

SOUTHERN[®] UNIVERSITY SYSTEM

BATON ROUGE • NEW ORLEANS • SHREVEPORT

BOARD OF SUPERVISORS MEETING

9:00 a.m.

February 21, 2020

3050 Martin Luther King Jr. Drive
Jesse N. Stone Lecture Hall
Shreveport, LA

Academic Affairs Committee

ACADEMIC AFFAIRS COMMITTEE

Friday, February 21, 2020
3050 Martin Luther King Jr. Drive
Jesse N. Stone Lecture Hall
Shreveport, Louisiana
9:00 a.m.

AGENDA

1. Call to Order
2. Invocation
3. Roll Call
4. Adoption of the Agenda
5. Public Comments
6. Special Presentations:
 - A. SUSLA Alumni Student Scholarship Check Presentation (SUSLA)
 - B. LED Academic Support Check Presentation (SUSLA)
7. Action Item(s):
 - A. Request Approval of Professor Emeritus Status for Dr. Ali Fazely - College of Sciences and Engineering (SUBR)
 - B. Request Approval of Professor Deleso Alford to be granted prior service credit at Florida A&M College of Law for purposes of tenure (SULC)
 - C. Request Approval of Dr. Shelby Sanders Endowed First Generation Undergraduate Scholarship and Check Presentation (SUSLA)
 - D. Request Approval of 2020-2021 Academic Catalog (SUSLA)
 - E. Request Approval of 2017-2020 Faculty Handbook (SUSLA)
8. Informational Item(s):
 - A. Discussion of Feasibility Study to Increase Legal Education Capacity (SULC)
 - B. 2020-2025 Quality Enhancement Plan (SUBR)
 - C. Aviation Maintenance Program Presentation (SUSLA)
9. Other Business
10. Adjournment

MEMBERS

Dr. Curman L. Gaines – Chair, Dr. Leon Tarver – Vice-Chair,
Dr. Leroy Davis, Mr. Sam Gilliam, Mr. John Barthelemy, Rev. Samuel C. Tolbert, Jr
Atty. Domoine D. Rutledge-- Ex Officio



John Bel Edwards
Governor

Don Pierson
Secretary

December 26, 2019

Rodney A. Ellis, Ed.D.
Chancellor
Southern University at Shreveport
3050 Martin Luther King, Jr. Drive
Shreveport, LA 71107

Re: Louisiana Economic Development Higher Education Grants

Dear Dr. Ellis:

I am writing to confirm LED's intention to provide a financial investment in the amount of \$900,000 in the year 2020 to Southern University at Shreveport. This funding is intended to partially support the proposed Center of Excellence in Computer Information Sciences with \$750,000, with the remainder allocated to the MS-Kick and Hospitality/Tourism programs.

In early 2020, LED will work with your staff to produce and execute an agreement to formalize this commitment and assign performance objectives to SUSLA's proposed work. Future funding may be available from LED in accordance with SUSLA's achievement of these performance objectives and the alignment of its plans to LED's economic development strategy.

We value and appreciate SUSLA's contribution to the development of thriving communities in North Louisiana and the state as a whole, by providing access to Louisiana students to the best jobs we have to offer. We hope this investment illustrates our recognition of your crucial role in fostering growth that is beneficial to all our people, and we look forward to continued collaboration in the future.

Sincerely,

Don Pierson
Secretary
Louisiana Economic Development



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

Office of the Executive Vice President/Executive Vice Chancellor

J. S. Clark Administration Building, Third Floor
Baton Rouge, LA 70813
Phone: (225) 771-4095

February 4, 2020

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

Re: Appointment of Dr. Ali Fazely as Professor Emeritus in the College of Sciences and Engineering

The Office of the Executive Vice President/Executive Vice Chancellor recommends the appointment of Dr. Ali Fazely as Professor Emeritus at Southern University. Dr. Fazely is a distinguished scholar, professor, scientist and researcher. His body of work makes him an ideal candidate to receive this high honor.

The recommendation to appoint Dr. Fazely as Professor Emeritus was unanimously approved by the Academic Council in July 2019. Dr. Fazely comes highly recommended for this appointment with nominations from Dr. Patrick Carriere, dean of the College of Sciences and Engineering; Dr. Laurence L. Henry, chairman of the Department of Mathematics, Physics and Science/Mathematics Education; and Dr. Diola Bagayoko, who served as dean of the Dolores Margaret Richard Spikes Honors College.

Dr. Fazely earned his bachelor's and master's degrees in mechanical engineering from Oklahoma State University. He also earned a master's degree in physics from Kent State University in 1980, majoring in physics. In 1982, Dr. Fazely earned his Ph.D. in intermediate Energy nuclear physics from Kent State University. He worked at Langston University, Kent State University and Louisiana State University before being appointed an assistant professor at Southern University in 1991.

Most notably, in 2010 Professor Fazely led the Southern University group on the construction of the world's largest neutrino observatory and massive neutrino detector. This project had funding through the National Science Foundation Major Research Equipment Program. During his career at SU, Dr. Fazely received nearly \$6.2 million in grants and contracts.

Page 2

Dr. Ali Fazely

In 1996, Dr. Fazely wrote a proposal to the National Science Foundation to renovate 10 laboratories in the SU Physics Department. The proposal was fully funded at a cost of \$721,000. He managed the renovations for the project to its successful completion. Two years later, he established the Radiation Safety Office for the university. This initiative required establishing guidelines for the use of Radio-Active materials, in both sealed and open sources on campus.

Dr. Fazely served as graduate advisor to Anthony Cochran, the very first graduate of the Physics Master's Program at SU. He has supervised the thesis of 11 students and has authored or co-authored more than 500 papers in refereed journals. In addition, he is the author of two textbooks — "Foundation of Physics for Scientists and Engineers" and "Ultimate Mathematics."

Dr. Fazely has received several awards including the Chancellor's Outstanding Researcher/Investigator Award in 2004. He is a member of the American Physical Society, Sigma Pi Sigma and Sigma Xi.

Dr. Fazely has provided an excellent example of how a university professor can successfully blend his research with a commitment to teaching and learning. I respectfully seek your favorable consideration of this request.


Sincerely,



Bijoy K. Sahoo, Ph.D.

Interim Executive Vice Chancellor

Approved: _____



Dr. Ray L. Belton
President-Chancellor


**DEPARTMENT OF MATHEMATICS
AND PHYSICS (DMP)**

Southern University and A&M College
Baton Rouge, Louisiana 70813
(225) 771-2730 (Voice)
(225) 771-4341 (Fax)



MEMORANDUM

TO: Whom It May Concern

FROM: Diola Bagayoko, Ph.D. 
Southern University System Distinguished Professor of Physics
Director, the Timbuktu Academy and LS-LAMP (www.subr.edu/lslamp)
Dean, the Dolores Margaret Richard Spikes Honors College

DATE: February 27, 2019

**SUBJECT: My Enthusiastic Nomination of Dr. Ali R. Fazely for the Position of
Professor Emeritus of Mathematics and Physics, at SUBR**

This communication comes to nominate, enthusiastically, Dr. Ali R. Fazely for the position of Professor Emeritus of Mathematics and Physics at Southern University and A&M College in Baton Rouge (SUBR), Louisiana. I have known Dr. Fazely since 1983. From 1983 to 1991, he was a research scientist at Louisiana State University and a visiting scientist at the Los Alamos National Laboratory. In 1991, Dr. Fazely joined the Physics faculty at SUBR. After rendering very significant teaching, research, mentoring, and related services to SUBR, Dr. Ali R. Fazely retired in 2013.

Dr. Fazely distinguished himself as a consummate teacher, at both the undergraduate and graduate levels. His approach to teaching is methodical, thorough, and always up to standards. As a research scientist, his deep and practice-verified appreciation of what it takes to make a contribution in the creation of new knowledge partly explains his attention to rigor while availing himself to assist undergraduate and graduate students to master the topics at hand. His substantial teaching credentials include the sole authorship of a calculus-based, undergraduate physics textbook entitled "Foundations of Physics for Scientists and Engineers."

For graduate students, he was not only a sought after teacher but also a thesis research advisor. His expertise in Neutrino Physics, theory and experiment, and his mastery of computational science, including the Monte Carlo method, allowed him to offer a variety of thesis research topics to students. The first student to graduate from our Master's Degree Program, Mr. Anthony Cochran, was advised by Dr. Fazely. Mr. Cochran, like other advisees of Dr. Fazely, went on to earn the Ph.D. degree in Physics.

The Department of MP (www.subr.edu/physics) is the home of the US Presidential Award winning Timbuktu Academy (www.subr.edu/TimbuktuAcademy) and of the state-wide Louis Stokes Louisiana Alliance for Minority Participation (www.subr.edu/lslamp).

Dr. Fazely brought more than \$6.20 Million in grants and contracts to SUBR to support his research group. This funding was acquired from the US Department of Energy, the National Science Foundation (NSF) and the National Aeronautics and Space Administration (NASA). In particular, he obtained \$721,000 from NSF to renovate the first floor of William James Hall.

Dr. Fazely brought much recognition to SUBR through his participation in large, international research collaborations. The largest of these collaborations, known as the ICECUBE Collaboration, included of "thirty-six (36) institutions on four (4) continents and 250 Physicists." The first attachment to this nomination is a one-page description of the ICECUBE Collaboration. His group of SUBR developed the simulation program at the heart of the ICECUBE data analysis.

Dr. Fazely has singularly put SUBR on the research productivity map with his authorship or co-authorship of over 1000 publications, including hundreds of refereed articles and conference proceedings. Two (2) of his publications have over 500 citations, a number attained only by very renowned articles. Five (5) of his articles have over 100 citations, signifying that they are famous publications. Some 35 refereed articles have over 10 citations, placing them in the "known" category of publications. The second attachment to this nomination, a 2016-version of Dr. Ali R. Fazely's vita, provides details on these very many publications. It also lists tens of national and international presentations made by Dr. Fazely while he was at SUBR.

Being true to the "teaching, research, and service" tripartite mission of this Land Grant institution, SUBR, Dr. Fazely delivered extensive service to SUBR and to the community at large. Of a crucial importance is his establishment of the Radiation Safety Office at Southern University. Without this Office, SUBR's research would have been forbidden from utilizing any radioactive materials or instruments capable of generating X-ray or other radiations. Dr. Fazely served on numerous committees at the university and department levels. In particular, he was a member of the departmental curriculum committee, the space utilization committee, and of the Physics Graduate Program Committee. Through the many funded projects, Dr. Fazely has had several outreach activities that have engaged pre-college students.

Dr. Fazely has excellent communication skills, partly attested to by his very many publications and presentations. He is a very pleasant individual with a professional approach to executing any task he has before him.

In light of the above facts, I very strongly and very enthusiastically recommend the appointment of Dr. Ali R. Fazely as a Professor Emeritus of Mathematics and Physics at Southern University and A&M College in Baton Rouge (SUBR). With this appointment, he will continue to be a great asset to SUBR and the community at large.

Attachment I: A short description of the ICECUBE Collaboration
Attachment II: The Curriculum Vita of Dr. Ali R. Fazely

The Department of MP (www.subr.edu/physics) is the home of the US Presidential Award winning Timbuktu Academy (www.subr.edu/TimbuktuAcademy) and of the state-wide Louis Stokes Louisiana Alliance for Minority Participation (www.subr.edu/lslamp).

Completion of the IceCube Neutrino Telescope and Detector

Culminating a decade of planning, innovation, simulation and testing, the construction of the world's largest neutrino observatory and the most massive neutrino detector was successfully completed on December 18, 2010, at the geographic South Pole. The IceCube Collaboration has consisted of thirty-six (36) institutions on four (4) continents and 250 Physicists.

The final string of optical sensors was installed in the IceCube Neutrino Observatory, a massive ice-bound telescope that fills a cubic kilometer of deep Antarctic ice. The main IceCube detector now contains 5,160 optical sensors on 86 strings embedded two kilometers below the National Science Foundation's Amundsen-Scott South Pole Station.

The giga-ton neutrino detector has three distinct components: a surface array, called the IceTop, for air-showers, a 15-Mton deep core component with approximately seven times more optical module coverage for low energy neutrino detection and the km³-scale component. Although the search for high energy astrophysical neutrinos is among the primary goals of the IceCube detector, it also provides unprecedented capabilities to perform a plethora of other fundamental physics such the detection of supernovae and the search for neutrino oscillations, exotic phenomena, and of dark matter.

The Southern University group, led by Dr. Ali R. Fazely, has included Dr. Samvel Ter-Antonyan and Dr. Xianwu Xu and one graduate student, Mr. Cheng Guo. The group has been leading the efforts in simulating the IceCube detector. These simulation studies, pertaining to Supernova detection capability of the IceCube detector, were the topic of the MSc thesis of Aaron Richard whose degree was conferred in December of 2008. The simulation programs developed solely at Southern University have now revealed a unique capability of the IceCube detector, which makes it the most sensitive Supernova antenna for decades to come.

The group has had funding through the National Science Foundation Major Research Equipment Program, through the University of Wisconsin, since 2003. The steady funding for the detector was provided by the U.S. National Science Foundation and its partners in Sweden, Belgium and Germany.





Laurence L. Henry, PhD

Chairman, Department of Mathematics and Physics
and Physics Program Leader

College of Sciences and Engineering
Southern University and A&M College

Baton Rouge, LA 70813

Phone: (225) 771-4130 Email: Laurence_Henry@subr.edu

March 5, 2019

Dr. Patrick L. Carriere, Dean
College of Sciences and Engineering
P. B. S. Pinchback Engineering Building
Southern University and A&M College
Baton Rouge, LA 70813

Dear Dean Carriere,

It is my distinct honor to recommend that, Ali Fazely, PhD, be appointed *Emeritus Professor of Physics* in the department of Mathematics and Physics at Southern University and A & M College, effective on approval by the University's governing Board of Supervisors.

As you are aware, Professor Ali Fazely recently retired from the university after more than 25 years of service in what was then the Department of Physics and was later was combined with the Department of Mathematics to become the Department of Mathematics and Physics. His research was part of a worldwide collaborative effort over several years that resulted in the monumental finding of evidence for high energy cosmic neutrinos. This has implications for high energy physics research into subatomic particle physics.

Attached please find a descriptive letter submitted by Distinguished Professor of Physics and Dean of the Honors College, Diola Bagayoko, PhD, presenting a more complete introduction to Dr. Fazely and his accomplishments, supporting his nomination. In addition, there is a Curriculum Vitae along with a copy of a news announcement about the research. I should also point out that at a recent faculty meeting of the Physics Program, the faculty in attendance unanimously voted that Dr. Fazely was deserving of the honor that is being requested to be bestowed on him.

Based upon the strength of his demonstrated contributions to the professional development of our students, extraordinary research record and exceptional service on behalf of Southern University and A&M College, I give my strongest endorsement of Professor Ali Fazely's appointment to Emeritus status. Please convey this request to the appropriate office for consideration.

Yours truly,

A handwritten signature in black ink that reads 'Laurence L. Henry'. The signature is written in a cursive style with a large, prominent 'L' and 'H'.

Laurence L. Henry, PhD



COLLEGE OF SCIENCES & ENGINEERING
OFFICE OF THE DEAN

Post Office Box 9969
Baton Rouge, LA 70813
Office: (225) 771-5290
Fax: (225) 771-5721

May 17, 2019

Dr. James H. Ammons
Executive Vice President/Executive Vice-Chancellor
3rd Floor, J.s. Clark, Administration Building, Rm. 301
Southern University and A&M College
Baton Rouge, LA 70813

Re: Professor Emeritus Nomination for Dr. Ali Fazely

Dear Dr. Ammons:

I am pleased to recommend the nomination for **Professor Emeritus** status to Dr. Ali Fazely. He has an outstanding record and resume of service to Southern University. He has significant and sustained achievements, contributions, and scholarly pursuits appropriate for an individual to be nominated for this award. Dr. Fazely has made significant contributions to the improvement, visibility, and advancement of Southern University and A&M College, particularly the Baton Rouge campus.

Dr. Fazely offered his talents, experiences, expertise, and dedication to SUBR and to the Southern University System for more than 20 years. He was the graduate advisor to Anthony Cochran, the very first graduate of the Physics Masters Program here at SUBR, in addition to 11 others.

Dr. Fazely has a great love for teaching and research, and has received international acclaim with his work with the IceCube Neutrino Telescope and Detector. He has positively impacted students and faculty during his tenure.

- He has authored or co-authored over 600 papers, and is responsible for establishing SUBR's Radiation Safety Office
- He has written proposals to renovate 10 laboratories in the Physics department using funding from both the National Science Foundation and the Louisiana Board of Regents totaling \$721,000.00.
- He has received numerous grants and contracts at several institutions totaling \$6,249,000.00.



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

February 6, 2020

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

RE: Request by Professor Deleso Alford to be granted credit for prior service at the Florida A&M College of Law for purposes of seeking tenure at the Southern University Law Center (SULC)

Dear Dr. Belton:

I am attaching a request presented by Professor Deleso Alford for the Southern University Board of Supervisors to review and deliberate on February 21, 2020 in Shreveport. The request as I can appreciate, seeks permission from the Board to be granted credit for prior services rendered as a law professor at the Florida A&M College of Law prior to her appointment as a law professor at SULC. It is my understanding that only the Board of Supervisors can grant such a request. Granting credit for prior service may shorten the time Professor Alford has to wait before she can seek tenure at SULC.

I therefore present Professor Alford's request to the Board of Supervisors for review and to determine on February 21, 2020 whether to grant this request.

If you have any questions, please feel free to contact me.


Yours sincerely,

John K. Pierre

Chancellor and Vanue B. Lacour Endowed Professor

MEMORANDUM

TO: CHANCELLOR JOHN K. PIERRE

FROM: DELESO A. ALFORD, PROFESSOR OF LAW 

SUBJECT: REQUEST FOR CREDIT FOR PRIOR SERVICE- PROBATIONARY PERIOD OF FOUR YEARS

DATE: FEBRUARY 3, 2020

Pursuant to Southern University Law Center Faculty Handbook, FACULTY APPOINTMENT, RETENTION, TENURE, AND PROMOTION RULES AND PROCEDURE, Part I. Tenure, Sections D and E pages 30 – 31, in part:

D. Faculty members initially employed at the rank of professor, associate professor or equivalent shall serve a probationary period of four years. At the end of the fourth year, a faculty member initially employed at the rank of professor or associate professor shall be evaluated at the results provided to that individual. In the event tenure is to be denied to such professor or associate professor, twelve (12) months written notice of termination shall be given. In the event tenure is to be awarded, the affected faculty member shall be informed in writing.

E. For the purpose of probationary period, credit shall be given for prior service within the Southern University System. Credit may be given for prior service at other institutions at the discretion of the Board.

I am respectfully requesting the Southern University Board to exercise its discretion to grant me four years probationary credit for prior service. I was initially employed at the rank of Professor at Southern University Law Center effective August 2019. My prior service includes employment as a Law Professor at Florida A&M University College of Law from 2008 – 2018 and Barry University School of Law from 2006 – 2008. (see attached Curriculum Vitae). I was approved for tenure by the Florida A&M University Board of Trustees at its April 5, 2012 meeting. (see Tenure Approved Notification Letter and Evidence of former name restored).

In light of above, if granted four years probationary credit I shall be in position to be considered for tenure at Southern University Law Center.

Thank you in advance for your consideration.

DELESO A. ALFORD, J.D., LL.M.

ACADEMIC EXPERIENCE

(Professor of Law)

Southern University Law Center, Baton Rouge, LA

August 2019 – Present

Courses (Fall 2019) Basic Civil Procedure; Federal Jurisdiction and Procedure

Council on Legal Education Opportunity (CLEO) Inc., Pre-Law Summer Institute (PLSI)

Southern University Law Center, Baton Rouge, LA

Course (Torts) June 10, 2019 – July 5, 2019

(Visiting Professor of Law)

Southern University Law Center, Baton Rouge, LA

August 2018 – May 2019

Courses (Fall 2018) Basic Civil Procedure; Federal Jurisdiction and Procedure

Courses (Spring 2019) Torts II (Louisiana Law emphasis); Law and Racism

(Adjunct / Part-time Teaching)

The University of Central Florida (UCF) College of Medicine, Health Sciences Campus at Lake Nona

Assistant Director of Diversity and Inclusion (Summer 2017)

Adjunct Faculty, Associate Professor of Medicine (Medical Education) (2014-2019)

Co-Director of the Longitudinal Curricular Themes (LCT) in Culture, Health, and Society (2015-2018)

Longitudinal Curricular Themes (LCT) are relevant, interdisciplinary curricular topics designed to impart skills and attributes of an excellent physician. Culture, Health & Society LCT is interwoven into the four-year medical school curriculum. The focus of this theme is to encourage students to reflect on their own cultural values, assumptions, and beliefs and identify how those values can influence the provision of clinical care and the patient-doctor relationship.

DELESO A. ALFORD, J.D., LL.M.

Sessions Co-Facilitated:

Making of Physician series: consisted of first-year medical students (small group sessions) designed to begin to form their identities as future physicians and assist in the development of values of the profession. Topics included: Cultural Awareness, Implicit Bias, Professionalism, How Doctors Think, The Patient's Perspective, Cultural Competency, Special Populations: Military Veterans, Narrative Medicine, Health Literacy, LGBT Patients and Health Care

Courses Co- Taught:

First year medical students-

Ethics in Biomedical Research Opportunities for Medical Students in Collaborative Research: the FIRE Module (Focused Inquiry & Research Experience)

Medical Ethics and Health Equity: The Henrietta Lacks Story

Cultural Health Issues: Addressing the Social Determinants of Health

Approach to Cultural Competency in Patient Interview

Cultural Competency: Communicating Across Differences

Second year medical students-

End of life and Medical Ethics- Participating Faculty Panel focusing on Ethics

Third year medical students-

Diversity in the Clinical Setting

Gender and Culture, Health & Society LCT session: Organizational cultural competency

Health System Role in Addressing Population Health

M3 OB/GYN Clerkship Didactic Lectures for block rotations:

The "Good Doctor": Exploring Professionalism and the Development of U.S. Gynecology through the Lens of Anarcha, Betsey and Lucy

Fourth year medical students-

M4 OB/GYN Residency Prep Bootcamp lecture

*Collaborated with UCF COM medical faculty to design and co-facilitate lectures for (M4) 3rd year medical students and OB/GYN medical residents (M4) 4th year medical students. The didactic lectures will help students to reach milestones of professionalism as identified by the Accreditation Council for Graduate Medical Education (ACGME). The module integrates my legal scholarship on the development of gynecology as a specialty in the United States. (2018)

DELESO A. ALFORD, J.D., LL.M.

Florida A&M University College of Law, Orlando, FL

(Tenured-August 2012)

Associate Professor of Law, August 2008- August 2018

Courses Taught- Torts I, Torts II, Bioethics and the Law, Critical Race Theory, Race and the Law, and The Cuban Legal System

Barry University School of Law, Orlando, FL

Assistant Professor of Law, August 2006- May 2008

Courses Taught- Legal Research and Writing I and Legal Research and Writing II

The George Washington University Law School (2005-2006)

Professorial Lecturer in Law, Legal Research and Writing Program

American University Washington College of Law (Fall 2005)

Adjunct Professor, International Legal Studies Program (ILSP), American Legal Institutions (ALI) Legal Writing Program

UDC David A. Clarke School of Law (2004-2005)

Adjunct Professor, Lawyering Process I and II

(Undergraduate Teaching)

American University (Fall 2005)

Lecturer, Women's and Gender Studies, Arab Studies, American Studies

DELESO A. ALFORD, J.D., LL.M.

Parks College (2003-2005)

Adjunct Instructor

Courses taught- Applied Business Law, Psychology, Criminal Procedure, Criminal Evidence, Strategies For Success, Criminal Justice Report Writing, Introduction to Paralegal Assisting, Legal Research, Policing in America, Constitutional Law and Contract Law

University of Maryland Eastern Shore (Fall 1999)

University Assistant Professor

Courses taught- Applied Business Law

Prairie View A&M University (1998-1999)

University Assistant Professor

Courses taught- Contract law, Torts, and business combinations and the Uniform Commercial Code, Legal Environment of Business course (graduate level -MBA program). Provided Equal Employment Opportunity (EEO) Sexual Harassment training to University employees.

Grambling State University (1995-1997)

University Assistant Professor

Courses taught- Torts, Contracts, and the Uniform Commercial Code

(Short Visits/ Scholar in Residence)

University of New Mexico Health Sciences Center March 21-23, 2018)

Status Update of Inaugural UNM Diversity Visiting Scholar

Stetson University College of Law (Summer 2017)

Visiting Scholar in Residence

Tuskegee University (Summer 2013)

Residential Research Scholar, National Center for Bioethics in Research and Health Care

DELESO A. ALFORD, J.D., LL.M.

University of New Mexico Health Sciences Center (Summer 2012)

Inaugural Diversity Visiting Scholar

EDUCATION

Georgetown University Law Center

Washington, DC

Master of Laws (LL.M.); May 2002

Individualized Program with special emphasis on the Intersectionality of Gender, Race and Law

Thesis- South African Women of African Descent, Employment Equity and Intersectional Discrimination: The Legal Effect of “Recessive Identity Politics” from a Global Critical Race Feminist Perspective

Southern University Law Center

Baton Rouge, LA

Juris Doctorate (J.D.); May 1990

Honors: American Jurisprudence Award (Federal Jurisdiction)

Awards: Member of “Best Overall Team” in Moot Court Round Robin Competition

Southern University A&M College

Baton Rouge, LA

Bachelor of Science, May 1987

Honors: Magna Cum Laude

Awards: Psi Chi Honor Society; Alpha Kappa Mu Honor Society

(Certification)

Medical College of Wisconsin

Milwaukee, WI

Certification in Clinical Bioethics, Aug. 2017

DELESO A. ALFORD, J.D., LL.M.

