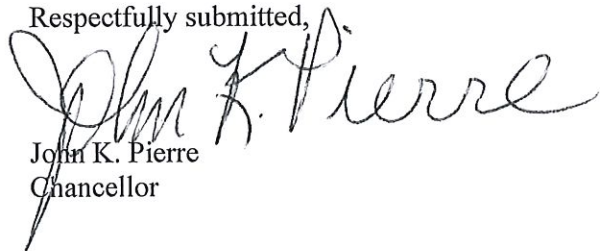
Dear Dr. Belton:

The Southern University Law Center has continued to experience declines in state funding for almost a decade. Furthermore, there has been a national decline in law school enrollments by almost 50% over the last six years, which has affected the ability of the Law Center to offset the decline in state funding with self-generated revenues.

Based upon my review of the relevant data, the total tuition and fees charged by the Law Center lags behind the total tuition and fees of its peers. The Law Center therefore requests authorization of the Board of Supervisors to increase the non-resident fee by \$500 beginning with the Fall Semester 2017. If approved, this request will result in additional projected revenues of \$122,750 from non-resident students. The additional fees are needed to ensure that the Law Center will continue to be competitive with its peer institutions.

I respectfully request your support of this fee increase and that you present such fee increase request to the Board of Supervisors for their approval at its June 16, 2017 Board meeting. If you have any questions, please feel to contact me.

Respectfully submitted,




John K. Pierre  
Chancellor

APPROVED: \_\_\_\_\_  
Dr. Ray L. Belton, President/Chancellor

**SUNO:  
SCHOOL OF SOCIAL WORK**

# Memo

**To:** Dr. Lisa Mims-Devezin, Chancellor  
**From:** Ronald J. Mancoske, Interim Dean   
**Date:** May 30, 2017  
**Re:** Field Fees

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We are asking that you raise the field fees collected in the fall 2017 semester from the current \$50.00 per student enrolled in field practicum to \$80.00 for undergraduates and from \$100.00 a semester to \$150.00 for graduate field classes. These are the field classes:

SOWK482H Field Practicum II (spring; undergraduate) from \$50 to \$80  
SOWK482G Field Practicum I (fall, undergraduate) from \$50 to \$80  
SOWK606 Field Practicum/Seminar I (graduate) from \$100 to \$150  
SOWK607 Field Practicum/Seminar II (graduate) from \$100 to \$150  
SOWK702 Field Practicum/Seminar III (graduate) from \$100 to \$150  
SOWK703 Field Practicum/Seminar IV (graduate) from \$100 to \$150

### Rationale for the Change

The existing fee structure for the Field Education Program has been in place since the inception of the fees for the program. The costs of managing the field program has risen. The number of students requiring services has risen. The administrative duties have risen and there is a need for administrative support to allow the program to function is greater. The expenses related to building liaison with community partners increase as new field sites need to be developed, nurtured, and trained.

Field education in the newer accreditation standards has taken on a more pronounced importance with the last two revisions in the Educational Policies and Standards (EPAS). Field education is now viewed as the "signature pedagogy" in social work education. To remain competitive, we need to up our game in our administrative supports, in our community partnerships, and in our services to our field sites. The Field Education Program benefits immensely from the cost-free contributions of the practicum field sites (agency supervision and placement sites). This fee request is to assure these partnerships are sustained.

  
Dr. Lisa Mims-Devezin, Chancellor

Date: 6/2/17

**Southern University System**  
**Comparison of Actual Expenditures to Budgeted Amounts**  
**For Fiscal Year Ending June 30, 2017**  
**As of May 31, 2017**

	Actual as of 5/31/2017	Projected	Total FY 2016-17	Budget as of 4/30/2017	Actual as % of Budget	Over (Under) Budget
<b>Revenues</b>						
General Fund Direct	\$42,996,163	\$-00	\$42,996,163	\$42,996,163	100.0%	\$-00
Statutory Dedicated	1,037,804	3,927,812	4,965,616	4,965,616	20.9%	0
Funds Due From BOR						
Federal	1,822,756	1,831,453	3,654,209	3,654,209	49.9%	0
<b>Self Generated</b>						
Tuition - Fall 2016	30,699,324	364,632	31,063,955	32,289,243	95.1%	(1,225,288)
Tuition - Spring 2017	28,080,634	209,628	28,290,262	30,312,335	92.6%	(2,022,073)
Tuition - Summer	4,606,556	180,000	4,786,556	3,637,938	126.6%	1,148,618
Out-of-State Fees	8,159,960	50,000	8,209,960	7,303,013	111.7%	906,947
Other	6,919,701	2,491,869	9,411,570	9,294,306	74.5%	117,264
InterAgency Transfer	3,345,200	315,394	3,660,594	3,660,594	91.4%	0
<b>Total Revenues</b>	<b>\$127,668,099</b>	<b>\$9,370,787</b>	<b>\$137,038,886</b>	<b>\$138,113,417</b>	<b>92.4%</b>	<b>\$(1,074,531)</b>
<b>Expenditures by Object</b>						
Salaries	\$63,118,479	\$5,729,266	\$68,847,745	\$68,128,686	92.6%	\$719,059
Other Compensation	240,633	78,344	318,977	318,977	75.4%	0
Related Benefits	26,749,045	2,853,306	29,602,350	30,691,582	87.2%	(1,089,232)
<b>Total Personal Services</b>	<b>\$90,108,157</b>	<b>\$8,660,915</b>	<b>\$98,769,072</b>	<b>\$99,139,245</b>	<b>90.9%</b>	<b>\$(370,173)</b>
<b>Travel</b>	<b>\$575,413</b>	<b>\$276,203</b>	<b>\$851,616</b>	<b>\$886,439</b>	<b>64.9%</b>	<b>-\$34,823</b>
Operating Services	11,456,222	2,872,790	14,329,012	14,528,949	78.9%	-\$199,937
Supplies	1,157,532	404,738	1,562,270	1,750,213	66.1%	(187,943)
<b>Total Operating Expenses</b>	<b>\$12,613,754</b>	<b>\$3,277,528</b>	<b>\$15,891,282</b>	<b>\$16,279,162</b>	<b>77.5%</b>	<b>\$(387,880)</b>
Professional Services	1,741,239	484,035	2,225,274	1,978,821	88.0%	246,453
Other Charges	1,996,991	3,688,361	5,685,352	6,259,590	31.9%	(574,238)
Debt Services						
Interagency Transfers	5,993,876	569,292	6,563,168	6,558,976	91.4%	4,192
<b>Total Other Charges</b>	<b>\$9,732,107</b>	<b>\$4,741,687</b>	<b>\$14,473,794</b>	<b>\$14,797,387</b>	<b>65.8%</b>	<b>\$(323,593)</b>
General Acquisitions	452,563	43,373	495,937	470,296	96.2%	25,641
Library Acquisitions	337,902	89,086	426,988	437,649	77.2%	(10,661)
Major Repairs	100,000	0	100,000	100,000	100.0%	0
<b>Total Acquist. &amp; Major Repairs</b>	<b>\$890,465</b>	<b>\$132,459</b>	<b>\$1,022,924</b>	<b>\$1,007,945</b>	<b>88.3%</b>	<b>\$14,979</b>
<b>Scholarships</b>	<b>\$5,934,405</b>	<b>\$95,792</b>	<b>\$6,030,197</b>	<b>\$6,003,239</b>	<b>98.9%</b>	<b>\$26,958</b>
<b>Total Expenditures</b>	<b>\$119,854,302</b>	<b>\$17,184,585</b>	<b>\$137,038,886</b>	<b>\$138,113,417</b>	<b>86.8%</b>	<b>\$(1,074,531)</b>

**Southern University Board and System Administration**  
**Comparison of Actual Expenditures to Budgeted Amounts**  
**For Fiscal Year Ending June 30, 2017**  
**As of May 31, 2017**

	Actual as of 5/31/2017	Projected	Total FY 2016-17	Budget as of 4/30/2017	Actual as % of Budget	Over (Under) Budget
<b>Revenues</b>						
General Fund Direct	\$2,910,717	\$-00	\$2,910,717	\$2,910,717	100.0%	\$-00
Statutory Dedicated						
Funds Due To/ From Mgmt						
Federal						
<b>Self Generated</b>						
Tuition - Fall 2016						
Tuition - Spring 2017						
Tuition - Summer						
Out-of-State Fees						
Other						
InterAgency Transfer						
<b>Total Revenues</b>	<b>\$2,910,717</b>	<b>\$-00</b>	<b>\$2,910,717</b>	<b>\$2,910,717</b>	<b>100.0%</b>	<b>\$-00</b>
<b>Expenditures by Object</b>						
Salaries	\$982,167	\$182,805	\$1,164,972	\$1,164,972	84.3%	0
Other Compensation	47,667	\$4,333	52,000	52,000	91.7%	0
Related Benefits	301,426	\$317,329	618,755	618,755	48.7%	0
<b>Total Personal Services</b>	<b>\$1,331,260</b>	<b>\$504,467</b>	<b>\$1,835,727</b>	<b>\$1,835,727</b>	<b>72.5%</b>	<b>\$-00</b>
<b>Travel</b>	<b>\$85,468</b>	<b>\$73,532</b>	<b>\$159,000</b>	<b>\$159,000</b>	<b>53.8%</b>	<b>\$-00</b>
Operating Services	137,743	\$98,920	236,663	236,663	58.2%	0
Supplies	32,075	\$51,208	83,283	83,283	38.5%	0
<b>Total Operating Expenses</b>	<b>\$169,818</b>	<b>\$150,128</b>	<b>\$319,946</b>	<b>\$319,946</b>	<b>53.1%</b>	<b>\$-00</b>
Professional Services	5,500	\$60,000	65,500	65,500	8.4%	0
Other Charges	422	\$300,422	300,844	300,844	0.1%	0
Debt Services						
Interagency Transfers			0	0	0.0%	0
<b>Total Other Charges</b>	<b>\$5,922</b>	<b>\$360,422</b>	<b>\$366,344</b>	<b>\$366,344</b>	<b>1.6%</b>	<b>\$-00</b>
General Acquisitions	195,733	\$33,967	229,700	229,700	85.2%	0
Library Acquisitions						
Major Repairs						
<b>Total Acquist. &amp; Major Repairs</b>	<b>195,733</b>	<b>33,967</b>	<b>229,700</b>	<b>229,700</b>	<b>85.2%</b>	<b>\$-00</b>
<b>Scholarships</b>						
<b>Total Expenditures</b>	<b>\$1,788,201</b>	<b>\$1,122,516</b>	<b>\$2,910,717</b>	<b>\$2,910,717</b>	<b>61.4%</b>	<b>\$-00</b>



**Southern University - Baton Rouge**  
**Comparison of Actual Expenditures to Budgeted Amounts**  
**For Fiscal Year Ending June 30, 2017**  
**As of May 31, 2017**

	Actual as of 5/31/2017	Projected	Total FY 2016-17	Budget as of 4/30/2017	Actual as % of Budget	Over (Under) Budget
<b>Revenues</b>						
General Fund Direct	\$20,643,836	\$-00	\$20,643,836	\$20,643,836	100.0%	\$-00
Statutory Dedicated	478,524	1,482,885	1,961,409	1,961,409	24.4%	0
Funds Due From Mgmt or BOR						
Federal						
<b>Self Generated</b>						
Tuition - Fall 2016	18,044,603	364,632	18,409,234	18,726,888	96.4%	(317,654)
Tuition - Spring 2017	16,091,260	209,628	16,300,888	17,469,984	92.1%	(1,169,096)
Tuition - Summer	2,804,573	0	2,804,573	2,367,938	118.4%	436,635
Out-of-State Fees	5,104,103	0	5,104,103	4,810,043	106.1%	294,060
Other	4,930,068	2,295,042	7,225,110	7,225,110	68.2%	0
InterAgency Transfer	3,345,200	315,394	3,660,594	3,660,594	91.4%	0
<b>Total Revenues</b>	<b>\$71,442,168</b>	<b>\$4,667,580</b>	<b>\$76,109,748</b>	<b>\$76,865,802</b>	<b>92.9%</b>	<b>\$(756,054)</b>
<b>Expenditures by Object</b>						
Salaries	\$34,405,356	\$1,900,126	\$36,305,482	\$36,305,482	94.8%	\$-00
Other Compensation	147,300	66,177	213,477	213,477	69.0%	0
Related Benefits	15,670,679	627,235	16,297,914	17,189,669	91.2%	(891,755)
<b>Total Personal Services</b>	<b>\$50,223,335</b>	<b>\$2,593,539</b>	<b>\$52,816,873</b>	<b>\$53,708,628</b>	<b>93.5%</b>	<b>\$(891,755)</b>
<b>Travel</b>	<b>\$123,426</b>	<b>\$132,236</b>	<b>\$255,662</b>	<b>\$227,000</b>	<b>54.4%</b>	<b>\$28,662</b>
Operating Services	5,619,429	2,213,713	7,833,142	8,145,724	69.0%	(312,582)
Supplies	753,908	149,710	903,618	901,561	83.6%	2,057
<b>Total Operating Expenses</b>	<b>\$6,373,337</b>	<b>\$2,363,423</b>	<b>\$8,736,760</b>	<b>\$9,047,285</b>	<b>70.4%</b>	<b>\$(310,525)</b>
Professional Services	1,421,067	49,363	1,470,430	1,093,392	130.0%	377,038
Other Charges	850,697	2,639,474	3,490,171	3,490,171	24.4%	0
Debt Services	0	0				
Interagency Transfers	3,188,432	444,844	3,633,276	3,633,276	87.8%	0
<b>Total Other Charges</b>	<b>\$5,460,196</b>	<b>\$3,133,680</b>	<b>\$8,593,877</b>	<b>\$8,216,839</b>	<b>66.5%</b>	<b>\$377,038</b>
General Acquisitions	198,318	123	198,441	43,532	455.6%	154,909
Library Acquisitions	126,800	188	126,988	137,649	92.1%	(10,661)
Major Repairs	0	0				
<b>Total Acquist. &amp; Major Repairs</b>	<b>\$325,117</b>	<b>\$311</b>	<b>\$325,428</b>	<b>\$181,181</b>	<b>179.4%</b>	<b>\$144,247</b>
<b>Scholarships</b>	<b>\$5,321,147</b>	<b>\$60,000</b>	<b>\$5,381,147</b>	<b>\$5,484,869</b>	<b>97.0%</b>	<b>\$(103,722)</b>
<b>Total Expenditures</b>	<b>\$67,826,559</b>	<b>\$8,283,190</b>	<b>\$76,109,748</b>	<b>\$76,865,802</b>	<b>88.2%</b>	<b>\$(756,054)</b>

Southern University Law Center  
Comparison of Actual Expenditures to Budgeted Amounts  
For Fiscal Year Ending June 30, 2017  
As of May 31, 2017

	Actual as of 5/31/2017	Projected	Total FY 2016-17	Budget as of 4/30/2017	Actual as % of Budget	Over (Under) Budget
<b>Revenues</b>						
General Fund Direct	\$3,934,145	\$-00	\$3,934,145	\$3,934,145	100.0%	\$-00
Statutory Dedicated	\$51,613	162,516	214,129	214,129	24.1%	0
Funds Due From Mgmt or BOR						
Federal						
<b>Self Generated</b>						
Tuition - Fall 2016	\$3,085,033		3,085,033	3,385,607	91.1%	(300,574)
Tuition - Spring 2017	\$2,904,486		2,904,486	3,134,362	92.7%	(229,876)
Tuition - Summer	\$690,202		690,202	700,000	98.6%	(9,798)
Out-of-State Fees	\$1,307,098		1,307,098	1,281,494	102.0%	25,604
Other	\$1,327,834		1,327,834	822,384	161.5%	505,450
InterAgency Transfer						
<b>Total Revenues</b>	<b>\$13,300,411</b>	<b>\$162,516</b>	<b>\$13,462,927</b>	<b>\$13,472,121</b>	<b>98.7%</b>	<b>\$(9,194)</b>
<b>Expenditures by Object</b>						
Salaries	\$6,776,655	\$646,863	\$7,423,518	\$7,316,988	92.6%	\$106,530
Other Compensation						
Related Benefits	2,081,827	438,342	2,520,169	2,714,076	76.7%	(193,907)
<b>Total Personal Services</b>	<b>\$8,858,482</b>	<b>\$1,085,205</b>	<b>\$9,943,687</b>	<b>\$10,031,064</b>	<b>88.3%</b>	<b>\$(87,377)</b>
<b>Travel</b>	<b>\$139,185</b>	<b>\$64,809</b>	<b>\$203,994</b>	<b>\$150,000</b>	<b>92.8%</b>	<b>\$53,994</b>
Operating Services	1,588,428	44,669	1,633,097	1,543,729	102.9%	89,368
Supplies	88,235	11,765	100,000	100,000	88.2%	0
<b>Total Operating Expenses</b>	<b>\$1,676,663</b>	<b>\$56,434</b>	<b>\$1,733,097</b>	<b>\$1,643,729</b>	<b>102.0%</b>	<b>\$89,368</b>
Professional Services	135,983	351,734	487,717	605,291	22.5%	(117,574)
Other Charges	135,382	114,441	249,823	249,823	54.2%	0
Debt Services						
Interagency Transfers	218,873	43,341	262,214	262,214	83.5%	0
<b>Total Other Charges</b>	<b>\$490,238</b>	<b>\$509,516</b>	<b>\$999,754</b>	<b>\$1,117,328</b>	<b>43.9%</b>	<b>\$(117,574)</b>
General Acquisitions						
Library Acquisitions	\$211,102	88,898	300,000	300,000	70.4%	0
Major Repairs						
<b>Total Acquist. &amp; Major Repairs</b>	<b>\$211,102</b>	<b>\$88,898</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>70.4%</b>	<b>\$0</b>
<b>Scholarships</b>	<b>\$282,395</b>		<b>\$282,395</b>	<b>\$230,000</b>	<b>122.8%</b>	<b>\$52,395</b>
<b>Total Expenditures</b>	<b>\$11,658,065</b>	<b>\$1,804,862</b>	<b>\$13,462,927</b>	<b>\$13,472,121</b>	<b>86.5%</b>	<b>\$(9,194)</b>

Southern University at New Orleans  
Comparison of Actual Expenditures to Budgeted Amounts  
For Fiscal Year Ending June 30, 2017  
As of May 31, 2017

	Actual as of 5/31/2017	Projected	Total FY 2016-17	Budget as of 4/30/2017	Actual as % of Budget	Over (Under) Budget
<b>Revenues</b>						
General Fund Direct	\$6,497,577		\$6,497,577	\$6,497,577	100.0%	\$-00
Statutory Dedicated	139,526	471,119	610,645	610,645	22.8%	0
Funds Due From Mgmt or BOR			0	0		
Federal			0	0		
<b>Self Generated</b>						
Tuition - Fall 2016	5,891,835		5,891,835	6,234,870	94.5%	(343,035)
Tuition - Spring 2017	5,787,028		5,787,028	5,967,599	97.0%	(180,571)
Tuition - Summer	493,983		493,983	300,000	164.7%	193,983
Out-of-State Fees	710,689		710,689	311,476	228.2%	399,213
Other	267,563	196,827	464,390	840,242	31.8%	(375,852)
InterAgency Transfer						
<b>Total Revenues</b>	<b>\$19,788,201</b>	<b>\$667,946</b>	<b>\$20,456,147</b>	<b>\$20,762,409</b>	<b>95.3%</b>	<b>\$(306,262)</b>
<b>Expenditures by Object</b>						
Salaries	\$10,714,297	\$895,441	\$11,609,738	\$10,922,104	98.1%	687,634
Other Compensation						
Related Benefits	4,479,240	435,126	4,914,366	4,914,366	91.1%	0
<b>Total Personal Services</b>	<b>\$15,193,537</b>	<b>\$1,330,567</b>	<b>16,524,104</b>	<b>15,836,470</b>	<b>95.9%</b>	<b>\$687,634</b>
<b>Travel</b>	<b>\$36,604</b>	<b>\$10,000</b>	<b>46,604</b>	<b>\$151,500</b>	<b>0.0%</b>	<b>\$687,634</b>
Operating Services	\$2,003,704	316,990	2,320,694	2,320,694	86.3%	0
Supplies	154,562	23,938	178,500	368,500	41.9%	\$(190,000)
<b>Total Operating Expenses</b>	<b>\$2,158,266</b>	<b>\$340,928</b>	<b>\$2,499,194</b>	<b>\$2,689,194</b>	<b>80.3%</b>	<b>\$(190,000)</b>
Professional Services	106,284	6,000	112,284	152,000	69.9%	(39,716)
Other Charges	714,043	72,811	786,854	1,361,092	52.5%	(574,238)
Debt Services						
Interagency Transfers	343,777	68,756	412,533	412,533	83.3%	0
<b>Total Other Charges</b>	<b>\$1,164,104</b>	<b>\$147,567</b>	<b>\$1,311,671</b>	<b>\$1,925,625</b>	<b>60.5%</b>	<b>\$(613,954)</b>
General Acquisitions	3,222		3,222	125,000	2.6%	(121,778)
Library Acquisitions						
Major Repairs						
<b>Total Acquist. &amp; Major Repairs</b>	<b>\$3,222</b>	<b>\$0</b>	<b>\$3,222</b>	<b>\$125,000</b>	<b>2.6%</b>	<b>\$(121,778)</b>
<b>Scholarships</b>	<b>\$35,560</b>	<b>\$35,792</b>	<b>\$71,352</b>	<b>\$34,620</b>	<b>102.7%</b>	<b>\$36,732</b>
<b>Total Expenditures</b>	<b>\$18,591,293</b>	<b>\$1,864,854</b>	<b>\$20,456,147</b>	<b>\$20,762,409</b>	<b>89.5%</b>	<b>\$(306,262)</b>

Southern University at Shreveport  
Comparison of Actual Expenditures to Budgeted Amounts  
For Fiscal Year Ending June 30, 2017  
As of May 31, 2017

	Actual as of 10/31/2016	Projected	Total FY 2016-17	Budget as of 4/30/2017	Actual as % of Budget	Over (Under) Budget
<b>Revenues</b>						
General Fund Direct	\$5,622,536	\$-00	\$5,622,536	\$5,622,536	100.0%	\$-00
Statutory Dedicated	51,242	149,416	200,658	200,658	25.5%	0
Funds Due From Mgmt or BOR						
Federal						
<b>Self Generated</b>						
Tuition - Fall 2016	3,677,853	0	3,677,853	3,941,878	93.3%	(264,025)
Tuition - Spring 2017	3,297,860	0	3,297,860	3,740,390	88.2%	(442,530)
Tuition - Summer	617,798	180,000	797,798	270,000	228.8%	527,798
Out-of-State Fees	1,038,070	50,000	1,088,070	900,000	115.3%	188,070
Other	394,236		394,236	406,570	97.0%	(12,334)
InterAgency Transfer						
<b>Total Revenues</b>	<b>\$14,699,595</b>	<b>\$379,416</b>	<b>\$15,079,011</b>	<b>\$15,082,032</b>	<b>97.5%</b>	<b>\$(3,021)</b>
<b>Expenditures by Object</b>						
Salaries	\$6,673,081	\$1,352,214	\$8,025,295	\$8,100,400	82.4%	\$(75,105)
Other Compensation						
Related Benefits	2,858,992	434,035	3,293,027	3,296,597	86.7%	(3,570)
<b>Total Personal Services</b>	<b>\$9,532,073</b>	<b>\$1,786,249</b>	<b>\$11,318,322</b>	<b>\$11,396,997</b>	<b>83.6%</b>	<b>\$(78,675)</b>
<b>Travel</b>	<b>\$28,117</b>	<b>\$3,000</b>	<b>\$31,117</b>	<b>\$43,700</b>	<b>64.3%</b>	<b>-\$12,583</b>
Operating Services	1,724,883	8,958	1,733,841	1,710,564	100.8%	23,277
Supplies	43,428	137,053	180,481	180,481	24.1%	0
<b>Total Operating Expenses</b>	<b>\$1,768,311</b>	<b>\$146,011</b>	<b>\$1,914,322</b>	<b>\$1,891,045</b>	<b>93.5%</b>	<b>\$23,277</b>
Professional Services	67,705	0	67,705	41,000	165.1%	26,705
Other Charges	286,947	390,835	677,782	677,782	42.3%	0
Debt Services			0	0	0.0%	0
Interagency Transfers	777,700	0	777,700	773,508	101%	4,192
<b>Total Other Charges</b>	<b>\$1,132,352</b>	<b>\$390,835</b>	<b>\$1,523,187</b>	<b>\$1,492,290</b>	<b>75.9%</b>	<b>\$30,897</b>
General Acquisitions	510	0	510	8,000	6.4%	(7,490)
Library Acquisitions						
Major Repairs						
<b>Total Acquist. &amp; Major Repairs</b>	<b>\$510</b>	<b>\$-00</b>	<b>\$510</b>	<b>\$8,000</b>	<b>6.4%</b>	<b>\$(7,490)</b>
<b>Scholarships</b>	<b>\$291,553</b>	<b>\$-00</b>	<b>\$291,553</b>	<b>\$250,000</b>	<b>116.6%</b>	<b>\$41,553</b>
<b>Total Expenditures</b>	<b>\$12,752,916</b>	<b>\$2,326,095</b>	<b>\$15,079,011</b>	<b>\$15,082,032</b>	<b>84.6%</b>	<b>\$(3,021)</b>

Southern University Agricultural Research and Extension Center  
Comparison of Actual Expenditures to Budgeted Amounts  
For Fiscal Year Ending June 30, 2017  
As of May 31, 2017

	Actual as of 5/31/2017	Projected	Total FY 2016-17	Budget as of 4/30/2017	Actual as % of Budget	Over (Under) Budget
<b>Revenues</b>						
General Fund Direct	\$3,387,352	\$-00	\$3,387,352	\$3,387,352	100.0%	\$-00
Statutory Dedicated	316,899	1,661,876	\$1,978,775	1,978,775	16.0%	0
Funds Due From Mgmt or BOR						0
Federal	1,822,756	1,831,453	\$3,654,209	3,654,209	49.9%	0
<b>Self Generated</b>						
Tuition - Fall 2016						
Tuition - Spring 2017						
Tuition - Summer						
Out-of-State Fees						
Other						
InterAgency Transfer						
<b>Total Revenues</b>	<b>\$5,527,007</b>	<b>\$3,493,329</b>	<b>\$9,020,336</b>	<b>\$9,020,336</b>	<b>61.3%</b>	<b>\$0</b>
<b>Expenditures by Object</b>						
Salaries	\$3,566,924	\$751,816	\$4,318,740	\$4,318,740	82.6%	0
Other Compensation	45,667	\$7,833	\$53,500	53,500	85.4%	0
Related Benefits	1,356,880	\$601,239	\$1,958,119	1,958,119	69.3%	0
<b>Total Personal Services</b>	<b>\$4,969,471</b>	<b>\$1,360,888</b>	<b>\$6,330,359</b>	<b>6,330,359</b>	<b>78.5%</b>	<b>\$0</b>
<b>Travel</b>	<b>\$162,613</b>	<b>\$(7,374)</b>	<b>\$155,239</b>	<b>\$155,239</b>	<b>104.8%</b>	<b>0</b>
Operating Services	382,036	\$189,539	571,575	571,575	66.8%	0
Supplies	85,323	\$31,065	116,388	116,388	73.3%	0
<b>Total Operating Expenses</b>	<b>\$467,359</b>	<b>\$220,604</b>	<b>\$687,963</b>	<b>\$687,963</b>	<b>67.9%</b>	<b>\$0</b>
Professional Services	4,700	\$16,938	\$21,638	21,638	21.7%	0
Other Charges	9,500	\$170,378	\$179,878	179,878	5.3%	0
Debt Services						
Interagency Transfers	1,465,094	\$12,351	\$1,477,445	1,477,445	99.2%	0
<b>Total Other Charges</b>	<b>\$1,479,294</b>	<b>\$199,667</b>	<b>\$1,678,961</b>	<b>\$1,678,961</b>	<b>88.1%</b>	<b>\$0</b>
General Acquisitions	54,780	\$9,284	\$64,064	64,064	85.5%	0
Library Acquisitions						
Major Repairs	100,000		\$100,000	100,000	100.0%	0
<b>Total Acquist. &amp; Major Repairs</b>	<b>\$154,780</b>	<b>\$9,284</b>	<b>\$164,064</b>	<b>\$164,064</b>	<b>94.3%</b>	<b>\$0</b>
<b>Scholarships</b>	<b>\$3,750</b>	<b>\$-00</b>	<b>\$3,750</b>	<b>\$3,750</b>	<b>100.0%</b>	<b>\$0</b>
<b>Total Expenditures</b>	<b>\$7,237,268</b>	<b>\$1,783,068</b>	<b>\$9,020,336</b>	<b>\$9,020,336</b>	<b>80.2%</b>	<b>\$0</b>

# Personnel Affairs Committee

# PERSONNEL AFFAIRS COMMITTEE

*(Following the Finance Committee)*

**Friday, June 16, 2017**

Conference Center

Southern University and A&M College at New Orleans

New Orleans, Louisiana

## AGENDA

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

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

<b>Name</b>	<b>Position/Campus</b>	<b>Salary</b>
<b>NEW APPOINTMENTS</b>		
1. Evelyn Harrell	Dean, Arts & Science/Director, ABCP Program/Tenured Professor, SUNO	<b>\$ 88,620</b>
2. Rebecca Chaisson	Dean of Social Work/Associate Professor New Appointment, SUNO (Executive Session may be required)	<b>\$ 85,000</b>
3. Susan Nelson	Director, External Affairs SULC	<b>\$ 84,975</b>
4. Tavares Walker	Director, Office of Career Services and Title IX Coordinator SULC	<b>\$ 84,000</b>
5. Stephanie Rogers	Chief Advancement Officer SUSLA	<b>\$ 70,000</b>
6. Sanjay Palle	Network Database Administrator/Web Specialist SUAREC	<b>\$ 62,400</b>

6. Informational Item
  - A. Personnel Action Items Not Requiring Board Approval
7. Other Business
8. Adjournment

## MEMBERS

Atty. Patrick Magee—Chair, Rev. Joe R. Gant, Jr.—Vice Chair, Atty. Tony Clayton,  
Dr. Curman L. Gaines, Rev. Donald R. Henry, Dr. Leon R. Tarver II,  
Mrs. Ann A. Smith- Ex Officio

JOB CLASS				
JOB CODE				
CAL ID				

**SOUTHERN UNIVERSITY SYSTEM**

**Personnel Action Form**

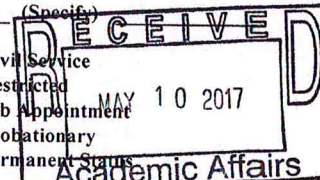
POSITION NUMBER	4	M	9	9	8	3
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CAMPUS: SUS  SUBR  SULAC  SUAREC  SUNO  SUSLA

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

Academic  Non-Academic  
 Temporary  Part-time (  % of Full Time)  
 Tenured  Undergraduate Student  
 Tenured Track  Graduate Assistant  
 Other (Specify)  Retiree Return To Work

Civil Service  
 Restricted  
 Job Appointment  
 Probationary  
 Permanent Status



Previous Employee Dr. Lisa Mims-Devezin Reason Left Appointed Chancellor  
 Date Left June 30, 2016 Salary Paid \$88,620.00

**Profile of Person Recommended**

Length of Employment 07/01/2017 To 06/30/2018  
 Effective Date 07/01/2017

Name Dr. Evelyn B. Harrell SS# xxx-xx-0220 Sex Female Race\* B  
 (Last 4 digits only)

Position Title: Dean/Tenured Professor Department: College of Arts & Sciences

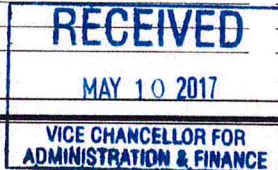
Check One  Existing Position \*Visa Type (See Reverse Side):   
 New Position Expiration Date: \_\_\_\_\_

(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 14 Southern University Experience 14

Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:  
BSW Southern University at New Orleans 1977  
MSW Tulane University 1978  
Ph. D. Tulane University 2008

Current Employer Southern University at New Orleans



**Personnel Action**

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

Recommended Salary \$88,620.00 Salary Budgeted \$88,620.00

Source of Funds State

Identify Budget: General Location 411001-42410-61002-44100  
 Form Code: BOR-10 Page 10 Item # 347

Change of: POS 81 YAM  
 Position Interim Dean, A&S, Director ABCP Dean, A&S/Director, ABCP Program  
 Status Professor, Tenured 12 month Professor, Tenured 12 month  
 Salary Adjustment \$88,620 \$88,620

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

Source of Funds	Amount
41001-42410-61002-44100	\$88,620.00

\*See Reverse Side

Comments: (Use back of form)

\*See Reverse Side

Graduate School signature (if, applicable):

Supervisor [Signature] Date 05-10-17  
 Vice Chancellor [Signature] Date 05-10-17  
 Director/Personnel [Signature] Date 05-11-17  
 President [Signature] Date 6-6-17

Dean/Unit Head [Signature] Date 05-10-17  
 Chancellor [Signature] Date 5/23/17  
 Vice President/Finance [Signature] Date \_\_\_\_\_  
 Business Affairs/Comptroller \_\_\_\_\_

Chairman/S.U. Board of Supervisors \_\_\_\_\_ Date \_\_\_\_\_

BUDGET OFFICER  
 DATE: 5-15-2017



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. Harrell is being recommended as Dean of Arts & Sciences on a 12-month salary of \$88,620.00


**EMPLOYEE REGULAR WORK SCHEDULE:** Monday-Friday 8am-5pm  
**EMPLOYEE DIRECT SUPERVISOR:** Dr. David Adegboye  
**SUPERVISOR/DEPARTMENT CONTACT NUMBER** 504-286-5381  
**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):**

TYPE	CODE	EXPIRES
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)

## **Curriculum Vitae**

**EVELYN B. HARRELL**  
**PHD, M.S.W., L.C.S.W., L.A.C.**

**ADDRESS:** 4937 Gawain Drive  
New Orleans, La. 70127  
(W) (504) 286-5234  
(H) (504) 243-6620  
E-mail: eharrel@suno.edu

### **PROFESSIONAL SPECIALIZATION**

Interdisciplinary faculty member with a productive integration of clinical, research, management, supervisory, administrative, program and curriculum development skills concentrated in substance abuse, social work, community development, disaster preparedness and policy content areas effectively focused in an educational environment.