PUBLICATIONS

Alford, Deleso, *A Call for Medical Students to Learn the Full Story about the "Father of Gynecology"* Clinical Trials and Human Subjects Research, Hastings Bioethics Forum, Health and Health Care, October 5, 2017, available at <http://www.thehastingscenter.org/call-medical-students-learn-full-story-father-gynecology/>

Barkley, Lisa, Alford, Deleso. Medical Ethics and Health Equity: The Henrietta Lacks Story. MedEdPORTAL Publications; 2015. Available from: http://dx.doi.org/10.15766/mep_2374-8265.10276

HcLa Cells and Unjust Enrichment in the Human Body, *21 Annals Health L.* 223 (2012)

Examining the "Stick" of Accreditation for Medical Schools through Reproductive Justice Lens: A Transformative Remedy for Teaching the Tuskegee Syphilis Study, *26 J. Civ. Rts & Econ. Dev.* 153 (2011)

Critical Race Feminist Bioethics: Telling Stories in Law School and Medical School in Pursuit of "Cultural Competency" *72 Alb. L. Rev.* 961 (2009)

The Anatomy of a "Pantsuit": Performance, Proxy and Presence for Women of Color in Legal Education, *30 Hamline J. Pub. L. & Pol'y* 605 (2009)

Hurricane Katrina and Collective Identity: Seeing Through A "Her-storical Lens", *31 Nova L. Rev.* 325, (2007)

Every Shut Eye, Ain't Sleep: Exploring the Impact of Crack Cocaine Sentencing and the Illusion of Reproductive Rights for Black Women from a Critical Race Feminist Perspective, *13 Am. U. J. Gender Soc. Pol'y & L.* 1 (2004)

Exploring the Black Wombman's Sphere and the Anti-Lynching Crusade of the Early Twentieth Century, *3 Geo. J. Gender & L.* 895 (2002)

Roots, Resistance and Responsibility: The World Conference Against Racism, *Reflections Magazine*, Vol. 15, No. 3 (Fall 2001)

Books (Edited)

Senior Editor and Encyclopedia Entry- Medical Experimentation and Surgery, Enslaved Women in America: An Encyclopedia, Editor in Chief, Daina Ramey Berry (Greenwood Press/ABC-CLIO, 2012) 2013 RUSA Award for Outstanding Reference Source (The Reference and User Services Association) A Division of the American Library Association
<http://www.ala.org/rusa/awards/outstandingreferencesources>

Textbook

Alford, Deleso, excerpt from article: *Critical Race Feminist Bioethics: Telling Stories in Law School and Medical School in Pursuit of "Cultural Competency"*, 72 Alb. L. Rev. 961- to be included in upcoming textbook, Critical Justice: Systemic Advocacy in Law and Society. The book is designed primarily for classroom use in U.S. law schools and will be published by West Academic in 2020. The three primary editors are Francisco Valdes (Miami), Steven W. Bender (Seattle), and Jennifer Hill (Advocacy Partners Team).

Media

(Interviews)

Interviewed for Black Youth Project, Bioethics Professor Deleso Alford explains why MI.K calling healthcare inequity the most 'inhumane' injustice matters today (Culture, Education, HBCUs) April 5, 2018

<http://blackyouthproject.com/70411-2/>

Interviewed for UCF College of Medicine Office of Diversity & Inclusion, What Is Health Leaders: Health Leaders Summer Academy 2017

<https://www.youtube.com/watch?v=f2zwWAwdI.Jg>

<https://med.ucf.edu/news/health-leaders-academy-inspires-teens/>

Interviewed for Georgetown University Law Center 2016 Reunion Weekend- served as an invited panelist for Georgetown Women's Legal Alliance Panel

<https://www.youtube.com/watch?v=Wrs2mL.GjgV8&feature=youtu.be>

Interviewed for Stetson University College of Law – Summer 2016- Survival of the Fittest: Unite and Conquer by Black Law Students Association (BLSA) President

<https://www.youtube.com/watch?v=CVhni0hQBxc>

Interviewed for Stetson University College of Law – Summer 2016- Addressing bias: visiting scholar Deleso Alford discusses cultural competence

<http://www.stetson.edu/law/news/index.php/2016/07/28/addressing-bias-visiting-scholar-deleso-alford-discusses-cultural-competence/>

Interviewed for the Florida A&M University College of Law – Annual Report 2014 – featured Faculty Member as Faculty Distinction

Interviewed for the UCF College of Medicine Council for Diversity Initiatives – Annual Report 2013-14, College of Medicine's Curriculum Highlights Diversity, Healthcare Disparities (Spring 2014)

DELESO A. ALFORD, J.D., LL.M.

Interviewed for The University of Toledo College of Law magazine, Commemorating 1808: Fighting for the Right to Dream, The University of Toledo College of Law, Toledo, OH (Oct. 24 - 25, 2008)

Interviewed for Journalist Jon Robbins on the Once Upon a Legal Time: Developing the Skills of Storytelling in Law, Applied Legal Storytelling Conference, London, UK, Law Society's Gazette, the leading Legal weekly in the UK and Europe (July 2007)

(Quoted or Cited -Select)

Yearby, Ruqaiyah, "Exploitation in Medical Research: The Enduring Legacy of the Tuskegee Syphilis Study." *67 Case W. Res. L. Rev.* 67 1171 (2017)

Aziz, Sahar, *Enslaved Women in the Making of the "Father of Gynecology,"* Race and the Law Prof Blog, October 9, 2017, available at <http://lawprofessors.typepad.com/racelawprof/>

Garlarneau, Charlene, *On Sims's Legacy: Work for Bioethics,* Clinical Trials and Human Subjects Research, Hastings Bioethics Forum, Health and Health Care, August 17, 2017, available at <http://www.thehastingscenter.org/sims-legacy-work-bioethics/>

Brooks, K. C., S. Rougas, and P. George. "When race matters on the wards: talking about racial health disparities and racism in the clinical setting." (2016): 10523

Connor, David J., Beth A. Ferri, and Subini A. Annamma, eds. *DisCrit—Disability Studies and Critical Race Theory in Education.* Teachers College Press, 2016.

Daniels, Rowena A. "Rectifying a Wrong: American Eugenics-Beneficial to the State, but Detrimental to the People." *Tenn. J. Race Gender & Soc. Just.* 4 (2015): 157.

Wilson, Robin Fretwell. "When Governments Insulate Dissenters from Social Change: What Hobby Lobby and Abortion Conscience Clauses Teach About Specific Exemptions." *48 U.C. Davis L. Rev.* 703 (2014)

Slocum, J. Michael. "Bias, Power, Influence, and Competence: The Implications of Human Nature on the New NIH Conflicts of Interest Regulations." *43.1 Journal of Research Administration* 135 (2012)

To Be Submitted & Works in Progress

Book

Tuskegee's Forgotten Women: The Untold Side of the U.S. Public Health Service Syphilis Study, (forthcoming Praeger, 2020)

DELESO A. ALFORD, J.D., LL.M.

Articles - Works in Progress

Exploring Cognitive Bias in Judges, Lawyers and Juries: A Call for Culturally Appropriate Algorithms in Courtrooms

Humanizing a Rule-Based course in Pursuit of Cultural Competency - focus on ABA Standard 302 wherein I will explore practical application of innovative approaches including curriculum mapping, team-based learning and peer-to-peer collaboration

Exploring Innovative International Study Abroad Programs with an Interdisciplinary Focus: An Eye Towards Interprofessional Education (IPE)

Cultural Competency Skills and Cultural Humility in Legal Education through the Lens of Medical Education

(in collaboration)

OBGYN Milestones of Professionalism for M4 students: Anarcha, Betsey and Lucy's Story "Mothers of Modern Day Gynecology"

TESTIMONY

Testimony in support of Congressman John Conyers' bill supporting the passage of H.R. 40, Commission to Study Reparations Proposals for African Americans Act, Washington, DC (April 6, 2005)

Selected Service

Southern University Law Center

- Chair, Code of Student Conduct Judiciary (Non-Academic) (2019- 2020)-appointed
- Chair, Judiciary Committee (2019- 2020)- appointed
- Member, Legal Analysis & Writing Committee (2019-2020)-appointed
- Member, Faculty Development Committee (2019-2020)-appointed
- Chair, Code of Student Conduct Judiciary (Non-Academic) (2018- 2019)-appointed
- Member, Strategic Planning Committee (2018-2019)-appointed
- Completed Spring 2019 evaluations for JD Dual Degree programs and Online Courses- ilaw Ventures -appointed

DELESO A. ALFORD, J.D., LL.M.

- Attendee, CLEO PLSI Graduation Program (July 2019)
- Attendee, CLEO PLSI July 4th celebration for the students (July 2019)
- Attendee, Living Faith Christian Center worship service, reception/lunchcon for CLEO PLSI participants (June 2019)
- SUI.C Faculty Wellness Day (February 2019)

Selected Honors/ Significant Recognition

- Appointed as National Bar Association (NBA) to serve as Secretary, Planning Committee for 95th Annual Convention, Washington, DC July 25-30, 2020
- Appointed as National Bar Association (NBA) Assistant Secretary and Special Assistant to the NBA President for the International Affiliates Trip during Bar Year 2019-2020
- Selected as University of New Mexico (UNM) Spring 2019 Distinguished Diversity Scholar
- Speaker, University of New Mexico (UNM) OBGYN Department Grand Rounds, *Historical Context Matters, Gynecology through the lens of Anarcha, Betsey, and Lucy* sponsored by The HSC Office for Diversity, Equity & Inclusion, in partnership with the UNM Division for Equity & Inclusion and the UNM School of Law (April 26, 2019)
- Keynote Luncheon Speaker, University of New Mexico, *Enhancing Wellness By Honoring Our Humanity* sponsored by The HSC Office for Diversity, Equity & Inclusion, in partnership with the UNM Division for Equity & Inclusion and the UNM School of Law (April 26, 2019)
- Speaker, University of New Mexico, Diversity Leaders' Roundtable, sponsored by The HSC Office for Diversity, Equity & Inclusion, in partnership with the UNM Division for Equity & Inclusion and the UNM School of Law (April 26, 2019)
- Featured in a press release of Academia.edu, the world's largest platform for open-access scholarly work with almost 75 million registered users, and the Thurgood Marshall College Fund's Center for Advancing Opportunity (CAO) Black History Month Initiative. The global platform specifically highlighted the

DELESO A. ALFORD, J.D., LL.M.

academic work of professors from Historically Black Colleges and Universities (HBCUs) (February 21, 2019)

- Selected as Keynote Plenary Speaker for the National Center for Bioethics in Research and Health Care, (National Bioethics Center) Public Health Ethics Intensive Course (Tuskegee University). Topic entitled, “The United States Public Health Service Syphilis Study at Tuskegee through the Lens of Women” (April 2018)
- American Bar Foundation Fellow (April 2017)

Community Service

- Mistress of Ceremonies (MC), Southern University Law Center Hall of Fame Ceremony, Baton Rouge, LA (forthcoming April 2020)
- Attendee, American Bar Foundation, Louisiana Fellows Breakfast, featuring Keynote remarks from President of the American Bar Association and Benefactor Fellow Judy Perry Martinez, Baton Rouge, LA (January 18, 2020)
- Attendee, Royal Cyril Brooks Historical Marker Unveiling, Civil Rights and Restorative Justice Project (CRRJ), Gretna, LA (November 2019)
- Planning Committee and Greetings, 75th Anniversary of the 1944 Expulsion of Black Doctors, Co-Sponsored event by Southern University Law Center and the Iberia African American Historical Society, New Iberia, LA (November 2019)
- Planning Committee, SULC Women in Law support Black Women’s Equity Day, *Getting your Slice of the Pie* (August 2019)
- Participant, SULC Alumni RoundUp Events (April 2019)
- Attendee, Louis A. Berry Civil Rights and Justice Institute program, “The Role of the People in Justice Battles: An Overlooked Aspect of Civil Rights Litigation” Lead discussant Professor Angela A. Allen-Bell (February 2019)
- Attendee, Public Affairs Research (PAR) Council of Louisiana Annual Conference and Luncheon (April 2019)
- Mistress of Ceremonies (MC), Southern University Law Center Hall of Fame Ceremony, Baton Rouge, LA (April 2019)
- Attendee, Louisiana Rural Economic Development Summit (LaRue), Marksville, La (2019)
- Attendee, Southern University Land-Grant Campus’ Annual Scholarship Gala (December 2018)

DELESO A. ALFORD, J.D., LL.M.

- Attendee, Swearing In Ceremony of Chief Justice Felicia Toney Williams, Shreveport Convention Center (December 2018)

Legal Community

- Executive Planning Committee, Association of American Law Schools (AALS) Section on Socio-Economics, Washington, DC (January 2 – 5, 2020)
- Planning Committee Member for the People of Color Legal Scholarship Conference, University of Houston Law Center, Houston, TX (2019)
- Planning Committee Member for National Bar Association (NBA) Women's Equity Day, (2019)
- Planning Committee Member for National Bar Association (NBA) International Affiliates Meeting, (2019-2020)
- Visiting lecturer at the University of New Mexico (UNM) School of Law on groundbreaking legal scholarship detailing the ways in which African descendant women's bodies have served as a critical site for American medical research and discoveries—since the era of racial slavery to contemporary times. Topic: Henrietta Lacks and HeLa Cells portion of “The HER-story” series on interdisciplinary collaboration in teaching medical and health equity (March 22, 2018)
- Executive Planning Committee Member, Association of American Law Schools (AALS) Section on Socio-Economics, San Diego, California, (January 3- 6, 2018)
- Moderator, “Power and Authority” in Promoting Justice for All, The Role of HBCUs in Developing Cultural Understanding and Access to Justice, Southeast/Southwest People of Color Legal Scholarship Conference, Florida A&M University College of Law (February 27, 2016)
- Registration/Sponsorship/Funding Co-Chairs for Southeast Southwest People of Color Legal Scholarship Conference, Florida A&M University College of Law (February 25 - 27, 2016)
- Executive Planning Committee Member for the Southeast Southwest People of Color Legal Scholarship Conference, Florida A&M University College of Law (February 25 - 27, 2016)
- Organizing Committee Member- Association of American Law Schools (AALS) Section on Socio-Economics, New York, New York (January 8 - 11, 2016)

DELESO A. ALFORD, J.D., LL.M.

- Planning Committee Member- Law Professors Division, National Bar Association (NBA) International Affiliates Continuing Legal Education (CLE) Meeting, Salvador da Bahia, Brazil (May 17 - May 21, 2014) · Rio de Janeiro (May 21 - May 24, 2014)
- Co-Chair Membership Committee and Member of BA to JD Pipeline Committee for Society of American of Law Teachers (2013-2014)
- Co-Chair Board Nominations Committee for Society of American of Law Teachers (2013)
- Executive Planning Committee Member and Co-Program Chair for the Southeast/Southwest People of Color Legal Scholarship Conference, University of Arkansas William H. Bowen School of Law, Fayetteville, Ark. (April 4 - 7, 2013)
- Co-Chair Membership Committee for Society of American of Law Teachers (2011 - 2012)
- Co-Vice Chair, Planning Committee for the Southeast Southwest People of Color Legal Scholarship Conference, (Samford University Cumberland School of Law, Birmingham, AL (2011 - 2012)
- Planning Committee for the Southeast/Southwest/Midwestern People of Color Legal Scholarship Conference, Fort Lauderdale, FL (April 1, 2011)
- Co-Chair Program Committee for the Third National People of Color Legal Scholarship Conference, Seton Hall, Newark, NJ (September 9 - 12, 2010)
- National Steering Committee Member for the Third National People of Color Legal Scholarship Conference, Seton Hall, Newark, NJ (September 9 - 12, 2010)
- Planning Committee Member for the Southeast Southwest People of Color Legal Scholarship Conference, University of South Carolina, Columbia, South Carolina (2010)
- Volunteer Training Coordinator for Law Students, National Black Law Students Association -Presidential Inaugural Committee, Washington, DC (2009)
- Vice Chair, National Bar Association- Law Professors' Division (2008)
- Member, Association of American Law Schools- Torts Section (2008)

DELESO A. ALFORD, J.D., LL.M.

- Vice Chair, Planning Committee for the Southeast Southwest People of Color Legal Scholarship Conference, Florida A&M University College of Law, Orlando, FL (2007)
- Planning Committee Member for the Southeast Southwest People of Color Legal Scholarship Conference, University of New Mexico School of Law, Santa Fe, NM (2006)
- Planning Committee Member for the Southeast Southwest People of Color Legal Scholarship Conference, Tulane University Law School, New Orleans, LA (2005)
- Steering Committee Member, Louisiana Senator Mary Landrieu's Steering Committee for the Passage of Senate Resolution 39, Senate Apology for Lynching, Washington, DC (2005)
- National Steering Committee Member, Second National People of Color Legal Scholarship Conference, George Washington University Law School, Washington, DC (2004)

Other Service

Florida A&M University (Main Campus)

- University Advisory Board- INDABA Research Sustainability Work Group (2015 - 2016)
- Florida A&M University Institutional Review Board (2013 - 2015)
- Invited Speaker, Discussion of new book, Enslaved Women in America: An Encyclopedia, to Dr. William Guzman, Office of Black Diasporan Culture (OBDC) "Diaspora Dialogues" monthly program (October 8, 2012)
- Invited Speaker, Presentation of paper "Henrietta Lacks and Unjust Enrichment in the Human Body" to Provost Cynthia Hughes Harris, Attorney Linda Barge-Miles, Faculty and Researchers (May 26, 2011)

Florida A&M University College of Law

- Member, Admissions Committee (2017 - 2018); (2012 - 2013); (2011 - 2012)
- Member, Retention, Promotion and Tenure Committee (2012 - present)
- Member, Student Conduct Disciplinary Committee (2017 - 2018); (2014 - 2015); Chair (2013 - 2014)
- Panelist, Orientation for FAMU College of Law (2013- present)

DELESO A. ALFORD, J.D., LL.M.

- Volunteer, Professionalism, Fitness and Character for Orientation FAMU College of Law (2017); (2014); (2013)
- Member, Sub-Committee on Professionalism, Fitness and Character for Orientation FAMU College of Law (2014); (2013); (2011); (2009)
- Co-Advisor, Marshall-Bell Law Society (2015 - present)
- Ad hoc Committee Member, Faculty Handbook Revisions (2014 - 2017)
- Member, Faculty Recruitment Committee (2015 - 2016); (2008 - 2011)
- Member, Curriculum Committee (2016 - 2017)
- Member, Library Committee (2013 - 2015); (2009 - 2010)
- Member, Strategic Planning/Self Study Committee (2013 - 2014) ;(2008 - 2009)
- Ad Hoc Member, Grade Appeals Committee (2009)
- Faculty Secretary (2013 - 2014)
- Member, Computer and Technology Committee (2012 - 2013)
- Coach, National Black Law Students Association Moot Court Competition (January 2010)
- Spirit of Service Award for New Faculty, Florida A&M University College of Law (2009)
- Panelist, 1st Annual New Mexico Black Wellness Conference, "One New Mexico", *Cultural Competence/Eliminating Racial Disparities in the Healthcare Industry*, Albuquerque, NM (March 24, 2018)
<http://nblackhistorymonth.com/nm-black-wellness-conferencce/>
- Georgetown Law Reunion Weekend Volunteer 2017 (October 20 - 22, 2017)
- Orlando (FL) Chapter of the Links Incorporated 65th Anniversary Community Service Project, Disney Epcot World Showplace Pavilion, Orlando, Florida (April 8, 2017)
- Orlando Magic Women's History Celebration, Amway Stadium, Orlando, Florida (March 18, 2017)
- Women Lead Orlando Networking Dinner, The Balcony, Orlando, Florida (March 29, 2017)

DELESO A. ALFORD, J.D., LL.M.

- Center for Multicultural Wellness and Prevention (CMWP) Annual Caribbean Health Summit, Orlando, Florida (since 2015)
- Attendee, Orlando Magic Youth Foundation (OMYF) 2016 Charity Gala Fundraiser (March 5, 2016)
- Nap Ford Community School, Annual Fundraiser to celebrate opening of new Charter School, Team Expansion and Sponsorships (March 3, 2016)
- Co-Presenter with Dr. Lisa Barkley, Assistant Dean for Diversity and Inclusion, University of Central Florida College of Medicine, ZORA!™ HA!Titude 2.0 Series, Exploring the Connections between the Writings of Zora Neale Hurston and (STEM) Science, Technology, Engineering and Math, learning module for middle school students in STEM career pipeline program (April 9, 2015)
- Nap Ford Annual Fundraiser, Camp World Stadium, Orlando, Florida (since 2014)
- Guest Speaker, Apopka Academy Day (April 10, 2013)
- Guest Speaker, Apopka High School's Medical Careers Magnet (January 28, 2013)
- Guest Speaker, University of Central Florida, Department of Child, Family and Community Sciences College of Education, Cultural and Family Systems EEC 4402 (March 20, 2013)
- Dean's Award for "Best Achievement as a Scholar/Presenter" Barry University School of Law (2007)
- Member, Sub-Committee for Mission Effectiveness Mission Trip (2008)
- Faculty Liaison/Organizer, Barry School of Law's First Social Justice Mission Trip, New Orleans, LA, Post-Hurricane Katrina Legal Assistance (May 21- 27, 2007)
- Honor Code Investigator, Law School (2007 - 2008)
- Member, Library and Technology Committee, Law School (2007 - 2008)
- Member, Admissions Committee, Law School (2007 - 2008)
- Member, Ad-Hoc Committee on the Vision and Future of Barry Law School (2007 - 2008)
- Member, Student Services Committee, Law School (2006 - 2007)

DELESO A. ALFORD, J.D., LL.M.

- Chair, Sub-Committee on Diversity, Law School (2006 - 2007)
- Member, Ad-Hoc Committee on Bar Passage, Law School (2006 - 2007)

Other Honors

- Featured Highlighted Visiting Diversity Profile for University of New Mexico (UNM) Health Sciences Center 2016 Report for A.I.M.E Advancing Institutional Mentoring, p. 9 (2016)
- Selected as Southern University Law Center (SULC) 2014 - 2015 Faculty Series Speaker (March 26, 2015)
- Featured Article for Faculty Distinction as Featured Faculty Member, "One Voice, and a Powerful Story Can Change the World" Florida A&M University College of Law 2014 Annual Report, p. 10 (2014)
- Featured Article for "College of Medicine's Curriculum Highlights Diversity, Healthcare Disparities" University of Central Florida (UCF) College of Medicine Diversity & Inclusion 2013-2014 Annual Report, p. 8 (2013 - 2014)
- Honored for Outstanding achievements during FAMU Board of Trustees Academic Affairs Committee meeting on research entitled, "The Forgotten Women of the U.S. Public Health Service Syphilis Study at Tuskegee" (September 10, 2014)
- AALS Hurricane Katrina Honor Roll, New Orleans (January 2010)
- Award during FAMU Women's History Celebration-Senior Editor for the book, Enslaved Women in America: An Encyclopedia and a contributing author for an encyclopedia entry entitled, "Medical Experimentation and Surgery" (March 21, 2014)
- 11th Annual Percy R. Luney Spirit of Service Award- Exemplary "Spirit of Service" to FAMU and beyond (March 30, 2013)
- RUSA Award for Outstanding Reference Source (The Reference and User Services Association) Book-Senior Editor and Encyclopedia Entry- Medical Experimentation and Surgery, Enslaved Women in America: An Encyclopedia, (ABC-CLIO) (2013)
- Appreciation Award from FAMU Women and Law Caucus, Annual Conference "Groundbreaking: Women and the Evolution of the Law" (2011)

DELESO A. ALFORD, J.D., LL.M.

- Award from FAMU Black Law Students Association Moot Court Team- Coach for Frederick Douglass Moot Court Team Competition, Baton Rouge, LA (2009-2010)
- Vice Chair, Planning Committee for the Southeast Southwest People of Color Legal Scholarship Conference, Florida A&M University College of Law, Orlando, FL (2007)
- Planning Committee Member for the Southeast Southwest People of Color Legal Scholarship Conference, University of New Mexico School of Law, Santa Fe, NM (2006)
- Planning Committee Member for the Southeast Southwest People of Color Legal Scholarship Conference, Tulane University Law School, New Orleans, LA (2005)
- Steering Committee Member, Louisiana Senator Mary Landrieu's Steering Committee for the Passage of Senate Resolution 39, Senate Apology for Lynching, Washington, DC (2005)
- National Steering Committee Member, Second National People of Color Legal Scholarship Conference, George Washington University Law School, Washington, DC (2004)

SELECT PRESENTATIONS

Panelist and Moderator, National Bar Association (NBA) Gertrude E. Rush Mid-Year Conference- Continuing Legal Education (CLE) session, *Protecting Black Mothers: Exploring Paradigms, Perspectives and Policies*, Atlanta, GA (forthcoming March 20, 2020)

Speaker, LSU Law Faculty and Student Diversity & Professionalism Committee's first workshop, Implicit Bias Fall Series: The Power of Thinking Without Thinking—Enhancing Justice By Reducing Bias, The Lens of Implicit Bias, Baton Rouge, Louisiana, (September 4, 2019)

Speaker and Moderator, Association of American Law Schools (AALS) Section on Socio-Economics, Socio-Economics, Pedagogy and Implicit Bias, New Orleans, Louisiana, (January 2-6, 2019)

Speaker, Association of American Law Schools (AALS) Section on Socio-Economics, Race, Gender, and Socio-Economic Justice, New Orleans, Louisiana, (January 2-6, 2019)

Attendee, Association of American Law Schools (AALS) Section on Socio-Economics, Gender, Race and Competition in the New Economy, New Orleans, Louisiana, (January 2-6, 2019)

DELESO A. ALFORD, J.D., LL.M.

Attendee, Association of American Law Schools (AALS) Section on Socio-Economics, Annual Meeting of the Society of Socio-Economists: Meeting Theme: Socio-Economic Theory, Jurisprudence, Ethical Analysis, and Economic Justice, New Orleans, Louisiana, (January 2- 6, 2019)

Attendee, Association of American Law Schools (AALS) Section on Federal Courts, Congressional Structuring of the Judicial Power, New Orleans, Louisiana, (January 2- 6, 2019)

CLE Presenter, Southern University Law Center -Continuing Legal Education (CLE), Cultural Competency: A Core Lawyering Skill, Baton Rouge, LA (December 2018)

Speaker, Lunch and Learn co-sponsored by University Central Florida (UCF) Student National Medical Association, the American Medical Women's Association, and the Office of Diversity and Inclusion, *(Her)story & (His)tory: A Perspective on the Narrative of Medical Gynecology in Pursuit of Cultural Competence and Health Equity*, Lake Nona, FL. (October 19, 2018)

Keynote Plenary Speaker, National Center for Bioethics in Research and Health Care, (National Bioethics Center) Public Health Ethics Intensive Course, Ethics Across Generations, *Ethics and the Law": The USPHS Syphilis Study at Tuskegee through the Lens of Women*, Tuskegee, AL (April 11, 2018)

Master of Ceremonies (MC), Southern University Law Center Hall of Fame Ceremony, Baton Rouge, LA (April 7, 2018)

Panelist, 1st Annual New Mexico Black Wellness Conference, "One New Mexico", *Cultural Competence/Eliminating Racial Disparities in the Healthcare Industry*, Albuquerque, NM (March 24, 2018)

Speaker, Association of American Law Schools (AALS) Section on Socio-Economics, *Socio-Economics and the Critical Schools*, San Diego, California, (January 3- 6, 2018)

Speaker, Association of American Law Schools (AALS) Section on Socio-Economics, *Teaching and Scholarship in a Polarized Society: A Roundtable on Pedagogy for New Law Teachers*, (January 3- 6, 2018)

Co-Moderator, Association of American Law Schools (AALS) Section on Socio-Economics, *The Changing Legal Profession and the Challenge for the Academy: A Deans' Roundtable*, San Diego, California, (January 3- 6, 2018)

Presenter, (Work- in- Progress), 2017 LatCrit Biennial Conference, LatCrit XXI: What's Next? Outsider Jurisprudence and Progressive Formations at a Crossroad, *Cultural Competency Skills in Legal Education: Exploring ABA Standard 302 from the lens of Medical Education's Accreditation Standard 7.6 Cultural Competence and Health Care Disparities*, Orlando, FL. (September 29 – 30, 2017)

DELESO A. ALFORD, J.D., LL.M.

Guest Speaker, University of South Florida, College of Public Health, Department of Health Policy & Management, *Cultural Competency Meets Critical Race Theory: Examining the "Ethical Divide" for the SUPPORT Study*, Tampa, FL (November 10, 2016)

Invited Panlist, Georgetown University Law Center, Georgetown Women's Legal Alliance, *Leading Social Change: Women in Politics, Policy and the Private Sector*, Washington, DC (October 21, 2016)

Invited Panlist, Florida A&M University College of Law, Women and the Legal Profession, *When and Where I Enter: Finding Your Own Shine* (October 17, 2016)

Invited Panelist, Case Western Reserve University School of Law Symposium- approved for Continuing Legal Education (CLE) credit, In Honor of Fred Gray: Making Civil Rights Law from Rosa Parks to the Twenty-First Century, *Seeing Gender Equality Through an Interdisciplinary Lens: The Application of Critical Race Feminist Legal Theory in Practical, Medical School Curricula*, Cleveland, OH (October 14, 2016)

Plenary Speaker, Florida Trial Court Staff Attorney Association, Diversity and Discrimination in the Courts: Minority Challenges at trial and on appeal, *Our Courtrooms are "Color-blind" or Not?: Making the Case for Training Culturally Competent Attorneys*, Ft. Lauderdale, FL (September 22 - 23, 2016)

Moderator/Speaker, African American Women and Law Conference (AAWLC) 2016 *Healing Black Women's and Girls' Minds and Bodies: The Fightback against Racism in Medical Science*, Washington, DC (September 13 - 14, 2016)

Invited Panlist, Stetson University College of Law, International Legal Education Abroad Conference (IEAC), A Response to Declining Enrollment: Innovative International Partnerships and Interdisciplinary Approaches, *Exploring Innovative International Study Abroad Programs with an Interdisciplinary Focus: An Eye Towards Interprofessional Education (IPE)*, Gulfport, FL (April 4 - 5, 2016)

Panlist, Enzian Theatre for Women's History Month, Zora Neale Hurston's 125th Birthday Celebration, screening of *You Belong to Me: Sex, Race and Murder in the South*, Zora Neale Hurston covered the Ruby McCollum murder trial for *The Pittsburgh-Courier*, Maitland, FL (March 19, 2016)

Moderator, Florida A&M University College of Law, Southeast/Southwest People of Color Legal Scholarship Conference, "Power and Authority" in Promoting Justice for All, *The Role of HBCUs in Developing Cultural Understanding and Access to Justice* (February 27, 2016)

Panlist, Association of American Law Schools, AALS Section on Socio-Economics 2016 Annual Meeting, Perspectives on Economic, Gender, and Racial Justice, *Socio-Economics: Broadening the Economic Debate*, New York City, NY (January 8 - 10, 2016)

DELESO A. ALFORD, J.D., LL.M.

Plenary Panelist, Association of American Law Schools, AALS Section on Socio-Economics, Socio-Economics: Broadening the Economic Debate, *Society of Socio-Economics (SOS) Annual Meeting Program*, New York City, NY (January 11, 2016)

Presenter, Vanderbilt Law School, 9th Annual Lutie Lytle Black Women Law Faculty Writing Workshop, Advance Your Agenda, Build Your Brand and Chart Your Career, Tribute to Law Professor Pamela Bridgewater, American University Washington College of Law *Ode to a Good Sister*, Nashville, TN (July 9 - 12, 2015)

Panelist, Association of American Law Schools, AALS 2015 Mid-year Meeting, Workshop on Next Generation Issues of Sex, Gender and the Law Conference, Ideas for the Future Panel *Pursuing Gender Equality Through an Interdisciplinary Lens: The Application of Critical Race Feminist Legal Theory in Practical, Medical School Curricula*, Orlando, FL (June 25 - 26, 2015)

Presenter, Association of American Medical Colleges (AAMC) 2015 Joint Professional Development Conference (PDC) for Admissions and Student Diversity Affairs, *Teaching Medical Students to Advance Health Equity*, Miami, FL (June 18 - 21, 2015)

Presenter, Eatonville Branch of the Orange County Library, The ZORA! STEM Stars: Saving for Our Girls Fundraiser Event, *Medical Ethics and Health Equity: The Henrietta Lacks Story*, Orlando, FL (April 9, 2015)

Invited Speaker, Florida A&M University College of Law, Marshall-Bell Law Society 1st Annual MVP Awards, *Optical Diversity v. Real Inclusion*, Orlando, FL (April 9, 2015)

Keynote Speaker, Southern University Law Center, 2014-2015 Faculty Speaker Series, *Pursuing Gender Equality Through an Interdisciplinary Lens*, Baton Rouge, LA (March 26, 2015)

Keynote Speaker, ZONTA International Meeting, Capital City Country Club, *Women Standing at the Intersection both Domestically and Internationally: A Critical Race Feminist Perspective on Our Bodies, Our Dis-ease, Our Human-ness*, Tallahassee, FL (March 17, 2015)

Panelist, Adventist University of Health Sciences, A Discussion on the Value and Need of a Better Understanding of Diversity for Clinicians, Orlando, FL (March 16, 2015)

Panelist, Tulane Law School Forum on the Future of Law & Inequality, Gender, Embodiment & Inequality, *Pursuing Gender Equality Through an Interdisciplinary Lens: The Application of Critical Race Feminist Legal Theory in Practical, Medical School Curricula*, New Orleans, LA (November 7, 2014)

Panelist, Southeastern Association of Law Schools (SEALS), Workshop on Health Law: Discussion Group- Hot Issues in Law and Bioethics, *From Terry Schiavo to Jahi McMath: Gender, Race and Autonomy Workshop on Health Law*, Amelia Island, FL (August 1, 2014)

DELESO A. ALFORD, J.D., LL.M.

Panelist, Southeastern Association of Law Schools (SEALS), Workshop on Health Law: Discussion Group- Public Health Law Theory and Practice, *Examining the Recent UAB lawsuit and the Application of Critical Race Theory to Enhance Collaborative Institutional Training Initiative (CITI) Training for Institutional Review Board (IRB) Members*, Amelia Island, FL (August 1, 2014)

Panelist, National Bar Association (NBA) 89th Annual Convention- providing Continuing Legal Education (CLE) training *In Pursuit of Social Justice: Critical Perspectives on Personhood and the Law*, Atlanta, GA (July 28, 2014)

Panelist, 98th Annual Assoc. for the Study of African American Life and History (ASALH) National Conf., "Law and the Crossroads of Freedom and Equality: Exploring the Moral and Legal Issues in the Fight for Justice" *Enslaved Bodies and U.S. Gynecology: Critical Legal History Perspective on the Founding of Woman's Hospital in the State of New York*, Jacksonville, FL. (October 5, 2013)

Panelist, Southeastern Association of Law Schools (SEALS), Health Care Reform Revisited: What Progress Has Been Made Since Last Year?" *What's in a Name?...Historically Speaking as it Relates to "Enhancing Human Subjects Research Protections" and the Common Rule, 45 CFR part 46*, Palm Beach, FL (August 9, 2013)

Panelist, The University of Texas at Dallas, 3rd Annual, Values in Medicine, Science, and Technology" Conference at the Center for Values in Medicine, Science, and Technology, *Intersectionality, Critical Race Feminist Theory, and Bioethics*, Dallas, TX (May 22 - 24, 2013)

Panelist and Authors' Roundtable, University of Arkansas, William H. Bowen School of Law, Southeast /Southwest People of Color Legal Scholarship Conference, Empty Promises? The Constitution at 225, Fayetteville, Ark (April 5, 2013)

Keynote Speaker, Facilitator for Inaugural Regional Roundtable Discussion, IMPACT National Conference 2013, IMPACT without Borders, *IMPACTing with Critical Humility*, Albuquerque, NM (February 21 - 24, 2013)

Panelist, Association of American Law Schools, AALS 2013 Annual Meeting, Global Engagement and the Legal Academy Conference, Institutional Responsibility for Sex and Gender Exploitation Panel, *Institutional Responsibility and The Forgotten Women of the U.S. Public Health Services Syphilis Study at Tuskegee*, New Orleans, LA (January 4 - 7, 2013)

Panelist, Society of American Law Teachers (SALT), Teaching Social Justice, Expanding Access to Justice: The Role of Legal Education & The Legal Profession, *Refracting Social Justice and Access to Justice Through the Lens of American Healthcare*, Baltimore, MD (October 5 - 6, 2012)

DELESO A. ALFORD, J.D., LL.M.

Panelist, Joint Annual Meeting of the Law and Society Association and the Research Committee on Sociology of Law (International Sociological Association, co-sponsored by the Canadian Law and Society Association (CLSA), the Japanese Association of Sociology of Law (JASL), and the Socio-Legal Studies Association (SLSA), *Sociolegal Conversations across a Sea of Islands, Re-Defining Meritocracy: Legal Education and the "Culturally Competent Lawyer" as a Viable Accreditation Standard*, Honolulu, HI (June 5 - 8, 2012)

Invited Distinguished Faculty-Respondent, National Center for Bioethics in Research and Health Care, Tuskegee University's First Public Health Ethics Intensive Course, Ethics and Research plenary session, Tuskegee, AL (April 24 - 27, 2012)

Invited Speaker, New York Law School, The Law, Society and History Colloquium *The Forgotten Women of the U.S. Public Health Services Syphilis Study at Tuskegee*, New York (April 17, 2012)

Moderator and Panelist, Cumberland School of Law, Samford University, 2012 Southeast/Southwest/Midwestern People of Color Legal Scholarship Conference, Race and Bioethics Panel, Birmingham, AL (March 29 - April 1, 2012)

Panelist, Chicago-Kent College of Law, The Chicago-Kent Institute for Law and the Humanities and the Chicago-Kent Law Review, Acknowledging the History of Women in the Tuskegee Study of "Untreated Syphilis in the Male Negro", Chicago, IL (October 14, 2011)

Moderator, National Bar Association (NBA), Pipeline Project to Law Schools, Baltimore, Maryland (July 31 - August 4, 2011)

Panelist, Association of American Law Schools (AALS) Mid-year Meeting, Workshop on "Women Rethinking Equality" Reproductive Rights to Reproductive Justice Panel... And What About the Women?: A Reproductive Justice Framework on the Tuskegee Study of Untreated Syphilis in the Negro Male, Washington, DC (June 21, 2011)

Panelist, Loyola University Chicago School of Law and The American Society of Law, Medicine & Ethics (ASLME), The 34th Annual Health Law Professors Conference *HeLa Cells and Unjust Enrichment in the Human Body*, Chicago, IL (June 10, 2011)

Panelist, 2011 Joint Meeting of Southeast/Southwest/Midwestern People of Color Legal Scholarship Conference, Re-Defining Meritocracy: "Cultural Competency" as a Viable Accreditation Standard for Legal Education, Fort Lauderdale, FL (April 1, 2011)

Moderator and Panelist, Seton Hall, Third National People of Color Legal Scholarship Conference, Gender Talk Over Generations: Culture, Power & Representations Panel And What About The Women?: A Reproductive Justice Framework on the Tuskegee Study of Untreated Syphilis in the Negro Male, Newark, NJ (September 9 - 12, 2010)

DELESO A. ALFORD, J.D., LL.M.

Moderator, Southeastern Association of Law Schools (SEALS) 2010 Annual Meeting, *Regulating the Reproductive Body*, Palm Beach, FL (July 29 - August 5, 2010)

Presenter, (Work- in- Progress), University of Kentucky College of Law, Leticia Lytle Writing Workshop, *Honoring Henrietta Lacks and "Making Right with the Family": Exploring A Reproductive Justice Framework to Address the Taking and Profiting of HeLa Cells*, Lexington, KY (June 24 - 28, 2010)

Panelist, Association of American Law Schools (AALS) Mid-year Meeting, Race and the Law: The Course, Workshop on "Post Racial" Civil Rights Law, Politics and Legal Education: New and Old Color Lines in the Age of Obama, New York, NY (June 10, 2010)

Moderator, University of South Carolina, Southeast/Southwest People of Color Legal Scholarship Conference, Equality and Justice in the Obama Era, Supreme Court Update, Columbia, SC (March 26, 2010)

Panelist, UCLA School of Law, 4th Annual Critical Race Symposium "UNDER-EXAMINED INTERSECTIONALITIES" Towards an Intersectional Analysis of Health ...*And What About the Women? An Intersectional Approach to Re-Telling the Tuskegee Study of Untreated Syphilis in the Negro Male*, Los Angeles, CA (March 12, 2010)

Panelist, Texas Wesleyan School of Law, The Role of Lawyers of Color: Past, Present, & Future, *Historically Black Law Schools and Meritocracy: The Rhyme and Reason For a New "Yardstick"*, Fort Worth, TX (October 9, 2009)

Moderator, Southeastern Association of Law Schools (SEALS) Feminist Legal Theory and Bioethics, Palm Beach, FL, (August 6, 2009)

Panelist and Chair, 2009 Annual Meeting of the Law and Society Association, "Gender, Race, and Class Perspectives: The "Practice" of Medicine" session, *From Critical Race Feminist Theory to Practice: Cultural Competency in Medical Schools*, Denver, CO, (May 28 - 31, 2009)

Presenter, (Work- in- Progress), University of Iowa College of Law, CRT 20: HONORING OUR PAST, CHARTING OUR FUTURE, *From Critical Race Feminist Theory to Practice: Cultural Competency in Medical Schools*, Iowa City, IA, (April 2 - 4, 2009)

Panelist, Phoenix School of Law, Southeast/Southwest People of Color Legal Scholarship Conference, *Historically Black Law Schools: Rhyme and Reason*, Phoenix, AZ (March 26 - 29, 2009)

Panelist, Association of American Law Schools 2009 Annual Meeting, AALS Section on Women in Legal Education, *The Anatomy of a "Pantsuit": Performance, Proxy and Presence for Women of Color in Legal Education*, San Diego, CA (January 6 - 10, 2009)

DELESO A. ALFORD, J.D., LL.M.

Panelist, Albany Law School, Albany Law Review and Albany Law Journal of Science and Technology, Defining Race Symposium, *Critical Race Feminist Bioethics: Telling Stories in Law School and Medical School in Pursuit of "Cultural Competency"*, Albany, NY (Nov. 14, 2008)

Panelist, The University of Toledo College of Law, Commemorating 1808: Fighting for the Right to Dream, *Acknowledging the 'Narrative Behind the Narrative' of Enslaved Black Women and the Development of Gynecology in the United States*, Toledo, OH (Oct. 24 - 25, 2008)

Panelist, Boston University School of Law, Northeastern People of Color Conference (NEPOC), The Diversity Crisis in Legal Education and the Profession, *Applied Critical Race Feminism: Telling Stories in Law School and Medical School in Pursuit of "Cultural Competency"*, Boston, MA (Sept. 12 - 14, 2008)

Panelist, National Bar Association (NBA), How to Become a Law Professor, Houston, TX, (July 29 - 31, 2008)

Invited Speaker, Association of American Law Schools' Workshop for New Law Teachers, Junior Faculty Feedback (Second year perspective), Washington, DC (June 26 - 28, 2008)

Panelist, University of California, Berkeley, School of Law, "The Teaching For Social Change" Conference co-sponsored by the Society of American Law Teachers (SALT) & University of California, Berkeley, School of Law Boalt's Thelton E. Henderson Center for Social Justice (Boalt Hall) *Applied Critical Race Feminism: Centering A Her-storical Presence*, Berkeley, CA (March 14 - 15, 2008)

Panelist, American University Washington College of Law, American University Founders' Celebration 2008, *When the Laws of Enslavement Met the Development of the Medical Specialty of Gynecology: Centering a Marginalized Narrative to Achieve Cultural Competency*, Washington, DC (February 18, 2008)

Panelist, University of California, Berkeley, School of Law, The Berkeley Journal of African-American Law and Policy 2007 Symposium: Setting the Agenda: Examining the Critical Legal Issues Facing African-Americans and Minority Communities in the 2008 Election, *A Critical Race Perspective on the 2008 Presidential Election: Locating a Balm for the So-called "Katrina Fatigue"*, Berkeley, CA (November 9, 2007)

Presenter, (Work- in- Progress), The Twelfth Annual LatCrit Conference, "Critical Localities: Epistemic Communities, Rooted Cosmopolitans, New Hegemonics and Knowledge Processes", *A Critical Race Perspective on the 2008 Presidential Election: Locating a Balm for the So-called "Katrina Fatigue"* Miami, FL (October 4 - 6, 2007)

Invited Speaker, Association of American Law Schools' Workshop for New Law Teachers, Junior Faculty Feedback (First year perspective), Washington, DC (June 28 - 30, 2007)

DELESO A. ALFORD, J.D., LL.M.

Moderator, Association of American Law Schools (AALS) Annual Meeting, Socio-Economics and Economic Justice Section, *Katrina and the Destruction and Rebuilding of New Orleans*, Washington, DC (January 3, 2007)

Panelist, Emory University School of Law, Storytelling and the Law: A Retrospective on Narrative, Ethics and Legal Change, Feminism and Legal Theory Project *In Search of the 'Narrative behind Narrative': Critical Race Feminism and the pursuit of "Cultural Competency" in Medical Schools*, Atlanta, GA (October 27 - 28, 2006)

Panelist, Society of American Law Teachers' Bi-Annual Conference, *What Happens When the Creek Rises and the Levee Breaks...and We Don't See 'Her-story': Hurricane Katrina and Collective Identity*, Boston, MA (September 8, 2006)

Co-Moderator, Southeast/Southwest Scholars of Color Conference, Untying the Gordian Knot, Rethinking The Intersection of Gender, Race, Heterosexism, Class, Culture, and Law, Santa Fe, NM (April 6 - 9, 2006)

Panelist, Southeast/Southwest Scholars of Color Conference, Looking to the Past to Design a Different Future: Communities of Color in Legal History, Santa Fe, NM (April 6 - 9, 2006)

Co-Moderator, American University Washington College of Law, Mid-Atlantic People of Color Legal Scholarship Conference, Roundtable on the Legal Implications of Hurricane Katrina, Race & Rights in the 21st Century: Next Generation Issues, Washington, DC (January 27, 2006)

Panelist, Association of American Law Schools Annual Meeting, Socio-Economic Perspectives on Black Reparations, Washington, DC (January 4, 2006)

Moderator, The Southeast/Southwest Scholars of Color Conference, Tulane Conference on Socio-Economics, Gender, Reproductive and Sexual Rights, New Orleans, LA (May 8, 2005)

Presenter, (Work- in- Progress), The Southeast/Southwest Scholars of Color Conference, *The Medical Specialty of Gynecology in the United States: Standing at the Intersection of Gender, Race and the Illusion of Reproductive Rights*, New Orleans, LA (May 7, 2005)

Moderator, The Southeast/Southwest Scholars of Color Conference, LSAT: Uses and Abuses of High Stakes Testing, New Orleans, LA (May 7, 2005)

Presenter, (Work- in- Progress), Second National People of Color Legal Scholarship Conference, History of Choice: Reproductive Rights at the Intersection of Race, Gender and Class, Washington, DC (October 9, 2004)

Moderator, Second National People of Color Legal Scholarship Conference, Maximum and Minimum Sentencing, Washington, DC (October 9, 2004)

Moderator, Second National People of Color Legal Scholarship Conference, Artistic Soul, Washington, DC (October 8, 2004)

DELESO A. ALFORD, J.D., LL.M.

Guest Speaker, National Gloria Steinem Leadership Institute, History of Choice, Washington, DC (July 9, 2004)

Keynote Speaker, Texas Woman's University, African American Women's Student Leadership Conference, Extension Not Reinvention: The Antiquity in Womanhood, Denton, TX (March 27, 2004)

Panelist, American University Washington College of Law, American University Founders' Celebration 2004, Feminism and Legal Theory Project: Celebrating 20 years of Pedagogy, Praxis, and Prisms, *Every Shut Eye Ain't Sleep: Exploring the Impact of Crack Cocaine Sentencing and the Illusion of Reproductive Rights for Black Women from a Critical Race Feminist Perspective,* Washington, DC (March 19, 2004)

Co-Presenter, Spelman College, SisterSong Women of Color Reproductive Health and Sexual Rights National Conference, *Exploring the Black Woman's Public Healthcare Through Historical Lens From Enslavement to Civil Rights and It's Present Day Impact,* Atlanta, GA (November 16, 2003)

SELECT WORK EXPERIENCE

David C. Simmons, Esq.
Washington, DC
Consultant
(May 2002)

Conducted legal research, drafted legal memoranda and provided other legal services as required.

Humphries & Brooks, L.L.C
Washington, DC
Consultant
(2000 – 2002)

Provided legal and historical overview(s) in preparation of client's effort to establish a Blue Ribbon Panel of experts. Drafted summary of findings.

University of Maryland Eastern Shore
Princess Anne, MD
Assistant Director of Human Resources
(1999 – 2000)

DELESO A. ALFORD, J.D., LL.M.

Legal Consultant (Domestic Violence Training)
(2001 – 2002)

Provided employee training and development in the areas of sexual harassment, employment law, customer relations, and diversity awareness. Implemented a mandatory Domestic Violence and the Workplace training module for the state of Maryland employees. Researched and provided legal advice to University officials. Provided legal support and assistance to Office of Attorney General in preparation for personnel litigation matters.

Ronald F. Lattier & Associates

Shreveport, LA
Associate Attorney
(Summer 1999)

Conducted legal research for insurance defense cases, tort matters and gambling casino industry cases. Wrote memoranda analyzing arguments made in opposing counsel's pre-trial motion and determined the possible legal outcomes. Gathered data, analyzed facts and wrote memoranda of medical summaries in preparation for litigation.

Willie, Willie & Associates

Houston, TX
Associate Attorney
(1997-1998)

Provided representation of client's legal interest during docket call. Conducted investigations and provided case documentation. Wrote memoranda for discovery matters.

U.S. Dept. of Justice, Federal Bureau of Prisons

Law Clerk/Paralegal
Kansas City, MO
(1990 – 1991)

Dublin, CA
(1991 -1992)

Terminal Island, CA
(1992 – 1995)

Provided legal support on litigation filed in federal court (e.g. claims filed under the Federal Tort Claims Act) and on cases having national impact on Bureau programs and policies. Exhibited the ability to collect, develop and analyze data and information pertinent to case resolution of complex correctional issues. Monitored new legislation, regulations, and policy issuances. Developed a procedure to timely process administrative matters such as tort claims, freedom of information requests, equal employment opportunity complaints and administrative remedies. Conducted legal training for correctional staff.