### **EDUCATION**

Tulane University, New Orleans, La., Ph. D, May 2008  
Tulane University, New Orleans, La., M.S.W., December 1978  
Southern University, New Orleans, La., B.S.W., May 1977  
National Black Alcoholism and Addiction Institute, Atlanta, Georgia, May 1992

### **WORK HISTORY**

Professor/Interim Dean/Director	Southern University at New Orleans (2016-Present)
Associate Professor/Director	Southern University at New Orleans (2008-2016)
Assistant Professor/Director	Southern University at New Orleans (2003-2008)
Assistant Clinical Professor	Tulane University School of Social Work (2000-2003)
Assistant Professor	Southern University at New Orleans (1990-2000)
Adjunct Professor	Tulane University School of Social Work (1996-1999)
Research Associate	Tulane School of Social Work (1996-1999)
Coordinator	WE CARE Project of CAP (1996-1997)
Coordinator	Covenant House Addictions Management Program (1989-90)
ADA Social Worker III	Jefferson Alcohol and Drug Abuse Clinic (1984-1989)
Social Work Supervisor I	Office of Human Development (1981-1984)
Social Worker III	
Caseworker III	Youth Study Center (1979-1981)

### **LICENSES AND CERTIFICATIONS**

**Licensed Clinical Social Worker,**  
License #1589 (since 1981)  
**Licensed Addictions Counselor,**  
License #228 (since 1989)

### **TEACHING AREAS**

#### **Substance Abuse Training Program (Undergraduate Courses)**

Introduction to Substance Abuse (215)  
Alcoholism: the Disease Concept (228)  
Community Drug and Alcohol Programs (316)  
Special Populations (318)

Behavioral Addictions (321) on ground and online  
Internship (425)  
Practicum and Field Training (426)  
Techniques on Intervention and Treatment (429)  
Substance Abuse Seminar-Special Topics (427)  
Applied Drug and Alcohol Counseling Theory (325)  
Wellness: Lifestyle for Professional (450)  
Dually-Diagnosed Substance Abusing Clients (326) on ground and online  
Drug and Alcohol Counseling Theory (310) on ground and online  
Seminar for Majors (494)  
Drug and Alcohol Counseling in Industry and Business (435)  
Substance Abuse Prevention Specialist (447)

**Tulane School of Social Work (Graduate Courses)**

Cross Cultural Issues in Social Work Practice (705)  
Foundations of Policy Practice (723)  
Skill Building for Professional Practice (799)  
Generalist Practice (700)  
Child and Adolescent Development (HBSE, 750)  
Social Work Practice with Individuals (703)  
Relationship Centered Methods for Community Practice I (731)  
Relationship Centered Methods for Community Practice II (732)

**MANAGEMENT, ADMINISTRATIVE AND SUPERVISORY EXPERIENCIES**

**Southern University At New Orleans:** Interim Dean of the College of Arts and Sciences responsible for administrative leadership and coordination of 3 chairpersons, and four directors with approximately 60 faculty members, 12 academic programs/disciplines, and Director of Addictive Behaviors Counseling and Prevention Program, College of Arts and Sciences SACS liaison, HBCU Substance Abuse Consortium Campus Representative, former member of the Faculty Senate Executive Committee and Senator a, Faculty Status Committee Chair; Retention, Promotion, and Tenure Committees, Assistant Graduation Marshall, Search Committees: General Studies, School of Social Work, Sociology; Criminal Justice, Psychology, Social Work; Arts and Humanities, & Student Development; Campus Workforce Development Committee, Students for the Prevention of Substance Abuse (SPESA) Club, Vice-President Faculty Senate- September, 1993- August, 1994, Secretary Faculty Senate, Faculty Senator (2014 –present) and Social Sciences departmental secretary (1990-1994).

**Tulane University School of Social Work:** Coordinator for federally funded grant responsible for faculty initiatives, budgeting, grant writing, request for proposals for pilot projects in substance abuse, parenting, domestic violence, information and referral and eco-mapping, planning of weekly and monthly strategic planning and HUD review panel meetings and community liaisons.

**Covenant House:** Program Coordinator responsible for program development and budgeting, curriculum development, staff training and supervision, field instruction for undergraduate and graduate programs for Southern, Tulane and Xavier Universities,

case review consultant, SAAW network, speakers' bureau, policy planning and evaluation.

**Office of Human Development** (Office of Community Services): Supervised 5-8 Bachelor and Masters level employees responsible for formulating, implementing and monitoring multidisciplinary treatment plans for court review

### **RESEARCH INTERESTS AND RESPONSIBILITIES**

**Tulane School of Social Work:** Research Associate for Networks of Volunteer Organizations in Disaster Social Service Delivery (a project funded by the Louisiana Board of Regents Support Fund) responsible for instrumentation development, data collection (quantitative [SPSS] and qualitative), analysis, report writing and presentations.

Research Assistant: Development of instrumentation for program evaluation for Odyssey House New Orleans (residential substance abuse program)

Dissertation: The Religious and Spiritual Values that Motivate Older African-American Women to Volunteer in their Communities

### **CLINICAL EXPERTISE**

**Jefferson Substance Abuse Clinic:** Individual, Family, Couple Psychotherapy, Voluntary and Non-voluntary Groups, Psychosocial Evaluations, Consultation, Staffing, Court Testimony, Community Based Prevention and Education, Information and Referral, Women's Program and Outreach Services.

**Covenant House:** Substance abuse assessment, didactic, support, and recreational groups.

**Youth Study Center:** Diagnostic evaluation of delinquent youths and their families, Individual and group counseling, in-service training for paraprofessionals, court reports.

### **PUBLICATIONS**

Lewis, J. S., & Harrell, E.B. (2012, 2<sup>nd</sup> Edition). Older adults. In R. Greene (Ed.), Resiliency: An integrated approach to practice, policy and research. (pp.335-351). Washington, D.C.: NASW Press.

Harrell, E., (2009). Substance Abuse Prevention. Southern University at New Orleans Universities Rebuilding America Partnerships, U.S. Department of Housing & Urban Development, George Amedee, Ph.D., Project Director

Zakour, M. J., & Harrell, E.B. (2003). Access to disaster services: social work interventions for vulnerable populations. Journal of Social Service Research. Vol. 30 Issue 2, p27-54

Harrell, E. (2003). "Case Management Exercises" book review. Wadsworth Publishing.

Lewis, J. S., & Harrell, E.B. (2002). Older adults. In R. Greene (Ed.), *Resiliency: An integrated approach to practice, policy and research*. (pp.277-292). Washington, D.C.: NASW Press.

Harrell, E. & Zakour, M. (2000). Including informal organizations in disaster planning: Development of a range of type measure. In M. J. Zakour (Ed.), *Disaster and traumatic stress research and intervention (Tulane Studies in Social Welfare, Vols. XXI-XXII)*, pp. 61-84). New Orleans, LA: Tulane University, School of Social Work

Kreutziger, S., Ager, R., Harrell, E. & Wright, J. (1999). The campus affiliates program: Universities respond to troubled times. *American Behavioral Scientist*, *42*(5), 827-839.

#### **GRANTS**

2016-17 Co-PI with Travis Johnson (PI) African American Male Internship Mentoring Program: My Brother's Keeper Project; HBCU CFE: Behavioral Health Capacity Expansion Mini-Grant, \$7500.

2013-14 Behavioral Health Careers Matter: Education, Internships, and Networking Experiences; HBCU CFE: Behavioral Health Capacity Expansion Mini-Grant, \$7500.

Youngblood, Y., Mims-Devezin, L. R., Harrell, E., Numbere, T., AAUP's Preparing Critical Faculty for the Future. (AAUP) (\$8000). 2012-2014

2010-11 Strengthening Behavioral Health Career Options through Internship Experiences; HBCU CFE: Behavioral Health Capacity Expansion Mini-Grant, \$10,000

#### **CONFERENCE/WORKSHOP PRESENTATIONS**

"Educating our Youth: Promoting Excellence Through Community Outreach", Guest Speaker Black History Month Luncheon, United States Coast Guard, N. O. LA.

"Learning from the Past, Leading for the Future", Panelist 2017 National HBCU Behavioral Health Awareness Day, Webcast; February 23, 2017 HBCU-CFE, Morehouse College,

"God Is Able: Period of Pentecost Modules", March 28 – May 9, 2016 Weekly, Jefferson, Louisiana

"Seeking A Heart of Wisdom", First Zion Baptist Church Women of Temperance Spring Conference, April 9, 2016

"Advocating for Youth Impacted by Drug Use: A Transgenerational Approach" March 4, 2016 School of Social Work Title 4E Child Welfare Youth Advocacy Conference New Orleans, Louisiana

"Staying Alert" , Older Adults Still in Service (OASIS) Suburban Baptist Annual Church Prayer Breakfast, June 6, 2015, New Orleans, Louisiana.

"Habits of a Healthy Mind Lead to Healthy Christian Living", First Zion Baptist Church

Women of Temperance Spring Conference, April 11, 2015; Jefferson, Louisiana”

“Embracing a Lifestyle of Love in Action”, Dillon Hill COGIC, Valentine Banquet, February 21, 2015; Tylertown, Mississippi

“By Whose Standards are You Conducting Yourself?” Women’s Day Dillon Hill Church of God in Christ, May 4, 2014, Tylertown, Mississippi

“The Role of Spirituality in the Recovery and Treatment Process”. New Orleans Addiction Professionals Association, January 25, 2014

“Growing in Faith”, Women of Temperance Spring Workshop, First Zion Baptist Church, April 12, 2014, Jefferson, Louisiana

”Growing In Spiritual Discipline By Revering In The Word Of God”. Women of Temperance Spring Conference, April 13, 2013

“Ethics: Values and Principles for Professional Practice”, New Orleans Association of Black Social Workers, June 29, 2012, New Orleans, LA.

“Ethics 101: Principles Before Personalities” New Orleans Addiction Professionals Association, August 27, 2011

“The Power of Christian Women’s Prayers Reaching Heaven in 2011”, First Zion Baptist Church Women’s Day, October, 2011.

“Guidelines for Clinical Supervision for Addiction Counselors”, Southern University at New Orleans, 2010

“Providing for Older Adults in the Aftermath of Katrina”, AFTA Meeting, June, 2009 New Orleans, LA.

“Training our Children, Dillon Hill COGIC, Tylertown, Mississippi, 2007.

“Substance Abuse in the Aftermath of Hurricane Katrina” “SUNO ROUNDTABLE ON HURRICANE KATRINA” February 16, 2006

Motivational Enhancement Therapy Trainer of Trainees Workshop, November, 2002: March, 2003, New Orleans, Louisiana, Sponsored by New Orleans Practice Improvement Collaborative.

Harrell, E. & Zakour, M. “Including Informal Organizations in Disaster Planning: Development of a Range-of-Type Measure. Council on Social Work Education, Annual National Conference, (March, 1999).

Zakour, M. & Harrell, E. “Assessing and Improving Service Provision for Under-Served Populations in Disasters”, Council on Social Work Education, Annual National Conference, (March, 1999).

Kreutziger, S., Ager, R. & Harrell, E. “The Campus Affiliates Program: A University’s

Response to Troubled Times”, Council on Social Work Education, Annual National Conference, (March, 1999).

Chaisson, R., Harrell, E., & Lopez, L. “Transforming Social Work Education”, LA. NASW Annual Meeting, (January, 1995).

Harrell, E. “The Role of Spirituality in the Recovery Process”, Tulane School of Social Work Conference on Addictions, (February, 1995).

#### **COMMUNITY SERVICE TO UNIVERSITY**

##### **Southern University at New Orleans**

Restructuring of Substance Abuse Counseling Program (SACP) to Addictive Behaviors Counseling and Prevention (ABCP) Program University Bookstore Committee, Merit Pay Committee, University Honors Day Committee, Faculty Awards Committee, NCATE Field Experiences Committee, Health Information Systems Program Development Committee, Co-Advisor for SPESA club, Senator College of Arts and Social Sciences, Admissions and Retention Standing Committee convener and member, Retrenchment Committee member, Ad Hoc Grievance Committee member, Drug-Free Workplace Committee member, Faculty Search Committee member, advisement for 100+ Substance Abuse majors, and Grant Writing.

##### **Tulane University**

Admissions and Retention Committee  
Curriculum Renewal Project

#### **AWARDS AND ACTIVITIES**

Hosted 2015 Trailblazing Class of ABCP Program Graduation Ceremony, May 2015  
Addictive Behaviors Counseling and Prevention (ABCP) Program Reaffirmation Self Study, 2014

Substance Abuse Counseling Program Reaffirmation Self-Study of BS Program, 2009  
Substance Abuse Counseling Program Reaffirmation Self-Study of AA Program, 2009  
New Orleans Addiction Professional Association  
Council of Social Work Education (CSWE) Fellow  
Odyssey House Board Member & Friends of Odyssey House member  
Center for Lifelong Learning Tulane School of Social Work Advisory Board member  
Substance Abuse Mental Health Service Alliance (SAMHSA) Grant Reviewer  
Substance Abuse Mental Health Service Administration (SAMHSA) Grant Reviewer  
President of Women of Temperance, First Zion Baptist Church, 2008-Present  
Chairperson Homecoming Committee, First Zion Baptist Church, 1988-Present  
Trustee Board, First Zion Baptist Church, 1990- 2013  
Charter Revision Committee, Secretary, First Zion Baptist Church, 2011-2013.

#### **REFERENCES**

Available upon request

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)

Academic  Non-Academic  
 Temporary  Part-Time ( % of Full Time)  
 Tenured  Undergraduate Student  
 Tenured Track  Graduate Assistant  
 Other (Specify)  Retiree Return To Work

Previous Employee Dr. Ronald Mancoske Reason Left Retired  
Date Left 06-30-17 Salary Paid \$85,000.00

RECEIVED  
MAY 10 10:10 AM '17  
Office of the Chancellor  
RECEIVED  
2017 MAY 16 AM 11:22  
PRESIDENTIAL OFFICE OF THE SOUTHERN UNIVERSITY SYSTEM

**Profile of Person Recommended**

Length of Employment 07-01-2017 To 06-30-2018  
Effective Date 07-01-2017

Name Dr. Rebecca Chaisson SS# xxx-xx-7659 Sex Female Race\* Black  
Position Title: Associate Professor/Dean of Social Work Department: School of Social Work

Check One  Existing Position  New Position \*Visa Type (See Reverse Side): US  
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 29 Southern University Experience 5

Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:  
Ph.D. Social Work Tulane University 1998  
MSW Social Work Tulane University 1997  
BS Biology Xavier University 1993

Current Employer Southern University at New Orleans

RECEIVED  
MAY 09 2017  
VICE CHANCELLOR FOR ADMINISTRATION & FINANCE

**Personnel Action**

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

Recommended Salary \$85,000.00 Salary Budgeted \$85,000.00

Source of Funds State

Identify Budget: Form Code: General BoR-10 Page 10 Location Item # 355

Change of: Position Associate Professor From To Dean, School of Social Work  
Status Associate Professor Tenure Associate Professor  
Salary Adjustment \$52,000.00 \$85,000.00

**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
411001-42620	\$52,000.00

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

Supervisor [Signature] 05-02-17 Date  
Dean/Unit Head [Signature] 05-02-17 Date  
Vice Chancellor [Signature] 05-02-17 Date  
Chancellor [Signature] 5/3/17 Date  
Director/Personnel [Signature] 05-09-17 Date  
Vice President/Finance [Signature] 6-6-17 Date  
Business Affairs/Comptroller  
President [Signature] 6-6-17 Date  
Chairman/S.U. Board Of Supervisor

BUDGET OFFICER: [Signature]  
DATE: 5-10-17  
05-10-2017



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

**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 recognitions.

**COMMENTS:** 12-month position

**EMPLOYEE REGULAR WORK SCHEDULE:** 8:00 a.m.-5:00 p.m. Mon-Fri;

**EMPLOYEE DIRECT SUPERVISOR:** Dr. David S. Adegboye

**NUMBER OF EMPLOYEES SUPERVISED, (if any)** 14.

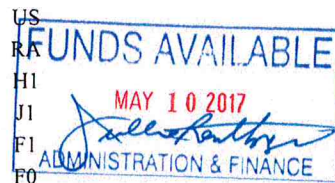
**HR USE ONLY:** STATUS (circle one): EXEMPT NON-EXEMPT

**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>CODES</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)
- \_\_\_\_\_ Pre-Employment Application Form (Civil Service Application for classified employees)
- \_\_\_\_\_ Supervisory Criminal/Background Check Forms and Authority to Release (signed by employee)
- \_\_\_\_\_ Exemptions Survey Form
- \_\_\_\_\_ Proposed Employee Appointment
- \_\_\_\_\_ Proposed Employee Clearance
- \_\_\_\_\_ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

**Name** Rebecca A. Chaisson

**Address** Southern University at New Orleans  
6400 Press Drive  
New Orleans, LA 70126

Telephone:  
Cell: (504) 452-2556  
Work: (504) 284-5469  
e-mail: rchaisson@suno.edu

**Education** Ph.D. Tulane University School of Social Work. New Orleans, LA.  
  
MSW. Specialty in mental health. Tulane University School of Social Work. New Orleans, LA 70118.  
  
BS in Biology. Department of Biology. Xavier University. New Orleans, LA 70125.

**Certificates/Licenses:**  
Licensed Clinical Social Worker (LCSW). State of Louisiana.

**Academic Honors and Awards:**  
Fellowship. Awarded by the Council of Social Work Education  
National Institute of Mental Health Award  
Fellowship. National Institute of Mental Health  
Reader's Digest Scholarship

**Professional Experience:**

1985-present Private practice in psychotherapy, counseling, consulting, death penalty mitigation.

1995-1998 Program Coordinator. The Porter-Cason Institute. Tulane University School of Social work. New Orleans, LA 70118  
  
Developed and coordinated activities that support innovative social work education. Developed brochures, coordinated faculty development activities. Conducted focus groups.

1991-1992 Executive Director. Metropolitan Area Committee Education Fund. 210 Baronne St. 1148 FNBC Bldg. New Orleans, LA 70112.

Coordinate programs that support public education, i.e. “partnerships in education”; mini grants for teachers, math collaborative, community awareness, etc. Develop and implement innovative programs in the private sector that support public education in the New Orleans Public School district.

- 1987-1991      Coordinator. Orleans Parish Drug Free Schools and Communities Act Program. New Orleans Public School District. 3510 Gen. DeGaulle. New Orleans, LA 70114.
- Supervise staff of twenty people. Develop and implement budget, grants, age-appropriate educational programs for public and non-public schools: K–12 grades, drug prevention programs for parents and community groups, coordinate school, community, church, and business substance abuse prevention efforts.
- 1987            Social Services Coordinator. Sickle Cell Center of Southern Louisiana. Tulane Medical Center. 1430 Tulane Ave. New Orleans, LA 70130.
- Administrative management of psycho-social services. Coordinate psycho-social, medical and educational services. Program development. Crisis intervention services for sickle cell patients.
- 1983-1987      Program Manager. Drug-After Care Program. Family Service of Greater New Orleans. 2515 Canal St. New Orleans, LA 70116.
- Administrative management of federally funded contract (Bureau of Prisons). Supervision of MSW staff. Case consultation with halfway houses, U.S. probation and parole. Coordination of drug abuse treatment services for clients. Clinical casework with substance abusers. Community education programs.
- 1978-1987      Clinical Social Worker. Drug-After Care Program. Family Service of Greater New Orleans. 2515 Canal St. New Orleans, LA 70116
- Provide individual, family, and group psychotherapy for clients. Intake, treatment planning, and evaluation of clients. Referrals, home visits, and court appearances.

### **Academic Experience:**

Jan 7, 2015  
Present      Associate Professor (tenured 7/16), Southern University at New Orleans,  
School of Social Work

2017

May 15,

- August 2013-  
Dec. 2014 Assistant Professor, Southern University at New Orleans- School of Social Work
- July 1, 2006-  
June 30, 2013 Assistant Professor- Tulane University School of Social Work
- August 2006 – Interim Director- Institute for the Study of Race & Poverty (2006-December 2008) Tulane University
- July 1, 2003 –  
June 30, 2006 Clinical Assistant Professor – Tulane University School of Social Work. New Orleans, LA. 70118.
- 1999–2003 Assistant Professor. School of Social Work. Louisiana State University. Baton Rouge, LA.
- 1992-1999 Assistant Professor and Coordinator. Program in Substance Abuse. Department of Social Sciences. Southern University at New Orleans. New Orleans, LA 70126
- 1991-1993 Instructor. Northwestern University (Natchitoches, LA). Summer Institute in Substance Abuse.
- 1985, 1986 Guest Lecturer. Department of Sociology/Social Work. Xavier University. New Orleans, LA 70125.
- Training** National Trainer: Project Alert- Social Learning Theory based curriculum for K-12 teachers.  
Foster Parent training on-site and on-line– Substance abuse, adoption, Diversity training- Orleans, Terrebonne, Lafourche parishes  
Community Mobilization Training – 9<sup>th</sup> Ward – New Orleans

**Courses Taught:**

Theory/Practice of Counseling  
Other Addictions  
Wellness: Relapse Prevention  
Special Populations and Addictions  
Program Development  
Multicultural Issues and Addiction  
Adolescents and Substance Abuse  
Contemporary Family Practice  
Addictive Disorders and Women  
Drug/Alcohol Abuse: Treatment & Policy  
Diversity and Oppression  
Advanced Direct Practice  
Practice II

May 15,

2017

Advanced Methods III (Macro Practice- Policy)  
 Social Welfare History and Policy (Course Coordinator)  
 SW3900 -Betrayal of the Media: Unpacking the matrix of Race, class,  
 gender, and sexual orientation privilege.  
 Diversity and Social Justice  
 Theories of Change (Course Coordinator)  
 Integrated Media, Facebooking, you tubing and social work practice  
 Direct Service II  
 Field Seminar III & IV

**Papers, Presentations, and Panel Discussions**

**Peer reviewed**

- 2016 “Bringing the Death Row Inmate to Life: Using Genograms  
 National Association of Forensic Social Work, New Orleans, LA. June  
 2016.
- 2016 Forensic Social Work: Dismantling an Unjust Justice System. National  
 Association of Black Social Workers New Orleans, LA. April 2016
- 2016 “Empirical Challenges of Deepening Democracy: Reflections on Gender  
 and Power” Law and Society Conference, New Orleans, LA. June 2016.
- 2015 Women as Knowledge Architects: Indigenous Philanthropy in Oguta &  
 New Orleans. Law & Society Conference. Seattle, WA. June 2015
- 2011 Employing Core Competencies as a framework for service learning in  
 social work. *Council on Social Work Education (APM)*. Atlanta,  
 Georgia.
- 2011 “Are we there Yet?” Unsettling Feminisms: Disrupting the Center,  
 Dismantling Oppression and Transforming Social Work. Board of  
 Directors of *Affilia*. Chicago, Ill.
- 2009 Research with African-Americans in Post-Katrina New Orleans. Paper  
 accepted at *Society for Social Work Research*. New Orleans, LA.
- 2007 The Katrina Project. *American Family Therapy Academy*. Vancouver,  
 B.C.

May 15,

2017

- 2006 The Pedagogy of Evidence-Based Practice (EBP) and the Subjugation of Knowledge. *Race and Pedagogy Conference*. University of Puget Sound.
- 1999 Culturally Competent Mental Health Curriculum for People of Color: An Anti-Racist Approach. *Beyond Stereotypes: Working With And Understanding Diversity*. Charleston, SC.
- 1999 “What Qualitative Research Has Taught Us About Teaching.” Paper presented at the *Conference on Social Work Education*. San Francisco, CA.
- 1998 “Acts of Knowing as Acts of Social Work. Paper presented at the Conference on *Qualitative Research in Education*. University of Georgia. Athens, GA.
- 1998 “Consumer Voice and Agency through Qualitative Research. Poster presentation. *Institute for Advancement of Social Research*. North Miami, FL.

### Invited

- 2015 Death Penalty Mitigation: The Social Worker as Expert Witness. Forensic Social Work Workshop Southern University at New Orleans, School of Social Work, New Orleans, LA.
- 2014 Social Work and Ethics. Southern University at New Orleans, School of Social Work, New Orleans, LA.
- 2014 Substance abuse and Addictions: The impact on families and children. Presentation Title IV E students. Southern University at New Orleans, LA.
- 2009 Community Engagement and Hurricane Katrina. American Family Therapy Association. New Orleans, LA.
- 2009 New Orleans Culture and Post Katrina New Orleans. Presentation to AVODAH, New Orleans, LA.
- 2009 Substance Abuse Treatment- What we know about it. Xavier University at Louisiana. Students in the Minority Research Substance Abuse Program.
- 2008 Cultural Competency and African-Americans. Presentation. REACH NOLA.

May 15,

2017

- 2008 Institute for the Study of Race and Poverty: Lessons learned. Louisiana State University, Center for Poverty. Baton Rouge, LA.
- 2008 New Orleans and All that Jazz- Cultural relevancy for service learning students. Xavier University of Cincinnati.
- 2006 Diaspora and Right to Return. Tulane University Center for Public Service.
- 1999 Breast Cancer and African-American Women. Black Women's Expo. Biloxi, MS
- 1999 Five Year Strategic Planning. Slidell Housing Authority. New Orleans, LA.

### **Grants Obtained:**

- 2010 Tulane University School of Social Work- Dean's Fund. \$12,000.
- 2008 Tulane University Center for Public Service. Development of Social Work Course on Race, Class and Gender- \$24,000.
- 2006 The Joint Center for Political and Economic Studies: Beyond Courageous Conversation: Race, Class, Gender, Age, and Social Justice in New Orleans. \$41,000.00
- 2006 University of Louisiana at Lafayette, Jail Diversion Program [SAMSHA Fund] – Cultural Competency Consultant. \$12,000/year- 3years.
- 2001 From LSU-CCC for Faculty Incentive for Curriculum Infusion. \$2,000.00
- 1991 From the United States Department of Education for New Orleans Public Schools District. "Project BEST." Self-esteem program for students in grades 7-9. \$1,000,000.00.
- 1991 From Drug Enforcement Administration (D.E.A.) to provide healthy alternatives to drug/alcohol use. \$5,000.00

### **Committee Service to University:**

2017

May 15,

Continuing Education Committee  
Member, Alumni Board. Tulane University  
TSSW Board Diversity Committee  
Admissions Committee  
Search Committee Provost  
Health and Benefits Committee  
Educational Policy Committee  
Center for Public Service  
Licensing Prep Committee Chair  
BSW Program  
Field/Internship Committee

## **Publications:**

### **Peer reviewed**

- Lee, H., Gibson, P. (2010). Elderly Korean immigrants socially and culturally constructed definitions of elder neglect. *Journal of Aging Studies*.
- Chaisson, J., Lewis, M., & Jennings, J. (2007). A Katrina Trilogy: Estrangement, Empowerment and Social Justice. *Reflections*
- Schroeder, J. and Chaisson, R. (2005). "Restorying the defendant's life: Using narrative to revise juror viewpoint in capital cases. *Journal of Ethnic and Cultural Diversity in Social Work*.
- Schroeder, J., Guin, C., Chaisson, R., & Houchins, D. (2004). Pathways to Death Row for America's Disabled Youth: Three Case Studies Driving Reform. *Journal of Youth Studies*. 7:4:451-472.
- Chaisson, R. (2003). "Privileged information, passwords, and politics: What I learned about teaching web-page development on a shoestring budget." *Reflections*, 9(3) Summer 2003. pp. 23-30.

### **Book Reviews**

- Chaisson, R. (2004). What's mother got to do with it. (Book review). *Br J Soc Work*34:749-751.
- Chaisson, R. (2000). "Poverty and Social Exclusion in Europe" book review. *Journal of International and Comparative Social Welfare*, XVII (1&2), 181-182.

May 15,



### Invited Chapters

- Chaisson, Rebecca (2013) African-Americans and Trauma. Encyclopedia of Traumatology. Sage.
- Devine, J., Chaisson, R., & Illustre, V. (2007). Recommitting and Re-Energizing Community Engagement in Post-Disaster New Orleans. *Diversity Web*, 10:3..
- Gibson, P., Chaisson, R., & Montgomery, T. (2006). Providing Culturally Sensitive Services to Displaced New Orleans Evacuees. *Child Welfare*, 1:2-4. Washington, DC: NASW
- Chaisson, R. (2005). "Anti-smoking policy" in *Drugs and Society* ed. Marshall Cavendish. Pp. 101-103.
- Mills, C.H., and Chaisson, R. The Betrayal of the Media in *Advertising and Culture*. ed. Mary Cross. Westport, CT: Praeger Publishers. (1996).

### Manuscripts In Progress

- Chaisson, Hedgpeth, Neighbors, & Doughty (2015) Understanding student success in a school of Social Work in the HBCU: What students say.
- Chaisson, R. Eggers, J. & Obiora, L. (2015) Women as knowledge architects: Indigenous philanthropy in Oguta and New Orleans.
- Chaisson R., and Lewis, J. (2013) Employing Core Competencies as a framework for service learning in social work.
- Chaisson, R. and Lewis, J. (2013) Using the Cultural Context Model in an undergraduate social work service learning course to develop skill, attitudes, and behaviors of some core competencies.

### Reports

- Chaisson, R. (2008). Beyond Courageous Conversation: Race, Class, Gender, Age, and Social Justice in New Orleans. A report submitted to the Joint Center for Political and Economic Studies., Washington, D.C.
- Chaisson, R. and Agyeman, Y. (2002). "An Evaluation of the Partners in Health: Breast and Cervical Health Cooperative". A report submitted to The Baptist Community Ministries.

Chaisson, R. and Mills, C.H. (1999) A Report on Mental Health and Substance Abuse Treatment Service Issues from Six Focus Groups in Region V." A report submitted to the Region V Office of Mental Health. State of LA.

Chaisson, R. (2014). Preparing MSW students for State Licensure. Southern University at New Orleans

JOB CLASS				
JOB CODE	M			
CAL ID	U			

# SOUTHERN UNIVERSITY SYSTEM

## Personnel Action Form

POSITION NUMBER	3	M	9	9	0	6
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CAMPUS: SUS \_\_\_\_\_ SUBR \_\_\_\_\_ SULC X SUAREC \_\_\_\_\_ 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 N/A N/A  
 Date Left \_\_\_\_\_ Salary Paid \_\_\_\_\_

### Profile of Person Recommended

Length of Employment 07/01/2017 To 06/30/2018  
 Effective Date 07/01/2017

Name Susan E Nelson SS# S02175112 Sex F Race\* V  
 (Last 4 digits only)  
 Position Title: Director of External Affairs Department: Southern University Law Center

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 PAF, if applicable.)

Years Experience 20 Southern University Experience 3  
 Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:  
JD Southern University Law Center 2014  
BA Louisiana State University 1999

Current Employer Southern University Law Center

### Personnel Action

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

Recommended Salary \$84,975.00 Salary Budgeted \$84,975.00

Source of Funds General Appropriations

Identify Budget: State \_\_\_\_\_ Location 311001-31610-61002-36000  
 Form Code: \_\_\_\_\_ Page \_\_\_\_\_ Item # \_\_\_\_\_

Change of: \_\_\_\_\_  
 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):

<u>[Signature]</u> Supervisor Date <u>5/26/17</u>	<u>[Signature]</u> Dean/Unit Head Date <u>5-25-17</u>
<u>[Signature]</u> Vice Chancellor Date <u>5/30/17</u>	<u>[Signature]</u> Chancellor Date <u>5/26/17</u>
<u>[Signature]</u> Director/Personnel Date <u>6-6-17</u>	<u>[Signature]</u> Vice President/Finance Date _____
<u>[Signature]</u> President Date _____	<u>[Signature]</u> Business Affairs/Comptroller Date _____
	Chairman/S.U. Board of Supervisors Date _____

2017 MAY 30 AM 11:25  
 SOUTHERN UNIVERSITY  
 HUMAN RESOURCES





## SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL  
POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

May 26, 2017

**VIA HAND DELIVERY**

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

Re: Position Vacancy Authorization and Announcement Waiver Request

Dear Dr. Belton:

Susan East Nelson, a current part-time employee of the Southern University Law Center, has been functioning as the Interim Director for External Affairs since January 2017. Prior to serving as the Interim Director, she served as Adjunct Professor and Grants Manager netting over \$200,000 in grant funds to the Law Center through her hours of work, many of which went uncompensated.

Since assuming the Interim Director role on a part-time basis five months ago, Ms. Nelson has recast the former Office of Communications and Development Support as the new Office of External Affairs in order to better support the mission of the Law Center. Through her reorganization efforts, the office is now better situated to enhance public perception of the Law Center, solicit additional private grants and external funding opportunities, and collaborate with external organizations to the mutual benefit of Law Center students, faculty, and staff. Ms. Nelson has already leveraged her considerable corporate experience to the benefit of the Law Center in supporting new work in sponsored programs by helping the Law Center work with the SU College of Business to build federal contracting opportunities. She is also the co-founder of a non-profit research organization that has raised significant private donations to provide scholarship opportunities for Law Center students and augment the Law Center's teaching resources.

The current salary for the Director of Communications and Development is \$84,975.00. As the permanent director of the new Office of External Affairs, her salary would be set at \$84,975.00.

Therefore, this letter is to request a Position Authorization and Vacancy Announcement Waiver for the Director position in the Office of External Affairs. This waiver would allow us to permanently appoint Ms. Nelson to this position and negate the long and unnecessary process of conducting interviews and screening.

Thank you and with kind regards, I am,

Sincerely,

John K. Pierre  
Chancellor & Vanue B. Lacour Endowed Professor of Law

APPROVED: \_\_\_\_\_

Dr. Ray L. Belton, President/Chancellor

"An Equal Educational Opportunity Institution"

SOUTHERN UNIVERSITY  
HUMAN RESOURCES  
2017 MAY 30 AM 11:25

# SUSAN EAST NELSON

■ (225) 229-2498 ■ SUSANNELSON@GMAIL.COM ■ WWW.PFDSOLUTIONS.COM ■

## SKILL QUALIFICATION AREAS

- Legislative Drafting and Public Policy Development Expert
- Licensed Attorney in Louisiana, Massachusetts (by examination), and District of Columbia (by motion)
- Administrative Law and Regulatory Affairs Processes
- Executive Management and Direct Oversight of Staff
- Grant Writing and Grants Program Management
- Strategic Communications and Change Management
- Adjunct Professor of Law, Southern University Law Center (Common Law Property, Contracts, and Statutory Analysis)

## RELEVANT WORK EXPERIENCE

### July 2010 – Present **Principal/Owner**

*PFD Consulting—Baton Rouge, La.*

- Draft federal and state legislation for organizations, including marker bills leading to substantive policy changes. Prepare testimony for Congress and state legislative hearings. Provide analysis of pending legislation and governmental relations consulting as well as training on legislative advocacy to organizations. Registered Louisiana lobbyist.
- Co-founder of the Legislative Drafting Institute for Child Protection ([www.lidcp.org](http://www.lidcp.org)). Responsible for Louisiana corporate filings, IRS application for 501(c)(3) status, insurance, contract employee policy and payments, and maintain all administrative functions for the organization.
- Expert in IRS policy and regulation relative to 501(c)(3) and 501(c)(6) organizations including reporting requirements, activity restrictions and tracking of activities regulated by IRS policy.
- Consultant for academic and 501(c)(3) organizations in grant writing and organizational development. Grant writer and project manager for a \$115K grant from the AARP Foundation to increase elder law outreach at Southern University Law Center. Grant writer for two other successful grants netting an additional \$150K as well as donor management leading to an additional \$18K for the law center.
- Specific expertise in both federal and state policies dealing with children and families, workforce investment, homelessness, legal representation of children, the U.S. Farm Bill, urban food access, and energy-efficient construction.

### Jan. 2017 – Present **Interim Director for External Affairs**

*Southern University Law Center—Baton Rouge, La.*

- Manage external affairs strategy for the state's only HBCU law school. Create communications campaigns that highlight the organization's successes from students, faculty, and alumni. Track and review legislation relevant to the law center for the Chancellor. Organizer of an event highlighting 70 years of progress to reinforce law center's value among policymakers. Draft grant proposals and train staff in grant applications and management. Maintain the law center's website and social media presence.

### Mar. 2015 – June 2015 **Legislative Director**

*Louisiana Federation of Teachers/AFL-CIO—Baton Rouge, La.*

- Directed legislative strategy and policy influence for the Louisiana 2015 Regular Legislative Session for members of the state's largest teachers union. Testified on legislation and worked across union organizations as part of a unified labor strategy leading to the successful defeat of major anti-union legislation.

### Jan. 2013 – July 2013 **Interim Executive Director of Communications and External Affairs**

*East Baton Rouge Parish School System*

- Led communications and external affairs strategy for the state's second-largest school system. Championed the passage of a tax renewal necessary for school-system operation and supported the successful blockage of state legislation designed to unbalance and undermine the progress of the school system. Managed an \$80K budget.

### Jan. 2011 – June 2011 **Assistant Director for Corporate and Continuing Education**

*Baton Rouge Community College*

- Responsible for the development of federal grant proposals for the Economic Development division to increase the college's capacity to provide learning opportunities. Provided organizational support and process design to the Director as well as overseeing all open-enrollment courses managed by staff. Managed over \$100K in projects.

SOUTHERN UNIVERSITY  
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2017 MAY 30 AM 11:25

Jan. 2005 – **Associate (Promoted from Senior Consultant after one year)**  
 July 2010 *Booz Allen Hamilton—New Orleans/Baton Rouge, La.; San Diego, Calif.; and Washington, D.C.*

**Highlights of Consulting Experience:**

- Senior Project Manager for Acquisition on the U.S. Navy's \$5 Billion Next Generation Enterprise Network (NGEN). Led the completion of the necessary steps for the DoD's Major Defense Acquisition Program requirements including Federal Acquisition Regulation, documentation reviews, and enterprise integration planning. Held a U.S. Secret Clearance for the DoD.
- Senior Project Manager for the U.S. Marine Corps Forces Reserve. Responsible for taking the organization through the steps necessary to establish a Program Management Office as part of an overall business-process improvement initiative supporting over 187 sites nationwide.
- Recognized by the DoD for ability to communicate information to the general public, high- and low-level DoD personnel as well as members of Congress through briefings, white papers, and presentations. Served as media and presentation coach to an Army Major General, a Navy Rear Admiral, and two Navy Captains.
- Change Management and Communications lead for a joint DoD and multi-service program designed to integrate personnel and payroll systems into one Web-based system. Developed training programs for military personnel to adapt to the new payroll system and trained personnel staff for implementation.
- Planned and implemented crisis communications strategy and created staff accountability system to locate and account for over 250 government employees and contractors in the weeks following Hurricane Katrina.

Feb. 2003 – **Public Information Director**  
 Feb. 2004 *Louisiana Department of Health and Hospitals—Baton Rouge (As Susan East)*

- Project manager and lead designer for campaigns on public health and bioterrorism preparedness. Directed grant area budget and staff for CDC-funded bioterrorism and emergency preparedness communications and shared Louisiana's best practices with national public health communicators through articles, speeches, and presentations.

June 2002 – **Communications Director**  
 Jan. 2003 *Louisiana Democratic Party—Baton Rouge (As Susan East)*

- Chief media relations and communications strategist responsible for the successful re-election of U.S. Senator Mary Landrieu, the election of Congressman Rodney Alexander, and the successful passage of the Stelly Tax Plan.

Dec. 2000 – **Communications Director**  
 June 2002 *National Association of Workforce Boards—Washington, D.C. (As Susan East)*

- Recognized as a subject matter expert on workforce development policy and advocacy, chief organizer of two four-day national conferences in Washington, D.C., and key contributor to policy positions on Capitol Hill with regard to TANF reauthorization, workforce development appropriations and the Workforce Investment Act reauthorization.
- Senior advisor to the Board of Directors, supplying strategy on message development, organizational recruitment, growth and direction. Conducted congressional advocacy training throughout the U.S. on workforce policy.
- Successfully created a new national brand for the organization that resulted in growing membership to over 1000 members and achieving recognition as the premier organization serving state and local workforce investment boards. Direct manager staff and mentor for new program development.

**EDUCATION, AWARDS & PUBLICATIONS**

- Juris Doctor (Cum Laude) with the Public Law Certification, Southern University Law Center — December 2014
  - Research Assistant to Professor Ruby Andrew (Legislative Policy and Drafting), Summer 2012 – Fall 2014
  - Special course in the implications of U.S. Food Policy on Public Health at Vermont Law School, Summer 2013
  - Presenter at the 71<sup>st</sup> Annual Professional Agriculture Workers Conference (PAWC) and the Southern University Agricultural Center 5<sup>th</sup> Annual Small Farmer Conference on the U.S. Farm Bill
  - Winner of the National Crime Victim Law Institute Writing Competition & Presenter at the 2014 National Conference on Crime Justice
  - Winner of the CALI Excellence for the Future Award for Contracts (Fall 2011); Legislative Drafting (Fall 2012); Security Devices and Constitutional Law I (Spring 2014); and Administrative Law (Fall 2014)
- Brown, Adell Jr. and Nelson, Susan E. (2014) "Farm Bill Trends and Food Insecurity: Impacts on Rural and Urban Communities," *Professional Agricultural Workers Journal*: Vol. 2: No. 1, 5.
- Bachelor of Arts in English with a minor in Political Communications, Louisiana State University—May 1999

**ORGANIZATIONS**

- Appointed to the Louisiana Workforce Investment Council by Gov. Jindal (August 2015), Retained by Gov. Edwards
- Member of the Baton Rouge Bar Association, Rotary Club of Baton Rouge, LA State Bar Association, Massachusetts Bar, District of Columbia Bar Association, Louisiana Partnership for Children & Families, and the Children's Coalition of Baton Rouge
- Graduate of the 2008 Class for Leadership Greater Baton Rouge (Baton Rouge Area Chamber)
- Advisor and Capital Campaign committee member at St. Alban's Chapel and Episcopal Center, LSU

2017 MAY 30 AM 11:25  
 SOUTHERN UNIVERSITY  
 HUMAN RESOURCES

Southern University Law Center  
**JOB DESCRIPTION**

**JOB POSITION:** Director of External Affairs

**SUPERVISOR:** Chancellor

**REVISED:** 05/01/2011

SOUTHERN UNIVERSITY  
HUMAN RESOURCES  
MAY 30 AM 1:25

**GENERAL DESCRIPTION:**

The Director for External Affairs reports to the Chancellor of the Law Center. The Director provides direction and support to increase external support for the Law Center through communications, grant funding solicitation, and collaboration with outside organizations for the mutual benefit of Law Center students, faculty, and staff.

Plans and directs communications through printed media, electronic media, social media, video media, and earned media to enhance the external reputation of the Law Center.

Provides strategic leadership and technical coordination for the development and management of new grant funding opportunities, including the preparation of grant solicitation responses.

Supervises, administers, coordinates, plans and implements the Law Center's engagement with external organizations such as state, local, and national associations to create additional funding and learning opportunities for students, faculty, and staff.

**DUTIES AND RESPONSIBILITIES:**

- Advise the Chancellor on internal and external constituency relations, public relations, marketing and communications.
- Direct, coordinate and integrate the strategic communications, marketing, and public relations functions of the Law Center into a cohesive effort that conveys a consistent message in support of the Law Center's mission, strategic goals, and objectives.
- Represent the Law Center to the press on public relations matters or direct the availability of appropriate Law Center representative to speak on behalf of matters of public interest.
- Develop and implement internal communication programs to promote transparency and awareness within the Law Center of important Law Center initiatives and developments.
- Serve as the external community liaison for the Law Center and work collaboratively with external constituencies on behalf of the Chancellor; represent the Chancellor on committees, boards, and at events as required; handle



sensitive issues with public relations impact potential, and work on special projects undertaken by the Office of the Chancellor.

- Develop professional quality written materials, communications, articles, and social media postings.
- Advise the Chancellor on public relations approach in dealing with potentially sensitive issues.
- Develop, lead and oversee a comprehensive communications, marketing, and public relations program that represent a cohesive and consistent image and message supporting the Law Center mission and goals.
- Develop and oversee all social media marketing in the various areas of the Law Center including, but not limited to, Recruitment.
- Support and direct communications activities on behalf of the Director of CLE Alumni Affairs and the Director of Development.
- Manage the design, editing, printing, and distribution of Law Center publications.
- Manage photographic services, including arranging coverage of Law Center events and special functions, and maintaining photographic files.
- Monitor media to advise Chancellor, faculty, staff, and students of developments that impact their work.
- Monitor state and national policy as it impacts faculty, staff, and students, and communicate said policy developments through various communications channels.
- Develop and lead an organization-wide grant solicitation plan that includes development of grant-making committees and grant review process development to sustain a consistent cycle of strategic grant applications from the Law Center.
- Actively solicit and manage external relationships that are mutually beneficial to the Law Center, including making legislators aware of Law Center successes, to promote the positive work being done by the Law Center in the local community, national community, and global community to advance the Law Center's mission.
- Engage with other SU Units to increase collaboration leading to new sources of external funds for the Law Center and the SU System as a whole.
- Manage External Affairs staff, contractors, and service providers.
- Develop and maintain External Affairs budget, equipment requests, subscriptions and other resources necessary to complete unit tasks.
- Performs miscellaneous job-related duties as assigned.

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SOUTHERN UNIVERSITY  
HUMAN RESOURCES

#### KEY KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of current technological developments/trends in area of expertise.
- Ability to coordinate and integrate communications functions, enhancements and modifications from an overall external affairs perspective.

- Skill in budget preparation and fiscal management.
- Knowledge of the current and developing external affairs requirements of a major tertiary institution.
- Skill in strategic planning, organizing resources, and establishing priorities.
- Expert skill in project management, resource planning, risk and scope management and successful project closeout in communications, grant solicitation and management, and stakeholder engagement.
- Expert skill in change management and moving stakeholders from awareness to adoption of strategic changes within the organization.
- Ability to direct multi-department operational and administrative staff.
- Ability to identify and secure alternative funding/revenue sources.
- Ability to supervise and train employees, to include organizing, prioritizing, and scheduling work assignments.
- Ability to initiate and direct external affairs projects in support of strategic and operational goals.
- Ability to foster a cooperative work environment.
- Employee development and performance management skills.
- Knowledge of financial/business analysis techniques, including determining project return on investment (ROI), measuring success metrics, and incorporating feedback into process improvement.
- Ability to develop requests for and evaluate proposals in reference to leading-edge external affairs development.
- Strong interpersonal and communication skills and the ability to work effectively with a wide range of constituencies.

**EDUCATION AND EXPERIENCE:**

A Master's degree or higher in Communications, Journalism, Marketing, Business, or Law from an accredited university plus at least 15 years of professional supervisory-level experience in strategic communications, governmental affairs, government acquisition, grant-writing, and/or marketing/brand development.

SOUTHERN UNIVERSITY  
 HUMAN RESOURCES  
 2017 MAY 30 AM 11: 25



## SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

Thursday, May 25, 2017

**VIA HAND DELIVERY**

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

Re: Position Vacancy Authorization/ Announcement Waiver Request/Salary Adjustment

Dear Dr. Belton:

The Law Center is mandated by the US Department of Education to maintain a campus Title IX office staffed by a Title IX Coordinator and Confidential Advisors. Due to budget constraints, we have decided that it would be cost efficient to add these mandated responsibilities to a current employee instead of hiring an additional full-time employee. Merging these responsibilities with the duties of a current full time employee will allow the Law Center to realize personnel cost savings.

Tavares A. Walker, the Director of Office of Career Services has been functioning as the Title IX Coordinator since November 2016. Mr. Walker's current annual salary is set at \$75,000.00 as the Director of Career Services. He has agreed to accept the Title IX Coordinator duties in addition to his career services duties at an annual salary adjustment of 9,000.00. Together, Mr. Walker's total annual compensation for both roles would be \$84,000.00 effective July 1, 2017.

Therefore, this letter is to request a Position Authorization/Vacancy Announcement Waiver and salary adjust for the Director – Office of Career Services and Title IX Coordinator, and an authorization to waive an employment search. This would allow us to permanently appoint Mr. Walker to this position and negate the long and unnecessary process of conducting interviews and screening.

Thank you and with kind regards, I am,

Sincerely,

John K. Pierre  
Chancellor & Vanue B. Lacour Endowed Professor of Law

APPROVED: \_\_\_\_\_

Dr. Ray L. Belton, President/Chancellor

JOB CLASS				
JOB CODE				
CAL ID				

**SOUTHERN UNIVERSITY SYSTEM**

**Personnel Action Form**

POSITION NUMBER	3	M	9	9	6	0
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CAMPUS: SUS \_\_\_\_\_ SUBR \_\_\_\_\_ SULAC X SUAREC \_\_\_\_\_ 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 TAVARES A. WALKER Reason Left Termination  
 Date Left November 19, 2016 Salary Paid \$84,000.00

**Profile of Person Recommended**

Length of Employment 07/01/2017 To \_\_\_\_\_  
 Effective Date 07/01/2017

Name TAVARES A. WALKER SS# xxx-xx-7484 Sex MALE Race\* B  
 (Last 4 digits only)

Position Title: Director, Office of Career Services And Title IX Coordinator Department: Southern University Law Center

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 7  
 Degree(s): Type/Discipline (BA-Education): BA - Communications Institution/Location (SU-Baton Rouge): Louisiana State University and A&M College Year: 2005  
JD - Law Southern University Law Center 2008

Current Employer Southern University Law Center

**Personnel Action**

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

Recommended Salary \$84,000.00 Salary Budgeted \$84,000.00

Source of Funds General Appropriations

Identify Budget: State Location 311001-38130-61002-35000  
 Form Code: \_\_\_\_\_ Page \_\_\_\_\_ Item # \_\_\_\_\_

Change of:  
 Position Director From Director & Title IX Coordinator To  
 Status \_\_\_\_\_  
 Salary Adjustment \$75,000.00 \$84,000.00

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
311001-38130	\$84,000.00

Comments: (Use back of form)

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

John K. Pierre 5/25/17 Supervisor Date  
Boyd H. ... 5/20/17 Vice Chancellor Date  
Jess Gourcien 5/31/17 Director/Personnel Date  
Ray L. Bator 6/6/17 President Date  
Aydeda Sellen Diamond 5/26/17 Dean/Unit Head Date  
John K. Pierre 5/25/17 Chancellor Date  
London McCurt 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:**

Tavares Walker is continuing in his current position but has assumed additional duties as SULC Title IX Coordinator on a permanent basis effective July 1, 2017.

**EMPLOYEE REGULAR WORK SCHEDULE:**           8:00 am – 5:00 pm Monday thru Friday            
**EMPLOYEE DIRECT SUPERVISOR:**           John K. Pierre, Chancellor            
**SUPERVISOR/DEPARTMENT CONTACT NUMBER**           225-771-2552            
**NUMBER OF EMPLOYEES SUPERVISED, (if any)**           5          

**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  
 United States Citizen/Certificate of Naturalization  
 Resident Alien  
 H-1 Visa (Distinguished Merit & Ability)  
 J-1 Visa (Exchange Visitor Program)  
 F-1 Visa (Student Emp. FT Student at S.U.)  
 OPT (F-1 Visa-INS Prior Approval-“Practical Work Experience”)

**SOUTHERN UNIVERSITY LAW CENTER**  
**ENCUMBERED / FUNDS AVAILABLE**  
 DOC. I.D. #           US            
 DATE           RA                     5/25/17            
 BY           J1                     DMGeorge            
          F1            
          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 Law Center  
Offices of Career Services & Title IX**

**Director, Office of Career Services & Title IX Coordinator (updated 5/25/17)**

**Director, Office of Career Services**

**BASIC FUNCTION:**

Under the direction of the Chancellor or his/her designee, organize, maintain and operate a law school career services center and provide a wide variety of career information and materials; communicate with students, faculty, employer and community representatives concerning career planning and strategies. Develops policies and programming for students, professional staff development. Supervises all office personnel. Responsible for the overall operation of the entire department.

**Position Description/Essential Job Responsibilities:**

- Hold primary responsibility for operation of office and supervision of staff.
- Plan, organize, and present seminars, workshops, panel presentations, and other programming.
- Counsel students and alumni regarding short-term and long-term professional development.
- Counsel students and alumni on resume and cover letter preparation.
- Plan and organize on and off -campus recruiting and national job fair programming.
- Gather and report all required data and statistics for reporting agencies, including, but not limited to, NALP, the ABA, and SACSCOC accreditation.
- Draft and implement strategic plans for the office.
- Lead the Office of Career Services in developing strategic initiatives, employer relations, and marketing strategies.
- Educate employers about the skills, abilities and experience possessed by SULC students and alumni, to emphasize the services the office provides, and to encourage an expanding array of employers to recruit from SULC.
- Work to establish strong relationships with other departments throughout the school to promote the best interest of students.
- Participate in professional development activities, including, but not limited to, membership in professional organizations and travel to conferences for training and development.
- Teach courses at the Law Center as an adjunct professor as requested.

**Requirements:**

- Juris Doctor from an ABA accredited law school and a minimum of five years professional experience in the legal profession, law placement, and/or legal recruiting.
- Candidate must have extensive knowledge of the legal profession, the legal employment market and career options for law students. The ideal candidate will possess strong analytical, interpersonal, and leadership skills.
- Excellent oral and written communication is critical as well as knowledge of technology specific to providing quality services to students, alumni, and employers.

## **Title IX Coordinator**

### **BASIC FUNCTION:**

Under the direction of the System Title IX Coordinator, the Campus Title IX Coordinator will be responsible for organizing, maintaining and operating a campus Title IX Office that will include the following duties:

- Tracking and monitoring incidents, including sex discrimination and sexual misconduct
- Ensuring that the University responds effectively to each complaint; and
- Where appropriate, conducting investigations of particular situations.

The Title IX Coordinator will knowledgeable about, and will provide information on all options for complaint resolution. They also work closely with the Sexual Harassment and Assault Team, the system-wide Title IX Committee and the campus police department. Together, the coordinator will play an integral role in carrying out the University's commitment to provide a positive learning, teaching and working environment for the entire community.

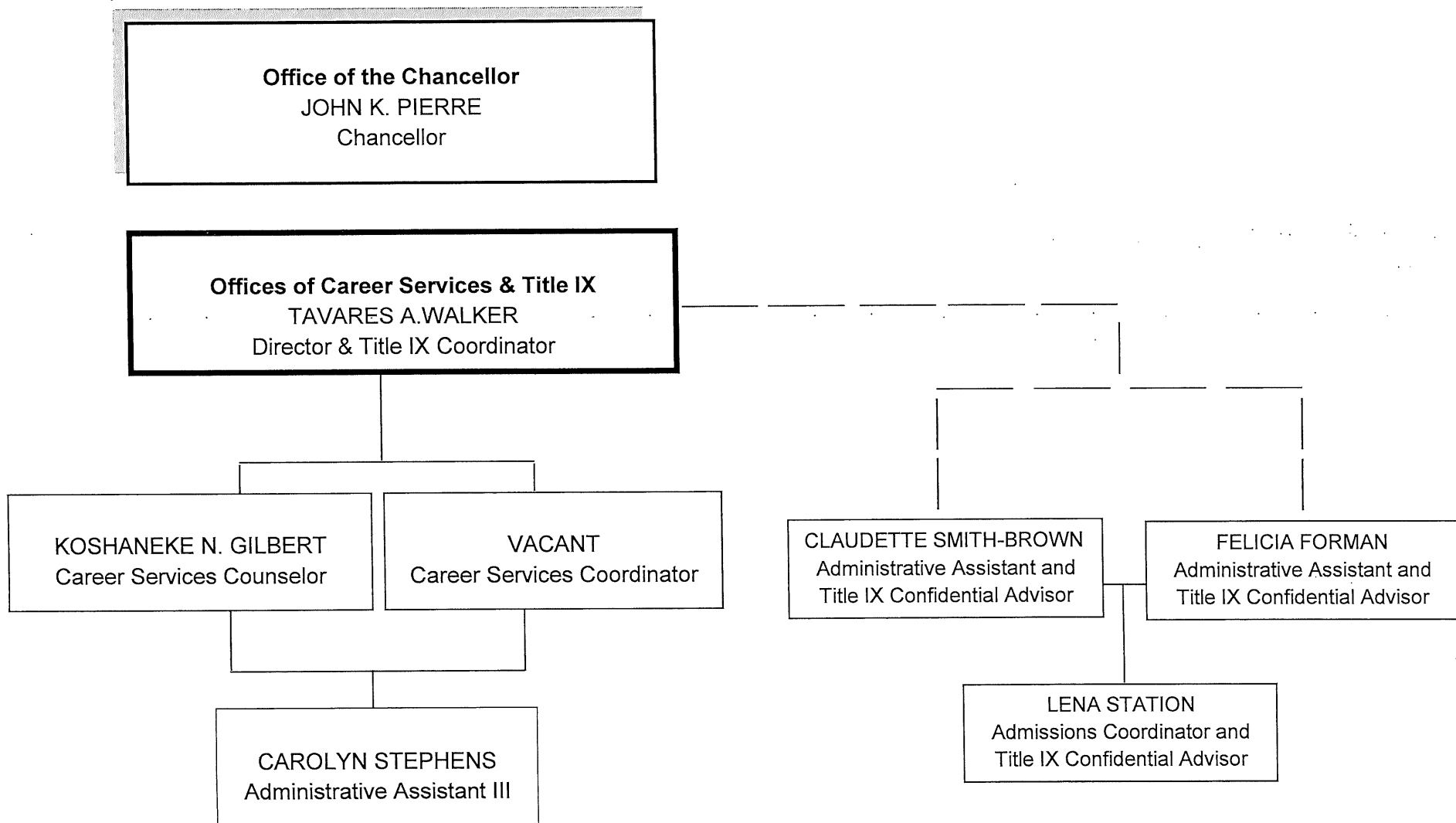
### **Position Description/Essential Job Responsibilities:**

- Providing information and assistance to those who wish to raise a complaint or have concerns relating to the University's compliance with Title IX
- Facilitating the University's compliance with Title IX, including responding effectively to each complaint
- Providing assistance and support to University programs responsible for responding to and investigating complaints
- Identifying and addressing any patterns or systemic issues relating to Title IX compliance
- Facilitating University-wide training and outreach
- Where appropriate, responding to or conducting an investigation of complaints
- Participating in and providing support for committees and other programs dedicated to Title IX compliance

### **Requirements:**

- Juris Doctor from an ABA accredited law school and a minimum of five years professional experience in the legal profession, law placement, and/or legal recruiting.
- Candidate must have extensive knowledge of the legal profession, the legal employment market and career options for law students. The ideal candidate will possess strong analytical, interpersonal, and leadership skills.
- Excellent oral and written communication is critical as well as knowledge of technology specific to providing quality services to students, alumni, and employers.