SELECT INTERNATIONAL EXPERIENCE

National Bar Association (NBA) 92nd Annual Convention Meeting 2017

Toronto, Canada

(July 30 - Aug. 4, 2017)

Panelist, Teaching Cultural Competency: "Curriculum Reform Matters" as an Intentional Response to Societal Demands, providing Continuing Legal Education (CLE) seminar credit for NBA Diversity seminar entitled "The State of American Legal Education and Diversity In Crisis"

Stetson University College of Law/Florida A&M University College of Law Spring Break in Cuba Study Abroad program

Havana, Cuba

(March 5- 9, 2017)

Taught a course entitled, "The Cuban Legal System and Society" with a travel component to Havana, Cuba. The course provided law students with the opportunity to study the historical underpinnings of the Cuban legal system and society, including gaining an understanding of the current legal system in Cuba.

National Bar Association (NBA) International Affiliates Meeting 2016

Havana, Cuba

(May 22 - 27, 2016)

Panelist, Comparative Critical Feminism and Bioethics, National Bar Association (NBA) International Affiliates Continuing Legal Education (CLE) Meeting

The Program in Narrative Medicine, Columbia University, Centre for the Humanities and Health

London, England

(June 19 - 21, 2013)

Panelist, A Matter of Cultural Humility: Incompetent to Refuse Treatment or Incompetent to Practice Narrative Medicine, "A Narrative Future for Healthcare" Conference at King's College London.

DELESO A. ALFORD, J.D., LL.M.

National Bar Association (NBA) International Affiliates Meeting 2014

Salvador da Bahia, Brazil,
(May 17 - May 21, 2014)

Rio de Janeiro, Brazil,
(May 22 - May 27, 2014)

Panelist, The Forgotten Women of Tuskegee: Using Critical Race Feminist Lens to Explore the United States Public Health Service Syphilis Study at Tuskegee and Its International Impact, National Bar Association (NBA) International Affiliates Continuing Legal Education (CLE) Meeting

Joint Meetings of the Law and Society Association and the Canadian Law and Society Association (ACDS)

Montreal, Canada
(May 29 – June 1, 2008)

Panelist, Critical Race Feminism: Reproductive Health, and the Impact of Her-storical Narratives on “Cultural Competency”, “New Approaches to Critical Legal Pedagogy” session.

Applied Legal Storytelling Conference sponsored by City University and the Legal Writing Institute

London, England
(July 18 – 20, 2007)

Panelist, In Search of the ‘Narrative behind Narrative’: Critical Race Feminism and the pursuit of “Cultural Competency” in Medical Schools, Once Upon a Legal Time: Developing the Skills of Storytelling in Law.

World Conference Against Racism

Durban, South Africa, Non-Governmental Organization (NGO) Delegate
(Summer 2001)

Member of the NGO Facilitation Team

Lobbied governmental and inter-governmental organizations on behalf of the National Coalition to Abolish the Death Penalty and the International Association Against Torture.

Association of Black Psychologists Accra, Ghana
Chair of Rules Committee
(Summer 2000)

Provided legal review of the organization’s structure. Reported legal areas of noncompliance to the Board of Directors.

DELESO A. ALFORD, J.D., LL.M.

Fulbright-Hays Scholar Program

Senegal/ Cote d'Ivoire

Seminar Participant

(Summer 1997)

Researched West African Legal Systems: Traditional to Modern during a five-week travel study.

MEMBERSHIP

American Bar Association

National Bar Association- Law Professors Division

American Association of American Law Schools (AAALS) -Sections on Women in Legal Education and Law, Medicine and Health Care

American Bar Foundation Fellow

BOARD APPOINTMENTS

Florida A&M University Advisory Board- INDABA Research Sustainability Work Group FY 2015 - 2016

American Bar Association (ABA) Special Committee on Bioethics and the Law - FY 2015 – 2016

Center for Multicultural Wellness and Prevention (CMWP) -since 2008

Society of American of Law Teachers (SALT) – 2011 - 2014

Nap Ford Community School (Parramore) - since 2011

Florida A&M University Institutional Review Board (IRB) - 2013- 2015

BAR ADMISSION

Louisiana



Florida A&M University

Florida Agricultural and Mechanical University

TALLAHASSEE, FLORIDA 32307-3100

JAMES H. AMMONS, Ph.D., PRESIDENT

OFFICE OF THE PRESIDENT

TELEPHONE: (850) 599-3225
FAX: (850) 564-2152
TDD: (850) 564-2784

April 11, 2012

Ms. Deleso Washington
11216 Rapallo Lane
Windermere, FL 34786

**RE: NOTIFICATION – TENURE APPROVED BY THE FLORIDA A&M UNIVERSITY
BOARD OF TRUSTEES**

Dear Ms. Washington:

This letter comes to inform you that your nomination for tenure was approved by the Florida A&M University Board of Trustees at its April 5, 2012 meeting. It is a pleasure to congratulate you on this significant accomplishment and I wish you continued success in your future endeavors.

Sincerely,

James H. Ammons
President

Copy: Dr. Larry Robinson, Provost and Vice President for Academic Affairs
Mr. Leroy Pennell, Dean



January 24, 2020

Board of Supervisors
Southern University System
265 South Foster Drive
Baton Rouge, LA 70806

**Request to Establish the Dr. Shelby B. Sanders
Endowed First-Generation Undergraduate Scholarship in Education**

Dear Members of the Board,

Southern University at Shreveport, LA (SUSLA), respectfully requests the Board of Supervisors' approval to establish the **Dr. Shelby B. Sanders Endowed First-Generation Undergraduate Scholarship in Education**. With the Board's permission, SUSLA will apply for matching dollars based on guidelines set forth in the Louisiana Board of Regents Support Fund's (BoRSF) Endowed First Generation Undergraduate Scholarship Policies now listed under the BoRSF's Endowed Professorship Program.

This endowment is made possible with a \$30,000 donation from a private donor and \$30,000 from Title III Fund for endowment support, totaling \$60,000 in non-state contributions. The private donation will be leveraged with \$40,000 in matching state dollars from the Louisiana Board of Regents to fully endow the fund at \$100,000. The Board of Regents established the First-Generation Undergraduate Scholarship match program for the purpose of increasing college access and success for low-income and first-generation students. The program policy, in Section V. Allocation of BoRSF/Legislative Matching Funds, allows that each two-year campus (with less than 15 Endowed First-Generation Scholarships matched...) "may be provided \$20,000 for a \$30,000 non-State contribution".

If approved, this endowed scholarship will address the program's objectives of enhancing opportunities and quality of life for first-generation students with unmet financial needs and promote Louisiana's economic development through an educated citizen base.

Thank you for considering our request.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rodney A. Ellis", is written over a blue circular stamp or seal.

Dr. Rodney A. Ellis, Chancellor

**2020-21 SUSLA
Academic Catalog
(See Printed Copy)**

**2017-2020 SUSLA
Faculty Handbook
(See Printed Copy)**



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

February 10, 2020

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


RE: Discussion of the Report to the Louisiana Board of Regents to inform the Feasibility Study of increasing legal education capacity in the Shreveport/Bossier Region prepared by the National Center for Higher Education Management Systems (NCHEMS)

Dear Dr. Belton:

NCHEMS prepared a report in response to Senate Concurrent Resolution #75 (SCR#75) and House Concurrent Resolution #24 (HICR#24) of the 2019 Session of the Louisiana Legislature. This report directed the Board of Regents (BOR) to study how the State best meets the Legal Education needs of students, and the economic and work force development needs of the Northwest region in establishing a Law School in the Shreveport/Bossier area. I have reviewed the report and would like to make a presentation to discuss my observations, and proposed options to the Southern University Board of Supervisors to consider, and to answer any questions that the members of the Board may have at the February 21, 2020 meeting in Shreveport.

If you have any questions, please feel free to contact me.

Yours sincerely



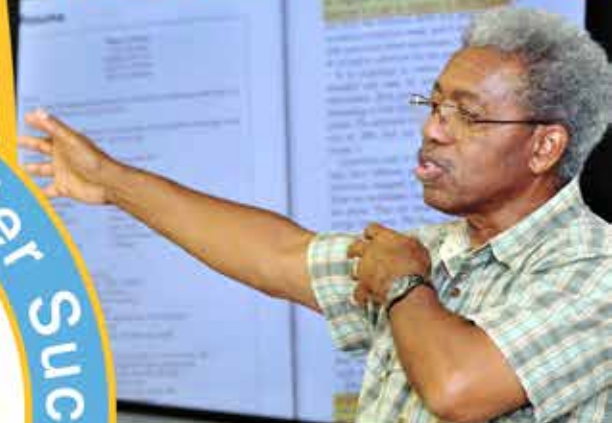
John K. Pierre
Chancellor and Vanue B. Lacour Endowed Law Professor



Quality Enhancement Plan

Southern University and A&M College
Baton Rouge, Louisiana

2020-2025



Facilities and Property Committee

FACILITIES AND PROPERTY COMMITTEE

(Following the Academic Affairs Committee)

Friday, February 21, 2020

3050 Martin Luther King Jr. Drive

Jesse N. Stone Lecture Hall

Shreveport, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Information Item
 - A. Facilities Planning Project Updates
6. Other Business
7. Adjournment

MEMBERS

Dr. Rani Whitfield – Vice Chair, Mr. John Barthelemy, Dr. Leroy Davis, Mr.
Richard Illiard, Mrs. Ann Smith
Atty. Domoine D. Rutledge- Ex Officio



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

J. S. CLARK ADMINISTRATION BUILDING

3RD FLOOR

166 G. LEON NETTERVILLE DR.
BATON ROUGE, LOUISIANA 70813

OFFICE OF
FACILITIES PLANNING

(225)771-2786 OFFICE
(225) 771-2922 FAX
Eli_Guillory@sus.edu

February 3, 2020

Hon. Dr. Ray L. Belton
President of Southern University System
4th Floor, J. S. Clark Adm. Building
Baton Rouge, Louisiana 70813

RE: Southern University System Office of Facilities Planning Project Updates

Dear Dr. Belton,

We are transmitting the attached updated document report, which indicates the remarkable status of each campus building construction, renovations, building repairs/upgrades and facilities planning progress for your files.

Should you have any questions, please don't hesitate to call me. Your approval and sustained support of Southern University System Office of Facilities Planning is greatly appreciated.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Eli G. Guillory III", with a flourish extending to the right.

Eli G. Guillory III
Director of Facilities Planning

Attachments enclosed: Progress report and construction pictures

Southern University and A&M College System
Facilities and Property Report
SU System Campuses Projects

Eli G. Guillory III February 2020

	agency	Project Name	Project Budget	Funding Source	Approval Date	Completion Date	Comments
1	SUAG	SUAG Arena - building exterior painting and wall system/roof canopy repairs	\$ 75,000.00	State	2018		Pending WBS no. from FP&C w/ approval
2	SUAG	Southwest Center for Rural Initiatives (Opelousas Ag Bldg.) - Mechanical system AC units replacement	\$ 105,221.96	State	2018	6/25/2019	Completed - Construction In Progress 6 mech. units replaced - 100% complete
3	SUAG	A. O. Williams Hall Mechanical HVAC system upgrades - Westside of Phase one - part 1 mech. units, coil upgrades,	\$ 140,000.00	State	2018	2019	Completed - 100% complete Mel Eng. and CMC - completed, pending recommendation of acceptance from the Designer - additional pending work by SUag for \$40k -Pending by FP&C seeking additional AFC funding \$1,500,000 and \$160,000 for Eng. Design.
4	SUAG	SUAG - A. O. Williams Hall Renovations - Phase 1 westside, ext. wall flashing and de-brick masonry	\$ 2,764,000.00	Fed. Gov. NIFA	2015	2019	complete (pending to seek Capital Outlay funding for \$4,500,000 for phase 2 - Eastside)
5	SUAG	SUAG - A. O. Williams Hall Renovations - Phase 2 Eastside, ext. wall flashing, de-brick masonry and Mechanical System upgrades	\$ 4,500,000.00	State	2018		Fp&c of Capital Outlay funding for \$4,500,000 for phase 2 - Eastside is pending until July 2020 / westside p1_\$160,000 cash p2_\$1,500,000 cash approved Nov 2019, p5_\$4,000,000 - selection of designer Jan. 2020. proceeding w/ westside of phase 2 design/planning w/ Quebedeaux Engineering.
6	SUAG	Multipurpose Building	\$ 1,492,444.00	Fed. Gov.	2003	2018	complete (funding pending)
7	SUAG	Child Development Center - code upgrades	\$ 218,300.00	Fed. Gov.	Apr. 2018	2019	Complete
8	SUAG	Horticulture Storage Building Renovation	\$ 275,000.00	Fed. Gov.	2003	2017	Complete
9	SUAG	Pesticide Storage Building	\$ 250,000.00	Fed. Gov.	2003	2018	Complete
10	SUAG	Equipment Storage Shed Building	\$ 90,000.00	Fed. Gov.	2003	2018	Complete
11	SUAG	Meat Technology Roof Replacement	\$ 212,400.00	Fed. Gov.	Apr. 2018	2019	Complete
12	SUAG	A. O. Williams Hall - Mechanical AHU / Mech. Room equipment Repairs	\$ 140,000.00	State	10/20/2017	2019	completed
13	SUAG	New Mega Disaster Relief Shelter (for 2,500 beds)	\$ 24,375,000.00	State / Federal	Jan. 2019		Active - pending Fp&c approval of designer- p2_\$1,000,000 p5_\$8,375,000 interagency GOHSEP\$15,000,000
14	SUAG	SUAG - Road/Street and Canal Soil Erosion Improvements at SUAG Experimental Farm Station 14800 Scenic Highway / US Hwy 61 (EBRP/Baker LA)	\$ 3,300,000.00	State	7/1/2016		pending state approval
15	SUAG	Existing Meat Processing Facility Expansion Addition	\$ 1,225,000.00	State	7/1/2018		pending state approval
16	SUAG	A. O. Williams Hall Mechanical system upgrades - Pump repair/ replacement	\$ 50,000.00	state	11/15/2019		pending proj# to proceed by fp&c
17	SUBR	B. A. Little Dr. Road upgrade at SUPD & TT Allain Hall	\$ 151,775.00	Title 3	2018	2019	completed

18	SUBR	New Science Complex - program room/space planning phase	\$ 56,000.00	Title 3	2017	2019	completed
19	SUBR	New Science "STEM" Complex Building	\$ 46,000,000.00	State	7/1/2017		Pending full planning and Construction funding by State / DoA / Fp&c to proceed with design planning (p2 \$500,000 - July 2019)
20	SUBR	J. B. Moore Hall Hi-Tech Smart Classroom Renovation	\$ 300,000.00	Title 3	Apr. 2016	2019	construction 100% complete
21	SUBR	SU Museum of Art - HVAC Mechanical System Repairs	\$ 127,112.00	State	10/11/2018	7/30/2019	completed - Construction in progress - 100% complete
22	SUBR	Air Handling Unit Repair - W. H. James Hall	\$ 350,000.00	State	10/20/2017	9/3/2018	completed - 100%
23	SUBR	Fan Coil Unit Repairs-JW Fisher hall	\$ 100,000.00	State	10/19/2017	7/30/2019	complete
24	SUBR	Fan Coil Unit Repairs-J. Lee Hall & Health Research Center	\$ 100,000.00	State	10/19/2017	7/30/2019	complete
25	SUBR	Mechanical Unit Repairs-WWW Stewart Hall -Phase 1	\$ 100,000.00	State	10/19/2017	2019	Construction in progress - 100% complete
26	SUBR	Dehumidifying System Repair-Tourgee A. Debose Music Hall	\$ 225,000.00	State	10/19/2017		Active - GIS Engineers. Construction in progress at 99% complete by Blanchard Mech. Contractors, Inc. \$207,850 completion date February 14, 2020.
27	SUBR	A.W. Mumford (Consent Decree ADA)	\$ 7,900,000.00	State	2016	Dec-19	complete - Construction in progress 100% complete by J. W. Grand, Inc (seek funding approval from Fp&c to upgrade perimeter roadway, walks, and streets)
28	SUBR	F.G. Clark Activity Center (Consent Decree ADA)	\$ 7,450,000.00	State	2016	Dec-19	Complete - Construction in progress 100% complete by J. W. Grand, Inc (seek funding approval from Fp&c to upgrade perimeter roadway and parking)
	SUBR	F.G. Clark Activity Center Dome Roof Graphics	\$ 80,000.00	State	2019		Carubba Inc. dba CEI Construction Design Build-10Feb2020 to 10April 2020 w/ pre-con. 4Feb 2020@ fp&c.
29	SUBR	J.S. Clark Admin. Building - Roof Replacement	\$ 216,558.00	State	12/20/2017	2019	completed
30	SUBR	Frank Hayden Hall - Theatre Lobby Restrooms Phase 1 upgrades	\$ 150,000.00	Title 3	Apr. 2016		pending budget funding for planning & construction.
31	SUBR	Ruffin Paul Central Plant - Loop Pump and Valve Replacement (Rebuild (2) Loop pumps and replace with new VFDs. Replace valves on top of aluminum cooling tower and replace safety rails)	\$ 212,000.00	State	7/27/2018		Active - pre bid meeting by Fp&c Nov 2019, Henry Eyre Engineers - low bidder Gallo Mech. @ \$142,000 pre-con. Set for Jan 2020
32	SUBR	ADA Safety Compliance & Drainage Project at the Law Center	\$ 95,400.00	State	7/27/2018		Active - planning phase for bidding by Bonton Associates
33	SUBR	SU Laboratory School Gym Locker Room upgrades	\$ 70,000.00	SUBR	2019	Jul-19	complete
34	SUBR	SU Laboratory School Elementary Buildings renovations	\$ 440,000.00	State	2019		Active - FP&C pending selection of designer for planning phase March 2020 - this project will be combined with su lab school gym re-roof for a total amount of + - \$740,000

35	SUBR	Repairs of 100ft tower and parking lot lighting upgrades to LED's - West and East of F G Clark Activity Center / Upgrade lighting system for classrooms, exits and stairwells in various buildings (Disaster Relief Shelter) WBS:F.19002290	\$ 291,000.00	State	2018		Active -FP&C direct appointment for designer Oct. 18, 2019 ADG Baton Rouge, LLC Eng. fee \$18,697 - set up design meeting Now/Dec 2019
36	SUBR	Campus sidewalks repairs neutralizing trip hazards and ensuring wheelchair accessibility	\$ 55,542.00	State	2018	Nov-19	Completed - construction in progress 100% complete (pending funding for additional repairs in 2020)
37	SUBR	J. S. Clark Adm. Building - Upgrade chill water and hot water pumps and install new automated digital controls WBS-F.19002254	\$ 160,000.00	State	2018		Active - designer: Salas O'Brien, LLC in planning phase Nov 2019
38	SUBR	W. W. Stewart Hall Auditorium Mech. HVAC repairs/upgrades WBS-F.19002254	\$ 255,414.00	State	2018		Active - designer: Salas O'Brien, LLC in planning phase Nov 2019
39	SUBR	DOTD - Ravine Erosion Control & Road Improvements	\$ 10,000,000.00	DOTD	5/25/2017		Active - construction / low bid \$5,000,000 by Merrick LLC - pre-const. meeting 3July2019 - installation of Box Culverts in Nov. 2019
40	SUBR	DOTO / FP&C Ravine Utility Line Erosion Control and Relocation	\$ 1,221,407.00	State	2016		Active - in progress - Designer AST Engineers pre-con 24June2019 - G. C. Gallo Mech. bid \$400,000
41	SUBR	Music Building Annex - Music & Recording Studio	\$ 200,000.00	Title 3	2018		Active - planning CD's Construction Bid Documents, out for bidding Jan 2020
42	SUBR	W. W. Stewart Hall First Floor Renovations - North	\$ 334,000.00	Title 3	2018	Nov-19	Complete - programing & planning phase (Williams & Williams Architecture LLC) - bidding (low bidder - Miremont/Schoonmaker Construction Co. Aug. 12, 2019 @ \$303,000) 100% complete
43	SUBR	W. W. Stewart Hall Lobby Restrooms	\$ 160,000.00	Title 3	2018	Nov-19	Complete - programing & planning phase by (Williams & Williams Architecture LLC) for bidding - const. in progress Integrity Builders 100% complete
44	SUBR	T. H. Harris Hall Window Replacement	\$ 50,000.00	State	2016	2017	Complete
45	SUBR	SUBR Gas Valve Replacement	\$ 4,028.00	State	2016	2017	Complete
46	SUBR	Underground Gas and Water Line Repairs	\$ 4,250.00	State	2016	2016	Complete
47	SUBR	T. T. Allain Hall ADA compliance	\$ 4,700.00	State	2016	2017	Complete
48	SUBR	Water Valve Replacement	\$ 287,631.35	State	2016	2017	Complete
49	SUBR	Fan Coil Unit Repair James B Moore	\$ 67,987.79	State	2016	2017	Complete
50	SUBR	James Lee Hall - Floor Tile Replacement	\$ 202,491.85	State	2016	2017	Complete
51	SUBR	Cade Library - Fire Alarm Replacement	\$ 279,166.00	State	2016	2017	Complete
52	SUBR	Cade Library - Elevator Repairs	\$ 15,000.00	State	2016	2017	Complete
53	SUBR	T.T. Allain ADA Renovation (Consent Decree)	\$ 1,010,000.00	State	2016	2018	Completed
54	SUBR	Tony Clayton Championship Plaza	\$ 465,000.00	SU Foundation	2017	2018	Completed
55	SUBR	Frank Hayden Hall - Theatre seating and wheelchair lift upgrades	\$ 255,000.00	Title 3	Apr. 2016	2018	completed

56	SUBR	Frank Hayden Hall - Theatre lighting upgrades	\$ 257,000.00	Title 3	Apr. 2016	2018	completed
57	SUBR	E. C. Harrison Street & sidewalk Replacement / Upgrades	\$ 404,000.00	Title 3	Apr. 2016	2018	completed
58	SUBR	School of Computer Science Renovation - phase 1 (H. L. Thurman Jr. Hall - East Complex)	\$ 248,000.00	Title 3	Apr. 2016	2018	completed
59	SUBR	J. B. Cade Library 4th Floor Renovations	\$ 142,000.00	Title 3	Apr. 2016	2018	completed
60	SUBR	Roofing Replacement - J.S. Clark Annex Bldg.	\$ 155,733.57	State	11/17/2016	2018	Completed
61	SUBR	Roofing Replacement - Benjamin Kraft Bldg.	\$ 270,396.87	State	11/28/2016	2018	Completed
62	SUBR	Roofing Replacement - Southern University Museum of Art (SUMA)	\$ 41,200.00	State	11/29/2016	2017	Completed
63	SUBR	Door Entrance ADA Repairs - multiple bldgs.	\$ 51,500.00	State	12/16/2016	2018	Completed
64	SUBR	Electrical Lighting Repair/Upgrades - Rodney Higgins Hall & Campus	\$ 77,250.00	State	12/19/2016	2018	Completed
65	SUBR	Sidewalk & Curb Ramp Repairs for ADA Compliance	\$ 20,600.00	State	12/19/2016	2018	Completed
66	SUBR	Roof Replacement - William Wallace Stewart Hall	\$ 339,900.00	State	2/9/2017	2017	Completed
67	SUBR	Roof Replacement - Rodney G. Higgins Hall	\$ 229,478.12	State	2/9/2017	2018	Completed
68	SUBR	Central Plant HVAC Replacement	\$ 231,363.60	State	2/9/2017	2018	Completed
69	SUBR	Central Plant HVAC Replacement Phase 2	\$ 87,426.40	State	9/25/2017	2018	Completed
70	SUBR	HVAC Renovations - Multiple Buildings	\$ 128,750.00	State	2/13/2017	2018	Completed
71	SUBR	Benjamin Kraft Hall - Rooftop Mechanical Equipment Replacement	\$ 25,000.00	State	3/6/2018	2018	Completed
72	SUBR	Rodney Higgins Hall - Rooftop Exhaust Fan Replacement	\$ 90,000.00	State	3/12/2018	2018	Completed
73	SUBR	Student Health Center - Ravine Stabilization	\$ 133,900.00	State	7/24/2018	2018	Completed
74	SUBR	Building Control Systems Rplmt-Mini Lab/Compliance Center	\$ 150,000.00	State	10/19/2017	2018	Completed
75	SUBR	Cooling Tower Repairs-Ruffin Paul Sr. Central Plant - phase 1	\$ 225,000.00	State	10/19/2017	2017	Completed
76	SUBR	Drainage/Culvert Repair at Steptoe Road	\$ 499,960.00	State	2016	2017	Completed - FP&C and DOTD
77	SUBR	SU Police Station Renovation	\$ 450,000.00	SUBR	Apr. 2016		Seeking funding approval for renovations by SUBR - pending approval
78	SUBR	J. B. Moore Hall I. T. Renovations	\$ 450,000.00	SUBR		2018	Active - programing phase - pending
79	SUBR	J. W. Fisher Renovations - classroom Labs hoods, lab casework, Mech., Elect. Window sys. Interior finishes upgrades pj# 01-107-18-02 WBS-F.01003868	\$ 4,430,000.00	State / Private	2018 April / approved 2019 June		Active - planning phase - Coleman Partners Architects 6/2019 to 6/2020 planning. Additional funding of \$2,000,000 in P5 HB2
80	SUBR	Softball Complex Upgrades	\$ 500,000.00	SUBR		5/1/2019	master planning / construction in progress at 30% and seeking additional funding (\$500,000) for upgrades - review w/ BoR and Fp&c for capital outlay funding July 2019
81	SUBR	Demolition of Buildings- Arch. West, Jesse Owens, Lottie Anthony, Washington Hall, Old Hill Infirmary, Old Jones Hall	\$ -	State		5/1/2019	Active - in the planning phase for bidding by Fp&c
82	SUBR	Demolition of Bethune Hall Dormitory	\$ 465,000.00	State		12/19/2019	pending approval of funding by the Board of Regents