Offices of Career Services and Title IX Org. Chart  
JULY 1, 2017







Dr. Rodney A. Ellis  
Chancellor



Office Of The Chancellor

June 5, 2017

Dr. Ray L. Belton, President  
Southern University System Office  
4<sup>th</sup> Floor, J. S. Clark Administration Building  
Baton Rouge, La. 70813

**RE: Request to Hire Chief Advancement Officer**

Dear Dr. Belton:

Please accept this request to move forward with the hiring of the *Chief Advancement Officer*. The position of Chief Advancement Officer falls under the direction of the Chancellor. As stated on the previous request to establish said position, this position is a part of the new structure of the Southern University at Shreveport campus.

It is my pleasure to recommend **Ms. Stephanie Rogers** for this position, with a recommended salary of **\$70,000.00**. The committee has found her qualifications suitable for this position and I concur. I am therefore requesting your endorsement of this recommended and permission to move forward with placing her in this position.

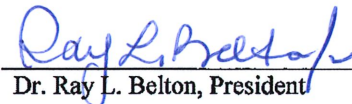
Respectfully Submitted

Dr. Rodney A. Ellis  
Chancellor

RAE/lw

Attachments

Approved:

 6-6-17  
Dr. Ray L. Belton, President

Date:

Disapproved:

Dr. Ray L. Belton, President

Date:

3050 MARTIN LUTHER KING, JR. DRIVE, \* SHREVEPORT, LOUISIANA 71107  
PHONE: (318) 670-9312 \* FAX (318) 670-6374  
TOLL FREE: 1-800-458-1472, EXT 6312  
[WWW.SUSLA.EDU](http://WWW.SUSLA.EDU)

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) \_\_\_\_\_

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 \_\_\_\_\_ Reason Left \_\_\_\_\_  
Date Left \_\_\_\_\_ Salary Paid \_\_\_\_\_

**Profile of Person Recommended**

Length of Employment July 10, 2017 To September 30, 2017  
Effective Date July 10, 2017

Name Stephanie Rogers SS# xxx-xx-XXXX Sex F Race\* B  
(Last 4 digits only)

Position Title: Chief Advance Officer Department: Office of the Chancellor

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

U	S	A
---	---	---

 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 13 Southern University Experience None  
Degree(s): Type/Discipline (BA-Education): Graduate Studies - Current Institution/Location (SU-Baton Rouge): La Tech Uni BAFB Year: Current  
Organizational Mgt- BA Wiley College 2007  
Telecommunications BPCC 2000

Current Employer Grambling State University

**Personnel Action**

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

Recommended Salary 70,000 Salary Budgeted 70,000

Source of Funds Title Three Funds

Identify Budget: Grant 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

Comments: (Use back of form)

Source of Funds	Amount
State: Title Three	\$70,000

\*See Reverse Side

Graduate School signature (if, applicable):

<u>[Signature]</u> Supervisor	<u>6-5-17</u> Date	<u>[Signature]</u> Dean/Unit Head	<u>6-5-17</u> Date
<u>Wayne Bryant kg</u> Director/Personnel	<u>6-5-17</u> Date	<u>[Signature]</u> Chancellor	<u>6-5-17</u> Date
<u>Ray R. Balfanz</u> President	<u>6-6-17</u> Date	<u>[Signature]</u> 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:**

**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)** Three (3)

**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/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)

## RESUME

Stephanie Rogers  
202 Heritage Dr.  
Bossier City, LA 71112

Home Phone: (318) 752-0028  
Cell: (318) 207-2711  
Email: skrogers0209@yahoo.com

### OBJECTIVE

To utilize my experience in community engagement, strategic planning, marketing, and advancement/development to help expand your organization's footprint within your service area.

### SUMMARY OF PERTINENT SKILLS AND EXPERIENCE

A proven track record of 20+ years of delivering results in the areas of advancement and development, corporate-level sales, marketing and community relations; experienced in devising strategies to achieve measurable outcomes in top tier prospecting, customer/donor development, fundraising, capacity building, and board development.

### WORK HISTORY

2003 – Present                      Bossier Parish Community College                      Bossier City, LA

(2006 – Present) **Director of Institutional Advancement (Executive Director BPCF Foundation)**

As Director of the Office of Institutional Advancement, I work closely with the Chancellor and the volunteer Board to provide leadership and oversight for all executive, administrative, fundraising and development initiatives for the College. As a member of the Executive Cabinet, I work with the Chancellor and college administration to design and execute strategies to advance the school's mission and to achieve fundraising goals. As a supervisor, I provide leadership to the Advancement staff who also conduct development and fundraising activities. Daily operations of the non-profit Foundation include (but are not limited to): implementation and management of slated programs; donor research, cultivation and top tier prospecting; gift solicitations stewarding of gifts; budgeting and account reconciliations; and management on-going campaigns and awareness initiatives. I work with the Board to provide fiduciary oversight for donated funds and management of a multi-million dollar budget, manage endowments, and provide prudent management of investment funds. Collaborative functions includes: working with the Office of Public Relations to design collateral material for fundraising and awareness campaigns; providing leadership, training, and direction to volunteer groups; working with community leaders to expand engagement opportunities on and off campus; and working with regional, national and international corporations to help fulfil their corporate philanthropy goals within the College's service areas(10 Parishes).

(October 2003 – July 2006) BPCF Workforce Division

**Corporate Manager:** Worked with area businesses to identify critical needs within their workforce; provided solutions through customized training and/or academic skills enhancement for incumbent workers; created new and expanded existing partnerships with business and industry to enhance regional workforce services.

#### Key Accomplishments: (Summary)

- 2016 Named Outstanding Fundraising Executive of the Year, Association for Fundraising Executives (AFP), N. LA Chapter
- Worked with volunteer Board and Office of the Chancellor to organize and implement the College's first Capital Campaign (Campaign Mgr.) raising \$15.5 million (\$15M goal)
- Worked with volunteer Board and Office of the Chancellor to raise 12% private match of state's ACT360 funds to help secure \$20M for new STEM building (currently under construction)
- Worked with volunteer Board to generate cumulative revenue of \$25 million+
- Increased overall net assets from \$200K in 2003 to nearly \$7 million by 2017
- Established the Foundation's first endowments, expanding them from 0 to 12, including a new professorship (\$1M+ combined)
- Expanded external partnerships by over 300%
- Expanded Board membership to advance the mission of the Foundation and the College
- Established the College's first Entrepreneurship Business Incubator (2004 - 2007)

August 2002 – October 2003                      Performa Entertainment (Entertainment District)                      Shreveport, LA

**Director of Events & Marketing:** Managed projects for multi-million dollar outdoor events entertainment venue; negotiated advertising and artists' entertainment contracts; worked with civic groups, private partners and national sponsors to maintain visibility of venue;

worked with local and state government, LA Department of Tourism, and LA Department of Economic Development to brand the venue for recognition among the state's top entertainment destinations.

Key Accomplishments:

- Collaborated with private corporations, local and state organizations to design and implement events with regional economic impact.
- Negotiated contracts for entertainers to perform in the premier outdoor entertainment venue, including legendary performers such as: Jerry Lee Lewis, Irma Thomas, Asleep at the Wheel, Miranda Lambert (rising star), and Cowboy Mouth.

2000 – 2002                      Southern Univ. Foundation, Inc.    Shreveport, LA  
**Executive Director:** Worked with a volunteer Board to organize and implement fundraising activities on behalf of the University; managed all daily executive and administrative operations; created and executed operations and events budget.

Key Accomplishments:

- Worked with the Board of Directors to implement the long-running community fundraiser, "Gentlemen's Cooking Classic"
- Served on the committee to create and launch the annually recurring Port City Classic Golf Tournament.
- Served on the Research Committee to create and identify the location for the Southern University Museum of Art - Shreveport (SUMAS)

1995 – 1998                      Horseshoe Casino-Hotel    Bossier City, LA  
**Training Manager:** Served as head of training and development for gaming casino; developed and facilitated weekly orientation classes for over 2,000 employees; facilitated Dept. of Labor, EEOC, Disability and other HR mandated training; outsourced, developed and facilitated soft skills training and leadership development for all levels of management.

Key Accomplishments:

- Standardized customer service training for employees at all levels to sharpen and maintain service skills
- Assisted VP of HR in creating and implementing company-wide leadership development training for 300+ supervisors and top-level management

**EDUCATION**

2017                      Graduate Studies: (Life Long Learning for transfer to) Industrial and Organizational Psychology  
LA Tech. Univ., BAFB Campus, Bossier City, LA  
2007                      B.A. Organizational Mgt., Wiley College, Marshal, TX. (Cum Laude)  
2000                      Associate of Arts in Telecommunications, Bossier Parish Community College

HONORS, RECOGNITIONS & ACCOMPLISHMENTS

2015 - Present: Association for Fundraising Professionals (2017 President)  
2014 - 2016: Member, Shreveport Chamber Minority Business Connection; Athena Award Committee (2016)  
2013: Recipient, Commendation Letter - U.S. Senator Mary Landrieu (for leadership and contributions to community)  
2012: Recognized as one of "Top Ten Leading Women in Bossier City" by Southern Hospitality Magazine  
2011: Recipient, "Shreveport-Bossier Make-A-Difference" Award  
2009 - 2017: Active member the Council for the Advancement and Support of Education (CASE)  
2006, 2007: Shreveport Athena Award Nominee  
2006: Graduate, Louisiana Community & Technical College System's (LCTCS) Leadership Development Institute  
2004: Commission, Louisiana Governor's (Blanco) Transition Advisory Committee (Baton Rouge, LA)  
2003: State of Louisiana Secondary Marketing and Entrepreneurship Curriculum Redesign Team

**OTHER ACHIEVEMENTS:** Active on numerous local committees; regular presenter at state and national conferences.

References: Enclosed

REFERENCES for Stephanie Rogers

Earl Anderson, Jr.  
Sr. National Accounts Mgr., Dallas Morning News  
[eanderson@dmnmedia.com](mailto:eanderson@dmnmedia.com)  
Cell: 214-707-8443

Chris Weaver  
CEO/Executive Director (Retired), LA Workforce Commission  
Consultant, ERI Consulting Service (Workforce)  
Email: [pcweaver2@att.net](mailto:pcweaver2@att.net)  
Phone: 337-408-3434

Toya Graham  
Executive Director, Carolyn and Charles T. Beard Foundation  
Email: [toya@beardfoundation.org](mailto:toya@beardfoundation.org)

**SOUTHERN UNIVERSITY AT SHREVEPORT LOUISIANA  
JOB DESCRIPTION**

<b>TITLE:</b> Chief Advancement Officer	
<b>REPORTS TO:</b> Chancellor	<b>DEPARTMENT:</b> Office of the Chancellor
<b>SUPERVISES:</b> N/A	<b>CLASSIFICATION:</b> Exempt
<b>DIVISION:</b>	<b>DATE:</b> 8/18/2016

**SUMMARY**

Under indirect supervision, the Chief Advancement Officer fosters, develops, and leads in a manner that supports Southern University at Shreveport's mission through an array of targeted initiatives in the areas of alumni affairs, fundraising, and public relations. The Director will be the chief architect and strategist of all development efforts charged with establishing a forward-thinking and sustainable vision for annual, capital, planned giving, stewardship and endowment funds. S/he works directly with the Executive Director of the Southern University at Shreveport Foundation and academic leadership of the University to maximize giving in support of the strategic priorities of the University. This position reports directly to the Chancellor, keeping him/her abreast of all planning, organizing, staff and development of Southern University at Shreveport's institutional advancement.

**RESPONSIBILITIES**

- Develop a dynamic and multi-platform fundraising/advancement plan including outcomes and quantifiable measurements.
- Provide the strategic oversight and oversee execution of annual and multi-year plans for the identification, qualification, cultivation, solicitation, acknowledgement, recognition, and stewardship of individual, corporate, foundation, and organizational prospects and donors to meet SUSLA's fundraising objectives.
- Maintain a portfolio of major donors and prospects, including planned giving prospects and corporate and foundation grant makers.
- Work closely with University executives and academic faculty, develop and advance proposals in support of fundraising.
- Coordinate special events such as building dedications, special development functions, and donor and alumni recognition as well as retirement ceremonies, recognition ceremonies, and Homecoming.
- Coordinate the selection, awarding, and administering of endowed scholarships.
- Produce, disseminate and act upon regular reports on productivity calibrated against

performance goals to be shared with key internal and volunteer leaders.

- Assist in developing marketing and PR plans that support the Advancement and Strategic Plan.
- Serve as a member of the Chancellor's Executive Leadership Team and become knowledgeable of University programs, services, and needs.
- Serve as an ex-officio member of the SU Foundation Board, cultivating each member; while specifically working with the board chairperson for overall Foundation advancement.
- Other duties, as assigned.

### **REQUIRED MINIMUM QUALIFICATIONS**

The requirements listed below are representative of the minimum qualifications necessary for an individual to satisfactorily perform each essential duty and be successful in the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the duties.

#### **Education and Experience**

**Required:** Bachelor's Degree in Communication, Marketing, Public Relations or related field; Minimum of five (5) years of progressively responsible experience fundraising and public relations; Demonstrated skills in strategic advancement; Strong analytical and problem solving skills accompanied with exemplary leadership skills; Proven computer skills in Microsoft Office Suite; Excellent verbal and written communications skills

**Preferred:** Master's Degree

#### **Knowledge, Skills and Abilities**

- Knowledge of, and preferably active participation in, accelerating changes, trends and best practices within higher education institutional advancement, specially the community college setting.
- Ability to lead in developing a vision of growth in institutional advancement that is consistent with the SUSLA's mission and strategic goals.
- Knowledge of fundraising must include demonstrated awareness of IRS requirements.
- Strong interpersonal and communication skills.
- Must have superior interpersonal, written and verbal communication skills and attention to detail.
- Must have ability to work both independently and as a collaborative member of a team.
- Must have ability to take initiative to work proactively, meet deadlines, organize and prioritize multiple projects, think strategically, and work with numbers and data.
- Must exhibit personal integrity and ability to appropriately handle confidential and sensitive information.
- Must exhibit a positive attitude, strong work ethic, and sound professional judgment.



**Physical Demands & Work Environment**

The physical demands & work environment described here are representative of those that must be met or are encountered by an employee in the normal course of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Other:**

Some travel may be required.

This position is grant funded and continued employment is contingent upon sponsor approval and consistent funding levels.

*The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employee assigned to this job.*

---

Employee Signature

Date

---

Supervisor's Signature

Date

Mr. Wayne H. Bryant  
Director of Human Resources  
Attn: Chief Advancement Officer Vacancy  
3050 Martin Luther King, Jr. Drive  
Shreveport, LA 71107

Dear Mr. Bryant,

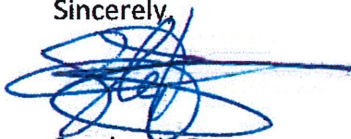
Thank you for the opportunity to present my qualifications in consideration for the position of Chief Advancement Officer. As Southern University at Shreveport approaches its 50<sup>th</sup> anniversary, I offer my congratulations and appreciation for the College's rich heritage, indelible footprint, and legacy of service to my home town and the citizens of North Louisiana.

As you will see from my resume, I have over 20 years of experience in leadership positions, including the past 13 years with my current employer, Bossier Parish Community College. In my position as Director of Institutional Advancement, I report directly to the Chancellor and also function as Executive Director of the BPCF Foundation. My duties encompass guiding and directing all aspects of the college's advancement and fundraising activities. Serving alongside a dedicated team of educators, volunteers, and community partners, I have experienced a high degree of success in planning and executing capital and comprehensive fundraising campaigns. These efforts have been rewarded with over \$25 million in revenue for the College in recent years. I also possess a proven track record in major gift cultivation and solicitation, board relations, and procurement and oversight of endowments and financial reporting.

My Advancement team and I have worked with the Board of Directors and Chancellor to secure private funds leveraged with public grants to build a state-of-the-art Advanced Manufacturing facility (Benteler). We successfully leveraged \$12M in private donations with \$18M in public funds (ACT 360) to build the new STEM facility (under construction), and also leveraged private/public funding to establish 12 endowments totaling over \$1 million (first endowments in the history of the College). As a trusted member of the Executive Council, I work in collaboration with the Office of the Chancellor, Board of Directors, senior management and academic deans to develop new and expand existing partnerships throughout the community.

I would welcome the opportunity for a face-to-face visit to discuss how I feel my experience will help Southern University at Shreveport accomplish its mission for long-term growth and service for another 50 years and beyond. I can be reached at 318-207-2711.

Sincerely,



Stephanie Rogers



Dr. Rodney A. Ellis  
Chancellor

March 21, 2017

Dr. Ray L. Belton, President  
Southern University System Office  
4<sup>th</sup> Floor, J. S. Clark Administration Building  
Baton Rouge, La. 70813

**RE: Position Approval for Chief Advancement Officer**

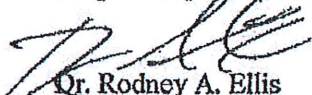
Dear Dr. Belton:

Please accept this request for *approval of the position of Chief Advancement Officer*. This position reports directly to the Chancellor, keeping him/her abreast of all planning, organizing, staff and development of Southern University at Shreveport (SUSLA). S/he will also work directly with the Executive Director of the Southern University at Shreveport Foundation to maximize giving in support of the University.

Dr. Belton, this position is a part of the new structure of the SUSLA campus and will therefore play an important part in various necessary fundraising objectives. The recommended salary range for this position is \$65-72,000, which will be paid through Title Three funds.

I am therefore requesting your endorsement to move forward with posting this position accordingly.

Respectfully Submitted

  
Dr. Rodney A. Ellis  
Chancellor

RAE/lw

Attachments

Approved:  \_\_\_\_\_ Date: \_\_\_\_\_

Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_

3050 MARTIN LUTHER KING, JR. DRIVE, \* SHREVEPORT, LOUISIANA 71107  
PHONE: (318) 670-9912 \* FAX: (318) 670-6374  
TOLL FREE: 1-800-458-1472, EXT 6312  
[www.SUSLA.edu](http://www.SUSLA.edu)

\*AN EQUAL OPPORTUNITY EMPLOYER BY CHOICE, REGARDLESS OF RACE, CREED, SEX, DISABILITY OR VETERAN STATUS\*



Office of Chancellor-Dean  
www.suagcenter.com

April 20, 2017

Dr. Ray L. Belton, President-Chancellor  
Southern University System  
Baton Rouge, LA 70813

Dear President Belton,

The (H1-B) Employment Visa for Mr. Sanjay Palle, Network Administrator at the SU Land -Grant Campus, will expire on May 16, 2017. He has been employed since 2004 on the same H1-B visa, which is renewed once every three years. Mr. Palle is an invaluable asset to the Land Grant Campus, operating as our only IT Administrator and our primary technical support. Recently, Mr. Palle developed a Help Desk Portal, advancing our IT capabilities and ensuring that we can operate at optimal technological capacity. This is just one example of his capabilities and skills and to lose him would cause a massive, detrimental halt in day-to-day functionality. Even more so, replacing him will be time consuming and twice as costly given that we would have to pay for external assistance for our IT needs and also have to search for and hire someone with equal or greater qualifications.

Per the counsel of Attorney Goldie Dominigue we were advised that, effective July 1, 2017, Mr. Palle is eligible for the Level 2 wage requirement for the H1-B work visa at least \$62,400 per year.

This wage requirement is obtained from the Foreign Labor Certification Data Center Online Wage Library. With your support, I am prepared to meet this requirement, to be paid from non-state funds, as Mr. Palle is critical to The Southern University Land-grant campus mission of teaching, research and extension.

Sincerely,

A handwritten signature in black ink that reads 'Bobby R. Phills'.

Bobby R. Phills  
Chancellor-Dean

Approved: \_\_\_\_\_

A handwritten signature in black ink, appearing to be 'Ray L. Belton', written over a horizontal line.

Dr. Ray L. Belton, President-Chancellor

A handwritten date '5/9/17' written in black ink over a horizontal line.

Date

JOB CLASS				
JOB CODE				
CAL ID				

# SOUTHERN UNIVERSITY SYSTEM

## Personnel Action Form

POSITION NUMBER	6	M	9	9	7	6
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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 type="checkbox"/> Permanent Status

Previous Employee Sanjay Palle Reason Left Continuation  
 Date Left June 30, 2017 Salary Paid \$45,240

### Profile of Person Recommended

Length of Employment July 1, 2017 To June 30, 2018

Effective Date July 1, 2017

Name Sanjay Palle SS# xxx-xx-3478 Sex Male Race\* Asian  
(Last 4 digits only)

Position Title: Network Database Admin/Web Specialist Department: Technology Services

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

H	I	B
---	---	---

  
 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 13 Southern University Experience 13  
 Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:  
BS-Computer Science Osmania University, Hyderabad, India 1998  
MS-Engineering Louisiana State University-Baton Rouge, LA 2000  
MS-Computer Science Southern University - Baton Rouge, LA 2005

Current Employer Southern University Agricultural Land-Grant Campus

### Personnel Action

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

Recommended Salary \$62,400 Salary Budgeted \_\_\_\_\_

Source of Funds State

Identify Budget: 611001-64050-66000 Location \_\_\_\_\_  
 Form Code: \_\_\_\_\_ Page \_\_\_\_\_ Item # \_\_\_\_\_

Change of: \_\_\_\_\_  
 Position From Network Database Admin/Web Specialist To Network Database Admin/Web Specialist  
 Status Full-time Full-time  
 Salary Adjustment \$45,240 \$62,400

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
611001-64050-66000	\$45,240

Comments: (Use back of form)

\*See Reverse Side

Graduate School signature (if, applicable): Synda Batiste 5-10-17

[Signature] 5/10/2017 Date  
 Supervisor  
[Signature] 5/10/2017 Date  
 Vice Chancellor  
[Signature] 5/11/17 Date  
 Director/Personnel  
[Signature] 6-6-17 Date  
 President

[Signature] 5/10/17 Date  
 Dean/Unit Head  
[Signature] 5/10/17 Date  
 Chancellor  
[Signature] Date  
 Vice President/Finance  
 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                       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: Sanjay Palle is eligible for the Level 2 wage requirement for the H1-B work visa. This PAF Reflects the change in salary from \$45,240 to \$62,400 annually. This change will become effective July 1, 2017.**

**EMPLOYEE REGULAR WORK SCHEDULE:** 8:00 am – 5:00pm; as needed  
**EMPLOYEE DIRECT SUPERVISOR:** Christopher J. Rogers  
**SUPERVISOR/DEPARTMENT CONTACT NUMBER** 225-771-2242  
**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	

**FUNDS AVAILABLE**  
**OFFICE OF THE AGRICULTURAL**  
**RESEARCH AND EXTENSION**  
**SOUTHERN UNIVERSITY SYSTEM**  
*[Signature]*  
**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 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 DESCRIPTION**  
**FOR**  
**NETWORK DATABASE ADMIN/WEB SPECIALIST**  
**SOUTHERN UNIVERSITY AGRICULTURAL LAND-GRANT CAMPUS**

---

**OVERALL DESCRIPTION:**

A twelve-month position, the Network Database Admin/Web Specialist, shall have the following duties shall be directly responsible to the Director of Technology Services, for their exercise. The Network Database Admin/Web Specialist is responsible for the support and administration of the Center's Local/Wide Area Network (Internet/Intranet). Also responsible for the day-to-day onsite technical support for network hardware/software, analyze problems, and monitor the network to ensure availability.

**DUTIES OF RESPONSIBILITY WILL INCLUDE:**

- Assist in establishing long-term technology needs for the Center, and assist in planning strategies for developing systems and acquiring hardware, software to include: recommending, evaluating and purchasing IT assets including servers, network equipment, desktops, mobile devices, and software licenses;
- Serves as Chief Security officer for the Center;
- Provide leadership for the Center's Local Area and Wide Area Network;
- Serve as the information technology support for the various campus-wide websites
- Provide support for all enterprise's e-mail (client/server) issues for over 200 users (locally and statewide);
- Maintain and monitor the campus network resources;
- Plan and maintain backup and disaster recovery plans;
- Maintain integrity of all systems 24/7 including backups;
- Assists in the planning, development, and deployment of network expansions upgrades;
- Manages the remote connections of the Center's off-campus locations to include: Finance Department, Research Farm in Baker, LA, the Sustainable Agriculture Rural Development Institute in Opelousas, LA, Thrift and Fisher Halls;
- Maintain, troubleshoot and provide technical support for the Center's video surveillance security system;
- Maintain, troubleshoot and provide technical support for the Center's Card Access security system;
- Develop, implement and maintain a helpdesk portal that assists in day-to-day IT operations;
- Maintain and monitor wireless network infrastructure at all locations (on-site/off-site);
- Other duties as assigned

**KNOWLEDGE SKILLS ABILITIES:**

- Must be skilled, knowledgeable and experienced in Windows Server environment and Mac OS X
- Must knowledgeable and experience in Email Server, Active Directory, Network Security, Wireless Network Administration

- 
- Must be skilled, knowledgeable and experienced in Virtualization environments, i.e. VMWare, including Storage Area Network (SAN) administration;
  - Must be skilled, knowledgeable and experienced in Cisco/Juniper routers, firewalls and switches;
  - Strong troubleshooting skills using both proactive and reactive methodologies on a daily-basis to provide seamless system availability;
  - Knowledgeable in designing and maintaining network/security plans;
  - Highly goal oriented in providing excellent results with little oversight and direction;
  - The ability to work independently, self-motivating with the ability to adequately communicate (orally/written) solutions to management rather than problems; and
  - Must be Microsoft (MCSE) and Cisco Certified



Over 13 years of information technology experience in Windows servers, Cisco and Juniper products, network security, routing, switching, web development, desktop support, hardware/software support, help desk, LAN/WAN, training, e-mail etc. Quick learner with inter-personal, communication and leadership skills. Excellent team member with problem-solving and trouble-shooting capabilities.

#### TECHNICAL SKILLS:

- **Virtualization:** VMWare ESXi 6.x, vSphere 6.x, vCenter Server, Equallogic
- **Servers:** Windows Server 2012/2008/2003/2000, Mac OSX Server 10.x
- **Operating System:** Microsoft Windows 10/8/7/Vista/2000/NT/9x, Ubuntu Linux 12.x/11.x, Mac OS 10.x,
- **Networks:** Routing, Switching, VPN, DNS, DHCP, TCP/IP Ethernet Networking, Wireless Networking, Network Analyzers, Juniper, Procurve, Passport and Baystack Switches.
- **Systems:** Active Directory, Analysis & Monitoring, Messaging & Collaboration, Internet Sharing, Auditing, Service/Patch Management, Virus-Intrusion-Spam Protection, Backup & Disaster Recovery, Remote Management, Firewall and Switch Configuration, Terminal Services etc.
- **Security:** Cisco ASA 5510, Cisco PIX Firewall 515, Cisco AIP-SSC, ESET, Symantec Antivirus Corporate Edition, Barracuda Spam Firewall, Tipping Point IPS/IDS.
- **Email System:** Microsoft Exchange 2010/2007/2003/2000
- **Video Conferencing/VoIP:** Crestron, Tandberg VISION 6000, Polycom HDX 8000
- **Storage/Backup:** Dell EqualLogic, Symantec Backup Exec
- **Access Control:** Best Access (Access Control and Entry System), Intivid Security Server (IP based CCTV), VMS 4200 software system
- **Database:** MS SQL Server, MySQL, FileMaker Pro
- **Content Management System:** Joomla 1.5
- **Mac OS software:** Entourage, QTSS, iDVD, iMovie, Mac Office
- **Adobe software:** Acrobat, Photoshop, Go Live, Illustrator, Image Ready, In Design, Dreamweaver, Fireworks, Director, Flash, Home Site
- **Web Design:** HTML, ASP, ADO, Database Connectivity using Access and SQL, Streaming Audio/Video, JavaScript, VB Script, .NET, WordPress, IIS7.0
- **Programming Languages:** C, C++, Java, Matlab, Shell Scripting
- **Hardware designing software:** Lab View, L-Edit
- **Other Packages:** MS Office (Word, Excel, PowerPoint, Access, Outlook, Project, Publisher, Visio), Blackberry Server, ShoWorks, SpiceWorks

#### EDUCATION:

Southern University (SU), Baton Rouge, LA	
Master of Science (MS) in Computer Science, December 2005	GPA: 3.9
Louisiana State University (LSU), Baton Rouge, LA	
Master of Science (MS) in Electrical and Computer Engineering, December 2000	GPA: 3.5
Osmania University (OU), Hyderabad, India	
Bachelor of Engineering (BE) in Electronics and Communications Engineering, June 1998	GPA: 3.6

#### CERTIFICATIONS

- **MCSE 2003 Security+** - Microsoft Certified Systems Engineer in 2003 with CompTIA+ Security.
- **CCNA** – Cisco Certified Network Associate.