83	SUBR	Demolition of Jones Hall Dormitory	\$ 800,000.00	State	7/24/2019		Mougeot Architecture - fee \$135,133 planning 9/7/2019 - bidding date-Jan 2020
84	SUBR	Demolition of Architecture West & Lottie Anthony Hall	\$681,000.00	State	7/24/2019		BCB Architects \$98,390 fee - planning 9/7/2019 contract 10Oct2019 - bidding date-
85	SUBR	Demolition of Jesse Owens Hall	\$252,664.00	State	7/1/2019		Active - Dec 2019 fp&c executed contract w/ designer - The Map Design Group, LLC - planning & bidding
86	SUBR/SUAG	Demolition of Dairy Barn/Silo(s)/Farm Slab	\$132,548.00	State	7/1/2019		Active - Dec 2019 fp&c executed contract w/ designer - The Map Design Group, LLC - planning & bidding
87	SUBR	Demolition of Washington Hall and Collections & Receivables Building	\$368,816.00	State	7/1/2019		Active - Fp&c designer selection - Williams and Williams Architecture, LLC \$23,831 Nov. 4, 2019 - planning date Nov 2019-Feb 2020 & bidding date March 2020
88	SUBR	SU Laboratory School Gym roof replacement and (inc. walkways)/upgrades as required for interior protection of rain water migration.	\$ 300,000.00	State	11/15/2019		pending proj# to proceed by fp&c - this project will be combined with su lab school elementary buildings renovations for a total amount of + - \$740,000
89	SUBR	Navy ROTC (Army ROTC-review 20 year warranty) Roof Replacement	\$ 110,000.00	State	11/15/2019		pending proj# to proceed by fp&c
90	SUBR	J. B. Moore Hall Roof Replacement	\$ 300,000.00	State	11/15/2019		pending proj# to proceed by fp&c
91	SUBR	DOTD - Information Center @ SUBR Campus	\$ 5,625,876.00	State / DOTD	Aug. 1998 / Aug. 2014 / Nov. 2019		Active - Hewitt & Washington Architects in re-planning phase for bidding by DOTD April 2020
92	SUBR	W. W. Stewart Hall First Floor Renovations - South	\$ 150,000.00	Title 3	Nov-19		Active - June's Ceiling & Flooring Inc. & Bell's Flooring and SUN Ind.
93	SULC	Roof replacement	\$ 480,000.00	State	2016	2017	Completed
94	SULC	Law Center HVAC repairs	\$ 75,000.00	state	Nov. 2019		pending proj# to proceed by fp&c
95	SULC	Law Clinic Annex HVAC replacement	\$ 55,000.00	state	Nov. 2019		pending proj# to proceed by fp&c
96	SUNO	Campus Wide Electrical & Lighting Repairs - Phase II - WBS:F.19002262	\$ 475,399.00	State	8/31/2018		Active - GVA Engineering, LLC Designer and bidding (SUN Industries, LLC bid @ \$239,900) pre-const. meeting
97	SUNO	Roofing Replacement - Cafeteria Bldg.	\$ 226,365.00	State	11/29/2016	2018	Completed
98	SUNO	Site Parking Lot Restoration Phase 1 & 2 - Demo of temporary fema trailers on the lake campus (classrooms) and park campus (conf. center).	\$ 2,154,846.00	FEMA	2015		Active - 75% complete-pending additional planning meeting w/ Fp&c. All South Eng. designer
99	SUNO	Univ. Center Replace 3 Air Handling Units	\$ 265,775.00	State	2016	2019	Complete
100	SUNO	Roofing Replacement - University Center Building	\$ 494,400.00	State	2016	2019	Complete
101	SUNO	University Center-Parking Lot Resurfacing, Sidewalk & lighting repairs	\$ 61,800.00	State	2016	2019	Complete
102	SUNO	Natural Science Building	\$ 27,750,000.00	FEMA	2015	2019	complete
103	SUNO	Arts & Humanities and Social Sciences	\$ 21,200,000.00	FEMA	2015	2019	complete

104	SUNO	Arts & Humanities and Social Sciences: Auditorium Buildout flooring upgrades (17,533 sf renovated flooring) Project No. 01-107-05B-13, Part No. F.01003889	\$ 400,000.00	FEMA	2019		Active - planning phase (chasm + fusion Architecture) for bidding in Oct. 2019 - L L / Environmental Construction, LLC \$307,300. notice to proceed 6Nov2019 to Feb/Mar 2020 completion.
105	SUNO	Arts & Humanities and Social Sciences - Museum Renovation 2nd floor	\$ 398,496.00	FEMA	2019		Active - (chasm + fusion Architecture) planning phase for bidding - (additional displays funding of \$1,200,000 is pending) bidding Jan 2020
106	SUNO	Maintenance Building Mechanical HVAC Controls & Equipment upgrades - WBS:F.19003791	\$ 126,804.00	State	2018	Dec. 2019	Completed - planning and bidding by Fp&c / designer GVA Eng. - Industrial Mechanical G.C. bid \$74,900 - pending completion Oct 2019
107	SUNO	Campus sidewalk and parking lot upgrades / repairs for various locations on the Park Campus and Lake Campus WBS-F.19002262	\$ 145,000.00	State	2018		Active - planning by Studio Kiro Nov2019, CD planning and bidding Feb/Mar 2020
108	SUNO	Campus wide Mechanical HVAC System Upgrades for various buildings (Bashful Adm. Bldg) on the Park and Lake Campus WBS: F.19002259	\$ 334,307.00	State	2018		Active - planning by David Vivien Eng. and bidding Nov. 2019 - pre bid Jan 6, 2020
109	SUNO	University Center 2nd & 3rd floor door replacements and painting of offices/restrooms/corridors.	\$ 200,000.00	State	2018		Pending Fp&c approval
110	SUNO	Natural Science 1st & 2nd Floors Interior build-out spaces Phase 2	\$ 2,700,000.00	FEMA	2015		Active - planning phase by Sizeler Thompson Brown Architects w/ CD's 100% complete - bidding Jan 2020
111	SUNO	Demolition of existing Buildings - New Science and Old Science Buildings	\$ 1,393,000.00	FEMA	2015		Active - planning phase by Manning Architects w/ pre-design meeting Oct. 2019
112	SUNO	New Education and Human Development Building	\$ 11,608,000.00	FEMA	2015	2019	completed
113	SUNO	Roof Leaks & associated damage repair -Modular Buildings	\$ 29,772.10	State	2016	2017	Completed
114	SUNO	Washington Library HVAC	\$ 298,295.00	State	2016	2017	Completed
115	SUNO	Electrical Underground Wiring Repairs & Outdoor Lighting	\$ 48,734.00	State	2016	2018	Completed
116	SUNO	Mechanical Underground Piping Repairs	\$ 51,500.00	State	2016	2017	Completed
117	SUNO	Roofing Repair - New Science Bldg.	\$ 36,153.00	State	6/13/2017	2017	Completed
118	SUNO	Emergency Chilled Water Valve Installation - L. Washington Memorial Library	\$ 10,300.00	State	6/13/2017	2017	Completed
119	SUNO	Electrical & Lighting Repairs/Replacements - Campus wide	\$ 51,500.00	State	7/24/2017	2018	Completed
120	SUNO	University Center Pool Repairs	\$ 65,290.17	State	10/17/2017	2018	Completed
121	SUNO	Central Plant Building	\$ 6,097,000.00	FEMA	2015	2017	completed
122	SUNO	School of Social Work Building	\$ 10,257,000.00	FEMA	2015	2017	completed
123	SUNO	Administration Building - Roof Replacement	\$ 350,000.00	State	Nov. 2019		pending proj# to proceed by fp&c
124	SUSLA	Gymnasium roof replacement	\$ 400,000.00	State	Nov. 2019		pending proj# to proceed by fp&c

125	SUSLA	<u>Library Building Roof Replacement Building</u>	\$ 160,000.00	State	Nov. 2019		pending proj# to proceed by fp&c
126	SUSLA	Mechanical/HVAC System Repairs - Controls - WBS:F.19002199	\$ 476,000.00	State	7/27/2018		Active - pending planning & bidding - Purtle & Assoc. Eng. - planning Des. Dev. phase
127	SUSLA	ADA Restrooms upgrades Downtown Metro 3rd & 4th floors - WBS:F.19002255	\$ 117,873.00	State	2/8/2019		Active - pending planning by Fp&c - Designer McNew Architects (Brian McNew 318-219-7388) - pending completion March 8, 2020
128	SUSLA	Multiple Buildings Elevator repairs - WBS: F.19002258	\$ 71,160.00	State	2/14/2019	9/1/2019	Complete
129	SUSLA	Allen Building School of Nursing Renovation (Downtown Texas St.)	\$ 3,500,000.00	State	2016	2019	Complete
130	SUSLA	Louis Collier Hall Science HVAC upgrades, Roofing repairs, Enhance Drainage.	\$ 192,710.00	Title III	2018	2019	complete
131	SUSLA	Install keyless Entry Locks on MLK, Incubator and Metro Campus'	\$ 50,000.00	Title III	2018		Active - construction in progress
132	SUSLA	Campus Building Direction Signage	\$ 15,000.00	Title III	2018		Active - planning phase
133	SUSLA	Install Energy Efficient External / Int. LED Lighting upgrades	\$ 367,225.00	LA Public Service Commission Grant / Title III	Dec. 11, 2019		Active - Pending construction Jan. 2020
134	SUSLA	Adm. Building Admissions Office Renovations	\$ 20,000.00	Title III	2018		Active - Planning Phase
135	SUSLA	MLK Restrooms Renovations / ADA upgrades	\$ 50,000.00	Title III	2018		Active - construction in progress
	SUSLA	Adm. Building Welcome Center Renovations	\$ 125,000.00	Title III	2019		Active - construction pending completion Feb 2020
136	SUSLA	Campus HVAC System Repairs -WBS:F.19001175	\$ 194,698.00	State	1/30/2017	2019	complete
137	SUSLA	Louis Collier Hall (Site campus drainage upgrade throughout the main campus) - WBS:F.19002260	\$ 47,828.00	State	2018		Active - planning by The 3-KLW Company Inc.
138	SUSLA	Mechanical System - Replace Air Handler Units and Duct system, Fan Coils, Exhaust Fans (Science Building (S07505), (Fine Arts, S07509 & Jesse Stone, S07511) Server Unit Repair (IT, Main Campus, S07503), Replace Fan Coil Unit Motors and (Administration S07503), Replace Pumps (Administration S07503) - WBS:F.19002261	\$ 515,000.00	State	2018		Active - planning by Purtle & Associates Sept 2019
139	SUSLA	Replace Hot and Cold Water underground piping on campus (Administration S07503, NCR S07504, Science S07505, Fine Arts S07509, Jesse Stone S07511, PD & Facilities S07508, Library S07508, Physical Plant S07510, Shipping & Warehouse S12069, Health & Education S13204, Student Union S07507, Student Activity S15913, Women's and Minorities Small Business S15937, Jackson & Dental Hygiene Buildings)	\$ 150,000.00	State	2018		Pending WBS# funding approval by Fp&c
140	SUSLA	Downtown Metro Building roof repairs and existing rooftop mechanical items removal - WBS:F.19002266	\$ 30,900.00	State	2019	2019	Completed

141	SUSLA	SUSLA -Campus Safety Compliance Projects - walks/doors/lighting repairs - WBS.F.19001176	\$ 45,000.00	State	1/30/2017	2019	completed
142	SUSLA	SUSLA -HPER-Gymnasium Roofing Repairs	\$ 142,469.13	State	1/31/2017	2017	Completed
143	SUSLA	SUSLA - Campus-wide LED Lighting	\$ 25,750.00	State	4/13/2017	2018	Completed
144	SUSLA	SUSLA - Campus-wide ADA Compliance Projects	\$ 55,488.00	State	4/17/2017	2018	Completed
145	SUSLA	Alphonse Jackson New Classroom Building	\$ 6,300,000.00	State	2015	2018	Completed
146	SUSLA	New Dental Hygiene Learning Center	\$ 900,000.00	one time state funding	2015	2017	Completed
Total amount			\$ 239,275,028.91				

Finance Committee

FINANCE COMMITTEE
(Following Facilities and Property Committee)
Friday, February 21, 2020
3050 Martin Luther King Jr. Drive
Jesse N. Stone Lecture Hall
Shreveport, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item(s):
 - A. Request Approval for Utilization of Prior Year Funds (SUNO)
 - B. Request Approval for Utilization of Prior Year Funds – Technology Fee (SUNO)
 - C. Request Approval for Utilization of Prior Year Funds – Student Approved Yearbook Funds (SUNO)
6. Informational Item
 - A. Interim Financial Report
7. Other Business
8. Adjournment

MEMBERS

Atty. Ed Shorty–Chair, Mr. Richard Hilliard–Vice Chair
Dr. Curman L. Gaines, Dr. Leon Tarver, Ms. Arlanda Williams, Mr. Sam Gilliam,
Atty. Domoine D. Rutledge- Ex Officio



SOUTHERN UNIVERSITY AT NEW ORLEANS

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OFFICE OF THE CHANCELLOR

February 7, 2020

Ray L. Belton, PhD
President-Chancellor
Southern University System
Baton Rouge, Louisiana 70813

RE: Authorization to Use Prior Year Monies

Dear President-Chancellor Belton:

As we continue to find viable options to eliminate Southern University at New Orleans' (SUNO) deficit and steer our path to recovery, this letter is to formally request the use of prior year monies from SUNO agency's fund balances. SACSCOC Standard 13.1 (Financial Resources), requires that SUNO have sound financial resources and demonstrate a stable financial base to support the mission of the institution. After discussions with appropriate stakeholders, we are requesting your approval and the approval of the Southern University System Board of Supervisors to allow SUNO to use \$533,618 prior year balances. The approval of this request will continue to dramatically improve our financial stability.

Thank you for your consideration of this matter as we continue to secure funds to eliminate the deficit.

Sincerely,

A handwritten signature in blue ink that reads 'James H. Ammons, Jr.'.

James H. Ammons, Jr., PhD
Interim Chancellor
Southern University-New Orleans

Approval:

A handwritten signature in black ink that reads 'Ray L. Belton, PhD' written over a horizontal line.

Ray L. Belton, PhD, President-Chancellor

Cc: Dr. Teresa Hardee, Interim VC Administration & Finance



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OFFICE OF THE CHANCELLOR

February 7, 2020

Ray L. Belton, Ph.D., President/Chancellor
Southern University System
4th Floor, J. S. Clark Administration Building
Baton Rouge, LA 70807

REFERENCING: Utilization of Prior Year Funding-Technology Fee

Dear Dr. Belton:

In response to a recommendation that was approved unanimously by the Student Technology Fee Committee, this correspondence comes requesting your support and that of the Southern University System Board of Supervisors to utilize prior year funds from the Technology Fee. This action would advance SUNO's aim to eliminate the deficit and enhance technology and technology related operations on the campus.

The prior year funding would equate to \$547,851. Accordingly, your kind endorsement is sought and would serve as the authorization for us to utilize these funds on the New Orleans campus.

Thank you in advance for your consideration.

With warm regards,

A handwritten signature in blue ink that reads 'James H. Ammons'.

James H. Ammons, Ph.D.
Interim Chancellor

Attachment

cc: Dr. Melva Williams, Interim Vice Chancellor for Student Affairs and Enrollment Management and
Chair of the Technology Committee
Dr. Teresa Hardec, Interim Vice Chancellor for Finance and Administration

Approved:

A handwritten signature in black ink that reads 'Ray L. Belton' over a horizontal line.
Ray L. Belton, Ph.D., President/Chancellor



SOUTHERN UNIVERSITY *at* NEW ORLEANS

Student Affairs and Enrollment Management

6400 Press Drive New Orleans, Louisiana 70126

Direct (504) 286-5040

February 6, 2020

James H. Ammons, Ph.D.
Interim Chancellor
Southern University at New Orleans
6400 Press Drive
New Orleans, LA 70126

Dear Dr. Ammons,

As stated in the attached correspondence from the Technology Committee, a motion was made to reallocate prior year funding in an effort to eliminate the deficit.

The referendum stated:

Technology Fee: To utilize prior year funds to enhance the technological needs of the Southern University of New Orleans Campus including but not limited to the purchase of new hardware, software, and hiring of professional service and personnel

RESULTS: The motion passed unanimously.

As Chair of the Technology Committee, I bring forth this recommendation for your approval. Should my request receive your approval and the approval of the System President/Chancellor, I respectfully request that you forward this matter to the Board of Supervisors for consideration at its next meeting.

Yours in service,


Melva Williams, Ph.D.
Interim Vice Chancellor for Student Affairs and Enrollment Management

Approved: 
James H. Ammons, Ph.D., Interim Chancellor, SUNO

Approved: 
Ray L. Belton, Ph.D., President-Chancellor, SUS



SOUTHERN UNIVERSITY AT NEW ORLEANS

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OFFICE OF THE CHANCELLOR

February 7, 2020

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

REFERENCING: Student Approval of Prior Year Funds

Dear Dr. Belton:

This correspondence comes requesting your support and that of the Southern University System Board of Supervisors enabling SUNO to utilize 75% of prior year yearbook funds. The students passed a yearbook fee referendum which stated:

Authorization to redirect 75% of prior years' yearbook fees to pay for unfunded and already awarded academic and athletic scholarships and other student related activities. This referendum will not impact the current academic year's yearbook fees.

RESULTS: 269 YES 26 NO

The 75% would equate to \$430,168. Accordingly, your kind endorsement is sought and would serve as the authorization to utilize this funding on the New Orleans campus.

Thank you in advance for your consideration.

With warm regards,

A handwritten signature in blue ink that reads 'James H. Ammons'.

James H. Ammons, Ph.D.
Interim Chancellor

Attachment

cc: Dr. Melva Williams, Interim Vice Chancellor for Student Affairs and Enrollment Management
Dr. Teresa Hardee, Interim Vice Chancellor for Finance and Administration

Approval:

A handwritten signature in black ink that reads 'Ray L. Belton'.

Ray L. Belton, Ph.D., President/Chancellor



SOUTHERN UNIVERSITY *at* NEW ORLEANS

Student Affairs and Enrollment Management

6400 Press Drive

New Orleans, Louisiana 70126

Office (504) 286-5040

February 6, 2020

James H. Ammons, Ph.D.
Interim Chancellor
Southern University at New Orleans
6400 Press Drive
New Orleans, LA 70126

Dear Dr. Ammons,

As stated in the attached correspondence from Student Government Association (SGA) President, Patrick Shaw, the student body of Southern University at New Orleans placed a referendum on an emergency ballot on Thursday, February 6, 2020 relating to student-assessed fees.

The referendum passed with overwhelming support and Mr. Shaw has provided the official election results in his correspondence as reported by the SGA officials, Internal Auditor, Mr. Justin James, and Associate Vice Chancellor for Student Affairs at Southern University at Baton Rouge, Mr. Anthony Jackson, who so kindly facilitated and managed the election process.

The referendum stated:

Yearbook Fee: Authorization to redirect 75% of prior years' yearbook fees to pay for unfunded and already awarded academic and athletic scholarships and other student related activities. **This referendum will not impact the current academic year's yearbook fees.**

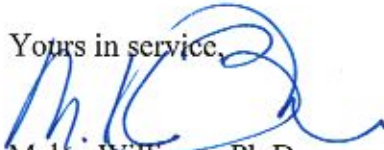
RESULTS: 269 YES 26 NO

As you can see from the election returns, the students voted favorably to reallocate these fees to assist in eliminating the deficit. Therefore, as the Interim Chief Student Affairs Officer, I wholeheartedly support our student body and it's Government in their recommendation by way of this election.

I should also note, during these critical financial times, it is imperative that we provide as many resources as possible to those individuals who desire to remain enrolled at our institution. I applaud the leadership of the SGA for their initiative and goodwill as this decision will benefit many SUNO students for years to come.

Should my request receive your approval and the approval of the System President/Chancellor, I respectfully request that you forward this matter to the Board of Supervisors for consideration at its next meeting.

Yours in service,



Melva Williams, Ph.D.

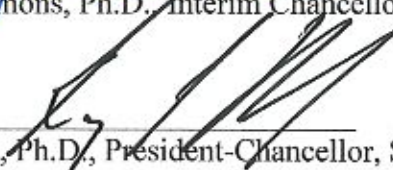
Interim Vice Chancellor for Student Affairs and Enrollment Management

Approved:



James H. Ammons, Ph.D., Interim Chancellor, SUNO

Approved:



Ray L. Belton, Ph.D., President-Chancellor, SUS



Southern University at New Orleans
6400 Press Drive, New Orleans, LA. 70126
Student Government Association
University Center, 3rd Floor, Room 315
Phone: (504) 286-5345
Office of the President

February 7, 2020

Greetings Dr. Melva Williams:

Several weeks ago I spoke with my advisor Mrs. Mary Jackson, then to my Executive Council in regards to how SGA Leaders could contribute to the students that will no longer be eligible to receive athletic scholarships on SUNOs campus. In detail, as SGA Leaders it is our duty to enhance the quality of our campus, campus life, and educational attainment for our fellow Knights. With the approval of Mrs. Jackson, I then took the initiative to bring this proposal to my Executive Council and all Class Senators (whom all voted yes) .This motion granted us the approval to host a Special Election on Thursday, February 6, 2020. Please accept this letter informing you of the results from our Special Election .The election was available to the students via internet (link available in student emails) and paper ballots were available as well for those students with log in dilemmas due to The Banner Consolidation Project. The online votes were **209** [Yes] and **26** [No] the paper ballots were **61** [Yes] and **0** [No]. In totality, there were **270** [Yes] and **26** [No], **total votes tallying were 296** and the election was a success and the referendum passed.

Thank you.

With All Respect,

Patrick G. Shaw

60th SGA President

psba0702@my.suno.edu

Patrick G. Shaw
Student Government President

Mary Jackson, Ph.D.
Director of Student Activities

"For The Students, By the Students, ALL voices matter -The Students Administration."#TheBig60th

February 7, 2020

Southern University Student Government Association
500 Jesse Stone Ave
Student Union Suite 133
Baton Rouge, LA
70813 United States

To Whom It May Concern:

The following election results are certified by Simply Voting to have been securely processed and accurately tabulated by our independently managed service.

Respectfully yours,



Brian Lack
President
Simply Voting Inc.

Results - SUNO Special Election

Start: 2020-02-06 08:00:00 America/Chicago

End: 2020-02-06 21:00:00 America/Chicago

Turnout: 240 (14.6%) of 1641 electors voted in this ballot.

STUDENTS 'PRIOR YEARS' YEAR BOOK FEES REFERENDUM

Option	Votes
YES	209 (88.9%)
NO	26 (11.1%)

VOTER SUMMARY

Total	240
Abstain	5 (2.1%)



Southern University System
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2020
As of January 31, 2020

	FY20 Budget	Contingent Funds	Revised FY20 Budget	Actual	Projected	Total FY20	Over/(Under) Budget	% Actual to Budget
Revenues								
General Fund Direct	\$ 45,838,434	\$ -	\$ 45,838,434	\$ 31,144,475	\$ 14,693,959	\$ 45,838,434	\$ -	67.9%
Statutory Dedicated	4,624,272	-	4,624,272	1,115,349	3,508,923	4,624,272	-	24.1%
Federal	3,654,209	-	3,654,209	1,761,828	1,892,381	3,654,209	-	48.2%
Self Generated								
Tuition - Fall 2019	37,137,024	3,207,649	33,929,375	34,155,975	-	34,155,975	226,600	100.7%
Tuition - Spring 2020	33,692,506	2,860,486	30,832,020	25,239,829	5,596,998	30,836,827	4,807	81.9%
Tuition - Summer	5,301,499	418,247	4,883,252	2,214,474	2,570,009	4,784,483	(98,769)	45.3%
Out-of-State Fees	10,644,516	-	10,644,516	10,690,122	1,460,484	12,150,605	1,506,089	100.4%
Other	18,043,816	3,183,811	14,860,005	9,050,706	5,881,059	14,931,765	71,760	60.9%
Interagency Transfer	3,028,515	-	3,028,515	1,500,153	1,528,362	3,028,515	-	49.5%
Total Revenues	\$ 161,964,791	\$ 9,670,193	\$ 152,294,598	\$116,872,910	\$ 37,132,174	\$154,005,084	\$ 1,710,486	76.7%
Expenditures								
Salaries	\$ 77,162,146	\$ 3,728,981	\$ 73,433,165	\$ 43,180,315	\$ 30,524,572	\$ 73,704,887	\$ 271,722	58.8%
Other Compensation	686,374	16,997	669,377	262,472	406,905	669,377	-	39.2%
Related Benefits	34,933,126	1,712,707	33,220,419	18,641,858	15,353,979	33,995,837	775,418	56.1%
Total Personal Services	\$ 112,781,646	\$ 5,458,685	\$ 107,322,961	\$ 62,084,646	\$ 46,285,455	\$108,370,101	\$ 1,047,140	57.8%
Travel	1,081,008	27,908	1,053,100	387,959	640,741	1,028,700	(24,400)	36.8%
Operating Services	15,237,611	720,627	14,516,984	7,372,226	6,348,015	13,720,241	(796,743)	50.8%
Supplies	1,879,942	87,331	1,792,611	961,720	707,824	1,669,543	(123,068)	53.6%
Total Operating Expenses	\$ 18,198,561	\$ 835,866	\$ 17,362,695	\$ 8,721,905	\$ 7,696,580	\$ 16,418,484	\$ (944,211)	50.2%
Professional Services	2,228,599	97,599	2,131,000	707,108	1,453,440	2,160,548	29,548	33.2%
Other Charges	11,851,965	3,259,330	8,592,635	745,531	7,665,225	8,410,757	(181,878)	8.7%
Debt Services								
Interagency Transfers	7,520,988	-	7,528,988	1,094,666	6,434,322	7,528,988	-	14.5%
Total Other Charges	\$ 21,609,552	\$ 3,356,929	\$ 18,252,623	\$ 2,547,305	\$ 15,552,988	\$ 18,100,293	\$ (152,330)	14.0%
General Acquisitions	143,196	18,713	124,483	21,513	102,970	124,483	-	17.3%
Library Acquisitions	675,548	-	675,548	752,578	132,223	884,801	209,253	111.4%
Major Repairs	100,000	-	100,000	-	100,000	100,000	-	0.0%
Total Acquisitions/Major Repairs	\$ 918,744	\$ 18,713	\$ 900,031	\$ 774,090	\$ 335,194	\$ 1,109,284	\$ 209,253	86.0%
Scholarships	8,456,288	-	8,456,288	9,259,968	746,954	10,006,922	1,550,634	109.5%
Total Expenditures	\$ 161,964,791	\$ 9,670,193	\$ 152,294,598	\$ 83,387,914	\$ 70,617,170	\$154,005,084	\$ 1,710,486	54.8%

Southern University Board and System Administration
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2020
As of January 31, 2020

	FY20 Budget	Contingent Funds	Revised FY20 Budget	Actual	Projected	Total FY20	Over/(Under) Budget	% Actual to Budget
Revenues								
General Fund Direct	\$ 3,305,062	-	\$ 3,305,062	\$ 2,245,592	\$ 1,059,470	\$ 3,305,062	\$ -	67.9%
Statutory Dedicated			-	-	-			
Federal			-	-	-			
Self Generated								
Tuition - Fall 2019								
Tuition - Spring 2020								
Tuition - Summer								
Out-of-State Fees								
Other								
Interagency Transfer								
Total Revenues	\$ 3,305,062	\$ -	\$ 3,305,062	\$ 2,245,592	\$ 1,059,470	\$ 3,305,062	\$ -	67.9%
Expenditures								
Salaries	\$ 1,625,960	\$ -	\$ 1,625,960	\$ 932,305	\$ 693,655	\$ 1,625,960	\$ -	57.3%
Other Compensation	88,000	-	88,000	57,333	30,667	88,000	-	65.2%
Related Benefits	760,749	-	760,749	313,397	447,352	760,749	-	41.2%
Total Personal Services	\$ 2,474,709	\$ -	\$ 2,474,709	\$ 1,303,035	\$ 1,171,674	\$ 2,474,709	\$ -	52.7%
Travel	185,000	-	185,000	35,129	149,871	185,000	-	19.0%
Operating Services	171,100	-	171,100	72,906	98,194	171,100	-	42.6%
Supplies	80,000	-	80,000	26,702	53,218	80,000	-	33.5%
Total Operating Expenses	\$ 436,100	\$ -	\$ 436,100	\$ 134,817	\$ 301,283	\$ 436,100	\$ -	30.9%
Professional Services	94,000	-	94,000	36,540	57,460	94,000	-	38.9%
Other Charges	275,253	-	275,253	-	275,253	275,253	-	0.0%
Debt Services								
Interagency Transfers								
Total Other Charges	\$ 369,253	\$ -	\$ 369,253	\$ 36,540	\$ 332,713	\$ 369,253	\$ -	9.9%
General Acquisitions	25,000	-	25,000	3,133	21,867	25,000	-	12.5%
Library Acquisitions								
Major Repairs								
Total Acquisitions/Major Repairs	\$ 25,000	\$ -	\$ 25,000	\$ 3,133	\$ 21,867	\$ 25,000	\$ -	12.5%
Scholarships								
Total Expenditures	\$ 3,305,062	\$ -	\$ 3,305,062	\$ 1,477,525	\$ 1,827,537	\$ 3,305,062	\$ -	44.7%

Southern University Baton Rouge Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2020
As of January 31, 2020

	FY20 Budget	Contingent Funds	Revised FY20 Budget	Actual	Projected	Total FY20	Over/(Under) Budget	% Actual to Budget
Revenues								
General Fund Direct	\$ 19,433,021	-	\$ 19,433,021	\$ 13,203,577	\$ 6,229,444	\$ 19,433,021	\$ -	67.9%
Statutory Dedicated	1,849,219	-	1,849,219	555,402	1,293,817	1,849,219	-	30.0%
Federal	-	-	-	-	-	-	-	-
Self Generated								
Tuition - Fall 2019	24,584,325	3,207,649	21,376,676	21,623,716	-	21,623,716	247,040	101.2%
Tuition - Spring 2020	21,923,573	2,860,486	19,063,087	18,947,894	120,000	19,067,894	4,807	99.4%
Tuition - Summer	3,205,562	418,247	2,787,315	1,224,691	1,562,624	2,787,315	-	43.9%
Out-of-State Fees	7,164,987	-	7,164,987	8,324,328	163,845	8,488,172	1,323,185	116.2%
Other	8,546,110	-	8,546,110	3,669,239	5,024,189	8,693,428	147,318	42.9%
Interagency Transfer	3,020,515	-	3,028,515	1,500,153	1,528,362	3,028,515	-	49.5%
Total Revenues	\$ 89,735,312	\$ 6,486,382	\$ 83,248,930	\$ 69,048,999	\$ 15,922,280	\$ 84,971,279	\$ 1,722,349	82.9%
Expenditures								
Salaries	\$ 43,520,719	\$ 3,728,981	\$ 39,791,738	\$ 23,972,935	\$ 16,163,525	\$ 40,136,460	\$ 344,722	60.2%
Other Compensation	198,374	16,997	181,377	-	181,377	181,377	-	0.0%
Related Benefits	19,900,925	1,712,707	18,276,218	11,301,707	7,270,307	18,572,014	295,796	61.8%
Total Personal Services	\$ 63,708,018	\$ 5,458,685	\$ 58,249,333	\$ 35,274,642	\$ 23,615,209	\$ 58,889,851	\$ 640,518	60.6%
Travel	325,708	27,908	297,800	73,684	224,116	297,800	-	24.7%
Operating Services	8,410,404	720,627	7,689,777	4,126,674	3,413,103	7,539,777	(150,000)	53.7%
Supplies	1,019,242	87,331	931,911	496,500	435,403	931,911	-	53.3%
Total Operating Expenses	\$ 9,755,354	\$ 835,866	\$ 8,919,488	\$ 4,696,867	\$ 4,072,621	\$ 8,769,488	\$ (150,000)	52.7%
Professional Services	1,139,079	97,599	1,041,480	367,524	673,956	1,041,480	-	35.3%
Other Charges	3,881,219	75,519	3,805,700	515,645	3,290,055	3,805,700	-	13.5%
Debt Services	-	-	-	-	-	-	-	-
Interagency Transfers	4,091,960	-	4,091,960	-	4,091,960	4,091,960	-	0.0%
Total Other Charges	\$ 9,112,258	\$ 173,118	\$ 8,939,140	\$ 883,168	\$ 8,055,972	\$ 8,939,140	\$ -	9.9%
General Acquisitions	67,846	18,713	49,133	7,649	41,484	49,133	-	15.6%
Library Acquisitions	150,548	-	150,548	118,325	32,223	150,548	-	78.6%
Major Repairs	-	-	-	-	-	-	-	-
Total Acquisitions/Major Repairs	\$ 218,394	\$ 18,713	\$ 199,681	\$ 125,973	\$ 73,708	\$ 199,681	\$ -	63.1%
Scholarships	6,941,288	-	6,941,288	8,009,275	163,845	8,173,119	1,231,831	115.4%
Total Expenditures	\$ 89,735,312	\$ 6,486,382	\$ 83,248,930	\$ 48,989,925	\$ 35,981,354	\$ 84,971,279	\$ 1,722,349	58.8%

**Southern University Law Center
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2020
As of January 31, 2020**

	FY20 Budget	Contingent Funds	Revised FY20 Budget	Actual	Projected	Total FY20	Over/(Under) Budget	% Actual to Budget
Revenues								
General Fund Direct	\$ 4,275,772	-	\$ 4,275,772	\$ 2,905,131	\$1,370,641	\$ 4,275,772	\$ -	67.9%
Statutory Dedicated	201,881	-	201,881	60,747	141,134	201,881	-	30.1%
Federal		-	-			-	-	
Self Generated								
Tuition - Fall 2019	3,823,146	-	3,823,146	3,711,633	-	3,711,633	(111,513)	97.1%
Tuition - Spring 2020	3,499,336	-	3,499,336		3,499,336	3,499,336	-	0.0%
Tuition - Summer	765,938	-	765,938	248,420	517,518	765,938	-	32.4%
Out-of-State Fees	2,576,700	-	2,576,700	1,384,551	1,192,149	2,576,700	-	53.7%
Other	3,773,301	908,749	2,864,552	2,722,696	141,856	2,864,552	-	95.0%
Interagency Transfer								
Total Revenues	\$ 18,916,074	\$ 908,749	\$ 18,007,325	\$ 11,033,178	\$ 6,862,634	\$ 17,895,812	\$ (111,513)	61.3%
Expenditures								
Salaries	\$ 9,125,960	\$ -	\$ 9,125,960	\$ 5,389,699.00	\$3,736,261	\$ 9,125,960	\$ -	59.1%
Other Compensation	-	-	-	-	-	-	-	-
Related Benefits	3,487,393	-	3,487,393	1,681,026	1,806,367	3,487,393	-	48.2%
Total Personal Services	\$ 12,613,353	\$ -	\$ 12,613,353	\$ 7,070,725	\$ 5,542,628	\$ 12,613,353	\$ -	56.1%
Travel	385,000	-	385,000	221,303	163,697	385,000	-	57.5%
Operating Services	1,949,532	-	1,949,532	241,743	1,328,046	1,569,709	(379,743)	12.4%
Supplies	250,000	-	250,000	239,975	10,025	250,000	-	96.0%
Total Operating Expenses	\$ 2,584,532	\$ -	\$ 2,584,532	\$ 703,021	\$ 1,501,768	\$ 2,204,789	\$ (379,743)	27.2%
Professional Services	864,318	-	864,318	205,814	658,474	864,318	-	23.8%
Other Charges	1,362,288	908,749	453,539	163,646	289,893	453,539	-	36.1%
Debt Services								
Interagency Transfers	376,583		376,583	188,291	188,292	376,583	-	50.0%
Total Other Charges	\$ 2,603,189	\$ 908,749	\$ 1,694,440	\$ 557,781	\$ 1,136,659	\$ 1,694,440	\$ -	32.9%
General Acquisitions	-	-	-	-	-	-	-	-
Library Acquisitions	350,000	-	350,000	495,075	100,000	595,075	245,075	141.5%
Major Repairs	100,000	-	100,000		100,000	100,000		0.0%
Total Acquisitions/Major Repairs	\$ 450,000	\$ -	\$ 450,000	\$ 495,075	\$ 200,000	\$ 695,075	\$ 245,075	110.0%
Scholarships	665,000	-	665,000	688,155	-	688,155	23,155	103.5%
Total Expenditures	\$ 18,916,074	\$ 908,749	\$ 18,007,325	\$ 9,514,757	\$ 8,381,055	\$ 17,895,812	\$ (111,513)	52.8%

Southern University New Orleans Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2020
As of January 31, 2020

	FY20 Budget	Contingent Funds	Revised FY20 Budget	Actual	Projected	Total FY20	Over/(Under) Budget	% Actual to Budget
Revenues								
General Fund Direct	\$ 9,140,226	-	\$ 9,140,226	\$6,210,235	\$2,929,991	\$ 9,140,226	\$ -	67.9%
Statutory Dedicated	578,577	-	578,577	173,563	405,014	578,577	-	30.0%
Federal		-	-	-	-	-	-	
Self Generated								
Tuition - Fall 2019	4,851,700	-	4,851,700	4,617,902	-	4,617,902	(233,798)	95.2%
Tuition - Spring 2020	4,577,842	-	4,577,842	4,312,204	265,638	4,577,842	-	94.2%
Tuition - Summer	429,999	-	429,999	156,572	273,427	429,999	-	36.4%
Out-of-State Fees	352,829	-	352,829	535,733	-	535,733	182,904	151.8%
Other	4,735,175	1,825,062	2,910,113	2,580,568	399,553	2,900,121	70,008	88.7%
Interagency Transfer								
Total Revenues	\$ 24,666,348	\$ 1,825,062	\$ 22,841,286	\$ 18,586,777	\$ 4,273,623	\$ 22,860,400	\$ 19,114	81.4%
Expenditures								
Salaries	\$ 10,033,343	\$ -	\$ 10,033,343	\$ 6,246,606	\$ 3,713,737	\$ 9,960,343	\$ (73,000)	62.3%
Other Compensation	350,000	-	350,000	178,356	171,644	350,000	-	51.0%
Related Benefits	4,610,662	-	4,610,662	2,701,980	2,388,304	5,090,284	479,622	58.6%
Total Personal Services	\$ 14,994,005	\$ -	\$ 14,994,005	\$ 9,126,943	\$ 6,273,684	\$ 15,400,627	\$ 406,622	60.9%
Travel	47,000	-	47,000	873	35,000	35,873	(11,127)	1.9%
Operating Services	2,404,366	-	2,404,366	1,249,094	888,272	2,137,366	(267,000)	52.0%
Supplies	261,500	-	261,500	62,605	100,000	162,605	(98,895)	23.9%
Total Operating Expenses	\$ 2,712,866	\$ -	\$ 2,712,866	\$ 1,312,572	\$ 1,023,272	\$ 2,335,844	\$ (377,022)	48.4%
Professional Services	75,000	-	75,000	67,606.94	7,393	75,000	-	90.1%
Other Charges	5,102,655	1,825,062	3,277,593	7,281	3,000,000	3,007,281	(270,312)	0.2%
Debt Services	-	-	-	-	-	-	-	-
Interagency Transfers	1,006,822	-	1,006,822	427,361	579,461	1,006,822	-	42.4%
Total Other Charges	\$ 6,184,477	\$ 1,825,062	\$ 4,359,415	\$ 502,249	\$ 3,586,854	\$ 4,089,103	\$ (270,312)	11.5%
General Acquisitions	-	-	-	-	-	-	-	0.0%
Library Acquisitions	175,000	-	175,000	139,178	-	139,178	(35,822)	79.5%
Major Repairs	-	-	-	-	-	-	-	-
Total Acquisitions/Major Repairs	\$ 175,000	\$ -	\$ 175,000	\$ 139,178	\$ -	\$ 139,178	\$ (35,822)	79.5%
Scholarships	600,000	-	600,000	453,049	442,598	895,647	295,647	75.5%
Total Expenditures	\$ 24,666,348	\$ 1,825,062	\$ 22,841,286	\$ 11,533,991	\$ 11,326,409	\$ 22,860,400	\$ 19,114	50.5%

**Southern University Shreveport Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2020
As of January 31, 2020**

	FY20 Budget	Contingent Funds	Revised FY20 Budget	Actual	Projected	Total FY20	Over/(Under) Budget	% Actual to Budget
Revenues								
General Fund Direct	\$ 5,692,475	-	\$ 5,692,475	\$ 3,867,697	\$ 1,824,778	\$ 5,692,475	\$ -	67.9%
Statutory Dedicated	189,181	-	189,181	60,747	128,434	189,181	-	32.1%
Federal				-	-	-		
Self Generated								
Tuition - Fall 2019	3,877,853	-	3,877,853	4,202,724	-	4,202,724	324,871	100.4%
Tuition - Spring 2020	3,691,755	-	3,691,755	1,979,731	1,712,024	3,691,755	-	53.6%
Tuition - Summer	900,000	-	900,000	584,791	216,440	801,231	(98,769)	65.0%
Out-of-State Fees	550,000	-	550,000	445,510	104,490	550,000	-	81.0%
Other	989,230	450,000	539,230	78,203	315,461	393,664	(145,566)	14.5%
Interagency Transfer								
Total Revenues	\$ 15,890,494	\$ 450,000	\$ 15,440,494	\$ 11,219,403	\$ 4,301,627	\$ 15,521,030	\$ 80,536	72.7%
Expenditures								
Salaries	\$ 8,088,366	\$ -	\$ 8,088,366	\$ 4,375,772	\$ 3,712,594	\$ 8,088,366	\$ -	54.1%
Other Compensation	-	-	-	-	-	-	-	0.0%
Related Benefits	3,873,043	-	3,873,043	1,783,687	2,089,356	3,873,043	-	46.1%
Total Personal Services	\$ 11,961,409	\$ -	\$ 11,961,409	\$ 6,159,459	\$ 5,801,950	\$ 11,961,409	\$ -	51.5%
Travel	38,300	-	38,300	19,636	5,391	25,027	(13,273)	51.3%
Operating Services	1,982,184	-	1,982,184	1,399,877	582,307	1,982,184	-	70.6%
Supplies	138,200	-	138,200	74,046	39,981	114,027	(24,173)	53.6%
Total Operating Expenses	\$ 2,158,684	\$ -	\$ 2,158,684	\$ 1,493,559	\$ 627,679	\$ 2,121,238	\$ (37,446)	69.2%
Professional Services	17,000	-	17,000	31,774	14,774	46,548	29,548	186.9%
Other Charges	754,778	450,000	304,778	58,960	334,252	393,212	88,434	19.3%
Debt Services								
Interagency Transfers	748,623	-	748,623	307,377	441,246	748,623	-	41.1%
Total Other Charges	\$ 1,520,401	\$ 450,000	\$ 1,070,401	\$ 398,111	\$ 790,272	\$ 1,188,383	\$ 117,982	37.2%
General Acquisitions	-	-	-	-	-	-	-	0.0%
Library Acquisitions	-	-	-	-	-	-	-	0.0%
Major Repairs	-	-	-	-	-	-	-	0.0%
Total Acquisitions/Major Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Scholarships	250,000	-	250,000	109,489	140,511	250,000	-	43.8%
Total Expenditures	\$ 15,890,494	\$ 450,000	\$ 15,440,494	\$ 8,160,618	\$ 7,360,412	\$ 15,521,030	\$ 80,536	52.9%

Southern University Agricultural Research and Extension Center
 General Operating Budget Financial Statement
 For Fiscal Year Ending June 30, 2020
 As of January 31, 2020

	FY20 Budget	Contingent Funds	Revised FY20 Budget	Actual	Projected	Total FY20	Over/(Under) Budget	% Actual to Budget
Revenues								
General Fund Direct	\$ 3,991,878	-	\$ 3,991,878	\$ 2,712,243	\$ 1,279,635	\$ 3,991,878	\$ -	67.9%
Statutory Dedicated	1,805,414	-	1,805,414	264,890	1,540,524	1,805,414	-	14.7%
Federal	3,654,209	-	3,654,209	1,761,828	1,892,381	3,654,209	-	48.2%
Self Generated								
Tuition - Fall 2019								
Tuition - Spring 2020								
Tuition - Summer								
Out-of-State Fees								
Other								
Interagency Transfer								
Total Revenues	\$ 9,451,501	\$ -	\$ 9,451,501	\$ 4,738,961	\$ 4,712,540	\$ 9,451,501	\$ -	50.1%
Expenditures								
Salaries	\$ 4,767,798	\$ -	\$ 4,767,798	\$ 2,262,998	\$ 2,504,800	\$ 4,767,798	\$ -	47.5%
Other Compensation	50,000	-	50,000	26,783	23,217	50,000	-	53.6%
Related Benefits	2,212,354	-	2,212,354	860,061	1,352,293	2,212,354	-	38.9%
Total Personal Services	\$ 7,030,152	\$ -	\$ 7,030,152	\$ 3,149,842	\$ 3,880,310	\$ 7,030,152	\$ -	44.8%
Travel	100,000	-	100,000	37,334	62,666	100,000	-	37.3%
Operating Services	320,025	-	320,025	281,932	38,093	320,025	-	88.1%
Supplies	131,000	-	131,000	61,803	69,197	131,000	-	47.2%
Total Operating Expenses	\$ 551,025	\$ -	\$ 551,025	\$ 381,069	\$ 169,956	\$ 551,025	\$ -	69.2%
Professional Services	39,202	-	39,202	(2,181)	41,383	39,202	-	-5.6%
Other Charges	475,772	-	475,772	-	475,772	475,772	-	0.0%
Debt Services								
Interagency Transfers	1,305,000	-	1,305,000	171,637	1,133,363	1,305,000	-	0.0%
Total Other Charges	\$ 1,819,974	\$ -	\$ 1,819,974	\$ 169,456	\$ 1,650,518	\$ 1,819,974	\$ -	9.3%
General Acquisitions	50,350	-	50,350	10,731	39,619	50,350	-	21.3%
Library Acquisitions								
Major Repairs								
Total Acquisitions/Major Repairs	\$ 50,350	\$ -	\$ 50,350	\$ 10,731	\$ 39,619	\$ 50,350	\$ -	21.3%
Scholarships								
Total Expenditures	\$ 9,451,501	\$ -	\$ 9,451,501	\$ 3,711,098	\$ 5,740,403	\$ 9,451,501	\$ -	39.3%

Governance Committee

GOVERNANCE COMMITTEE

(Following Finance Committee)

Friday, February 21, 2020

3050 Martin Luther King Jr. Drive

Jesse N. Stone Lecture Hall

Shreveport, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
 - A. Request Approval of Academic Complaint and Grievance Policy (SUSLA)
 - B. Request Approval of Student Complaint Policy (Non-academic) (SUSLA)
 - C. Request Approval of Credit Hours Definition (SUSLA)
 - D. Request Approval of Transcript Resend Policy (SUSLA)
 - E. Request Approval of Administrative Costs Policy (Direct and Indirect) (SUSLA)
 - F. Request Approval of Curriculum Committee Guidelines Policy (SUSLA)
 - G. Request Approval of Minimum Admissions Policy (SUBR & SUNO)
6. Other Business
7. Adjournment

MEMBERS

Mr. Sam Gilliam- Chair, Dr. Leon R. Tarver-Vice-Chair,
Atty. Patrick Magee, Dr. Curman L. Gains, Rev. Samuel C. Tolbert
Atty. Domoine D. Rutledge- Ex Officio



POLICY TITLE
Academic Complaint and Grievance

POLICY NUMBER
1-002

Responsible Unit: <i>Office of Academic Affairs and Workforce Development</i>	Effective Date: <i>02/21/2020</i>
Responsible Official: <i>Associate Vice Chancellor for Academic Affairs</i>	Last Reviewed Date:
Policy Classification: <i>Academic Affairs</i>	Origination Date: <i>01/30/2020</i>

I. POLICY STATEMENT AND RATIONALE

Southern University at Shreveport (SUSLA) promotes the open exchange of ideas among all members of the University community – students, faculty, staff, and administration. An environment conducive to the open exchange of ideas is essential for an institution of higher learning. However, the University recognizes that a student may occasionally have concerns related to University practices, or that a student may have a concern related to a certain action or inaction by an employee of the University. This policy defines the process by which a student who has a valid complaint or grievance may pursue resolution of the matter of concern.

II. POLICY SCOPE AND AUDIENCE

This policy applies to an individual who is currently enrolled (credit or non-credit), or was enrolled (credit or non-credit) at the college, within the previous semester, when the underlying facts and circumstances of the complaint first occurred, and who has not been suspended or dismissed, or otherwise is required to reapply for admission. The audience also includes online, off campus sites, and dual enrollment students. Parents, relatives, employers, agents and other persons acting for, or on behalf of, a student is not able to file a complaint in a student's name.

III. POLICY COMPLIANCE

Failure to comply with this policy may result either in no action being taken with respect to a complaint or other disposition. Where such failure also causes a violation of rules and policies regarding student or employee conduct, disciplinary action may result in accordance with the applicable rules and policies.

IV. POLICY DEFINITIONS

For the purposes of this policy, a “complaint” is defined as a valid statement of dissatisfaction of any official activity of or sponsored by the University, or any other matter which is within the scope of the authority of the University’s administration, faculty, or staff.

A “grievance” is defined as a valid complaint which, after reasonable attempts at an informal resolution, has not been satisfactorily resolved and continues through a formal process.

Not all complaints can be considered as grievances. In general, complaints which may be considered as grievances must concern:

- actions which allegedly involve a misapplication or violation of University policies or procedures; or
- violations of state or federal laws not covered by other University policies.

For complaints/grievances related to instances of discrimination or harassment (of a non-sexual nature), students should refer to the University’s Harassment and Discrimination Policy. For complaints related to sexual misconduct, students should refer to the University’s Sexual Misconduct Policy and Procedures. For disputes concerning final course grades, students should refer to the University’s Grade Appeal Policy. Concerns related to academic issues such as academic misconduct or financial aid appeals also fall under separate policies and may generally not be considered as grievances under this policy, except in cases where there are alleged misapplications or violations of University policies or procedures.

For the purposes of this policy, “business day” is defined as any day the University is officially open, regardless of whether classes are in session.

Retaliation is a very serious violation of this policy and should be reported immediately. Any attempt to penalize or retaliate in any way against a person bringing, investigating, or cooperating with an investigation of a complaint or grievance is prohibited and will be treated as a separate incident to be reviewed on its own merit.

These procedures do not replace the right of a student to pursue other options or remedies available under state, civil, or criminal statutes and/or federal law.