#### AWARDS

- Awarded the 2006 American Distance Education Consortium (ADEC) Buster team award for assisting the local, state and national agencies with IT related efforts during Hurricane Katrina.
- Member of the 1890 Land Grant Universities Technology and Data Management Team

## PROFESSIONAL/ACADEMIC EXPERIENCE:

### Network/Database Administrator/Web Specialist, Southern University Agricultural Research and Extension Center (SUAREC), Baton Rouge, LA. Feb 2004 – Present

- Successfully implemented an open-source helpdesk portal that assists in day-to-day IT operations.
- Completed the migration of network access for SARDI (Sustainable Agriculture Rural Development Institute) from AT&T to the LONI network.
- Coordinated and managed in the successfully virtualizing the server infrastructure at A. O. Williams Hall with Dell server infrastructure in a VMWare environment.
- Currently designing the workflow for migration to the Windows Server 2008 domain structure with Exchange 2010 support.
- Completed the installation and configuration of Cisco ASA5510 firewall along with VPN capabilities as part of network upgrade.
- Coordinated and managed in the successful implantation of a secure Juniper wireless network at A. O. Williams Hall, Edmond Arena and Research Lab Farm.
- Planned and coordinated the successful implementation of internet services as Project Manager at the M. A. Edmond Arena and the Farm Services Building, two remote research stations of SUAREC.
- Assisted in the installation and configuration of Joomla CMS system for maintenance of the new SUAREC website.
- Maintain the video conference infrastructure (Polycom HDX800 system, Crestron) for SUAREC.
- Currently working on setting up VPN capabilities at the Southwest Center for Rural Initiatives, Opelousas, LA for end-users to connect to the main datacenter at SUAREC.
- Fulfill the duties of the Director of Technology Services in his absence.
- Revitalized system-wide IT Department rapport by focusing on end user satisfaction and service
- Recommend, evaluate and purchase IT assets including servers, network equipment, desktops, mobile devices, software licenses and track software license compliance.
- Served as technical consultant for the following projects:
  - Center for Rural and Small Business Development (USDA grant)
  - Small Farmer Agricultural Leadership Training Institute (USDA grant)
  - Southwest Center for Rural Initiatives
- Maintain network security policy, addressing server security issues and apply appropriate security patches and upgrades.
- Researched, recommended and implemented network enhancements that improved system reliability and performance.
- Designed, developed and maintained the websites for Center for Rural and Small Business Development (<http://bisnet.suagcenter.com>) and Small Farmer Agricultural Leadership Training Institute (<http://aginstitute.suagcenter.com>)
- Assisted as Floor Director, Camera Operator, Video Editor, and Executive Producer for various television shows filmed and produced at the SUAREC studios.
- Served as Project Manager that designed and developed the Meat Identification CD-ROM for National FFA Organization using a \$199,000 USDA Grant. The CD-ROM was developed using Macromedia Director, Fireworks, Photoshop, Flash and QuickTime. It can be found at <http://shop.ffa.org/meat-identification-tutorial-cd-rom-p38284.aspx>
- Led a team of IT professionals for the technology setup at 2005 National AEA/ARD Conference held in New Orleans.
- Installed and configured the LISTSERV Server (<http://listserv.suagcenter.com>) for various agricultural programs and program leaders at SUAREC.
- Installed the Blackberry Server (that is integrated into the SUAREC Exchange System) for campus administrators to use the Blackberry Services.
- Installed and configured the Barracuda Spam Firewall to manage the email spam.
- Installed and configured the Tipping Point IPS/IDS security system.
- Installed and configured the SUS Server for automatic Windows System updates.
- Installed and configured Terminal Servers for easy administration of the network.
- Installed and configured the VERITAS Exec Backup Server for easy maintenance of system tape backups and implementing disaster recovery plan.

- Installed and configured a Mac OSX Server (integrated into Windows 2003 Active Directory) that serves as video streaming server.
- Provide PC support, software/hardware assistance and network accessibility to all the SUAREC employees throughout the state of Louisiana.
- Maintain all servers, PCs, laptops, workstations, printers, copiers and telephones.
- Manage the remote connections of the SUAREC's Finance Department to the Southern University mainframe servers.
- Provide support for over a hundred users for their E-mail services using the Exchange 2003 system both locally and statewide.
- Provide training for faculty/staff and administration on application software such as Microsoft Office, Adobe Suite, Corel Office etc.
- Served as Chairperson of the Technology team for the 2006 and 2007 Family and Youth Expo.
- Setup a wireless ISP center for FEMA assistance during Hurricane Katrina relief work (using a satellite dish antenna and wireless boosters). This project was awarded the 2006 American Distance Education Consortium (ADEC) Buster team award.
- Configured a Tachyon VISION 6000 videoconferencing unit that was used to host the Voter Education Conference for the city of New Orleans during post-Katrina relief efforts, sponsored by the Louisiana State Legislature.

**Graduate Assistant, Southern University Ag Center (SUAREC), Baton Rouge, LA. Sep 2002 - Jan 2004**

- Assisted in the installation and configuration of Cisco PIX firewall, Nortel ARN router and Nortel Passport and Baystack switches.
- Configured the Active Directory, DNS and DHCP services for the new LAN that was setup at SUAREC.
- Assisted in configuration and maintenance of the Microsoft Exchange Server 2000 and email services for SUAREC.
- Installed and configured the Symantec Security System for the SUAREC domain.
- Designed and implemented a Windows 2000 Active Directory based LAN for the Annual SU Livestock Show.
- Provided training for faculty/staff of the SU Livestock Show Office in ShoWorks software for the database management and Quicken for the financial data management.
- Provided network maintenance and technical support to the employees of SUAREC.
- Designed and developed the website for the Annual Faith Based Conference 2003 held at Lafayette, LA.
- Designed, developed and maintained the website for SUAREC (<http://www.suagcenter.com>).
- Designed and developed a website for the Southern University System Foundation for the Radiothon 2003.
- Designed and developed a database system that caters to the needs of inventory control for the Office of Technology Services at SUAREC.
- Operated as the sole PC troubleshooting technician for over 125 users located at SUAREC and SUAREC agencies within the state of Louisiana.
- Integrated Mac OS workstations into the AD and provided technical desktop support.
- Maintained system backups and performed system/file restorations on Windows systems.
- Involved in various productions of TV shows, including PSAs for SUAREC.
- Assisted as Camera Operator, Teleprompt Operator for various television shows filmed and produced at the SUAREC studios.
- Involved in new desktop/laptop setup and software installation for all SUAREC employees.
- Maintained the servers responsible for the SUAREC's telephone system and the building security system.

**Graduate Assistant, John B. Cade Library, Southern University, Baton Rouge, LA. May 2002 – Aug 2002**

**Research Assistant, Department of Physics and Astronomy, LSU, Baton Rouge, LA. Jan 2000 - Dec 2000**

- Designed and fabricated various electronic circuits for triggering components on light-detectors.
- Simulated the data collected from the gamma ray sources using a photo-multiplier tube in IDL and Lab View for the MARGIE experiment, sponsored by NASA.

**Graduate Assistant, Department of Physics and Astronomy, LSU, Baton Rouge, LA. June 1999 – Dec 1999**

# Board of Supervisors

# **SOUTHERN UNIVERSITY BOARD OF SUPERVISORS**

*(Following the Personnel Affairs Committee)*

**Friday, June 16, 2017**

Conference Center

Southern University and A&M College at New Orleans

New Orleans, Louisiana

## **AGENDA**

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentation
  - A. *Above and Beyond Award*
6. Action Items
  - A. Minutes of the May 12, 2017, Regular Meeting of the Board of Supervisors
  - B. Approval of Committee Reports and Recommendations
  - C. Request Approval of Legal Services Contract for Decuir, Clark and Adams for the period beginning July 1, 2017 - June 30, 2019
  - D. Resolutions
7. Informational Items
  - A. Medical Marijuana Update
  - B. Legislative Update
  - C. System President's Report
  - D. Campus Reports
8. Other Business
9. Adjournment

**Southern University and A&M College System**

**BOARD OF SUPERVISORS MEETING**

**Board of Supervisors Meeting Room**

2<sup>nd</sup> Floor, J.S. Clark Administration Building

Baton Rouge, Louisiana

**9 a.m.**

**Friday, May 12, 2017**

**Minutes**

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Mrs. Ann A. Smith. The invocation was given by the Rev. Joe R. Gant.

**PRESENT**

Mrs. Ann Smith, Atty. Tony Clayton, Dr. Leroy Davis, Mr. Raymond Fondel, Ms. Jordan Franklin, Dr. Curman Gaines, Rev. Joe R. Gant, Atty. Patrick Magee, Atty. Domoine Rutledge, Rev. Samuel Tolbert, Dr. Leon R. Tarver II, Dr. Rani Whitfield.

**ABSENT**

Mr. Richard Hilliard and Mr. Michael Small

**UNIVERSITY PERSONNEL ATTENDING**

System President Ray Belton, Chief of Staff Robyn Merrick, Executive Vice President and Provost M. Christopher Brown, Vice President for Finance and Business Affairs Flandus McClinton, Chancellors Dr. Lisa Mims Devezin (SUNO), Dr. Bobby Phills (SUAREC), Dr. Rodney Ellis (SUSLA), and Atty. John Pierre (SULC).

**BOARD COUNSEL**

Attys. Winston DeCuir, Jr., and Tracie Woods

**Newly appointed Board member, Mr. John Barthelemy, representing the first congressional district, was administered the oath of office by Atty. Winston Decuir, Jr.**

## **ACADEMIC AFFAIRS COMMITTEE**

Friday, May 12, 2017

9:00 A.M.

Board of Supervisors Meeting Room  
2<sup>nd</sup> Floor, J.S. Clark Administration Building  
Southern University and A&M College  
Baton Rouge, Louisiana 70813

### **MINUTES**

Board Chair Mrs. Ann A. Smith announced the convening of the Academic Affairs Committee. Academic Affairs Committee Chair Dr. Curman Gaines called the committee meeting to order.

Roll Call: Dr. Curman Gaines, Atty. Tony M. Clayton, Rev. Joe R. Gant, Jr., Dr. Leon R. Tarver II, Dr. Leroy Davis, Ms. Jordan Franklin, Mrs. Ann A. Smith

#### **AGENDA ITEM 3: ADOPTION OF THE AGENDA**

Upon the motion by Atty. Clayton and seconded by Dr. Tarver the agenda was recommended for adoption.

Motion passed unanimously.

#### **AGENDA ITEM 4: PUBLIC COMMENTS**

Dr. Nigel Gwee, president of the faculty senate, spoke in support of the recommendation to grant Dean Emeritus status to Dr. Robert Miller, former Dean of the College of Sciences.

#### **AGENDA ITEM 5: SPECIAL PRESENTATION**

**Presentations were made to the groups below acknowledging the accomplishments of each.**

- **SU Laboratory School Concert Band**

Dr. Christopher Brown introduced Mr. Safiyy Abdel-Raouf, SU Lab School Band Director along with the students that participated at the LMEA State Southeast Regional High School Instrumental Large Ensemble Performance Assessment that was held April 25-26, at Nicholls State University. The students received an excellent rating on stage performance and a superior rating in sight-reading. Each band member received a certificate from the Board of Supervisors and greeted members of the Board.

- **Southern University Law Center Mock Trial Winners**

Chancellor John Pierre introduced members of the winning team and made presentations to each of the team members. Board Chair Smith also congratulated the team members and thanked them for representing the SU Law Center proudly.

- **Southern University at New Orleans Track Team**

Chancellor Lisa Mims-Devezin distributed a flyer to all Board members which summarized the team's accomplishments at the NAIA Indoor Track & Field National Championships in Johnson City, Tennessee.

## **AGENDA ITEM 6: ACTION ITEMS**

### **A. Recommendation/Nomination of Dr. Robert Miller as Dean Emeritus, SUBR**

Upon the motion by Rev. Gant and seconded by Dr. Tarver the nomination of Dr. Robert Miller as Dean Emeritus was recommended for approval.

Dr. Davis also spoke in support of the recommendation for Dr. Robert Miller citing the great work Dr. Miller performed during his more than 40 years of service to the University.

Dr. Miller was invited to the podium to address members of the Board. He expressed gratitude for the honor.

### **B. Request to approve SUBR Laboratory School Reporting Structure, SUBR**

Because the supporting document was not received in a timely manner, Board Chair Smith asked that action on the item be postponed until the next meeting.

Upon the motion by Dr. Davis and seconded by Ms. Franklin the SU Laboratory School reporting structure was postponed for consideration at a subsequent meeting.

Upon the motion by Rev. Gant and seconded by Ms. Franklin the amended agenda was recommended for approval.

Motion passed.

## **AGENDA ITEMS 7: OTHER BUSINESS**

NONE

## **AGENDA ITEM 9: ADJOURNMENT**

Upon the motion by Rev. Gant and seconded by Dr. Davis the Academic Affairs Committee adjourned.

Motion passed.



## **FACILITIES AND PROPERTY COMMITTEE**

*(Following the Academic Affairs Committee)*

Board of Supervisors Meeting Room  
2<sup>nd</sup> Floor, J.S. Clark Administration Building  
Southern University and A&M College  
Baton Rouge, Louisiana 70813

### **MINUTES**

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

Roll Call: Rev. Donald R. Henry, Dr. Leroy Davis, Mr. Raymond Fondel, Jr., Mr. Richard Hilliard, Dr. Leon R. Tarver II, Dr. Rani Whitfield, Mrs. Ann A. Smith

Absent: Mr. Richard Hilliard

#### **AGENDA ITEM 3: ADOPTION OF THE AGENDA**

Upon the motion by Dr. Davis and seconded by Mr. Fondel the agenda was recommended for adoption.

Motion passed.

#### **AGENDA ITEM 4: PUBLIC COMMENTS**

NONE

#### **AGENDA ITEM 5: INFORMATION ITEMS**

##### **A. Priority Projects Updates, by Campuses**

System Vice President Flandus McClinton stated that a summary of the priority projects was included in the meeting packet, but reviewed the status of several projects including the Bradford Hall renovation project, J. B. Cade Library project, Child Care Development Center at SUBR, and gave a status report on the eroded bridge at SUBR. Mr. McClinton stated that President Belton has made the bridge project his top priority. Dr. Belton stated that he is confident that the University would be successful in obtaining the funds needed to repair the bridge during this session of the legislature.

Atty. Clayton asked if the University has an alternative plan in place if the University does not receive the necessary funds from the legislature to make the repair.

President Belton assured Board members that he has commitments and that he was certain that the project would be placed in the capital outlay bill and that it would receive priority.

Mr. Barthelemy suggested that the University should work with the city of Baton Rouge and present a resolution to them stressing that lives could be lost because of the drainage problem that is eroding the infrastructure of the bridge.

Upon the motion by Mr. Fondel and seconded by Dr. Tarver that the University would send a resolution to the City of Baton Rouge identifying the erosion problem that is compromising the bridge and safety of anyone traveling on the bridge.

**B. Status of SUNO Lighting Project**

Mr. McClinton stated that Mr. Eli Guillory along with SUNO Facilities Director Shaun Lewis took an inventory of the missing and temporary lights on the SUNO campus. There were a total of 60 lights that were not operable at the SUNO library and reported that a purchase order has been issued to obtain the replacement lights. Mr. McClinton also informed Board members that the cost of the temporary lighting is \$1500. He further explained that there are 173 temporary lights and that the total includes the library. SUNO Finance and Business Affairs Vice Chancellor Mr. Jullin Renthrope and Mr. Shaun Lewis have prioritized the lighting project and estimate a cost of \$75,000 to \$100,000 to replace the temporary lights.

Mr. Fondel commended Mr. McClinton and his team for the lighting project

**AGENDA ITEM 6: OTHER BUSINESS**

Committee Chair Henry apologized to Chancellor Mims and Mr. Lewis of SUNO, for not being able to make the site visit, but stated that he would visit at a later date.

Rev. Henry also suggested that trash receptacles be placed strategically across the SUBR campus to encourage students to properly dispose of trash. He described the type of cans that could be used like those that are located at the entrance of subdivisions and certain businesses and placed at an angle for persons that are driving.

**AGENDA ITEM 7: ADJOURNMENT**

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

Motion passed.

**FINANCE COMMITTEE**  
*(Following the Facilities and Property Committee)*  
Board of Supervisors Meeting Room  
2<sup>nd</sup> Floor, J.S. Clark Administration Building  
Southern University and A&M College  
Baton Rouge, Louisiana 70813

**MINUTES**

The Finance Committee was called to order by Committee Chair Atty. Domoine Rutledge.

Roll Call: Atty. Rutledge, Atty. Tony Clayton, Rev. Donald R. Henry, Rev. Joe R. Gant, Jr., Dr. Leon R. Tarver II, Mrs. Ann A. Smith

Absent: Mr. Richard Hilliard

**AGENDA ITEM 3: ADOPTION OF THE AGENDA**

Upon the motion by Rev. Gant and seconded by Mrs. Smith the agenda was recommended for adoption.

Motion passed.

**AGENDA ITEM 4: PUBLIC COMMENTS**

NONE

**AGENDA ITEM 5: ACTION ITEMS**

**A. Request Approval to Add Clinical Education Fees for Speech-Language Pathology and Audiology, SUBR**

Mr. McClinton stated that currently students pay clinical fees out of pocket. The proposal is to assess \$171 to undergraduates in the course, SPAU-468 Introduction to Clinical Practicum, and assess \$339 to graduate students entering the program during their first semester to cover the cost of clinical requirements. Mr. McClinton stated that students would be able to use their financial aid to cover payment of the proposed fees.

Upon the motion by Dr. Tarver and seconded by Atty. Clayton the clinical education fees for Speech-Language Pathology and Audiology were recommended for approval.

Motion passed.

**B. Request Approval of Student Self-Imposed Fees, SUSLA**

Mr. McClinton explained that during elections, the student body at SUSLA voted to approve the fees which will expand transportation services, student support services in intramural sports, athletics and the Student Government Association.

Upon the motion by Atty. Clayton and seconded by Dr. Tarver the student self-assessed fees, SUSLA was recommended for approval.

Motion passed.

**AGENDA ITEM 6: INFORMATION ITEMS**

**A. Interim Financial Report as of April 2017, SUS**

System Vice President McClinton informed members of the Board that all System Campuses expenditures have been adjusted to close the year with a balanced budget. He stated that statutory dedications are being examined closely.

**AGENDA ITEM 7: OTHER BUSINESS**

Atty. Clayton described his experience at SUBR commencement and expressed his dismay at the behavior of the students. He stated that the ceremony was not dignified and lacked decorum and respectfully asked President Belton to fix the problem. Board Chair Smith stated that she would confer with Dr. Belton and his staff and let members of the Board know the results.

**AGENDA ITEM 8: ADJOURNMENT**

Upon the motion by Atty. Clayton and seconded by Rev. Gant the Finance Committee adjourned.

Motion passed.

## **PERSONNEL AFFAIRS COMMITTEE**

*(Following the Finance Committee)*

Board of Supervisors Meeting Room  
2nd Floor, J.S. Clark Administration Building  
Southern University and A&M College  
Baton Rouge, Louisiana 70813

### **MINUTES**

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

**Roll Call:** Atty. Magee, Rev. Donald R. Henry, Atty. Tony Clayton, Dr. Curman Gaines, Rev. Joe R. Gant, Jr., Dr. Leon R. Tarver II, and Mrs. Ann A. Smith

### **AGENDA ITEM 3: ADOPTION OF THE AGENDA**

Upon the motion by Rev. Gant and seconded by Atty. Clayton the agenda was recommended for adoption.

Motion passed unanimously.

### **AGENDA ITEM 4: PUBLIC COMMENTS**

Dr. Thomas Miller questioned the proposed salaries collectively. He also stated that he would like to see the balance of salaries at the University and referenced the assessment of salaries document that President Belton presented to the Board in May 2016.

### **AGENDA ITEM 5: ACTION ITEMS**

#### **A. Request Approval of Comptroller's Office Restructuring, SUBR**

Atty. Magee asked Dr. Belton for a summary. Dr. Belton stated that to fill the position of Comptroller Mark Trepagnier who passed away in December two searches have been conducted and no suitable candidate emerged. The item presented is the University's method to redistribute the duties of the Comptroller and eliminate the singular title of Comptroller. The structure would be an Associate Vice Chancellor for Finance and Comptroller and have two associate comptrollers to handle the work in the Comptroller's office to improve service delivery.

Atty. Clayton asked whether the University enjoyed a healthy relationship with the business community in paying bills.

System Vice President Flandus McClinton stated persons that follow the procedures will have their bills paid on time.

Atty. Magee asked President Belton about the timeliness of presenting the support documents. Mrs. Smith stated that much of the information is not sent out in a timely manner. She also stated that if a timeline needs to be established she would do so.

Mr. Clayton had serious concerns about not having a comptroller in the organizational chart as it relates to submitting information to SACS and other agencies.

Upon the motion by Atty. Clayton and seconded by Mrs. Smith restructuring for the Office of the Comptroller was recommended to be postponed until the administration has a chance to review the organizational chart and responsibilities.

Mr. Benjamin Pugh, SUBR Vice Chancellor for Finance and Administration, explained that the motivation to make the changes is so that the Comptroller's Office would be able to close the fiscal year and submit all reports to the state by the mandatory timeline. The persons presented have a skill set that is needed to complete the work. It is his intent to develop a cadre of individuals that can move the University forward. As it relates to the payment of bills, Mr. Pugh explained that the individuals that follow the policies and procedures will have their bills paid on time. He further explained that the restructuring is a strategy that is being considered so that personnel that are already employed at the University can assemble a capable team. He has also had 2 full searches for candidates in finance positions and were unable to be filled because of the low salary being offered.

Atty. Clayton asked about outsourcing the payment of bills. Mr. Pugh stated that no other universities in the state are outsourcing their financial operation. He stated that to have adequate control and to produce reports that are required by the state it is imperative to have the financial operations in-house.

Call for the question by Rev. Gant

**Roll Call Vote:**

**Yeas:** Smith, Henry, Tarver, Clayton, Gaines

**Nays:** Gant, Magee

Motion passed.

**B. Approval for Band Director and Assistant Directors Special Event Adjustment, SUBR**

Dr. Belton stated that the item presented is a one-time salary adjustment to the band director and his staff for their participation in the Bayou Classic. Dr. Belton stated that there is a stipulation in the Bayou Classic that the revenue generated by the band must be given to the band. Atty. Rutledge stated that the Foundation is guided by policy on supporting salaries and state law provides that any amount above \$1,000.00 must be approved by the Board of Supervisors.

Upon the motion by Rev. Gant and seconded by Dr. Tarver the special event adjustment for the band director and assistant directors at SUBR be approved.

Motion passed.

**C. Request Approval of Personnel Action on Positions greater than \$60,000**

Atty. Magee asked President Belton to clarify the personnel action items that should be considered based on the deferment of action on the Comptroller’s Office restructuring. President Belton stated that items 5C 1, 2, and 3 should be considered.

Upon the motion by Dr. Tarver and seconded by Rev. Gant items 5C 1, 2, and 3 were recommended for approval.

In response to a question from Atty. Magee about the interim director of Title III, Dr. Belton explained that Mr. Lawson would be serving in the interim position for a few months. A permanent Title III director would be brought to the Board for consideration.

Motion passed.

	<b>Position/Campus</b>	<b>Salary</b>
<b>NEW APPOINTMENTS</b>		
1. Albertha Lawson	Associate Professor Salary Correction, SUBR	<b>\$79,000</b>
2. Sheila Duplechain	System Director of Institutional Research & Data Governance New Appointment/Title Change, SUS	<b>\$98,500</b>
3. Huey Lawson	Interim Director of Title III, New Appointment, SUBR	<b>\$83,000</b>
4. Monica Mealie	Associate Vice Chancellor for Financial Operations/Comptroller New Appointment, SUBR (Executive Session may be required)	<b>\$100,000</b>
5. Cary Clark-Hollins	Associate Comptroller for Financial Accounting New Appointment, SUBR	<b>\$70,000</b>
6. Famika Sargent	Associate Comptroller/Sponsored Program Activity, Policy Development and Compliance Operations, SUBR	<b>\$69,000</b>

**D. Approval of Leaves of Absence**

Atty. Magee asked if there had been any research to look at whether the University had a problem with employees seeking leaves of absence. Vice President of Human Resources Lester Pourciau stated that there is not a problem and employees adhere to the guidelines that are in place.

**AGENDA ITEM 7: OTHER BUSINESS**

Atty. Magee stated that he would like a listing of all personnel decisions that have been made at the University each month and the information should be included in the meeting packet. All personnel actions that fall below \$60,000 and all faculty members falling below \$75,000 should be included.

**AGENDA ITEM 7: ADJOURNMENT**

Upon the motion by Rev. Gant and seconded by Atty. Clayton the Personnel Affairs Committee adjourned.

Motion passed.

## **SOUTHERN UNIVERSITY BOARD OF SUPERVISORS**

*(Following the Personnel Affairs Committee)*

Board of Supervisors Meeting Room  
2<sup>nd</sup> Floor, J.S. Clark Administration Building  
Southern University and A&M College  
Baton Rouge, Louisiana 70813

### **MINUTES**

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Mrs. Ann A. Smith. All members were present except Mr. Richard Hilliard and Mr. Michael Small.

#### **AGENDA ITEM 3: ADOPTION OF THE AGENDA**

Upon the motion by Atty. Patrick Magee and seconded by Mr. Raymond Fondel the agenda was recommended for adoption.

Motion passed unanimously.

#### **AGENDA ITEM 4: PUBLIC COMMENTS**

LeAnn Baker of the Department of Speech Pathology and Audiology thanked members of the board for approving the clinical education fee for students which will ease the burden on students paying out of pocket for the required fees.

#### **AGENDA ITEM 5: SPECIAL PRESENTATION**

The *Above and Beyond Award* was presented to Curtis Chisley, Research Associate, SU Agricultural Research and Extension Center. Mrs. Smith presented a plaque and Dr. Belton presented a certificate to Mr. Chisley along with Chancellor Bobby Phills. Dr. C. Reuben Walker of the SUAREC spoke about Mr. Chisley's work with the Animal Science program, especially with regard to goat production. Mr. Chisley thanked Dr. Walker, members of the Board and Board Chair Smith for the recognition.

Tokens of appreciation were also presented to outgoing

#### **AGENDA ITEM 6: ACTION ITEMS**

##### **A. Approval of Minutes of the April 21, 2017 meeting**

Upon the motion by Rev. Gant and seconded by Dr. Tarver the minutes were recommended for adoption.

Motion passed.

**RESOLVED** by the Board of Supervisors for the Southern University System that the minutes of the May 12, 2017, meeting, be and they are hereby approved.



## **B. Approval of Committee Reports and Recommendations**

Upon the motion by Dr. Tarver and seconded by Rev. Gant the committee reports were recommended for adoption.

Motion passed.

### **Rev. Gant offered a substitute motion to the report for the Personnel Affairs Committee.**

Upon the motion by Rev Gant and seconded by Atty. Magee items 5 A and also items 5 C 4, 5, and 6 were recommended for approval.

**RESOLVED** by the Board of Supervisors for Southern University, that the actions taken by the Academic Affairs Committee, Facilities and Property Committee, Finance Committee, and Personnel Affairs Committee be and they are hereby approved.

#### **1. Academic Affairs**

##### **C. Recommendation/Nomination of Dr. Robert Miller as Dean Emeritus, SUBR**

- a. **RESOLVED** by the Board of Supervisors for Southern University, that the recommendation to grant Dean Emeritus status to Dr. Robert Miller, be and it is hereby approved.

#### **2. Facilities and Property Committee**

**No action items were presented. The information items presented will be filed for auditing purposes.**

#### **3. Finance Committee**

##### **a. Request Approval to Add Clinical Education Fee, Speech Pathology and Audiology, SUBR**

**RESOLVED** by the Board of Supervisors for the Southern University System that the clinical education fee for Speech Pathology and Audiology, SUBR, be and it is hereby approved.

##### **b. Request Approval of Student Self-Imposed Fees, SUSLA**

**RESOLVED** by the Board of Supervisors for the Southern University System that the Self-Imposed Fees, SUSLA, be and they are hereby approved.

#### **4. Personnel Affairs Committee**

##### **a. Request Approval for Band Director and Assistant Directors Special Event Adjustment, SUBR**

**RESOLVED** by the Board of Supervisors for the Southern University System that the Special Event Adjustment for the band director and assistant band directors, SUBR, be and it is hereby approved.

Rev. Tolbert. was not in favor of the special event adjustment for band director and assistant band directors.

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

**1. Albertha Lawson**

**RESOLVED** by the Board of Supervisors for the Southern University System, that the new appointment of Albertha Lawson as Associate Professor, SUBR, at a salary of \$ 79,000 be and it hereby is approved.

**2. Shelia Duplechain**

**RESOLVED** by the Board of Supervisors for the Southern University System, that the new appointment of Sheila Duplechain as System Director of Institutional Research & Data Governance, SUS, at a salary of \$98,500 be and it hereby is approved.

**3. Huey Lawson**

**RESOLVED** by the Board of Supervisors for the Southern University System, that the new appointment of Huey Lawson as Interim Director of Title III, SUBR, at a salary of \$83,000 be and it hereby is approved.

**4. Monica Mealie**

**RESOLVED** by the Board of Supervisors for the Southern University System, that new appointment of Monica Mealie as Associate Vice Chancellor for Financial Operations/Comptroller, SUBR, at a salary of \$100,000 be and it hereby is approved.

**5. Cary Clark-Hollins**

**RESOLVED** by the Board of Supervisors for the Southern University System, that new appointment of Carey Clark Hollins as Associate Comptroller for Financial Accounting, SUBR, at a salary of \$70,000 be and it hereby is approved.

**6. Famika Sargent**

**RESOLVED** by the Board of Supervisors for the Southern University System, that new appointment of Famika Sargent as Associate Comptroller/Sponsored Program Activity, Policy Development and Compliance Operations, SUBR, at a salary of \$69,000 be and it hereby is approved.

**b. Request Approval of Leaves of Absence**

**1. Francis Danquah**

**RESOLVED** by the Board of Supervisors for the Southern University System, that the medical leave for Francis Danquah, SUBR, be and it hereby is approved.

## **2. Morgan Hilliard**

**RESOLVED** by the Board of Supervisors for the Southern University System, that the leave of absence for military deployment for Morgan Hilliard, SUBR, be and it hereby is approved.

### **C. Resolutions**

President Belton offered resolutions as follows:

#### **Commendations**

Attorney Bernard B.J. Francis  
Robyn Merrick

#### **Condolences**

The Annie Price Family  
The Maggie Chase Family  
The Wade Shows Family  
The Leo Mims Family

## **AGENDA ITEM 7: INFORMATIONAL ITEMS**

### **a. Unification of SUS Technology and Back Office Operations-SUS Response to Act 619**

Dr. Gabriel Fagbeyiro presented information to members of the Board regarding plans to unify technology across all SUS campuses and reviewed various cost saving measures that will be implemented.

### **b. Legislative Update**

Atty. Kevin Cunningham reviewed current legislation that Southern Strategy has been tracking on behalf of the University. Mr. Cunningham highlighted several items that could possibly affect higher education this session.

### **c. System President's Report**

President-Chancellor Belton invited Athletic Director Roman Banks to give an update to members of the Board on the progress made with NCAA/ Coach Banks stated that he is looking forward to next season when all teams will be eligible for post season play. He also informed Board members that the academic center for athletes is occupied. In response to a question from Atty. Rutledge about the declining ticket sales, Coach Banks stated that the Department of Athletics has several measures to encourage ticket sales. He also stated that when the ticket prices increased sales declined. Parking on game day and tailgating policies have also been reviewed and updated, both have been a hindrance to fans on game day.

Dr. Belton also informed Board members that he participated in the Board's Innovation and Development Committee meeting and the development of the master plan is underway with leadership from Mr. Alfred Harrell of the SU Foundation and Atty. Preston Castille. He also stated that he is in ongoing discussion with the Board of Regents (BOR) regarding the revision of admissions standards and the BOR has been quite receptive to the idea. He advised Board members that the investigation is underway regarding the petition that was circulated about the

Division of Student Affairs. He expects to have a written report within the next 3 weeks. Dr. Belton also announced that Dr. Chris Brown will begin his new appointment at Kentucky State on Monday and wished him well.

Atty. Clayton also extended well wishes to Dr. Brown.

Rev. Gant asked members of the Innovation Committee to make sure that the \$1 million planning grant will not cost the University more than it is willing to pay. He also cautioned University administrators about investigating information on social media platforms.

Atty. Rutledge asked that a copy of the written report of the investigation be sent to all members of the Board.

**d. Campus Reports**

Each Campus Chancellor submitted written reports that were included in the meeting packet.

**SUNO** – Chancellor Mims-Devezin announced that SUNO commencement will begin at 4 p.m. and the speaker is New Orleans news anchor Sally Roberts. There are 526 candidates for graduation and the graduation rate at SUNO is at 20%, the highest rate the school has had in 15 years.

**SUSLA** – Chancellor Ellis announced the date for commencement as Thursday, May 16 at 7 p.m. in the Shreveport Convention Center. He also stated that the Gentleman’s Cooking Classic would be held June 10 from 6-9 p.m. and invitations will be sent to all Board members.

**SUAREC**- Dr. Bobby Phills stated that the request for proposals for the medical marijuana initiative has been published.

**SULC** – Chancellor Pierre announced commencement is May 13 and Judge Shonda Stone would be the commencement speaker for the SULC. He also thanked Board members for participating in the legislative reception that was hosted by the SULC.

**SUBR** – Dr. M. Christopher Brown announced that the University is partnering with the State Higher Education Executive Officers Association (SHEEO) to increase the number of underrepresented male teachers. SHEEO was recently awarded a three-year grant from the W.K. Kellogg Foundation to fund *Project Pipeline Repair: Restoring Minority Male Participation and Persistence in Educator Preparation Programs (Project Pipeline Repair)*.

Atty. Clayton sent well wishes to all mothers for Mother’s Day.

Dr. Tarver also announced the rededication of the Nelson Mandela College of Government and Social Sciences where South African Ambassador Mninwa Johannes Mahlangu was the special guest.

**AGENDA ITEM 8: OTHER BUSINESS**

Mrs. Smith asked for closing expressions from outgoing student board member Jordan Franklin. Ms. Franklin expressed appreciation for serving with members of the Board.

**AGENDA ITEM 9: ADJOURNMENT**

Upon the motion by Atty. Clayton and seconded by Dr. Tarver the meeting adjourned.

**DeCUIR, CLARK & ADAMS, L.L.P.**

ATTORNEYS AT LAW  
732 NORTH BOULEVARD  
BATON ROUGE, LOUISIANA 70802

WINSTON G. DECUIR, SR.  
LINDA LAW CLARK  
MICHAEL R. D. ADAMS  
WINSTON G. DECUIR, JR.  
BRANDON J. DECUIR <sup>1</sup>

(225) 346-8716  
FAX (225) 336-1950

1. LL.M. IN TAXATION

May 31, 2017

Dr. Ray Belton, Secretary to the Board  
President of the Southern University System  
Southern University System Board of Supervisors  
4<sup>th</sup> Floor, President's Office  
Baton Rouge, LA 70813

RE: Professional Services Contract – DeCuir,  
Clark & Adams, LLP


Dear Dr. Belton:

Enclosed is a renewal of the professional services contract for DeCuir Clark & Adams, LLP, to perform professional legal services for the Southern University System. The contract follows the form recommended by the Office of the Attorney General and the Division of Administration. The contract is for a period of two (2) years, beginning July 1, 2017.

We have enjoyed representing Southern University and ask that you present this contract to the Board for approval. Should you desire any additional information, please feel free to contact us.

Yours truly,

DECUIR CLARK & ADAMS, L.L.P.



WINSTON G. DECUIR, SR.

WGD/swb

Enclosures

cc: Tracie Woods, General Counsel,  
Southern University System

STATE OF LOUISIANA

CONTRACT FOR PROFESSIONAL SERVICES

BE IT KNOWN THAT on this \_\_\_\_\_ day of \_\_\_\_\_, 2017, this agreement is entered into by and between the **BOARD OF SUPERVISORS OF SOUTHERN UNIVERSITY AND AGRICULTURAL AND MECHANICAL COLLEGE** hereinafter sometimes referred to as ("Board"), and **DECUIR, CLARK & ADAMS, L.L.P.**, Attorneys at Law, 732 North Boulevard, Baton Rouge, Louisiana 70802, hereinafter referred to as ("Counsel").

1.

Counsel hereby agrees to furnish the following services to the Southern University Board of Supervisors, the Southern University System and the institutions under its management and control, and to advise the Board and Universities on any legal matters that may arise during the normal course of operation of the university, including litigation not covered by the states self-insurance policy.

The scope of this contract does not include litigation or proceedings arising out of or involving tort or worker's compensation.

These legal services are to be provided under the immediate supervision of the staff of the Board and subject to secondary review by the Department of Justice, Office of the Attorney General.

The Board hereby certifies and Counsel hereby acknowledges that:

1. Goals and objectives: The Board has entered into this contract in order to obtain professional and reliable legal services as referred to hereinabove.
2. Performance measures: The services provided by counsel shall be evaluated to determine that the services are provided timely and professionally.
3. Monitoring Plan: The staff of the Board shall monitor the performance of counsel by review of all interim written or verbal reports submitted by contractor and by supervision of the services provided by counsel.

2.

In consideration of services described hereinabove, Board hereby agrees to pay Counsel as follows:

\$225.00	PER HOUR FOR ATTORNEYS HAVING EXPERIENCE OF TEN YEARS OR MORE IN THE PRACTICE OF LAW
\$175.00	PER HOUR FOR ATTORNEYS HAVING EXPERIENCE OF FIVE YEARS OR MORE IN THE PRACTICE OF LAW
\$150.00	PER HOUR FOR ATTORNEYS HAVING EXPERIENCE OF THREE TO FIVE YEARS IN THE PRACTICE OF LAW
\$125.00	PER HOUR FOR ATTORNEYS HAVING EXPERIENCE OF LESS THAN THREE YEARS IN THE PRACTICE OF LAW
\$ 60.00	PER HOUR FOR PARALEGAL SERVICES
\$ 40.00	PER HOUR FOR LAW CLERK SERVICES

ATTORNEYS AND PARALEGAL RATES

\$225.00	WINSTON G. DECUIR, SR.
\$225.00	WINSTON G. DECUIR, JR.
\$225.00	LINDA LAW CLARK
\$225.00	BRANDON J. DECUIR
\$225.00	MICHAEL R. D. ADAMS
\$ 60.00	SHONDRA BROUSSARD
\$ 60.00	ROBIN RICHARDSON

The total of all sums payable under this contract including fees and reimbursement of expenses shall not exceed Two Hundred Fifty Thousand and 00/100 Dollars (\$250,000.00) and shall be billed in accordance with Policy and Procedure Memo 50 (Attorney Case Handling Guidelines and Billing Procedures).

Final billing shall be submitted to the Board within 90 days of contract expiration date. At the end of each calendar month, Counsel shall submit to the Board for review and approval, an itemization of all work performed, listing time by date for work performed by hours, down to the tenth of an hour, with specific reference to the nature of the work performed (**e.g., drafting of pleadings, research, review of files, etc.**). It is understood that should Counsel fail to submit statements within thirty (30) days following the end of each month, Board shall not be responsible for payment thereof under this contract or in quantum meruit. All billings by Counsel for services rendered shall be submitted in compliance with LSA-R.S. 39:1618.

All legal fees and costs shall be paid in accordance to the Board or Division of Administration Attorney General Handling Guidelines and Billing Procedures as set forth in PPM 50. Counsel shall be reimbursed for out-of-pocket expenses in accordance with the Division of Administration Travel Rules and Regulations as set forth in PPM 49. Travel time, at the direction and for the convenience of the Board, is billable as services if done during normal working hours at one-half the agreed upon Attorney pay rate and shall not exceed eight hours per day without written justification. Counsel agrees to comply with the instructions on Attachment #1 when submitting invoices.

3.

Counsel hereby agrees that the responsibility for payment of taxes from the funds thus received under this agreement and/or legislative appropriation shall be said counsel's obligation and identified under Federal tax identification number 72-1286643.

4.

The Legislative Auditor of the State of Louisiana, the State Inspector General and/or Division of Administration auditors may audit all records of Counsel which relate to this contract. Counsel shall maintain said records for a period of five years after the date of final payment under this contract.

5.

This contract is in effect for the period commencing July 1, 2017 and ending on June 30, 2019.

The effective date of this contract may be extended only if an amendment to that effect is duly executed by the contracting parties and approved by the necessary authorities prior to said termination date. Requests for extensions may be initiated by either party by the mailing of such request to the party, via Certified Mail, return receipt requested, not less than (30) days before the termination date provided for herein or (30) days before the termination of the first extension of this contract. If either party informs the other that an extension of this contract is deemed necessary, an amendment may be prepared by Board and forwarded to the other party for appropriate action by the other party, and said amendment is to be returned to Board with appropriate information and signatures not less than fifteen (15) days prior to termination date. Upon receipt of the amendment it will be forwarded to the necessary authorities for their approval.



Notwithstanding the foregoing, in no event shall the total term of this contract, including extensions hereto, be for a period of more than three (3) years.

6.

The continuation of this contract is contingent upon the appropriation of funds to fulfill the requirements of the contract by the legislature. If the legislature fails to appropriate sufficient monies to provide for the continuation of the contract, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the contract shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

7.

Counsel shall not assign any interest in this contract and shall not transfer any interest in same (whether by assignment or novation), without prior written consent of the Board, provided however, that claims for money due or to become due to the Counsel from the Board under this contract may be assigned to a bank, trust company, or other financial institution without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the Board and the Office of State Procurement.

8.

The Board shall have the right to cancel this contract for any reason by giving the other party written notice sent to Counsel's address by certified mail. Counsel shall have the right to cancel this contract for any reason by giving the Board 30 day's written notice by certified mail.

Notice shall be sent Certified Mail, return receipt requested, to the following addresses:

If to Board: Dr. Ray Belton, System President  
Southern University Board of Supervisors  
Southern Branch Post Office  
Baton Rouge, Louisiana 70813

If to Counsel: Winston G. DeCuir, Sr.  
DeCuir and Clark, L.L.P.  
Attorneys at Law  
732 North Boulevard  
Baton Rouge, Louisiana 70802

9.

All records, reports, documents and other material delivered or transmitted to Counsel by Board shall remain the property of Board, and shall be returned by Counsel to Board, at Counsel's expense, at termination or expiration of this contract. All records, reports, documents, pleadings, exhibits or other material related to this contract and/or obtained or prepared by Counsel in connection with the performance of the services contracted for herein shall become the property of Board, and shall, upon request, be returned by Counsel to Board, at Counsel's expense, at termination or expiration of this contract.

10.

The Board and Counsel acknowledge and agree that the Department of Justice has the right to review all records, reports, worksheets or any other materials of Counsel related to this contract. The Board and Counsel further agrees that Counsel will furnish the Department of Justice, upon request, copies of any and all records, reports, worksheets, bills, statements or any other materials of Counsel related to this contract.

11.

Counsel agrees to abide by the requirements of the following as applicable: Title VI of the Civil Rights Act of 1964 and Title VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972, Federal Executive Order 11246 as amended, the Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, the Fair Housing Act of 1968 as amended, and contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Counsel agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disability, or age in any matter relating to employment.

Any act of discrimination committed by Counsel, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

12.

This contract is not effective until approved in writing by the Board and the Office of

State Procurement in accordance with LSA-R.S. 39:1595.1. It is the responsibility of the contractor to advise the Board in advance if contract funds or contract terms may be insufficient to complete contract objectives.

13.

Any claim or controversy arising out of the contract shall be resolved by the provisions of LSA-R.S. 39:1672.1 – 1672.4.

IN WITNESS WHEREOF, the parties have executed the Agreement as of this on this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

WITNESSES:

\_\_\_\_\_  
\_\_\_\_\_

BOARD:

BOARD OF SUPERVISORS OF SOUTHERN UNIVERSITY AND AGRICULTURE AND MECHANICAL COLLEGE

BY:

\_\_\_\_\_  
DR. RAY BELTON,  
SYSTEM PRESIDENT

COUNSEL:

DECUIR, CLARK & ADAMS, L.L.P.

BY:

\_\_\_\_\_  
WINSTON G. DECUIR, SR.  
TAX IDENTIFICATION NUMBER: 72-1286643  
TELEPHONE NUMBER: (225) 346-8716

WITNESSES:

*Yarwa B. Cobles*  
\_\_\_\_\_  
*Devial S. Harris*  
\_\_\_\_\_

WITNESSES:

\_\_\_\_\_  
\_\_\_\_\_

BOARD:

BOARD OF SUPERVISORS OF SOUTHERN UNIVERSITY AND AGRICULTURE AND MECHANICAL COLLEGE

BY:

\_\_\_\_\_  
ANN A. SMITH,  
BOARD CHAIRMAN

## ATTACHMENT #1

### INSTRUCTIONS FOR SUBMITTING INVOICES

At the end of each calendar month, an itemization of all work performed, listing time by date for work performed by hours, down to the tenth of an hour with specific reference to the nature of the work performed (**e.g. drafting of expert reports, research, review of files, etc.**) should be invoiced to Board via Acuity Management System (if agency is using electronic billing system) OR in accordance with the agency's request.

Reimbursement for all expenses must have receipts or documentation attached to the invoices or reimbursement will not be made. Some examples of the receipts or documentation that will be accepted are given below:

1. Express Mail - a copy of the invoice from the vendor.
2. Travel expenses - purpose of the trip, miles traveled or airline ticket receipt, parking receipts, taxi receipts, hotel receipts (credit card receipts will not be accepted).
3. Invoices are to be submitted at the end of each calendar month and must indicate the amount of the contract, the amount billed to date and the remaining balance.

If your invoices are billed by each individual case that you have worked on please include a summary sheet for that month for that invoice. Do not include any previous balances owed on the summary sheet.

LSA-R.S. 39:1618 calls for invoices to be submitted in the form of an affidavit.



**Southern University and A&M College at Baton Rouge**  
**CHANCELLOR'S REPORT**  
to the  
**Southern University Board of Supervisors**



Dr. [Name] [Title]  
[Text]



## Southern University and A&M College at Baton Rouge **CHANCELLOR'S REPORT**

### *Significant Accomplishments/Achievements*

#### **Ambassador Mninwa J. Mahlangu Serves as Spring 2017 Commencement Speaker**



South African Ambassador to the United States, Mninwa J. Mahlangu, delivered the commencement address for the SUBR Spring 2017 commencement exercises. Commencement was held on Friday, May 12, 2017 in the F.G. Clark Activity Center. Approximately 700 candidates received degrees.

Ambassador Mahlangu's message to the graduating class and near-capacity audience echoed some of the late Nelson Mandela's words when he visited the SUBR campus in 2000. "His

[Mandela's] words are enduring, if not timeless, as of course is his legacy. President Mandela spoke with conviction that day as he had many times before, of the importance of education. Part of his legacy, and it is a tremendous legacy, is a legacy of academic values," Ambassador Mahlangu stated.

Ambassador Mahlangu shared this quote of the late Nelson Mandela, "Education is the most powerful weapon which you can use to change the world." He further stated, "I commend you today for having engaged in this revolutionary act, and congratulate you, as you commence to separate yourselves from your contemporaries. Today's commencement marks the end of a chapter in your lives. But commencement does not mean 'the ending'. Commencement means 'the beginning' -- today is the beginning of a new chapter in your lives."



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Ambassador Mahlangu was appointed in October 2014 by the President of South Africa to serve as the South African Ambassador to the United States based in Washington, DC. He last visited Southern University on November 19, 2015.

The South African diplomat also participated in Nelson Mandela College of Government and Social Sciences rededication ceremony. When Nelson Mandela visited the SUBR campus, he was honored at an event dedicating the Nelson Mandela School of Public Policy and Urban Affairs after him. A few months ago, the School was upgraded to the College of Government and Social Sciences, and it is the only college of government in the state and the region.

The spring 2017 chief student marshal was Ms. Naja I. Webb, a psychology major from Baton Rouge. Ms. Webb maintained a cumulative grade point average of 3.912. She graduated summa cum laude from Zachary High School in May 2014. She was on the Dean's List every semester while at SUBR and was presented the "Top Student of the Year" award [psychology] for the Fall 2016/Spring 2017.

The spring graduates represented 48 Louisiana parishes, 15 states and territories, and eight countries. The oldest candidate was 73 and the youngest was 21 years old. The graduate degree candidates included students who represented the first graduates of the SU Executive Masters of Science in Criminal Justice – Online Degree program.

The University awarded posthumous undergraduate degrees to former students Denver A. Smith and Leonard Douglas Brown who were killed in November of 1972 during a campus demonstration. Honorary doctor of humane letters degrees were awarded to Ambassador Mahlangu and SU alumna Dolly Deselle Adams, a former national president of The Links, Incorporated.

## **Seven SUBR Students to Study Abroad in Belize, Central America**

Seven Southern University, Baton Rouge students traveled to Belize, Central America, to participate in the 2017 Belize Study Abroad program held May 14-June 4, 2017.

Six of the scholars are students in the Dolores Margaret Richard (D.M.R.) Spikes Honors College. These students include: Alana Stevenson, junior, nursing major from Monroe.; Justin Gay, junior, electrical engineering major from Shreveport; Jonalyn Fair, sophomore, mathematics and physics major from Houma; Kristofer McKinney, sophomore, nursing major from Mobile, Alabama; Briana Turner, sophomore, nursing major from Zachary; Rayda Lathon, sophomore, mechanical engineering major from Creve Coeur, Missouri; and Anita Achea, sophomore, nursing major from Baton Rouge. Mr. Eric Pugh, Honors College program associate, accompanied the students.

Southern University students will earn three credit hours of Spanish and 60 hours of volunteerism. The credit hours will count toward meeting their graduation requirements. As a result, these bright students will serve as study abroad ambassadors when they return to SUBR from this global experience.



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“Global exposure and related experiential learning are salient components of the holistic educational experience of our future leaders,” said Dr. Diola Bagayoko, Southern University distinguished professor of physics and dean of the Dolores Margaret Richard Spikes Honors College.



The Belize Study Abroad program is coordinated through the SUBR Center for International Affairs and University Outreach directed by state representative and dean of the Center for International Affairs and University Outreach Barbara Carpenter, with the assistance of Ms. Kristan Gordon, assistant to the dean.

Not only does the Center for International Affairs encourage students to study abroad, but also that it is cost effective. Former first lady Michelle Obama once said, “So we know that it’s not enough for us simply to encourage more people to study abroad. We also need to make sure that they can actually afford it.” Thankfully through sponsors, SUBR students are able to experience this wonderful opportunity.

This year’s sponsors include the Center for International Affairs and University Outreach, the Office of the Provost, the Southern University System Foundation, the Dolores Margaret Richard Spikes Honors College, the College of Sciences and Engineering, the Louis Stokes Louisiana Alliance for Minority Participation (LS-LAMP), the Office of Student Organizations and Campus Involvement, the Office of Career Services, and the American Dream Construction and Consulting and Cognitive Development Center.





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## Dr. Luria Young Receives Scholarship to Attend Global Learning and Tech Summit

Dr. Luria Young, interim executive vice president for academic affairs and provost, recently received a fully funded scholarship to attend the 8th annual Arizona State University + (ASU) Global Silicon Valley (GSV) Summit on May 8-10, 2017, in Salt Lake City, Utah.

Through the ASU + GSV Summit Higher Education Scholarship Program, more than 100 presidents, provosts, academic officers, and other institutional leaders will participate in the Summit alongside 3,500 other leaders from across the education ecosystem – all of whom care deeply about scaling innovation in education in order to improve outcomes for all students. The scholarship program is supported by the Bill and Melinda Gates Foundation.

“I am honored to be the recipient of the 2017 ASU + GSV Higher Education Scholarship to participate in the Global Learning and Technology Summit. I am looking forward to learning more about innovative strategies to accelerate learning with technology. This knowledge will strengthen our efforts with graduating students who are career ready,” said Dr. Young.

The ASU + GSV Summit is an annual conference for the learning and talent innovation community. Education Tech and HR Tech addresses the urgent need for scaled innovation to achieve vastly improved educational and career outcomes.



## Nelson Mandela’s Grandson Visits the Baton Rouge Campus

Ndaba Mandela, the grandson of the late Nelson Mandela, visited Southern University Baton Rouge during his trip to the United States and stop in New Orleans on Wednesday, May 3, 2017. Nelson Mandela College of Government and Social Sciences dean Damien Ejigiri welcomed Ndaba to the campus while sharing stories of Nelson Mandela’s historic visit to Southern in 2000.

Ndaba Mandela is the son of Nelson Mandela’s son, Makgatho Mandela. Ndaba developed a relationship with his grandfather in 1990 while visiting him at the Victor Correctional Centre when Nelson Mandela was transitioning out of incarceration.



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“When your grandfather was here the state of Louisiana stopped for literally three days. It was a real privilege for us to name this program (Nelson Mandela School of Public Policy and Urban Affairs) after him. A few months ago, the school was upgraded, and it is the only college of government in the state and the region. It is good to say that Nelson Mandela’s grandson got to visit the College. I know Mandela is smiling in his grave,” said Dean Ejigiri.



Keith Doley, a 1987 SU Law Center graduate and honorary counsel for the Republic of South Africa, was instrumental in arranging Ndaba’s visit to the campus. Mr. Doley said he thought it would be nice for Ndaba to walk on the campus where his grandfather once visited and spoke.

Ndaba said, “It is always an honor to visit places my grandfather spoke at and has an affiliate with, of course it brings back memories of him and the amazing man that he was, and how many people he touched. It is always a humbling feeling and reminds us of the work that we have to also continue and embark on.”

During a brief meeting, Dean Ejigiri and Ndaba discussed future partnerships and developing a strong relationship with Ndaba and his foundation along with the Nelson Mandela Museum Foundation. Ndaba runs a foundation called Africa Rising that provides programs for South African youth in developing them as leaders through education and entrepreneur programs.



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Dean Ejigiri stated how Ndaba's programs align with the mission of the College and the University, "One of our many objectives is to forge a connection and strong relationships with institutions and businesses that can be beneficial to them and the college. One request we get is to build a strong relationship with the University and the African countries. We invite distinguished leaders from Africa, like you, to come to Southern to see how we can continue the vision of your grandfather."

Before ending his visit on campus, Ndaba stopped by to meet SU System President-Chancellor Ray Belton, where Dr. Belton extended an invitation for Ndaba to come back for an official visit. He also was able to take in the view of The Bluff. "It is an honor to have Ndaba visit the University, especially following the recent development of the growth to the Nelson Mandela College of Government and Social Sciences," said Dr. Belton.

Dr. Belton shared the desire of the University to develop more resources into international education for Southern students. Many of the visions Southern shares align with the work Ndaba is doing in South Africa with building the next generation of African leaders.

## **SUBR Nursing Professor, Edna Hull, Receives Excellence in Teaching Award**



Edna Hull, associate professor in the Southern University College of Nursing and Allied Health, recently received the 2017 Helen Johnson Cremeens Excellence in Teaching Award presented by the Baton Rouge District Nurses Association at the annual Celebrate Nursing Banquet held in Baton Rouge.

The criteria for the award emphasizes that the nurse educator serves in roles to advance professional nurses and nursing practice in Louisiana; displays a professional image of nursing in appearance; recognizes each nursing student's potential and implements strategies for each to excel in a nursing career and in communicating nursing knowledge.

Dr. Hull is passionate about her role as a nurse educator, especially the important role that she fulfills in shaping future nurse educators. "One of my favorite sayings is "Love the work that you do and you won't have to work a day of your life," she said.



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In addition to serving as a peer-reviewer for several professional nursing journals, Dr. Hull was recently selected as the associate editor of *Teaching and Learning in Nursing: The Official Journal of the Associate Degree Nursing*. She is also the immediate past president of the Louisiana League for Nursing, a state affiliate group of the National League for Nursing. An accreditation site visitor with the Commission for Nursing Education Accreditation (CNEA), Dr. Hull has more than a decade of experience with accreditation and the program review process.

Dr. Hull obtained a diploma in nursing from Charity Hospital School of Nursing, a BSN from Loyola University in New Orleans, a master of science degree from the University of South Alabama, Mobile, Alabama, and a Ph.D. in higher education administration from the University of New Orleans.

The Helen Johnson Cremeens Excellence in Teaching Award is named in honor of the late nursing educator, Helen Johnson Cremeens, the wife of the late TV newscaster Carleton Cremeens. He established the award to honor his wife's love for nursing and her career as a nurse educator.



## **Southern University Law Center Graduates 135 on May 13**

One hundred and thirty five students received their Juris Doctor on May 13, 2017. Of those, two received a dual JD/Masters of Public Administration. Graduates represented parishes from throughout Louisiana as well as 16 other states and the country of Japan.

Keynote speaker Judge Shonda Stone spoke about her legacy as the daughter of Jesse Stone, one of the first students to begin their career at the law school 70 years ago this September. Judge Stone spoke reminded the students of their duty to hold the door open for those who come behind them as doors had been held open for them.

Faculty, staff, and parents of graduates celebrated the day with a reception at the Law Center following the graduation ceremony. For a complete listing of the graduates, visit <http://www.sulc.edu/2017-graduates/>.

## **Legislators and Leaders Gathered to Celebrate 70 Years of Access and Opportunity on May 8**

On Monday, May 8, the Law Center, in conjunction with the SU System, hosted an event for supporters of both the Law Center and the larger SU System to highlight the upcoming 70<sup>th</sup> Anniversary of the Law Center.

The event was well attended by alumni, faculty, staff and legislators who celebrated the years of access and opportunity the Law Center has offered to the community. Attendees were led in a cheer for the SU System as informational cards highlighted the successes of the larger SU System by listing achievements from throughout the campuses. The event was organized by SULC staff.



## ***Achievements of Note***

### **2L ARNEDIA WALLACE HEADS TO DC FOR SPECIAL OLYMPICS INTERNSHIP**

Arnedia Wallace, who recently completed her first year at SULC, is headed to Washington, D.C. this summer to work as a law clerk in the legal department of Special Olympics International.

In her position at the headquarters office for Special Olympics International, Ms. Wallace will join an elite legal team that oversees matters relating to more than 5.2 million Special Olympics athletes in over 172 countries. She will support efforts to advance the organization's work in areas of diversity and inclusion, legal compliance for 7 regional offices, and will draft contracts and other legal documents to support the organization's 50th Anniversary Celebration in 2018, and the 2019 World Games in Abu Dhabi.

Ms. Wallace, a Dubberly, La., native, is a 2016 – 2017 Dwight David Eisenhower Transportation Fellow. She is a graduate of Southern University and A & M College where she was a Dolores Margaret Richard Spikes Honors College scholar. She was also a Thurgood Marshall Scholar, a Tom Joyner Book Scholar, and a member of the Beta Kappa Chi Scientific National Honors Society. Knowing that a law school career was her goal, Ms. Wallace served as President of the Pre-Law Society on the Southern undergraduate campus during 2015 – 2016. Ms. Wallace also served as chief student marshal for the 2016 spring class and received a University Medal and Honors College Medallion at her undergraduate graduation.

In her senior year as an undergraduate, Ms. Wallace won first place in the behavioral sciences category at the 73rd Joint Annual Meeting of the Beta Kappa Chi Scientific Honors Society and the National Institute of Science. Her undergraduate honor's thesis, "An Analysis of Louisiana's Mass Incarceration and the Racial Disparities Within its System," has informed her focus during her first year of law school.



### **3L LEILA AREFI-POUR IS AWARDED ANIMAL LEGAL DEFENSE FUND SCHOLARSHIP**

Rising 3L Leila Arefi-Pour was recently awarded an Advancement of Animal Law Scholarship by the Animal Legal Defense Fund (ALDF). The ALDF scholarship is based upon a demonstrated commitment to ALDF's mission, "to advance the interests and protect the lives of animals through the legal system." Winners are those who are actively involved with their student chapters while in law school and show promise in the field of animal rights after graduation.

While in law school Arefi-Pour founded a Student Animal Legal Defense Fund Chapter at SULC, where she currently serves as president. Under her leadership the SULC chapter hosted the Animal Legal Defense Fund's Speak Out for Farmed Animals Week and National Justice for Animals Week, a film screening of "Cowspiracy," and sponsored a vegan basket give-away. Leila is currently working a number of upcoming activities, including creating an animal law class, hosting therapy dogs, and seeking volunteer and networking opportunities in animal law.



# Achievements of Note

## LEGISLATIVE INTERNS GAIN VALUABLE EXPERIENCE AT THIS YEAR'S SESSION

From the halls of the Legislative Black Caucus to learning about issues related to children, families, and the elderly, several SULC students have been gaining valuable experience during this year's legislative session that began on April 10.

Students have learned the inner workings of legislative procedure, practiced making public comment on legislation they have researched, and worked with mentors and legislators to gain experience that will help them in their future careers.

Some students serve as committee and chamber staff where they are receiving hands-on experience with the technical language of legislation and work with the Clerk of the House and Secretary of the Senate to finalize legislation with amendments passed by legislators.

Other students have prepared to testify before committees during public comment by learning how to make impactful statements in short periods of time. Students have had personal interaction with legislators and Governor John Bel Edwards with the opportunity to let them know that they represent Southern University.



*Law Students Racquel Estevan and Desiree Bizar testify during public comment on HB1 on Saturday, May 28.*



*Matt Sandifer, Allison Crowe, Vanessa Flores and Rufus Williams on the first day of the session interning for the Louisiana Partnership for Children and Families.*



*Rufus Williams and Racquel Estevan with Governor John Bel Edwards.*



## Achievements of Note



### SBA PRESIDENT ARTHUR WILLIAMS ELECTED CHAIR OF THE LOUISIANA COUNCIL OF STUDENT BODY PRESIDENTS

SULC SBA (Student Bar Association) President Arthur Williams, Jr., was recently elected chair of the Louisiana Council of Student Body Presidents. The body represents student body presidents from higher education institutions from throughout Louisiana.

### GILBERT BAYONNE WINS NATIONAL LAW REVIEW WRITING CONTEST

Class of 2017 recent grad Gilbert Bayonne's student article titled "The Fire Next Time: Foster v. Chatman and the Inevitability of Peremptory Prejudice" was recently selected as a The National Law Review Law School Writing Contest winner.