V. POLICY IMPLEMENTATION PROCEDURES

Southern University at Shreveport faculty and staff serve as a resource for individuals seeking assistance in resolving matters within the campus community. Individuals should reference SUSLA Student Complaint resolution chart to determine the initial area for assistance referral and subsequent contact areas as the individual progresses toward complaint resolution.

1. The student must first discuss the issue with the faculty member involved and explain the basis for his/her grievance within six weeks after the grade is awarded. After six weeks, a student forfeits the right to appeal. Note: this policy does not apply to students disputing grades received on exams, assignments, research papers, clinical rotations, etc. Those kinds of grade disputes must be resolved between the faculty member and the student within the same semester. This policy does not apply to grades students received due to non-attendance.
2. If the matter is not resolved with the faculty member, the student may appeal to the division dean, program coordinator/director within three (3) working days. This appeal must be in writing and should describe the basis for the student's complaint as well as the outcome of the discussion with the faculty member. Within three (3) working days following the receipt of the grievance, the division dean program coordinator/director will decide regarding the student complaint and will provide a written response to the student.
3. If the matter is not resolved with the division dean program coordinator/director, the student may appeal in writing to the Vice Chancellor for Academic Affairs within five (5) working days. The Vice Chancellor for Academic Affairs will render a decision or call a meeting of the Instructional Grievance Committee. If an Instructional Grievance Committee meeting is called, the following will apply:
 - A. The Instructional Grievance Committee is composed of the Vice Chancellor for Academic Affairs or designee, who serves as the chair, faculty members, staff members, and/or administrators.
 - B. The student must be present when the grievance is heard. The student may have an *advisor* present during the hearing. If an advisor will be present, the student must inform the Vice Chancellor for Academic Affairs in writing at least two (2) working days prior to the hearing.
 - C. The responsibility of the committee shall be limited to a review of the case to determine if established policies, procedures, or practices were followed and interpreted correctly.
 - D. The Instructional Grievance Committee will render its decision in writing to the student within (5) working days.
4. No grade will be changed after twelve (12) months following the completion of the course in question. This provides ample time to have a grade formally and successfully appealed.
5. Complaint Tracking: The Office of Academic Affairs and Workforce Development, will track each Academic Student Complaint and maintain within that system a record of the following for not less than two (3) years after final disposition of the complaint:
 - Date complaint was received.
 - Students identified with the complaint.
 - Copy of the complaint.

- College officials who addressed the complaint.
- Steps taken to resolve the complaint.
- Final resolution or disposition of the complaint.
- Any external actions taken by the complainant of which the Office of Academic Affairs and Workforce Development becomes aware. The data tracked will be assessed and made available to regulatory agencies and accrediting bodies, as required in accordance with applicable laws, regulations and policies.

VI. POLICY RELATED INFORMATION

This policy is aligned with the Louisiana Board of Regents Student Complaint Process Filing a Student Complaint Against a Louisiana Institution

1. Process for students enrolled at a Louisiana public post-secondary academic degree-granting institution:

The first step for students who wish to file a complaint against a Louisiana institution is to exhaust all of the institution's student complaint or grievance procedures. An institution's student complaint or grievance procedures are typically available in the academic catalog or student handbook on the institution's website.

<https://regents.la.gov/students-parents/student-complaint-process/>

This policy is aligned with Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Section 12: Academic and Student Support Services, Standard 12.4 The institution (a) publishes appropriate and clear procedures for addressing written student complaints, (b) demonstrates that it follows the procedures when resolving them, and (c) maintains a record of student complaints that can be accessed upon request by SACSCOC. (Student complaints).

<http://sacscoc.org/app/uploads/2019/08/2018PrinciplesOfAccreditation.pdf>

SUSLA Complaint Process flow chart accompanies this policy to provide a visual to the process and tracking for a complaint.

VII. POLICY HISTORY AND REVIEW CYCLE

This is a newly created policy and is subject to a five-year policy review cycle.

VIII. POLICY URL

www.susla.edu

IX. POLICY APPROVAL

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

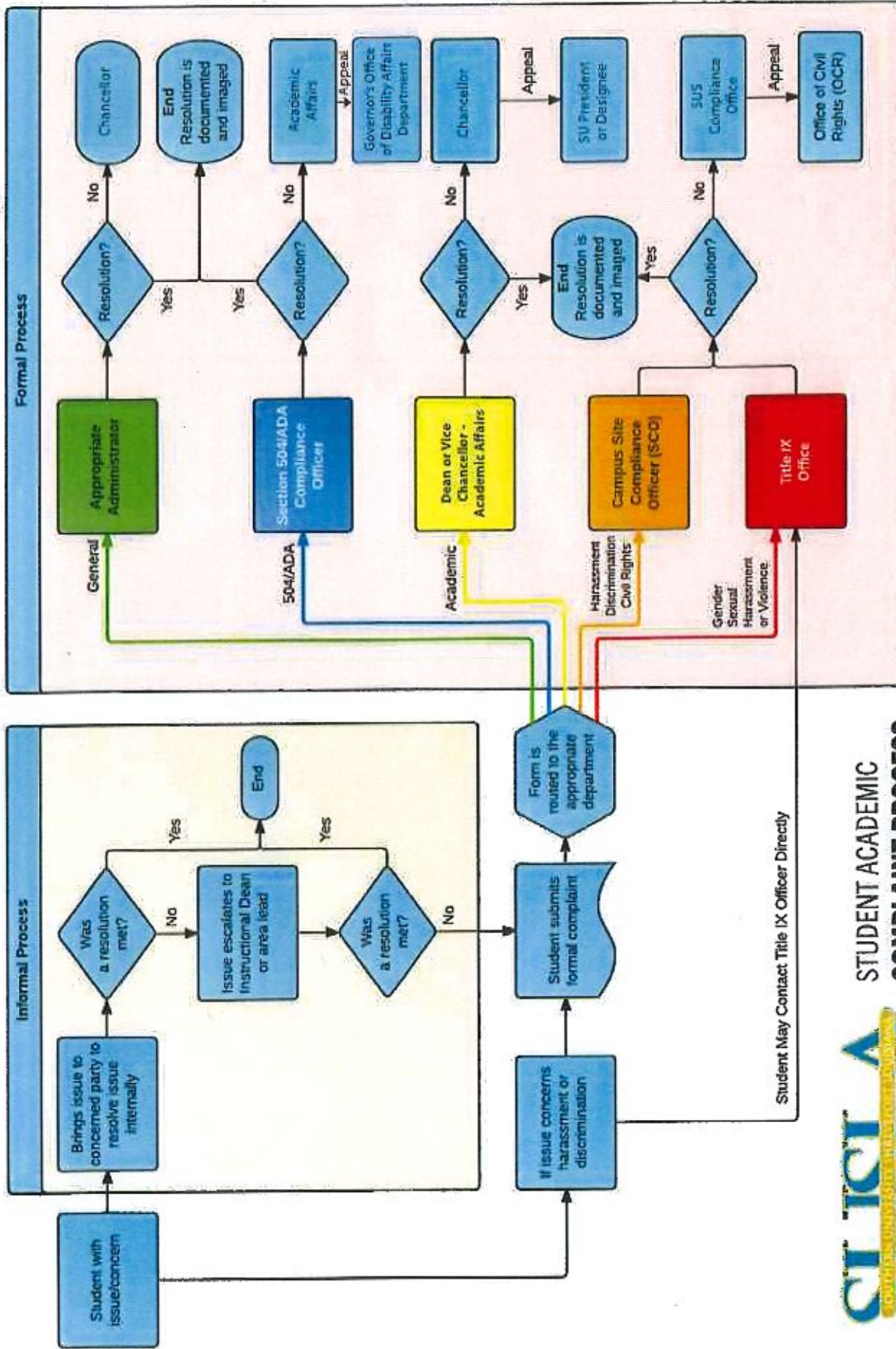
Effective Date of Policy

Ray L. Belton, Ph.D.
President-Chancellor, Southern University and A&M College System

Effective Date of Policy

The Honorable Attorney Domoine D. Rutledge
Chairman - Southern University System Board of Supervisors

Effective Date of Policy





POLICY TITLE

Student Complaint and Grievance

POLICY NUMBER

13-001

Responsible Unit: <i>Center for Student Success</i>	Effective Date: <i>02/21/2020</i>
Responsible Official: <i>Vice Chancellor for Student Affairs and Enrollment Management</i>	Last Reviewed Date:
Policy Classification: <i>Student Affairs</i>	Origination Date: <i>01/30/2020</i>

I. POLICY STATEMENT AND RATIONALE

Southern University at Shreveport LA (SUSLA) is committed to supporting students and helping them when possible, to positively resolve issues, complaints and concerns that might impact their educational goals. The Student Complaint Policy provides students the opportunity to express their views on college-related conditions which impede their education and to seek relief from those conditions.

II. POLICY SCOPE AND AUDIENCE

This policy applies to all students enrolled at SUSLA at the time that the complaint is filed in accordance with the policy. This policy shall be observed by all SUSLA faculty and staff on all of its campuses, including other campuses where its College Connect programs are established.

III. POLICY COMPLIANCE

Failure to comply with this policy may result in no action being taken with respect to the subject matter of the complaint. Where such failure also causes violation of rules and policies regarding student or employee conduct, disciplinary action may result in accordance with the applicable rules

and policies. The filing, processing and resolving of all student complaints shall comply with this policy except where explicitly noted herein.

If a student complaint involves a Title IX offense (sexual assault, sexual harassment, etc.), proceed to the SUSLA Title IX Compliance and Ethics. <http://www.susla.edu/page/title-ix>.

Similarly, if your concerns are about academic accommodations for students with disabilities, you must discuss them with the Office of Disability Support Services located on the SUSLA website under Offices and Services at Title II 504 Compliance. <http://www.susla.edu/page/disability-support-services>

IV. POLICY DEFINITIONS

Student -- a student is defined as one who is enrolled in courses at SUSLA, whether full-time or part-time, for credit or non-credit or mode of course delivery (face-to-face, on-line). An individual is no longer considered a student upon graduation, official withdrawal from the University, expulsion from the University, or death. Parents, relatives, employers, agents, and other persons acting for or on behalf of a student are not students within the meaning of this policy.

Student Complaint – any written concern made and signed by a student that is received by an authorized official of the university.

Days – indicates SUSLA business days. In calculating time lines under this policy, the day a document is filed is day zero. The following day is day one.

Complaint/Grievance - the terms “complaint” and “grievance” shall have the same meaning.

Harassment-- abusive or hostile conduct that is directed toward or inflicted upon another person because of his or her race, color, religion, ethnicity, national origin, sex, sexual orientation, age, disability, or veteran's status. Because of its severity or pervasiveness of this conduct, it unreasonably interferes with an individual's work or academic performance or creates a hostile or abusive work or learning environment for that individual's work, education, or participation in a [college] activity. Typically, harassment is based on stereotyped prejudices and includes, but is not limited to, slurs, jokes, objectionable epithets, or other verbal, graphic, or physical conduct that demeans, insults, or intimidates an individual because of his or her race, color, religion, ethnicity, national origin, sex, sexual orientation, age, disability, or veteran status.

Sexual Misconduct - Sexual Misconduct is a sexual act or contact of a sexual nature that occurs, regardless of personal relationship, without the consent of the other person(s), or that occurs when the person(s) is unable to give consent or whose consent is coerced or obtained in a fraudulent manner. As defined by the Board of Regents, Sexual Misconduct includes, but is not limited to, sexual assault, sexual abuse, violence of a sexual nature, sexual harassment, non-consensual sexual intercourse, sexual exploitation, video voyeurism, contact of a sexual nature with an object, or the obtaining, posting or disclosure of intimate descriptions, photos, or videos without the express consent of the persons depicted therein, as well as dating violence, domestic violence and stalking.

Representative - shall mean any person who or organization that is designated by the student to represent the student in the complaint process.

V. POLICY IMPLEMENTATION PROCEDURES

The University encourages students to voice their concerns and seek resolution of their grievances/complaints. The university complaint process adheres to the principle that the rights and responsibilities of students will be observed and students will be free from retaliation. The University encourages students to first informally discuss their concerns with the person most directly responsible for the condition which brought about the complaint.

To ensure that all student complaints are consistent with the procedural processes, tracking and logging throughout all campuses, the Office of the Vice Chancellor of Student Affairs and Enrollment Management will administer the student complaint process and coordinate with complaint processing designees of each unit involved in processing a student complaint.

The student complaint process will consist of two levels, informal and formal, each with steps that prescribe the action and the time for the process. All students are required to follow these steps to resolve all complaints from informal to formal complaints. Students are strongly encouraged to resolve conflicts under the informal complaint process level first before advancing to the formal complaint process level.

General Provisions

Filing

Complaint and Appeal forms are filed electronically through the university website. Filings submitted by electronic communication are deemed to be filed timely if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication.

Copies of any documents that support the complaint should be attached to the complaint form. If the student does not attach such documents at filing, copies of these documents may be presented at the Informal Complaint Process Level conference. After the Level 1 Informal Complaint Process conference, no new documents may be submitted by the student unless the student did not know the documents existed before the Level 1 Informal Complaint Process conference.

A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refiled is within the designated time for filing.

Scheduling Conferences

The University shall make reasonable attempts to schedule conferences at a mutually agreeable time. If a student fails to appear at a scheduled conference, the University may hold the conference and issue a decision in the student's absence.

Response

On each Level, Steps One, Two, and Three, "response" shall mean a written communication to the student from the appropriate administrator. Responses are sent by electronic communication to the student's e-mail address of record or a copy may be sent by mail (if the student noted this preference in the complaint form) to the student's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Representative

The student may designate a representative through written notice to the University at any level of this process. If the student designates a representative with fewer than three days' notice to the University before a scheduled conference or hearing, the University may reschedule the conference or hearing to a later date, if desired, in order to include the University's counsel. The University may be represented by counsel at any level of the process.

Consolidating Complaints

Complaints arising out of an event or a series of related events shall be addressed in one complaint. A student shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

Notice to Students

The University shall inform students of this policy through university publications, orientations and student forums. <http://www.susla.edu/assets/susla/StudentHandbook2019-202191619.pdf>

Untimely Filings

All time limits shall be strictly followed unless modified by mutual written consent.

If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the student, at any point during the complaint process. The student may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.

Costs Incurred

Each party shall pay its own costs incurred in the course of the complaint.

Complaint and Appeal Forms

Complaints and appeals under this policy shall be submitted in writing on a form provided by the University. <http://www.susla.edu/form/student-complaint-form>

Copies of any documents that support the complaint should be attached to the complaint form. If the student does not attach such documents at filing, copies of these documents may be presented at the Informal Complaint Process Level conference. After the Level 1 Informal Complaint Process conference, no new documents may be submitted by the student unless the student did not know the documents existed before the Level 1 Informal Complaint Process conference.

A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refileing is within the designated time for filing.

Freedom from Retaliation

No employee of SUSLA nor persons in the SU system to whom the complaint is referred shall unlawfully retaliate against any student for bringing a concern or complaint.

Level 1 Informal Complaint Process Level (Steps 1 & 2):

Step 1: Address the Matter Informally

The purpose of the informal process is to try to amicably resolve the problem informally as soon as possible. Students should be aware they have 15 days from the date of the incident that caused his/her concerns to file their informal complaint. If the student files a formal complaint before a decision has been rendered in the informal process, the student whose concerns are resolved during the informal process may withdraw a formal complaint.

In the informal complaint process, if the student feels safe or comfortable, the University encourages students to discuss their concerns with the appropriate instructor or an administrator, one-on-one, who has the authority to address the problem. The University recommends that students use the Student Complaint Resolution Chart to identify the appropriate person to address their concern initially.

When attempting to resolve a concern or conflict informally, it is important to address the concern, to the best of the students' ability, discuss the concern clarify the requested resolution of the matter. Most concerns and problems can be resolved during the informal process.

Step 2: Speak with Next Level of Supervisory Authority

If the student is not satisfied with the outcome of their initial attempt to resolve the complaint, the student may continue to resolve their concerns informally by requesting to meet and discuss them with the supervisor of the administrator with whom the initially met with seeking resolution. Students should consult the Student Complaint Resolution Chart for this purpose.

If the complaint is not resolved by working with the Supervisor, or if the conference is not granted the student in time to avoid expiration of the 15 days to file a formal complaint, the student may file a formal complaint at this time.

Note: If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time of receipt and immediately forward the complaint to the appropriate

administrator. The appropriate administrator shall investigate the complaint as necessary and schedule a conference with the student within 10 days after receipt of the complaint.

Level 2 Formal Complaint Process Level (Steps 3, 4 & 5):

Step 3: File a Formal Complaint Online (*including harassment or retaliation complaints*)

Official complaints can be filed after clicking on the Student Complaint Form on the "Current Students" web page. An investigation of the complaint will be processed by the appropriate staff member responsible for taking appropriate action on matters within his/her jurisdiction or for routing the complaint to the appropriate authority for action.

The administrator to whom the complaint has been referred will investigate the complaint and schedule a conference with the student within 10 days after receipt of the written complaint. This administrator will set reasonable time limits for the conference. The investigation may include compiling the appropriate records relating to this complaint, specifically including the information resulting from the informal process, scheduling of the student to discuss his/her complaint with the next level administrator.

Absent any extenuating circumstances, the next level administrator is charged with rendering a written response to the student's complaint within 10 days following the conference. The written response shall set forth the basis for the decision. The administrator may consider information provided during the Step 1 and Step 2 of the informal process and any relevant documents or information the administrator believes will help resolve the complaint.

The Step 3 records should include:

1. The original complaint form and any attachments
2. Documents from the Informal Complaint process.
3. The written response and attachments issued at Step 2.
4. All other documents relied upon by the Step 2 administrator in reaching its decision.

If the student did not receive the requested resolution at Step 3 or if the time for a response has expired, the student may request a conference with the executive official to the next level administrator. The administrator on this level is charged with rendering a response to the student's complaint within 10 days following the conference. If the student is yet not relieved of the requested resolution, the student may file an appeal to the Chancellor or his/her designee to appeal the decision rendered in Step 3.

Step 4: File an Appeal Online

The appeal notice must be filed in writing on the form provided on the SUSLA website under "Current Students" within 10 days of the Step 3 written response or if no response was received, within 10 days of the Step 3 response deadline.

After receiving the notice of appeal, the Step 3 administrator shall assemble all records used at each step in the complaint process to render a response and forward them to the Chancellor or his/her designee. The Chancellor or his/her designee will consider the relevant documentation and may at his or her discretion, consult with complaint respondents who rendered decisions at each level of the process. The Chancellor or his/her designee may interview any parties relevant to

complaint. If the Chancellor or his/her designee determines that the complaint process has been conducted in accordance with this policy and the outcome is appropriate, the Chancellor or his/her designee may dismiss the appeal. Alternately, he/she will decide the appeal in consultation persons chosen to participate on the appeal hearing. The Chancellor or his/her designee shall inform the student of the date, time and place of the appeal hearing at which the final resolution will be rendered. The appeal shall be limited to issues and documents considered at Step 3, except that if at Step 4 the hearing administration intends to rely on evidence not included in the Step 3 record, the administration shall provide the student notice of the nature of the evidence at least three days before the hearing.

Once a complaint has been fully vetted and all steps have been followed and a resolution to the complaint has been issued (by the University), an individual can move beyond the University if displeased with the result.

Step 5: External Complaints Following an Appeals Hearing

This step is used only if the student is dissatisfied with the outcome of an Appeals Hearing (Step 4 of this) and have exhausted the complete complaint process at SUSLA. If the student is dissatisfied with the outcome of a fully vetted complaint, he/she may report the complaint to the proper external agency that governs the college.

Recording Student Complaints

SUSLA Student Complaint Log is administered by the Office of Student Affairs and Enrollment Management (SAEM). The vice chancellor of student affairs and enrollment management is responsible for this function or their designee.

All units that receive and resolve student complaints are required to record complaints and their resolution in the University Student Complaint Log, provided by the Office of Student Affairs and Enrollment Management or his/her designee. This will be the formal record of information obtained from all other forms of recording student complaints. Recorded complaints must be 1) student-initiated, 2) received from currently enrolled students, and 3) in written form (paper or electronic).

The Complaint Log contains confidential information regarding formal complaints filed by current students. The log is to include the following confidential information to be maintained on each complaint by the designee(s):

1. Date the complaint was filed;
2. Name of student and student ID;
3. Description of the complaint;
4. Steps taken to resolve the complaint and all documentation associated with those steps;
5. Date and the final resolution, action or explanation regarding the complaint, including referral to outside agencies; and
6. Any other external actions initiated by the student to resolve the complaint, if known by SUSLA (e.g. lawsuit, EEOC investigation, etc.)

Information on all student complaints may be made available for outside review by the Department of Education, Southern Association of Colleges and Schools Commission on Colleges (SACS COC) and any other official legally entitled to such review; however, steps will be taken to insure the anonymity of any student who files a complaint.

VI. POLICY RELATED INFORMATION

This Policy is aligned with the Louisiana Board of Regents Student Complaint Process

Filing a Student Complaint Against a Louisiana Institution

1. Process for students enrolled at a Louisiana public post-secondary academic degree-granting institution:

The first step for students who wish to file a complaint against a Louisiana institution is to exhaust **all** of the institution's student complaint or grievance procedures. An institution's student complaint or grievance procedures are typically available in the academic catalog or student handbook on the institution's website.

<https://regents.la.gov/students-parents/student-complaint-process/>

This Policy is aligned with Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Section 12: Academic and Student Support Services 12.4. The institution (a) publishes appropriate and clear procedures for addressing written student complaints, (b) demonstrates that it follows the procedures when resolving them, and (c) maintains a record of student complaints that can be accessed upon request by SACSCOC. (Student

complaints). <http://sacscoc.org/app/uploads/2019/08/2018PrinciplesOfAcreditation.pdf>

SUSLA student complaint form <http://www.susla.edu/form/student-complaint-form>

Student Complaint Resolution Chart <http://www.susla.edu/form/student-complaint-form>

SUSLA Student Handbook <http://www.susla.edu/assets/susla/StudentHandbook2019-202191619.pdf>

Title IX and Ethics - <http://www.susla.edu/page/title-ix>

Office for Civil Rights, Dallas Office, U.S. Department of Education, 1999 Bryan Street, Suite 1620, Dallas, TX 75201-6810. The email address for OCR is OCR.Dallas@ed.gov.

VII. POLICY HISTORY AND REVIEW CYCLE

This is a new policy that is subject to a five-year policy review cycle.

VIII. POLICY URL

www.susla.edu.

IX. POLICY APPROVAL

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

Effective Date of Policy

Ray L. Belton, Ph.D.
President-Chancellor, Southern University and A&M College System

Effective Date of Policy

The Honorable Attorney Domoine D. Rutledge, Esq.
Chairman, Southern University System Board of Supervisors

Effective Date of Policy



POLICY TITLE
Definition of Credit Hours

POLICY NUMBER
1-001

Responsible Unit: <i>Office of Academic Affairs and Workforce Development</i>	Effective Date: <i>02/21/2020</i>
Responsible Official: <i>Vice Chancellor for Academic Affairs and Workforce Development</i>	Last Reviewed Date:
Policy Classification: <i>Academic Affairs</i>	Origination Date: <i>01/30/2020</i>

I. POLICY STATEMENT AND RATIONALE

Southern University at Shreveport (SUSLA) has adopted a measure of academic credit known as the credit hour. This unit is the primary academic measure by which progress toward a degree, diploma or certificate is gauged. SUSLA's process for assigning credit hours to courses is based on minimum academic activity for students to achieve intended learning outcomes as verified by evidence of student achievement.

II. POLICY SCOPE AND AUDIENCE

This policy is applicable to all SUSLA students.

III. POLICY COMPLIANCE

It will be the responsibility of the Office of Academic Affairs and Workforce Development to verify student eligibility for readmissions, if the non-enrollment periods exceeds a year. If the student's absence exceeds a year, two consecutive semesters fall and summer (excluding the

summer term) and they attempt to register, they will be referred to the admissions office to re-apply for admissions.

IV. POLICY DEFINITIONS

Semester hour - the term used to define the number of credits a student receives for a course taken during a semester.

Credit hour - normally granted for satisfactory completion of one hour of classroom instruction per week for a semester of not less than fifteen weeks and a minimum of two hours of "out of class" academic activity each week.

Credit hours are calculated in the following manner:

1. 1 credit hour = 1 contact hour per week x 15 weeks
2. 2 credit hours = 2 contact hours per week x 15 weeks
3. 3 credit hours = 3 contact hours per week x 15 weeks
4. 4 credit hours = 4 contact hours per week x 15 weeks
5. 1 laboratory/studio credit hour = a minimum of 2 contact hours per week x 15 weeks.

Regardless of delivery evening, weekend, or by distance education, 15 contact hours or their equivalent = 1 semester credit hour. Faculty members use this information in course design and it is part of the course approval process for Southern University and A&M College.

Course credit hours are assigned by the program from which a course originates, in accordance with the above policies and procedures, and reviewed by the University's Curriculum Committee, an Academic Affairs Committee, and Graduate Council. The Registrar reviews and approves all curriculum changes, in coordination with Academic Affairs, and ensures adherence to all policies and procedures. Each unit, in collaboration with the Registrar's Office and the Office of Academic Affairs, produces a class schedule every semester. The schedule provides the class information and frequency of class meetings.

SUSLA's use of 50 minutes as equivalent to one hour is in accordance with commonly accepted practices in higher education, such as those of Integrated Postsecondary Education Data System. According to IPEDS, the definition of a credit hour is "A unit of measure representing the equivalent of an hour (50 minutes) of instruction per week over the entire term. It applies toward the total number of credits needed for completing the requirements of a degree, diploma, certificate or other formal award." Southern University at Shreveport follows the Louisiana Board of Regents Seat-Time Policy for Academic Credit.