(L to R) Chair Arthur Williams-SULC, Vice Chair Donald Fountain-BRCC, Secretary Jonah Harrington-LSUS, Parliamentarian Mary McMahon-UJL

### MONETTE DAVIS INTERNS WITH ACCESS TO JUSTICE PROGRAM

Rising 2L Monette M. Davis (pictured 4<sup>th</sup> from the left) is interning with the Access to Justice program this summer, which is sponsored by the Jones Walker LLP and the Louisiana State Bar Association. During her first week she had the opportunity to meet and have lunch with Chief Justice Bernette J. Johnson. The program selects one student from each Louisiana law school.



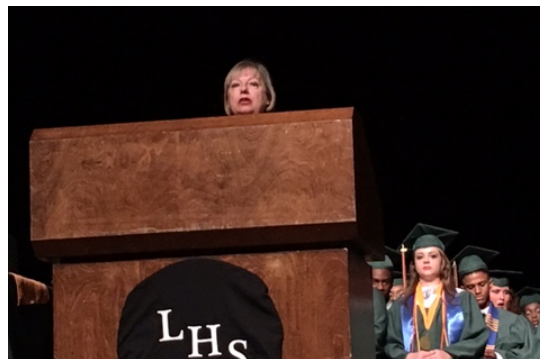


### VICE CHANCELLOR ROEDERICK WHITE GIVES JOINT ETHICS CLE FOR BATON ROUGE BAR ASSOCIATION

On Thursday, May 11, 2017 Vice Chancellor Roederick White gave a joint CLE presentation with Harry J. “Skip” Phillips of the law firm of Taylor Porter on lawyer professional ethics.

The event was sponsored by the Baton Rouge Bar Association’s In-house Counsel Section and was held at the Lamar Advertising Company’s main office. The presenters addressed topics such as electronic discovery, conflicts of interest, avoiding the unauthorized practice of law, the attorney-client privilege, and the attorney work product rule.

White serves as the vice chancellor for academic and students affairs at the Law Center where he is the Charles Hatfield endowed professor of law. His teaching and research focuses on contracts, corporations, professional responsibility/lawyer ethics, conflict of laws, and banking and lending.



### PROF. STEPHENSON DELIVERS COMMENCEMENT ADDRESS AT HER ALMA MATER IN NATCHITOCHES

Prof. Gail S. Stephenson returned to her high school alma mater to give the commencement speech on May 18, 2017. Stephenson graduated from Campti High School in Natchitoches Parish; the school is now known as Lakeview High School. The ceremony was held at A. A. Fredericks Auditorium on the campus of Northwestern State University.

Gail Stephenson is the Law Center’s director of legal analysis & writing where she holds the Louisiana Outside Counsel A. A. Lenoir endowed professorship in law. Her research focuses on culturally diverse teaching, Louisiana civil procedure, and civil law notaries. She is a former president of both the Baton Rouge Bar Association and the Baton Rouge Association of Women Attorneys, and she was named the 2014 Louisiana Bar Foundation Distinguished Professor.



## **ALUMNUS MARK CRAWFORD MOVES UP AT BP**



**Mark Crawford ('95)** recently moved up to the position of associate general counsel for labor, employment and employee benefits at BP (formerly known as British Petroleum). Mark has been with the company since 2001. He graduated with honors from the Law Center in 1995 and his career focus has been labor and employment law.

## **ALUMNA ANNETTE FONTANA ELECTED CLERK OF COURT FOR LAFOURCHE PARISH**



**Alumna Annette Fontana ('03)** was recently elected Clerk of Court for LaFourche Parish. Prior to being elected as Clerk of Court, Fontana served as an Assistant District Attorney for Lafourche Parish as a felony prosecutor, prosecuting major crimes including homicides and other crimes of violence gaining extensive experience and knowledge in criminal law.

Fontana was also a private practicing attorney in Lafourche Parish with the law firm of Morvant & Cavell, APLC engaging in a general civil practice including family law, estate planning, successions and civil litigation. She taught Family Law at Nicholls State University from 2009 through 2015.

She is a 2003 graduate with honors from the Law Center.



# Celebrate THE END OF SUMMER BY RETURNING TO WHERE IT ALL Began 70 Years

**Friday, September 1, 2017**

On September 1, 1947, class began for the first students to attend Southern University Law Center. Join us on this historic day as we celebrate the past that has brought us this far and look forward to a bright future.

We will begin that morning at the Law Center with the unveiling of our next class of Legacy Bricks followed by a celebration of our new Legislative Hall of Fame. After a special dedication of our new courtyard, current students will guide tours of the Law Center.

Then join us that evening as we hold the 70th Anniversary Gala at the beautiful L'Auberge Casino on the Mississippi River.

### **Make Your Labor Day Weekend Plans for Baton Rouge!**

Reconnect with your classmates to celebrate and catch up on old times. On Saturday morning, September 2, we will offer a free 2 hour CLE with 1 hour of Ethics to assist you in your mandatory CLE compliance for the year. On Sunday, September 3, the Jaguars take on South Carolina State at 1:30 PM in a televised home game that will appear on ESPN2.

Room blocks will be available at the following hotels: L'Auberge Hotel, Hilton Downtown Baton Rouge, and the Hampton Inn & Suites Downtown Baton Rouge.

*For more information contact Tanya Freeman at (225) 771-2552 or [Tfreeman@sulc.edu](mailto:Tfreeman@sulc.edu).*





# Chancellor's Report

**Bobby R. Phillips, PhD**  
CHANCELLOR-DEAN

June 2017

**Bobby R. Phillips**  
Chancellor-Dean  
SU Ag Center-College of Agriculture

**Dawn Mellion-Patin**  
Vice Chancellor for Extension

**Andra Johnson**  
Vice Chancellor for Research

**Doze Butler**  
Associate Dean

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Southern University Agricultural Research and Extension Center, an entity of the Southern University System, Bobby R. Phillips, Chancellor; Ray Belton, System President; Ann A. Smith, Chairwoman, 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.

## SOUTHERN UNIVERSITY Land-Grant Campus



**Come GROW with Us!**

*Linking Citizens of Louisiana with Opportunities for Success*

*Synoptic Overview of SU Land-Grant Campus Activities- June 2017*

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- 1. Twenty-six Ag students receive degrees during Spring Commencement**
- 2. SU Land-Grant Campus submits 13 grant proposals in excess of \$4.1 million to USDA**
- 3. SU & LSU Ag Centers hold Highly Successful Small Ruminant Field Day**
- 4. USDA/FAS Official Presents Seminar, ezFedGrants on SU Land-Grant Campus**
- 5. Land-Grant Campus welcomes 38 BAYOU Students**
- 6. Harvest Time with Agricultural Sciences Alum - Lorenzo T. Bennett**
- 7. SARDI Hosts Successful Small Business Summit**
- 8. SARDI hosts Federation of Southern Cooperatives Workshop**
- 9. SU Land-Grant Research Associate wins System "Above and Beyond" Award for May**
- 10. SU Land-Grant Faculty members join ECOP-ESCOP Health Action Teams in Maryland**
- 11. Ag student Brittany Benjamin wins the Baton Rouge Garden Club Scholarship**
- 12. Mayor's Summer Program is in full swing at the SU Land-Grant Campus**
- 13. SU Land-Grant Campus holds Snap-Ed launch party**
- 14. African American Strong Highlighted Person of the Month**
- 15. SU Land-Grant scientist's paper accepted for publication**
- 16. Welcome to new employee**
- 17. Upcoming Events:**
  - **June 30:** Youth and Family Exposition in St. Helena Parish.
  - **July 10-14:** Joint SU/LSU Ag Centers "Creating Healthy Enjoyable Foods" (C.H.E.F.) Camps for boys and girls in different age groups. There will also be a camp held from **July 24-28**.
  - **July 27:** Youth and Family Exposition at SARDI in Opelousas.
  - **July 29:** Youth and Family Exposition in Madison Parish.

## Twenty-eight Ag students receive degrees during Spring Commencement

The Southern University and A&M College in Baton Rouge held its Spring 2017 Commencement Exercise on Friday, May 12 in the F.G. Clark Activity Center.

Nearly 700 undergraduate and graduate students received degrees during the ceremony. Of that number, 26 students received undergraduate degrees and two students received doctoral degrees from the Land-Grant Campus' College of Agricultural, Family and Consumer Sciences.

The college's student marshal, the student with the highest GPA in the college, was Patrice Lazard.

The Opelousas native received a Bachelor of Science degree in Agricultural Economics. She also earned the Chancellor's Scholar Award during Southern University's Annual Academic Honors Day Awards Program on April 19.

You can read the full story in our [blog](#). Photos from Commencement are available [here](#).



**SU Agricultural Land-Grant Campus Chancellor-Dean Dr. Bobby R. Phills presents Patrice Lazard with her degree during the Spring Commencement at Southern University. Lazard was the student marshal for the College of Agricultural, Family and Consumer Sciences.**

## SU Land-Grant Campus submits 13 grant proposals in excess of \$4.1 million to USDA

The Southern University Land-Grant Campus submitted 13 grant proposals to the FY 2017\_1890 Capacity Building Grant program funded by USDA/NIFA on May 31. The dollar summary is as follows:

SU Land-Grant Campus	Number of Packages	Total Amount Requested
Research	7	\$3,099,289.00
Extension	3	745,242.00
Teaching	3	328,035.00
<b>Grand Total</b>	<b>13</b>	<b>\$4,172,566.00</b>

## SU & LSU Ag Centers hold Highly Successful Small Ruminant Field Day

The Southern University Ag Center, held its 12<sup>th</sup> joint Small Ruminant Field Day with the LSU AgCenter on April 29 at the Maurice A. Edmond Livestock Arena, Baton Rouge.

Small ruminant (sheep and goat) experts from both the SU and LSU Ag Centers made presentations on forage management, nutrition and health interaction, infectious and parasitic diseases, small ruminant reproduction and drug use/off label issues.

Nearly 50 participants turned out for the event, which also featured demonstrations and hands-on activities on injections, fecal sample analysis, body condition scoring and a question and answer session with presenters.

The lead collaborators from the SU Ag Center were - Sebhata Gebrelul, Ph.D., Animal Science Professor, who can be reached at 225.771.3841 or [sebhata\\_gebrelul@suagcenter.com](mailto:sebhata_gebrelul@suagcenter.com) and Renita W. Marshall, DVM/Associate Professor, Animal Science; and from the LSU AgCenter - Ken McMillin, Ph.D., who can be reached at 225.578.3438 or [kmcmillin@agcenter.lsu.edu](mailto:kmcmillin@agcenter.lsu.edu); and Jim Miller, Ph.D.

Photos from the event are posted [here](#). Full detail available on [Blogger](#).



Field day demonstrations and presentations

## USDA/FAS Official Presents Seminar on SU Land-Grant Campus

The Southern University Land-Grant Campus hosted a seminar and ezFedGrants certification registration presented by Mr. Jim Suits, a USDA/Foreign Agricultural Service (FAS) official on April 27. Suits presented information on the agricultural trade capacity building program opportunities available at his agency. He indicated that there were not many names on the list of grant participants from the SU Land-Grant Campus. Thus, he encouraged faculty to write grant proposals on any of the five priority areas that would enhance the United States and world trade.

Suits concluded his inaugural visit to Louisiana with the introduction of the USDA Grants Management System known as “ezFedGrants.” The system involves different levels of authentication. He registered some SU Land-Grant Campus employees for one of those levels following his presentation. Visit our [Blog](#) for full detail.



**Mr. Jim Suits shares information with Land-Grant Campus employees on grant opportunities at Foreign Ag Service that can enhance world trade**

## SU Land-Grant Campus welcomes 38 BAYOU Students

The SU Land-Grant Campus received 38 participants in the Beginning Agricultural Youth Opportunities Unlimited (BAYOU) program from Louisiana, Texas, California and Tennessee, for a five-week summer experiential learning in the agricultural sciences on June 5, 2017. During their stay on campus, they will learn how to conduct research with faculty members in Apparel Merchandising, Human Nutrition, Child Development, Plant & Soil Sciences, Animal Science, and Urban Forestry among other educational activities. Chancellor-Dean Bobby Phillips assured the parents that their children are in good hands.



**Chancellor-Dean Bobby R. Phillips, far right, welcomes the 2017 BAYOU participants to the SU Land-Grant Campus**



## Harvest Time with Agricultural Sciences Alum - Lorenzo T. Bennett

Earlier this year, Mr. Lorenzo T. Bennett, College of Agricultural, Family and Consumer Science graduate and Owner/Manager of Four Paws Pet Cremation Service hosted 18 Animal Science students in an event themed “Four Paws Dinner Social” at Ralph and Kacoo’s Restaurant. Recently, Bennett also awarded a \$2,000 scholarship to Jordan Bivens in the Department of Agricultural Sciences.

The speakers for the dinner were: Dr. Tyra Davis, SU Alum and Owner of a Veterinary Medicine Hospital in Hammond; Dr. Renita Marshall, SU Alum and Professor of Animal Science at the SU Land-Grant Campus, and Director of the “One Health Institute;” and Dr. C. Reuben Walker, Associate VC for Research, Technology and Development & Chair of Agricultural Sciences of the SU Land-Grant Campus. Bennett, Davis and Marshall earned their first degrees in Animal Science at Southern University, Baton Rouge.

“Lorenzo is a 5-star alum, he is giving his time and money to the Jaguar Nation,” extolled Dr. Walker. “It seems like yesterday that Lorenzo, Tyra, and Renita were walking the halls of Fisher Hall. My life has been enhanced by having played a small role in their growth,” said Walker.

The dinner discussion centered on entrepreneurship; networking and building a business rapport; internships; interacting with clientele and overcoming potential obstacles.

Of the 23 participants, 18 were College of Agricultural, Family and Consumer Sciences students.



**Four Paws Dinner Social attendees pose for a shot with Mr. Bennett in the center of front row**

## SARDI Hosts Successful Small Business Summit

The Sustainable Agricultural, Rural Development Institute (SARDI) kicked off National Small Business Week by hosting its first Acadiana Small Business Summit (ASBS) on Monday, May 1, at the Institute's location on 1209 Diesi Street in Opelousas, La.

More than 40 area small-business owners and interested entrepreneurs attended the various workshops offered during the summit. Get the full story on our [Blog](#).

For more information, please contact SARDI at 337-943-2410 or email [Krystle\\_Washington@suagcenter.com](mailto:Krystle_Washington@suagcenter.com).



**The Acadiana Small Business Summit**

## SARDI Hosts Federation of Southern Cooperatives Workshop

The Federation of Southern Cooperatives held its Livestock and Health Management Workshop at the Sustainable Agricultural, Rural Development Institute (SARDI) on Saturday, April 22 in Opelousas, La.

Antonio Harris, director of SARDI, offered greetings to the nearly 35 producers in attendance for the workshop.

The event's topics of discussion included: Emergency Preparedness and Response; On-Farm Biosecurity Issues; Traceability of Livestock Diseases; and Federation of Southern Cooperatives/Land Assistance Fund Program and Services.

For additional information about SARDI or to receive information about its programs and services, call 337-943-2410. Read more on our [Blog post](#).



**Producers listen to a speaker during the Federation of Southern Cooperatives Livestock and Health Management Workshop held at SARDI on April 22, 2017**

## Chisley wins SU System "Above and Beyond" Award for May

Mr. Curtis Chisley, research associate at the SU Agricultural Land-Grant Campus received the "Above and Beyond" Award during the May 12, 2017 Southern University Board of Supervisors' monthly meeting in Baton Rouge.

Chisley was nominated and recommended "without the slightest hesitation, with the highest professional, and personal regards" by Dr. Calvin Reuben Walker, Chairman of Dept. Agricultural Sciences at SUBR and Associate Vice Chancellor for Research & Technology Development at SU Ag Center.

"I am honored and elated to be recognized for my efforts in helping to move the SU Agricultural Land-Grant Campus forward," said Mr. Chisley. You can read more [here](#).

A certificate of appreciation from his students was also presented to Chisley at the time of his board recognition.

The SU System President Ray Belton; SU Board of Supervisors Chairwoman Ann Smith; Vice Chair of the SU Board of Supervisors Rev. Donald R. Henry; and SU Agricultural Land-Grant Campus Chancellor-Dean Phillips were on hand to congratulate the honoree on his recognition.



**L-r: SU System President Ray Belton; SU Board of Supervisors Chairwoman Ann Smith; award recipient Curtis Chisley; Vice Chair of the SU Board of Supervisors Rev. Donald R. Henry; and SU Agricultural Land-Grant Campus Chancellor-Dean Bobby Phillips**

## SU Land-Grant Faculty members join ECOP-ESCOP Health Action Teams



**The 5 Health Action Team members pose for a group photo at the Maryland meeting**

Members of the [5 Health Action Teams](#) met in Annapolis, Maryland May 1-2, 2017 in conjunction with the National Health Outreach Conference. The Health Action Teams were highlighted in the [ECOP Monday Minute](#) on May 5<sup>th</sup>, at <https://goo.gl/CJix7R>. Two nutrition faculty members from the Southern University Agricultural Land-Grant Campus served on two of the five teams. Bernestine McGee, Professor of Human Nutrition and Food in the College of Agricultural, Family and Consumer Sciences, served on the Chronic Disease Prevention and Management Team. Fatemeh Malekian, Professor of Human Nutrition at the Southern University Agricultural Research and Extension Center served on the Health Literacy Action Team.

## Urban Forestry student wins the Baton Rouge Garden Club Scholarship

The Baton Rouge Garden Club selected Ms. Brittany Benjamin, a Master's degree student in Urban Forestry, as the recipient of the 2017 Elaine Humphries Memorial Scholarship. This scholarship of \$1,500 is to financially assist worthy students in the fields of horticulture, landscape architecture and Urban Forestry.

"We are most impressed with all Brittany's accomplishments," said Sue Webb, Garden Club Scholarship Committee Chair.

The scholarship was presented to Brittany at the Baton Rouge Garden Club Spring Luncheon on May 19. Ms. Webb and the Club President Cindy Moran invited Brittany and Dr. Zhu Ning, professor of Urban Forestry to attend the luncheon. After President Moran presented the scholarship to Brittany, the recipient spoke about the value of her education in Urban Forestry and her career objectives.

"For the past years, the scholarship winners have been students from LSU. I am so proud that Brittany was selected this year for her high quality achievement in course work, research, and international experience," said Dr. Ning, Brittany's academic advisor and mentor, who recommended her for this scholarship.

Brittany currently has a 4.0 GPA with 36 credit hours. On April 2, 2017, Brittany competed at the Association of Research Directors' Symposium and won third place in the graduate student research oral presentation competition.



Brittany, left, poses with advisor Dr. Ning

## Mayor's Summer Program is in full swing at the SU Land-Grant Campus

The Mayor's Summer Program begins its 4<sup>th</sup> year on June 6, 2017 with farm safety and introduction to the Urban Farm/Greenhouses at the SU Land-Grant Campus. This year's experiential learning program will offer approximately 120 youth, ages 14-17 in the Baton Rouge area, the opportunity to work and gain knowledge in the agricultural sciences through June 29.

Pictured right, Land-Grant Campus staff Mila Berhane and Stephanie Elwood give students a tour of the greenhouse.



## SU Land-Grant Campus holds Snap-Ed launch party

Earlier in May, the Supplemental Nutrition Assistance Program Education (SNAP-Ed) for the Southern University Agricultural Land-Grant Campus, directed by Ms. De’Shoin York, hosted a Launch Party in celebration of the launching of the program’s website, [www.suagnutrition.com](http://www.suagnutrition.com).

Some notable features on the site include interactive maps on the “Contact Us” and “Activities Near You” pages. The maps allow site visitors to click pinpoint icons that show where staff and upcoming events are located. The site also features healthy recipes powered through [www.yummly.com](http://www.yummly.com), a mobile app and website that allows users to search by ingredients, diet, allergy, nutrition, price, and more.

The website is jam-packed with a wealth of health and nutrition information throughout the “Healthy Living Resources” pages that includes the following: informative videos, a “Smart Shopping” page, a “Physical Activity” page, a USDA “MyPlate” page, a “Food Safety” page, and a “Healthy Eating” page. In addition, 14 “Nutritionally Yours” Fact Sheet PDF documents are available for download on the website.

The site also links to the Department of Children and Family Services where constituents may apply for SNAP benefits. It also links to the main Land-Grant Campus, [www.suagcenter.com](http://www.suagcenter.com), since the SNAP-Ed program is only a component of the many amazing programs and activities happening here.

In more exciting news, a mobile app based on the new website is currently in the works. The mobile app will be available for download in the App Store for Apple devices as well as the Google Play Store for Android devices.

Your SNAP-Ed team here at the state office consists of Ms. De’Shoin York (director), Ms. Ellen McKnight, Ms. Stephanie Elwood, Mrs. Tamika Porter, and Mr. Sam Ross.

Be sure to follow the SNAP-Ed social media accounts on Twitter and Instagram (@suagnutrition) to stay abreast on all things SNAP-Ed at the Agricultural Land-Grant Campus.

We are Nutritionally Yours! <https://twitter.com/suagnutrition>



**SU Land-Grant Campus Chancellor-Dean Dr. Bobby R. Phills addresses the launch participants on the importance of good nutrition in staying healthy**

## Land-Grant Employee wins African American Strong Highlighted Person of the Month

Nicolette D. Gordon, youth agent in St. Helena and Tangipahoa Parishes was highlighted as [African American Strong Person of the Month](#) in April. Gordon was dubbed “the pioneer that's a real community activist.” Nicolette "Missy" Gordon is a role model to both youth and adults. First she is a full time mother of three beautiful young ladies, who are following in her footsteps. Gordon demonstrates that you can still be cool and get dirty at the same time in 4-H. The thing that stands out the most is the fact that Missy is doing what she loves because she chased her dreams. Missy works with youth, schools, communities and mentors young ladies of O.M.G. She also manages her own internet radio station called “MissyRadio,” which is available in the TuneIn app. MissyRadio holds camps for children to learn and develop skills in mass communication.

“Missy thank you for all that you do and keep up the great work. We wanted to reward you for that,” said [African-American-Strong](#), a non-profit organization with the goal to help build up our communities.



Nicolette, center, poses with her award amidst supporters

## Scientist's paper accepted for publication

An article entitled: Economic and Statistical Perspectives on Traffic Safety in Louisiana, 2005-2015, has been accepted for publication. The article was submitted by Assistant Professor of Economics Onyumbe Ben Lukongo, PhD, and will appear in the next issue of *Journal of Safety Research*.

**Abstract:** This study examines and applies recent empirical evidence from Mississippi and Alabama on fatal crashes and its relationship with gasoline prices and alcohol consumption using the Louisiana Crash Data Reports between January 2005 and December 2015. Results suggest that higher gasoline prices reduce fatalities among young drivers. A fewer number of young drivers on the roads is believed to reduce the likelihood of fatal crashes. Alcohol consumption is strongly associated with all types of fatal crashes. Underage drinking is still prominent in Louisiana. Extreme temperatures are positively associated with youth and other types of fatal crashes.



Dr. Ben Lukongo

## Welcome to new employee

The SU Land-Grant Campus family welcomes *Ms. Mary Holiday*, who will be serving as Accountant II for Extension in the Finance Unit.

Ms. Holiday's responsibilities include preparing required financial statements and fiscal reports, which include the compilation and analyses of data required for the preparation of specialized private, state and federal monthly, quarterly and annual reports; managing federal, state grants and contracts to include pre- and post-awards compliance; communicating with public and private accountants; state, federal and independent auditors, and vendors for the purpose of providing information and technical assistance needed to resolve problems; and maintaining cash management records, including funds drawn and received, funds disbursed by sources, deposits of funds, issuance of refunds, and classifying revenue as to sources of funding and expenditures as to their nature.

The Baton Rouge native is a graduate of Southern University A&M College with a BS in Accounting. She has extensive experience in Accounting and comes to us from the Head Start Program of Greater Dallas. Her hobbies include traveling, tailgating and studying Accounting

## Upcoming Events

**June 30:** Youth and Family Exposition at St. Helena College and Career Academy. Contact Nicolette Gordon at [nicolette\\_gordon@suagcenter.com](mailto:nicolette_gordon@suagcenter.com) or (985)748-9381.

**July 10-14:** Joint SU/LSU Ag Centers "Creating Healthy Enjoyable Foods" (C.H.E.F.) Camps for boys and girls ages 9-14. \$25 registration fee is required. Contact Kiyana Kelly or Marquetta Anderson at 225.389.3055 or via e-mail at, [kiyana\\_kelly@suagcenter.com](mailto:kiyana_kelly@suagcenter.com) or [marquetta\\_anderson@suagcenter.com](mailto:marquetta_anderson@suagcenter.com) for more information.

**July 24-28:** Joint SU/LSU Ag Centers "Creating Healthy Enjoyable Foods" (C.H.E.F.) Camps for boys and girls ages 12-15. \$25 registration fee is required. Contact Kiyana Kelly or Marquetta Anderson at 225.389.3055 or via e-mail at, [kiyana\\_kelly@suagcenter.com](mailto:kiyana_kelly@suagcenter.com) or [marquetta\\_anderson@suagcenter.com](mailto:marquetta_anderson@suagcenter.com) for more information.

**July 27:** Youth and Family Exposition at SARDI in Opelousas. Contact Krystal Washington at [krystle\\_washington@suagcenter.com](mailto:krystle_washington@suagcenter.com) or (337) 943-2410.

**July 29:** Youth and Family Exposition in Madison Parish. Contact Sarah Sims at [sarah\\_sims@suagcenter.com](mailto:sarah_sims@suagcenter.com) or (318) 574-9509.

# SUNO *Moving Forward*

SOUTHERN UNIVERSITY *at* NEW ORLEANS

June 2017



## CHANCELLOR'S REPORT



## Commencement 2017



**Top photo:** WWL-TV Anchor Sally-Ann Roberts gives the commencement address May 13 at the Lakefront Arena. **Below left:** Actress, Playwright and Author Tina Lifford gives a special presentation at the Hooding Ceremony May 12.



More than 500 graduates received degrees May 13 during the 2017 Commencement at the Lakefront Arena. WWL-TV's Sally-Ann Roberts was the Commencement speaker. The graduating class included top graduate Keri Randolph Burns, earned 3.979 grade point average while majoring in Health Information Management Systems; 78-year-old Arthur Hughes, who received a Master's degree in Criminal Justice; 79-year-old Elaine Wiltz Holmes, who completed her Bachelor of General Studies degree online; and Todd Juluke, a convicted drug offender who transformed his life and received a Master's of Social Work degree. On May 12, Actress Tina Lifford gave a special presentation at the Hooding and Medalion Ceremony for students receiving master's degrees.



# Chancellor's Corner

## ► TRACK TEAM

May 4 was a banner day for the SUNO Track Team as **the New Orleans City Council** recognized **Southern University at New Orleans, its Athletic Department and all student athletes and staff involved in the SUNO's track team's success at the 2017 NAIA Indoor Track & Field National championships in Johnson, TN.** Overall the Lady Knights – with eight athletes – placed fifteenth out of 68 schools; while the Knights – with only four athletes–place third out of 68 schools. With a team GPA of 3.5, these student athletes have demonstrated their talents on and off the field. **Chancellor Lisa Mims-Devezin, members of the Executive Cabinet and other SUNO supporters were present for this historic recognition.**

On May 22, the U.S. Track & Field and Cross Country Coaches Association (USTFCCCA) honored its NAIA Regional Award Winners for 2017 Outdoor T&F Season. **Jahnoy Thomas** (left photo) of SUNO was selected as the Men's Track Athlete of the Year from the South Regional. **Coach Yhann Plummer** (right photo) was named Men's Coach of the Year.



## ► GUEST SPEAKER

**Chancellor Lisa-Mims- Devezin** was a guest at the **College of Business Graduating Seniors Awards Annual Banquet and Pinning Ceremony** May 7. Other guests included **Mr. Jullin Renthrope, Vice-Chancellor for Administration and Finance.**



## ► LOUISIANA BOARD OF REGENTS

Southern University at New Orleans and the Louisiana Board of Regents hosted a Regional Informational Session May 8 in the University's Conference Center. **Chancellor Lisa Mims-Devezin** greeted representatives of metro-area colleges and universities. The focus of the conference was the Restructuring of the Louisiana Board of Regents Support Fund and implications for funding opportunities in future cycles as well as the landscape of federal funding for research and higher education. **Dr. William Belisle, Director, Grants and Sponsored Programs** coordinated the conference.

## ► HOODING CEREMONY

**Chancellor Lisa Mims-Devezin** provided words of encouragement and congratulations to 190 master-level graduates, family members and friends during the annual Hooding and Medallion Ceremonies in the SUNO Gym May 12.

**Harry J. Doughty, the Chancellor's Executive Associate** served on the **Annual Medallion and Hooding Committee.** Doughty also participated in the ceremony by marshalling in more than 125 2017 MSW graduates.

## ► COMMENCEMENT

**Dr. Lisa Mims-Devezin** presided over the Spring Commencement May 14, her first as the 8<sup>th</sup> **Chancellor** of Southern University at New Orleans. In addition to the **526 graduates**, highlights of 2017 Commencement in-

## Chancellor's Corner Continued

cluded the conferring of an Honorary Doctor of Humanities Degree to **Katherine Johnson**, a “New Frontier” pioneer, and the graduation of three original Honoré Center for Undergraduate Student Achievement (HCUSA) cohorts.

Ms. Johnson was recognized for her aeronautics as a “computer” in 1952, and after the formation of NASA, she performed the calculations that sent astronauts into orbit in the early 1960s and to the moon in 1969. In 2015, Ms. Johnson was honored with the Presidential Medal of Freedom by President Barack Obama. In May 2016, NASA opened the new \$30 million, 40,000-square-foot Katherine G. Johnson Computational Research Facility at the Langley Research Center in Hampton, Va. At the age of 98, she saw her story brought to light through the book and featured film, “Hidden Figures” in 2016.



*Gen. Russell Honoré, Chancellor Lisa Mims-Devezin and Honoré Graduate Jared Jupiter.*

**General Russell L. Honoré**, for whom the Center is named, was present to congratulate the Honoré graduates who are also student body leaders serving in the capacity of SGA president, SGA vice president and senior class president respectively.

### ► SCHOLARSHIP BANQUET

On May 20, **Chancellor Lisa Mims-Devezin** provided words of encouragement to scholarship recipients during the Southern General Missionary Association Scholarship Banquet.

### ► HOLY CROSS COMMENCEMENT

**Chancellor Lisa Mims-Devezin** was a special guest at the University of Holy Cross Spring Commencement at the Mahalia Jackson Theater for the Performing Arts May 21. As a special guest, **Chancellor Mims-Devezin** witnessed the conferring of terminal degrees of two SUNO employees. **Dr. Travis Johnson, Assistant Professor, Addictive Behaviors, Counseling and Prevention**, and **Dr. Ashely Ojo, Retention Counselor, College of Arts and Sciences**, both received Ph.D. degrees in Counselor Education and Supervision.

### ► MSW ORIENTATION

**Harry J. Doughty Sr., Executive Associate to the Chancellor**, welcomed 65 accepted applicants during the School of Social Work annual MSW Orientation May 24. The four-hour orientation was in the College of Business & Public Administration Building.



**SUNO and the NOPD:** Three officers with the New Orleans Police Department received their Master's Degrees in Criminal Justice May 13. They are, from left, Commander Lawrence Dupre, Seventh District; Tamara Weber, Police Officer 3; and Commander Shaun Ferguson, Second District. Commander Dupre received the Leeta Haynes Award for Academic Excellence and Commander Ferguson served as the Criminal Justice Class Speaker at the Hooding and Medalion Ceremony for Master's degree graduates.

## College of Arts & Sciences

### Dr. Evelyn Harrell, Interim Dean

The College of Arts & Sciences congratulates all graduates earning graduate degrees in Criminal Justice and Museum Studies, and undergraduate degrees in English, History, Psychology, Biology, Criminal Justice, Forensic Science, Health Information Management Systems (HIMS), Mathematics, Addictive Behaviors Counseling and Prevention (ABCP) and General Studies. We are especially proud that the four Summa Cum Laude graduates are from the College of Arts & Sciences: Keri Burns (HIMS and highest class average), Milica Golubovic (Biology), Leonie Robinson (Biology) and Robert Earl Wright Jr. (Criminal Justice). In addition, there were more than 47 other graduates from the college who received their degrees with the distinction of Magna Cum Laude, Cum Laude and Honors.

#### ► NATURAL SCIENCES

Dr. Murty Kambhampati received \$48,840 from the National Science Foundation (NSF) as supplemental funding to SUNO LS-LAMP Program to support a faculty member (as Visiting Scientist) plus three students for a 10 week research project at Brookhaven National Laboratory, Upton, NY (June 5 - Aug. 11). These funds will support faculty and student' travel, stipends and lodging expenses.

Ms. Octavia Allen, a biology major, has secured a Department of Energy-sponsored Science Undergraduate Laboratory Internship (SULI) at Brookhaven National Laboratory. All expenses for Ms. Allen will be paid by the Department of Energy.

On May 8, a number of the Natural Science faculty attended the informational session "Restructuring of the Board of Regents Support Fund (BoRSF)" with the guest speaker Carrie S. Robinson, deputy commissioner for Sponsored Programs at the Louisiana Board of Regents, and Dr. Michael Khonsar, NSF EPSCoR project director & associate commissioner for Sponsored Programs Research and Development. This session was valuable in light of the significant changes being instituted in the Support Fund program.

Drs. Cynthia Singleton (PI) and Rachid Belmasrou (Co-PI) were awarded a \$46,000 grant from the LA Board of Regents Support Fund for their grant entitled "Improving the Mathematics Multimedia Classroom."

Dr. Christian Clement served as reviewer for a manuscript entitled "Microbial Regulation of microRNA Expression in the Brain" by A.E. Hoban et. al. in the high-impact peer-reviewed journal *Microbiome*.

# College of Business & Public Administration

## Dr. Igwe Udeh, Dean

### ► ACADEMIC EXCELLENCE INITIATIVES

#### **CBA hosts 2017 Graduating Seniors Awards Banquet and Pinning Ceremony**

The Annual College of Business Graduating Seniors Awards Banquet & Pinning Ceremony was May 7 at 7 p.m. at the Holiday Inn Superdome in New Orleans. The pinning ceremony is the CBA's farewell to CBA graduating seniors in a more intimate environment than the University's graduation/commencement ceremony. During the ceremony, graduates were pinned in a candlelight ceremony with a special CBA pin, which is a token of appreciation to them. Awards were given out by the college and student organizations to honor graduates, as well as for outstanding services and student engagement. The keynote speaker was Dr. Frank Martin, chair of the Business Administration Department and Dolores Spikes Endowed Professor of Entrepreneurship. Other guests were Chancellor Lisa Mims-Devezin, Vice Chancellor for Administration & Finance Jullin Renthrope, family and friends of the graduates.



*Chancellor Lisa Mims Devezin, Dr. Frank Martin, Mrs. Deborah Martin and CBA Dean Igwe Udeh*

The BS-Business Administration program recognized the following seniors during the program: Michelle Ainey, Emma Ealem, Allen James, Rodrick Owens, Ashley Walker, Laticia Alexander, Talonzo Edwards, Anjuiel Knight, Erica Perrilloux, Donaz Ward, Brittany Allen, Sydney Garner, D'Miria Livas, Roderick Peterson, Lawrence Weatherstrand, Deanna Bates, Andrea Gibbs, April McKnight, Joshua Pierre, Jashione Williams, Shantrell Bender, Keith Harlan, Jared Moliere, Myron Reed, Tyrone Wiltz, Brandi Bradley, Brian Holiman, Jordan Montgomery, Alex Saunders, Robert Windsay, Renelle Brown, Janay Holmes, Simone Morrison, Jasmine Singleton, Sonja Byrd-Miller, Gerkiva Houser, Torri Murray, Tamiko Smith, Chris Clark, Eveta Hulbert, Jaron Neville, Dominique Suggs, Terrance Daniel, Harryell Jackson, Robin O'Connor, Edward Swan, Darrell Dunbar, Trudy Jackson, Michael Okoye and Chadwayne Vidal.



The BA-Public Administration program recognized the following seniors during the program: Brian Alexander, Jarred Jupiter, Brandiss Sartin, Koryanne Washington, Taylor Davis, Steven Roberts, Charlotte Sykes and Bryan Wilson.

The BS-Computer Information Systems program recognized the following seniors during the program: Patricia Alexander, Albert Ernest, Ikechukwu Okechukwu, Bao Duong, Nicholas Johnson, Desmond Perrodin-Johnson, Michael Ellis, Deatra Lashley and Clarissa Phillips.

The MS-Computer Information Systems program recognized the following seniors during the program: Nazia Alfzal, Rayshad Brown, Hem Chand Hukumathirao, Jyothsna Merikinapalli, Md Rahman, Hasan Aquil, Evia Dan-

## Business Continued

iels, Cynthia Jeanmarie, Harika Nallani, Sai sravya Seelam, Crystal Bass, Chaitanya Yalamarthy, Hemanth Chowdary Kanuri, Majee Othman, River Smith, Bhashym Venkatesh, Srinivas Gogineni, Saisravan Koluklula, Tayari Parker, Tyron Steele, Courtney Bluain, Princess Holmes, Lisa McGee, Layanya Polavarapu and Demond Stewart.

### CBA Faculty Members Win La. Board of Regents Grant Awards

Several CBA faculty members submitted proposals to the Louisiana Board of Regents during the 2016-2017 funding cycle. When the awards were announced April 4, three proposals submitted by the CBA faculty were selected for funding by the Board. The winning proposals were submitted by the following:



Okpechi

Al-Khateeb

Robertson

Dr. Simeon Okpechi – Principal Investigator (proposal ranked #1 in the state) – *Enhancing the College of Business Faculty, Curricula and Student Development for Tax Preparation and Entrepreneurship.*

Dr. Faisal Al-Khateeb – Principal Investigator; Co-PIs Dr. Adrine Harrell-Carter and Dr. Krishna Poudel (proposal ranked #5 in the state) – *Enhancing Classroom Instruction by Integrating Business Game Simulation across Business Curricula at SUNO.*

Dr. Patricia Robertson - Principal Investigator; Co-PIs Dr. Biruk Alemayehu and Dr. Robert Elliot (proposal ranked #6 in the state) – *Integrating Technical Innovation in Public Administration to Enhance Teaching and Student Learning.*

### ► JOURNAL PUBLICATION & PAPERS UNDER REVIEW

Conteh N.Y., and Erin W. (2017). The Dynamics of E-learning and Cell Phone Technologies as Disruptive Innovations: *International Journal of Computer Science & Wireless Security (IJCSWS)*. February, 2017USA

### ► CONFERENCE ATTENDANCE AND PAPER PRESENTATION

Dr. Charles Briggs, *The World on Your Palm: 'An Implication For Global Digital Supply Chain Economy.'* 2017 **International Academy of Business and Public Administration Disciplines (IABPAD)**, Dallas, TX. April 20-23.

### ► PROCEEDINGS PUBLICATION

Dr. Charles Briggs, *The World on Your Palm: 'An Implication For Global Digital Supply Chain Economy.'* Proceedings of the 2017 **International Academy of Business and Public Administration Disciplines (IABPAD)**, Dallas TX. April 20-23.

### ► CONFERENCE CHAIR AND DISCUSSANT

Dr. Charles Briggs, *Service Learning/ Case Study and Contemporary Issues (CBI) Session.* 2017 **International Academy of Business and Public**



## Business Continued

**Administration Disciplines (IABPAD), Dallas TX., April 20-23.**

### ► PROFESSIONAL OUTREACH TO STUDENTS & COMMUNITY

#### **New Orleans Regional Council of Business Economists**

Dr. Frank Martin attended the meeting of the New Orleans Regional Council of Business Economists May 9 at Ralph's at the Park Restaurant in New Orleans. Dr. Ray Bradford gave an update on the national, state and local economies. The update showed that during the first quarter of the year, Louisiana was not doing as well as the rest of the nation. However, the New Orleans MSA did a bit better than the rest of the state during the first quarter of 2017. Dean John Williams of the UNO College of Business gave an update on the state of tourism in the New Orleans region. There have been some improvements. However, Dean Williams expressed concern about low performance by New Orleans on certain items deemed important by tourists, such as safety, reflecting the high crime rate in New Orleans.

#### **SUNO Volunteer Income Tax Assistance (VITA) Center Ends the 2017 Tax Season**

Dr. Simeon Okpechi, Professor of Accounting and Director of the SUNO VITA Center, with the assistance of several Business students and volunteers, provided free income tax preparation to the elderly and low income residents in the community under the sponsorship of the Volunteer Income Tax Assistance (VITA) Program from February to April 2017. Two hundred and twenty-one tax returns were completed during the 2017 tax season. This number is much higher than the number of residents assisted in 2016. We congratulate Dr. Okpechi and all the volunteers for helping families and individuals in our community to receive much needed refunds and keep some of their hard-earned money.

#### **CBA Reps to Attend the 2017 Annual Meeting of the NORBCC**

Dr. Igwe E. Udeh, dean and Alvin James Lawson Endowed Professor of Business, and Mrs. Cynthia Beaulieu, director of CBA's Small Business Development & Management Institute (SBDMI) and the SUNO Small Business Incubator, attended the 2017 New Orleans Regional Black Chamber of Commerce (NORBCC) meeting May 19 at Hyatt Regency New Orleans. The theme of the meeting was *"A Look Back at 2016 and What 2017 Has to Offer."* The guest speakers were Don Pierson, secretary of Louisiana Economic Development, and Dr. Silas Lee, sociologist and a nationally recognized pollster and strategist. The College of Business & Public Administration and the SBDMI are a member of NORBCC and are supportive of the objectives of economic empowerment and inclusion pioneered through NORBCC.

### ► SBDMI Workshops/Seminars/Trainings/Meetings

Louisiana Economic development (LED) Quarterly Meeting; May 3, 2017; Iberville Building, Baton Rouge, LA; Meeting of all LED Intermediaries state wide; Irma Dixon, LED Peer-to-Peer Facilitator.

LED Small Business Awards; May 3, 2017; Governor's Mansion, Baton Rouge, LA; Irma Dixon, LED Peer-to-Peer Facilitator.

College Of Business Meeting; May 3, 2017; AACSB Accreditation Chair Committee (CIR Review Team) Visit to entire Department.

Louisiana Notary Prep Classes; May 6,13,20, & 27<sup>th</sup>; CBA Building Room 100; First Class February 11, 2017 – May 27, 2017; Classes meet every Saturday 9:00am to 2:00pm to prepare participants to take the Louisiana Notary Examination at LSU in Baton Rouge; 22 participants; Ms. Suzan Jackson & Ms. Cynthia.

NxLevelL Entrepreneurial Training Classes; May 1,4,8<sup>th</sup>; Small Business Incubator Conference; 10 participants; 10 classes to teach individuals how to write a business plan; Ms. Terrie Guerin and Ms. Angel Van DerPool.  
Live Broad Cast of WBOK Radio Program; May 4,11,18 & 25, 2017; "SUNO Small Business Institute Network,"

## Business Continued

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 broadcasts every Thursday 2:30 to 3 p.m. on WBOK AM Radio; Ms. Cynthia Beaulieu Host and Ms. Terrie Guerin, Co-Host.

Visit to North Shore Dream Builders Company; May 9, 2017; also met with Mr. Thomas J. Smith, St. Tammany Parish Council, District 14; Ms. Irma Dixon, Peer-to-Peer Facilitator, Mr. Floyd Marshall, Cezur IT, Ms. Cynthia Beaulieu.

Louisiana Business Incubator Association (LBIA) Meeting; May 18, 2017; Baton Rouge, LA.; Conference call quarterly meeting of all Incubators state wide; Ms. Cynthia Beaulieu.

Meeting with LED Peer-to-Peer Facilitator, Discussed upcoming Roundtable seminar sessions; Ms. Irma Dixon, Ms. Cynthia Beaulieu, Ms. Diana Thomas.

Meeting to Develop SBDMI/Incubator Upcoming schedule of Seminars/Workshops; Ongoing; Ms. Diana Thomas & Ms. Cynthia Beaulieu.

Small and Emerging Business Development (SEBD); (Ongoing);5 Assessments; Ms. Cynthia Beaulieu

SEBD One-on One; (3); Call-in Clients; Ms. Cynthia Beaulieu ; & Ms. Diana Thomas  
Counseled; Incubator Clients; Ms. Cynthia Beaulieu, Ms. Diana Thomas

### ► Office of Student Services (OSS)

Mrs. Timotea Bailey, Director of the Office of Student Services reported the following activities:

The Office of Student Services is proud to report that the graduation rate for the 2011 CBA Cohort is at 36%, an all-time high for the College. The CBA contributed in large part to SUNO's effort that could boost the 2011 cohort graduation rate to about 20%, also an all-time high. The OSS is appreciative of the effort of the CBA faculty and staff that has made this achievement possible.

Additionally the OSS reports a combined cohorts graduate of 12 during the 2016-2017 academic year, broken down as follows:

2011 Cohorts - 5 (10 total) - 36%

2012 Cohorts - 4 (7 so far)

2013 Cohorts - 3 so far

The Office of Student Services participated in the overall CBA meeting with the CIR AACSB Committee Chair, as well as the meetings with the Student Admissions Retention and Professional Development Committee and Mission Facilities Finance Administration Committee.

OSS hosted a successful Pinning Ceremony and Awards Program for CBA graduates, with a record 130 graduates, family and friends in attendance. Ninety-four CBA students had their degrees conferred May 13. The 2017 CBA Graduation class profile is as follows:

**MS-CISP** - 25

**BA-PADM** - 8

**BS-BADM** - 51

**BS-CISP** - 10

## Business Continued

Latin Honor graduates include:

### **Magna Cum Laude**

Keith Harlan, BADM major, highest CBA and BADM GPA

Chadwayne Vidal, BADM major

### **Cum Laude**

Patricia Alexander, CIS major, highest CIS GPA

Andrea Gibbs, BADM major

Trudy Jackson, BADM major

Deatra Lashley, CIS major

### **Honors**

Chris Clark – BADM major

Bao Duong – CIS major

OSS met with Upward Bound students from LSU touring SUNO's campus. The Office also greeted middle school students touring the campus.

## College of Education & Human Development

### Dr. Willie Jones, Interim Dean

#### ► HIGHLIGHTS

Dr. Willie Jones submitted his final report for the 2016 Faculty Community of Teaching Scholars (FaCTS) initiative sponsored by the Center for the Advancement of Teaching and Faculty Development, funded through the Andrew W. Mellon Foundation. Through this initiative, Dr. Jones was able to redesign an education course in the elementary education curriculum using the inverted classroom concept. The expected outcomes were to:

1. Apply the inverted teaching strategy to enhance student learning and meets the growing technological demands of the 21st century student.
2. Redesign a course in the elementary education curriculum using new pedagogy and new technology.
3. Provide evidence based effectiveness of the inverted classroom model that can serve as a departmental and university model.
4. Increase student participation, engagement and motivation in elementary education courses.

The proposed project contributed to the FaCTS theme by incorporating new pedagogy and new technology into the traditional classroom settings at SUNO. The project also contributed to the theme by investigating the impact an inverted classroom has on student participation and academic performance in class.

#### ► GRANT SUBMISSIONS

Drs. Jones, Louise Kaltenbaugh, and Tanisca Wilson submitted a proposal for Title III funding for Accreditation and Review of Academic Program. The proposal is entitled *"Improving Assessment Systems & Curriculum to meet Accreditation Standards."* The proposal focuses on enhancing the College's readiness to achieve reaffirmation of accreditation by the Council for the Accreditation of Educator Preparation (CAEP) and continuation of initial accreditation of the Child Development and Family Studies (CDFS) program by the American Association of Family and Consumer Sciences (AAFCS). The overarching goal of the CoEHD's accreditation component is to provide the framework for enhancing assessment systems and data collection for seeking and securing CAEP accreditation, and sustaining



## Education Continued

AAFCS accreditation. Dr. Wilson also has submitted an application to review proposals for the American Association of Colleges for Teacher Education for the March 2018 annual meeting. She has reviewed proposals for AACTE for two years.

### ► Workshops, Conferences and Scholarly Activities

Dr. Kaltenbaugh attended an Information Meeting for the Certification Program doe Paras in Jefferson Parish. She also attended a PCM on Ministry in Baton Rouge and was an exam reader for the Committee on Ministry.

Five students enrolled in the Teacher Preparation Course for the spring semester passed Praxis I reading and two students passed both Praxis I reading and math. One hundred percent of students scheduled to take Praxis by midterm and 99% scheduled to take Praxis I writing by May 8. A total of eight students were enrolled in the course. Mr. Do, math specialist in the CCC lab, played a vital role in assisting students.

### ► Professional Outreach to Students and Community

Dr. Kaltenbaugh interviewed 12 individuals interested in the Certification-Only program.

Dr. Kaltenbaugh was the Keynote Speaker for an Education Unit at Delgado's Commencement May 18.

### ► Other University-related activities

Dr. Kaltenbaugh attended a fact-finding meeting conducted by Howard University. She also attended an MOU meeting regarding a 1-year-old-to-Pre-K day care center.

During the week ending May 6, Dr. Wilson, Teacher Candidacy Coordinator, and Ms. Karla Boyd, a student in the College of Education and Human Development, coordinated the **Study Well...End Strong!** campaign. The campaign was coordinated to remind students about summer and fall registration and to encourage them to do well on their final exams.

Mr. Charlie Johnson worked on the CoEHD inventory and assets. He also edited the CoEHD newsletter and is working to update information the CoEHD Web pages.

## School of Social Work

### Dr. Ronald Mancoske, Interim Dean

#### ► DR. REBECCA CHAISSON

Dr. Rebecca Chaisson, Dr. Patricia Guillory and Dr. Sybil Schroeder conducted a Licensing Preparation training for current MSW graduates and MSW students. The training supports students in preparing to take the Licensed Master Social Work examination (LMSW). Topics for the course includes tips for selecting the correct answer and an overview of critical content for the examination.

#### ► DR. DERRICK FREEMAN

Dr. Freeman coordinated the SUNO School of Social Work Job Information Session for graduating undergraduate and graduate Social Work students May 8 (3-5 p.m.). Strive NOLA of Greater New Orleans and Urban League of Greater New Orleans collaborated with the School of Social Work. The session gave the students a prime opportunity to expand their knowledge base – interviewing techniques/skills, resume writing skills, professionalism, professional boundaries, understanding of responsibilities as an employee, job fit, and building confidence.

## Social Work Continued



*Left to right: Ms. Dion Paul (MSW student), Ms. Angela S. Cryer (STRIVE NOLA of Greater New Orleans), and Ms. Toya Crosby (Urban League of Greater New Orleans)*

### ► DR. PATRICIA GUILLORY

Dr. Guillory attended an international conference in Vancouver, Canada in mid-May that focused on the mental health needs of the elderly, including the challenges of identifying and providing services for addictive disorders in the elderly.



### ► MS. GLADYS MERRICK

Ms. Merrick accommodated 28 BSW graduating seniors who participated in a required personal growth experience at the BSW Annual Spring Retreat. The retreat reflects on self-assessment of the student and incorporates the values and ethics of the Social Work profession. The venue for the retreat was the Seashore United Methodist Assembly, Biloxi, Mississippi.

Ms. Merrick attended the 50<sup>th</sup> Annual Conference for the American Association of Suicidology. In addition to attending the pre-conference workshops, Ms. Merrick received the annual updated training for certification examiners. American Association of Suicidology accreditation/re-accreditation services validate service delivery programs are performing according to nationally recognized standards. Ms. Merrick has served in that capacity since 1995.

### ► DR. RONALD J. MANCOSKE

Dr. Mancoske completed a proposal to Amerigroup Louisiana for training of the Department of Children and Family Services. He also participated in Amerigroup's Foster Family Advisory Group. May is National Foster Family Month.

### ► DR. TORIN SANDERS

Dr. Sanders conducted a presentation at the School of Social Work's Licensure Preparation Workshop on Child Abuse and Neglect and another on Diversity. He also did a presentation on Strengthening the Relationship between Fathers and Sons at the Myrtle C. Thibodeaux Elementary School in Westwego, LA. He did a presentation on Helping Children Understand Themselves and Others at the Institute of Cultural Education. Dr. Sanders participated in a training event on Developing a Community-Wide Standard to Treat Poverty sponsored by Catholic Charities and by the Greater New Orleans Foundation.

Dr. Sanders lead an orientation for new graduate social work students with assistance from faculty and staff.

Drs. Chaisson, Freeman, Schroeder and Wise hosted the SUNO School of Social Work Recognition Ceremony April

## Social Work Continued



21 in the College of Business and Public Administration. BSW and MSW students were awarded Academic Excellence Awards, Leadership Awards, Scholarship Awards and Service Awards. Many community members and friends of the School of Social Work were recognized for their years of commitment to the SUNO School of Social Work.

## Student Activities and Organizations

### Mary Jackson, Director

#### ► ACCOMPLISHMENTS

In the Spring, our Miss Southern University at New Orleans 2017-2018 Germika Stewart entered the Ebony Magazine Queen's Contest and won. She appeared on "The 504" news broadcast with Sheba Turk and the other queens who were winners. Miss SUNO is now featured in the April/May issue of Ebony Magazine.

Miss SUNO has a Prom Dress Drive on campus. She collected more than 25 dresses and distributed them to Warren Eastern High School.

The SGA and Yearbook Department hosted the 2017 Spring Fest Family Reunion on Campus and the event was a success. The reunion gave current and alumni students the opportunity to form relationships.

Our students planned many other activities such as Movie Night, Talent Shows, Free Ice Cream and Snow balls, Water Fights, Bowling Knight, Karaoke Night, BBQ's, Crawfish Boils and a Fashions Show.

The Seniors finished the year with a huge Seniors Picnic. The students had an exciting time as they listen to music, danced, ate and received souvenirs.



*Miss SUNO Germika Stewart*



# CHANCELLOR'S REPORT



Rodney A. Ellis, Ed.D.  
CHANCELLOR

A MONTHLY PUBLICATION FROM THE OFFICE OF THE CHANCELLOR • JUNE 2017 • VOL. 2 NO. 6

## CONGRATULATIONS TO THE SOUTHERN UNIVERSITY AT SHREVEPORT 2017 GRADUATES!

The Spring Commencement was held on Tuesday, May 16, 2017, at the Shreveport Convention Center where 323 degrees and certificates were presented.

Shreveport native Rebecca Miller Sykes, President of the Oprah Winfrey Charitable Foundation, was the keynote speaker. She encouraged students through morals that she's learned throughout her journey. *"Never give up; respect the higher power; and never let gender or race define your success,"* Sykes said to the transforming graduates. After her message, Chancellor Rodney Ellis said, *"I'm inspired by your journey. Your story is truly a blessing."*

Chancellor Ellis highlighted the following accomplishments in some departments:

- *The Phlebotomy program had a 100% overall passing rate;*
- *The Dental Hygiene Program had 89% of their students to pass the national exam;*
- *Yumeka Humphrey, the second graduate of our online program, was presented.*



Rebecca Miller Sykes

Dr. Ellis also acknowledged that 20 candidates received Adult Education Completion Certificates, and two received Community Education for Life Transitions (CELT) Certificates.



*Stanimir Zivulj served as Chief Student Marshal graduating with a 3.88 GPA.*



# 2017 Honors & Awards Convocation



Dr. Sharron-Herron Williams  
VC for Academic Affairs,  
served as President

The spring semester is an exciting time for the faculty, staff, students, and community. It's the time of year to celebrate the outstanding accomplishments of our students who have demonstrated exceptional academic performance during the spring and/or fall semesters.

This year was the first year students served as the guest speakers. Inspirational messages were given by graduates Francine Brown (accounting and business major) and Marsha Marie Smith who received her degree in Human Services.



Francine Brown and Marsha Marie Smith  
Student Speakers



Chancellor's List Honorees

Students were recognized for making the Chancellor's List (4.00) and the Honor's List (3.70 – 3.79) and 36 students were also inducted into the Phi Theta Kappa Honor Society (Beta Beta Nu Chapter).



Phi Theta Kappa Inductees



(Above) Dr. Barry Hester (center) presented STEM students with plaques for their achievements.

Honors designation status is achieved by earning a minimum term GPA of 3.0 or above on the 4.0 scale. The division of Academic Affairs presented this year's Honors and Awards Convocation on Wednesday, May 3, 2017, in the Jesse N. Stone, Jr. Lecture Hall.



# MLT/PHLEBOTOMY PROFESSIONAL PINNING CEREMONY



Faculty members and Clinical Coordinator/Instructor Patricia Brown hosted the annual MLT/Phlebotomy Professional Pinning Ceremony. Medical Laboratory Technicians Reena Thomas, Marietta Player, Lauscious Harris, and Joy Pearson received their white coats. Phlebotomy graduates received signature phlebotomy bracelets (designed by Replica Kitty.) Recognition was also given to the youngest graduate of the MLT program, Marietta Player (age 22), and the youngest graduate of the Phlebotomy program, Kaiya' Brown (age 18). The MLT Kedrick Smith Award was presented to Laucious Bradley Harris and the Phlebotomy Student of the Year Award was presented to Cynetria Wilson.



The guest speaker for the event was Dimitry Baylor-Nard Sr., a senior account executive at **KTAL NBC TV 6**. Shannon Levingston-McCowan, e-Learning Specialist and Interim Director of Marketing/University Relations at SUSLA, served as Mistress of Ceremony.



Dimitry Baylor-Nard, Sr.  
Guest Speaker



Shannon Levingston-McCowan  
Mistress of Ceremony



## SUSLA WELCOMES TED SCOTT YOUTHBUILD CAREER SPECIALIST

Ted Scott joins the Jaguar Nation as Youth Build (YB) Career Specialist. The Shreveport native is responsible for finding employment and volunteer opportunities for the Youth Build students.

He graduated from LSUS in 1996 with a bachelor's degree in Marketing, and he received his master's degree in Theological Studies from Liberty University. He has more than 15 years of higher education, recruiting, sales, marketing, business development, and career services experience.



## CONGRATULATIONS SUSLA FACULTY AND STAFF 2017 GRADUATES!



**CAROLYN O'NEAL**  
*BA Degree*  
*Organizational Management*  
*Wiley College*



**(L) CHERYLE WHEELER- JOHNSON**  
**(R) MARQUES HALL**  
*Masters in Social Sciences*  
*Grand Canyon University – Phoenix, AR*



**DR. JOSLIN PICKENS**  
*Doctor of Education*  
*LSU-Shreveport*



# Southern University Celebrates Administrative Assistant's Day



Chancellor Dr. Rodney Ellis recognized the administrative support professionals at SUSLA for their hard work, with a special luncheon held at the Petroleum Club in downtown Shreveport.

(L to R): Nicole Kirkpatrick, Carolyn O'Neal, Bonita Vance, Artie Reed, Linda Anderson, Judy Steele and Lillie Speed (Seated) Dr. Rodney A. Ellis.



## CONGRATULATIONS Student of the Month

### I AM SOUTHERN ... Meet 2017 Graduate, Francine Brown

Francine "Monro" Brown is a native of Shreveport and a mother of two. She received her dual degree in Accounting and Business on May 16, 2017, graduating with a 3.70 GPA. Some of her accomplishments include: recipient of the 2016-17 SUSLA Chancellor Scholarship; the 2016-17 Better Business Bureau Torch Award; and 2016-17 Miss Elite for Southern University Shreveport. She represented SUSLA at the "All About Girls Summit" in Orlando, Florida, recently where Laila Ali was one of the featured speakers. Monroe is a recording

artist who works with superstar songwriter, Michael Garvin. She is currently working on her new album.

## Jaguar of the Month

Chancellor Rodney Ellis Congratulates Angela Thomas as "Jag of the Month!" Mrs. Thomas serves as Health, Careers, and Opportunity Program (HCOP) Specialist/AE Follow-Up Case Manager. On a recent customer service survey, a student stated, "She was very informative, and if it hadn't been for her help, I would not have been able to know about the fast track program and enroll. She made it possible."

Great job! Keep making dreams possible, Angela Thomas!







## **SOUTHERN UNIVERSITY AT SHREVEPORT OFFERS FREE SUMMER CAMPS**

*SUSLA created a variety of free summer camps to area youth from May-July. The following is a list of the camps offered:*

***Airframe Powerplant Technology (JUNE 12-22)***  
***Exposing Students to Robotics (MAY 23-JUNE 2)***  
***Head Start in Health Science (MAY 22-25)***  
***Math Made Simple (MAY 15-26)***  
***Mind Your Business -Money Management (MAY 22-JUNE 2)***  
***Multimedia Production in the Digital Age (MAY 22-26)***

*There will also be at-cost camps offered this summer. The following is a list of at-cost camps:*

***Camp Cees, also known as Camp STEM at SUSLA (MAY 30-JUNE 30)***  
***ACT Math Prep Camp (MAY 16-JUNE 8)***  
***ACT Writing/Mechanics Prep Camp (MAY 13-JUNE 3)***  
***Etiquette Camp (JUNE 21-23)***  
***Cheer, Dance Camp (JUNE 21-23)***

Beverly Parker, Executive Director of Corporate Training and Coordinator of Camps, said  
*"The camps are designed to be engaging, educational and fun for the students."*

*For a list of all camps and descriptions, visit [www.susla.edu](http://www.susla.edu).*

*Come Be Southern!*



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