Credit Hour Policy by Course Type

Course Type	Course Definition	Credit Hour Policy
Lecture	The predominant mode of instruction is lecturing from prepared materials and/or	A lecture course credit hour is earned for 150-minute weekly session of classroom instruction with a normal

	discussion under the direction of the instructor	expectation of 2 hours of outside study for each class session. Typically, a three-semester credit hour course meets for a total of 2,250 minutes per semester
Lab	The predominant method of instruction is individual study in a classroom, laboratory, shop, or studio under the direction of the instructor. This method of instruction includes learning activities in laboratories, clinics, workplaces where students receive hand on learning experience under the supervision of the instructor or preceptor.	A laboratory course credit hour is awarded for the equivalent of 150 minutes or more with little or no outside preparation expected. A total of 750 minutes per semester of such activity would normally earn one semester credit hour.
Online	A distance education means education that uses certain technologies to deliver instruction to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor. The interaction may be synchronous (student and instructor are in communication at the same time) as asynchronous. The technologies and may include the Internet; audio conferencing; or one way and two-way transmissions through open broadcast, closed circuit, cable microwave, broadband lines, fiber optics, satellite, or wireless communication devices. Source: Federal Student Handbook August 2015)	For asynchronous courses, one credit hour should approximate a total of 750 minutes of class time a semester and 1500 minutes of class preparation each week for a semester or an equivalent amount of time for a course of a different duration
Hybrid	Hybrid courses blend face to face and online instruction. These courses spend a portion of course time (generally 50%) in online activities to achieve an equal proportion of the course's overall learning objectives.	The hybrid courses, one credit hour should approximate a total of 750 minutes of class time a semester and 1500 minutes of class preparation each week for a semester or an equivalent amount of time for

		a course of a different duration.
Internship	Supervised professional experience in a student's field of study that provides him/her the opportunity to apply knowledge gained in an academic setting. A required number of hours must be met. There are specific course numbers assigned to internships.	Internship or apprenticeship credit hours will be determined by agreement between the supervising faculty and the internship supervisor, both of whom must judge and certify different aspects of the student's work. An internship or apprenticeship credit hour encompasses three-to-four hours per week of supervised and/or independent practice, reflection and analysis, which represents between 45 and 60 hours of work per semester. Blocks of 3 credit hours represent between 135 and 180 total hours of academic work per semester, unless additional hours are required by licensing bodies.
Studio work	A course with primary emphasis on student activity leading to skill development and the enhancement and encouragement of the student's design or performance ability and/or artistic growth. Needed materials, instruments, equipment, and/or tools are provided, or recommendations are made for their acquisition. Evaluation of individual learning may include public display of proficiency and/or evaluation by faculty other than the student's instructor.	The visual/performing arts credit hour is calculated according to the federal definition of a "practice credit hour." A practice credit hour encompasses three hours per week of supervised and/or independent practice, which represents 45 hours of work per semester. Blocks of 3 credit hours represent 135 clock hours of academic work per semester.
Clinical/Practicum	A class consisting of hands-on application of concepts in a specific course that takes place outside the classroom setting and is supervised by an appropriately credentialed professional. Instruction offered through a combination of class and	

	<p>laboratory meetings would observe the standards on a pro rata basis. For health professions, clinical credit is awarded in compliance with the individual program accreditation standards based on a "contact-to-credit hour" ratio with a minimum ratio of 1:1.</p> <p>The individual health profession ratios are listed in the chart below.</p>
Health Profession	<p style="text-align: center;">Contact-to-Credit Hour Ratio</p> <p style="text-align: center;">The Health Professions contact hours vary depending on the requirements for the clinical experience.</p>
Dental Hygiene	<p style="text-align: center;">4:1</p> <p style="text-align: center;">How ration was calculated</p> <p style="text-align: center;">16 contact hours per week : Course 4 credit hours</p>
Dialysis Technician	<p style="text-align: center;">1:1</p> <p style="text-align: center;">How ration was calculated</p> <p style="text-align: center;">8 contact hours per week : Course 8 credit hours</p>
Emergency Medical Technician Basic	<p style="text-align: center;">1:1</p> <p style="text-align: center;">How ration was calculated</p> <p style="text-align: center;">12 contact hours per week : Course 12 credit hours</p>
Health Information Technology	<p style="text-align: center;">5:1</p> <p style="text-align: center;">How ration was calculated</p> <p style="text-align: center;">16 contact hours per week : Course 3 credit hours</p>
Medical Coding Specialist	<p style="text-align: center;">5:1</p> <p style="text-align: center;">How ration was calculated</p> <p style="text-align: center;">16 contact hours per week : Course 3 credit hours</p>
Medical Laboratory Technology	<p style="text-align: center;">24:1</p> <p style="text-align: center;">How ration was calculated</p> <p style="text-align: center;">24 contact hours per week : Course 1 credit hours</p>
Phlebotomy	<p style="text-align: center;">8:3</p> <p style="text-align: center;">How ration was calculated</p> <p style="text-align: center;">24 contact hours per week : Course 9 credit hours</p>
Radiology Technology	<p style="text-align: center;">8:1</p> <p style="text-align: center;">How ration was calculated</p> <p style="text-align: center;">24 contact hours per week : Course 3 credit hours</p>
Respiratory Therapy	<p style="text-align: center;">5:1</p> <p style="text-align: center;">How ration was calculated</p> <p style="text-align: center;">16 contact hours per week : Course 3 credit hours</p>
Surgical Technology	<p style="text-align: center;">3:1</p> <p style="text-align: center;">How ration was calculated</p> <p style="text-align: center;">18 contact hours per week : Course 6 credit hours</p>
Sterile Processing	<p style="text-align: center;">2:1</p> <p style="text-align: center;">How ration was calculated</p> <p style="text-align: center;">24 contact hours per week : Course 10 credit hours</p>
Nursing	<p style="text-align: center;">3:1</p> <p style="text-align: center;">How ration was calculated</p> <p style="text-align: center;">12 contact hours per week : Course 4 credit hours</p>

V. POLICY IMPLEMENTATION PROCEDURES

Credit hours for all SUSLA for-credit courses are established as part of the course development and curriculum approval process. The process begins with the Departments/Schools and then approval by the appropriate college(s) educational policy committee and Dean. The University Educational Policy Advisory Committee is the final approval of the number of credit hours for all courses, regardless of mode of delivery. Credit hours are determined by course content/required student work that does not vary by mode of delivery. The determination/assignment of credit hours reflects the educational outcome of the course and the time required for a typical student to achieve the course's desired outcomes. Any changes in credit hours for a course (reduction or increase) is considered a substantial change to the course that requires an updated master syllabus to reflect the change in content and approval by the University Educational Policy Advisory Committee.

VI. POLICY RELATED INFORMATION

The federal government requires all institutions to adopt policies defining credit hours and conforming to federal definitions ([Federal Register Vol 75 No 117 pg 34811](#)), <https://www.ecfr.gov/cgi-bin/text-idx?rgn=div8&node=34:3.1.3.1.1.1.23.2>

This policy is aligned with Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), Section 10 Educational Policies, Procedures, and Practices, Standard 10.7.

“The institution publishes and implements policies for determining the amount and level of credit awarded for its courses, regardless of format or mode of delivery. These policies require oversight by persons academically qualified to make the necessary judgments. In educational programs not based on credit hours (e.g., direct assessment programs), the institution has a sound means for determining credit equivalencies.” (Policies for awarding credit)
<http://sacscoc.org/app/uploads/2019/08/2018PrinciplesOfAcreditiation.pdf>

VII. POLICY HISTORY AND REVIEW CYCLE

The policy shall be deemed effective upon the date of Board approval. It is subject to the five-year policy approval cycle.

VIII. POLICY URL

www.susla.edu

IX. POLICY APPROVAL

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

Effective Date of Policy

Ray L. Belton, Ph.D.
President-Chancellor - Southern University and A&M College System

Effective Date of Policy

The Honorable Attorney Domoine D. Rutledge
Chairman - Southern University System Board of Supervisors

Effective Date of Policy



POLICY TITLE

Transcript Resend

POLICY NUMBER

2-003

Responsible Unit: <i>Registrar's Office</i>	Effective Date: <i>2/21/2020</i>
Responsible Official: <i>Vice Chancellor for Student Affairs and Enrollment Services</i>	Last Reviewed Date:
Policy Classification: <i>Enrollment Management</i>	Origination Date: <i>11/11/2019</i>

I. POLICY STATEMENT AND RATIONALE

Current students, former students and alumni have the ability to order a complete, chronological listing of his/her academic history at Southern University at Shreveport (SUSLA) through the transcript request process. If an official transcript was ordered, and the institution or company did not receive it, SUSLA will resend the transcript one time at no charge, pending approval of the resend request.

The purpose of this policy is to establish a standard process for re-issuing official transcripts, considered undelivered, in accordance with Student Record Compliance to meet federal and state regulations. This policy supports the mission, vision and values of the College by enhancing service offerings in the Registrar's Office.

II. POLICY SCOPE AND AUDIENCE

This policy applies to all students (current, former and alumni) with an academic record at Southern University at Shreveport (SUSLA). Southern University at Shreveport (SUSLA) will resend a transcript to the same address at no charge after 10 business days and up to 20 business days from the date of the initial order. Requests for resend before 10 business days and after

20 business days of the initial order will require the placement of a separate order. Resend requests will be processed by the Registrar's Office and are subject to approval. The Registrar's Office staff is responsible for executing this policy in accordance with FERPA guidelines.

III. POLICY COMPLIANCE

Official transcripts are intended for the designated recipient(s) only as they contain confidential information. Use, dissemination, distribution, or reproduction of an official transcript by unintended recipients is prohibited.

IV. POLICY DEFINITIONS

TRANSCRIPT – official document containing a student's complete academic record, including courses, grades, GPA, degrees received, and academic honors.

UNDELIVERED – not arrived or received by the intended recipient.

RESEND - send something again.

V. POLICY IMPLEMENTATION PROCEDURES

A student will be allowed one transcript resend to an institution or company address as indicated on the initial transcript request with an address verification. The resend request will only be granted after 10 business days and up to 20 business days of the initial request if it has not been received by the institution or company. If a student wants the resend to occur prior to the 10-day waiting period, he/she must pay a \$10.00 service charge for the official transcript to be sent.

Resends will not be processed after modifications to the official transcript have been made (i.e. grade postings, degree postings or grade changes) and cannot be resent to a personal address.

If the transcript is going to a different address, it will be considered a new request and the student will have to pay \$10.00 for an official transcript.

The transcript resend request must be submitted to the Registrar's Office for review, approval and processing. If approved, the official transcript will be released within 3-5 business days to the institution or company address as indicated on the initial transcript request with an address verification. The student will receive email notification from the Registrar's Office indicating the status of the transcript resend request.

Students must have a valid reason for resend. Reasons that are not valid include:

- Student opened envelope and transcript is no longer considered official.
- Transcript was missing grade or degree information that was not yet posted (The order form requires you to specify when to release your transcript. Unless you indicate to wait

until after the current term is completed or the degree is conferred, we will always send a current transcript as-is).

- Student accidentally sent transcript to him or herself or the wrong recipient.
- All notification of non-receipt will be investigated. The University Registrar's Office reserves the right to refuse the complimentary re-issuing of transcripts.

VI. POLICY RELATED INFORMATION

This is a new policy required in the integrated launch of Banner United for the Southern University System launch of RoboRegistrar provided by Credentials Solutions to process electronic transcripts.

VII. POLICY HISTORY AND REVIEW CYCLE

This is a newly created policy and is subject to a five-year policy review cycle.

VIII. POLICY URL

www.susla.edu.

IX. POLICY APPROVAL

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

Effective Date of Policy

Ray L. Belton, Ph.D.
President-Chancellor, Southern University and A&M College System

Effective Date of Policy

The Honorable Attorney Domoine D. Rutledge
Chair - Southern University System Board of Supervisors

Effective Date of Policy



POLICY TITLE

Administrative Costs (Direct & Indirect)

POLICY NUMBER

5-001

Responsible Unit: <i>Office of Vice Chancellor for Finance & Administration</i>	Effective Date: <i>02/21/2020</i>
Responsible Official: <i>Vice-Chancellor for Finance & Administration</i>	Last Reviewed Date: <i>10/10/2019</i>
Policy Classification: <i>Finance, Audit, & Budget</i>	Origination Date: <i>12/15/2018</i>

I. POLICY STATEMENT AND RATIONALE

This policy determines the classification of direct versus indirect administrative costs for extramural projects (grants and sponsored projects).

Research and other sponsored activities, as well as special programs initiated at the University, are a basic part of our institutional mission. Funding sources for such programs are the federal government, state and local governments, and private entities. Additionally, in order to be responsive to the dynamic and changing needs of the population served, businesses, and other organizations, the University must be able to offer a variety of special training and instructional programs (credit and non-credit). Such grants and contracts, as well as special programs, typically provide support from the direct and indirect costs that are incurred by the University in conducting those programs.

II. POLICY SCOPE AND AUDIENCE

The primary audience of this policy is fiscal personnel, grant accountants or similarly designated positions.

III. POLICY COMPLIANCE

Failure to comply with this policy could result in a fiscal audit finding by federal, state, or Southern University System auditors. Miscalculations could lead to loss of institutional funds to recover in indirect cost or overspending resulting in repayment to grantor.

IV. POLICY DEFINITIONS

Administrative cost: Overall oversight and monitoring of the grant as well as the costs of general administrative functions and coordination of functions.

Direct Administrative cost: Costs that are directly paid from grant funds.

Indirect Administrative cost: The portion of the indirect cost rate that is attributable to administrative functions. These functions are normally handled by Fiscal Services, Human Resources, Information Technology Department, Chancellor's Office or another support department. The other portion of the indirect cost rate is attributable to functions such as facilities operations, maintenance, depreciation, and is not considered an administrative cost.

Direct cost (program cost): Costs that can be specifically and easily identified with a particular project or activity and are allowable under the sponsoring organization's guidelines.

Indirect cost (Facilities & Administrative Costs): Costs are those costs not readily identified with a specific project or organizational activity but incurred for the joint benefit of both projects and other activities. Indirect costs are usually grouped into common pools and charged to benefiting objectives through an allocation process/indirect cost rate. The terms indirect costs, overhead costs, and Facilities & Administrative costs are synonymous. Indirect costs are different than direct costs.

Indirect cost rate: An indirect cost rate is simply a device for determining fairly and expeditiously the proportion of general (non-direct) expenses that each project will bear. It is the ratio between the total indirect costs of an applicant and some equitable direct cost base.

V. POLICY IMPLEMENTATION PROCEDURES

A cost may be direct with respect to some specific service or function, but indirect with respect to the federal award or another final cost objective.

Activities that can be administrative, programmatic, or both: personnel and related non-personnel costs of staff that perform both administrative functions and programmatic services or activities must be allocated as administrative or programs costs to the benefitting cost

objective/categories based on documented distributions of actual time worked or other equitable cost allocation method.

Specific costs charged to an indirect cost pool that can be identified directly as a program cost are to be charged as a program cost. Documentation of such charges must be maintained.

Except for awards to sub-recipients and contractors that are solely for the performance of administrative functions, all costs incurred for functions and activities of sub-recipients and contractors are program (direct) costs.

It is essential that each item of the cost incurred for the same purpose be treated consistently in like circumstances either as a direct or an indirect (Facilities & Administrative) cost in order to avoid double-charging sponsored programs.

Steps to determine the classification of indirect versus administrative costs.

1. The indirect cost proposal can distinguish which indirect costs in the pool are program or administrative to establish proportional percentage each represents in the pool.
2. Apply approved indirect cost rate against the correct base to determine the amount of recovered indirect costs.
3. Apply the administrative and program proportional percentage of the pool (in step 1) to the recovered indirect costs (in step 2).

VI. POLICY RELATED INFORMATION

Louisiana Revised Statute §844.43. Definitions: 844.43 provides the definition of direct and indirect costs.

- 8) "Direct costs" means those expenses of a local government that:
- (a) Are directly attributable to providing a covered service.
 - (b) Would be eliminated if the service described in Subparagraph (8)(a) was not provided by the local government.
- 14)(a) "Indirect costs" means any costs:
- (i) Identified with two or more services or other functions.
 - (ii) That are not directly identified with a single service or function.
 - (b) "Indirect costs" may include cost factors for administration, accounting, personnel, purchasing, legal support, and other staff or departmental support.

<http://legis.la.gov/Legis/Law.aspx?p=y&d=285524>

VII. POLICY HISTORY AND REVIEW CYCLE

This is an existing policy and has been reviewed with appropriate revisions. This policy is subject to a five-year policy review cycle.

VIII. POLICY URL

www.susla.edu

IX. POLICY APPROVAL

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

Effective Date of Policy

Ray L. Belton, Ph.D.
President-Chancellor, Southern University and A&M College System

Effective Date of Policy

The Honorable Attorney Domoine D. Rutledge
Chairman - Southern University System Board of Supervisors

Effective Date of Policy



POLICY TITLE
Curriculum Committee Guidelines

POLICY NUMBER
1-003

Responsible Unit: <i>Office of Academic Affairs and Workforce Development</i>	Effective Date: 02/21/2020
Responsible Official: <i>Associate Vice Chancellor for Academic Affairs</i>	Last Reviewed Date:
Policy Classification: <i>Academic Affairs</i>	Origination Date: 01/30/2020

I. POLICY STATEMENT AND RATIONALE

To review and approve application/proposals for new and existing programs and curriculum course offerings and changes.

II. POLICY SCOPE AND AUDIENCE

This policy applies to University faculty, Chairpersons, Deans, and Administrative staff who have direct and/or indirect knowledge of and responsibility for the curriculum.

III. POLICY COMPLIANCE

Failure to comply with this policy may result either in no action being taken with respect to a curriculum review, modification, or approval.

IV. POLICY DEFINITIONS

For the purposes of this policy, "curriculum" refers to the formal academic plan for the learning experiences of students in pursuit of a college degree, including the following: 1) goals for student learning, 2) content, 3) the sequence of concepts presented, 4) instructional methods and activities) 5) methods used to assess student learning, and 6) adjustments to teaching and learning processes.

V. POLICY IMPLEMENTATION PROCEDURES

Chairperson

The Committee Chairperson is voted in by faculty of the Curriculum Committee and a recommendation is made to the Vice Chancellor of Academic Affairs and Workforce Development. Recommendation and appointed shall be made annually by the Vice-Chancellor of Academic Affairs and Workforce Development based on the recommendations of the Curriculum Committee. The Chairperson is a tenured faculty member who has served on the committee previously.

The chair will:

- Schedule meetings of the Curriculum Committee
- Disseminate items for consideration to Curriculum Committee members
- Prepare Curriculum Committee agenda
- Moderate committee meeting
- Advise participants of final votes and/or recommendations
- Forward committee minutes to Director, Curriculum Development

The Curriculum Committee Chairperson will vote to break a tie vote by the voting members.

Committee Members - Voting

The Curriculum Committee voting members shall be made up of no more than 25 faculty and no more than 10 staff. They will be recommended by their peers and appointed by the Vice-Chancellor for Academic Affairs and Workforce Development. The voting members represent the following constituencies:

- Faculty Representative from the Division of Humanities/Behavioral Sciences and Education
- Faculty Representative from the Division of Science and Technology
- Faculty Representative from the Division of Allied Health and Nursing
- Discipline Program Coordinators
- Department Chairs
- Representative from Continuing Education
- Representative from the Deans
- Faculty Senate President
- University Library

Curriculum Committee voting members will:

- Attend meetings as scheduled

- Review proposals for program/course modification and/or new academic programs prior to meetings
- Provide comments and/or comments on proposals
- Vote independently on proposals - If a committee member is also a presenter on a proposal, the member should abstain from voting on identified proposal.

A quorum of two-thirds of the committee membership is required for voting to proceed.

Nonvoting Members

The following nonvoting members are invited to attend all meetings and informed of Actions and are limited to addressing and clarifying administrative concerns.

- Director, Curriculum Development
- Director, Assessment (RSPiE)
- Student Services Financial Aid and Advising Representative
- Associate Vice Chancellor of Academic Affairs and Workforce Development
- Vice-Chancellor Academic Affairs and Workforce Development
- Representative from Faculty Development Center

Procedures for Modified or Deleted Courses & Programs

Requests for new, modified or deleted courses, program modifications are to be prepared on the Program Modification Change form (paper and e-files). (*see appendices*)

Summary of Process for Review of New, Modified or Deleted Course, Program Modifications

- 1) Originator consults with the Program Chair and Office of Curriculum to develop a proposal.
- 2) Originator submits proposals (hard copy and e-file) to Chair of Academic Program and Dean, and Office of Curriculum respectively
- 3) Office of Curriculum forwards the proposal to Curriculum Committee Chairperson.
- 4) Curriculum Committee Chairperson forwards proposal to committee members for review prior to scheduled meeting
- 5) Originator presents new, modified/deleted course, and program modifications in scheduled Curriculum Committee meeting
- 6) The Curriculum Committee votes: Approved-No Recommendations, Approved with Recommendations, Disapproved
- 7) Revisions, if indicated, are forwarded to Originator, Director of Curriculum, Chairperson, and/or Dean of the Academic Program. Dean and/or Proposer returns revised copy of proposal in one week to Curriculum Committee Chairperson for final review
- 8) Proposals that receive favorable recommendations from the Curriculum Committee are forwarded to the Office of Curriculum and Vice Chancellor for Academic Affairs and Workforce Development

Summary of Process for Review of New Program Proposals

Review the BOR Policies and Procedures for Academic Affairs (See attachments) BOR Website:

www.regents.state.la.us

Degree Programs/Certificates

- 1) Originator consults with the Office of Curriculum, Program Chair within the Program Area to develop a proposal (Complete the Letter of Intent (LoI) for Projected New Academic Programs-from Board of Regents (BOR)[2.04]) (See Attached copy)
- 2) Originator submits proposals (hard copy and e-file) to Chair of Academic Program and Divisional Dean, and Office of Curriculum respectively
- 3) Office of Curriculum forwards the proposal to Curriculum Committee Chairperson.
- 4) Curriculum Committee Chairperson forwards proposal to committee members for review prior to scheduled meeting
- 5) Originator presents new program proposal in scheduled Curriculum Committee meeting
- 6) The Curriculum Committee votes: Approved-No Recommendations, Approved with Recommendations, Disapproved
- 9) Revisions, if indicated, are forwarded to Proposer, Chairperson, and/or Dean of the Academic Program. Dean and/or Proposer returns revised copy of proposal in one week to Curriculum Committee Chairperson for final review.
- 10) Proposals that receive favorable recommendations from the Curriculum Committee are forwarded to the Office of Curriculum and Vice Chancellor for Academic Affairs and Workforce Development.
- 11) Upon approval, the Vice Chancellor of Academic Affairs and Workforce Development forwards proposal to Southern University Board of Supervisors for review and approval.
- 12) Final approval for new program proposal resides with the Louisiana Board of Regents.

Required Approvals/Information for Curriculum Proposals

	Program Coordinator	Dean/Chair	Registrar	Curriculum Committee	VCAAWD	SBOS	BOR	SACS
Course Pre/ Coreq	A	A	I	A	A			
Changes in Program Requirements	A	A	I	A	A	I	I	?
Change in Course Title	A	A	I/A	A	I			
Course Addition/Deletion	A	A	A	A	A			
Change Title of Certificate or Degree Program	A	A	A	A	A	A	I	I
New Degree or Certificate	A	A	A	A	A	A	A	I/A
Substantive Curriculum Revision	A	A	A	A	A	A	A	A
Extension of Program to off-Campus site	A	A	A	A	A	A	A	A
Degree or Certificate Program Termination	A	A	A	A	A	A	A	A

A = Approved Required
 I = Information Required

SBOS = Southern Board of Supervisors
 BOR = Louisiana Board of Regents
 VCAAWD = Vice Chancellor of Academic Affairs and Workforce Development

Steps and Timeline in Curriculum Approval Process

Action	Responsibility	Send To:	Timeline:
Prepare proposal in program with consultation from Office of Curriculum and determines in consultation with VC of AACWD and RSPIE if a SACS prospectus, sub change, or substantive change is needed.	Faculty/Program Coordinator	Program Chair and Office of Curriculum	TBD
Consult with Office of Curriculum and Registrar regarding all course title or number changes	Faculty/Program Coordinator	Program Chair	TBD
Faculty and Program Coordinator reviews proposal at program level in consultation with the Office of Curriculum	Program Chair	Dean	TBD
Dean reviews & approve at division level	Dean	Office of Curriculum	TBD
Office of Curriculum sends proposed program to the Chair of the Curriculum Committee	Director of Curriculum	Curriculum Committee Chair	TBA
Distribute Materials requiring action electronically	Chairperson Curriculum Committee	Committee Members	TBD
Presents proposals at Curriculum Committee level	Faculty/Program Coordinator	Curriculum Committee	TBD
Curriculum Committee Chair forwards minutes to Office of Curriculum for posting.	Chairperson Curriculum Committee	VC Academic Affairs/Workforce Development	TBD

VC AACWD facilitates with Chancellors office Board of Supervisors and Board of Regents program approval at the system and state level	VC AACWD or representative	Chancellor's Office	TBA
Program is implemented			

As part of the initial approval of this policy by the Chancellor of Southern University at Shreveport and subsequent to the original dissemination of the policy, the Chancellor has assigned the Vice Chancellor of Academic Affairs and Workforce Development as the policy owner for the ongoing evaluation, review, and approval of this policy.

VI. POLICY RELATED INFORMATION

This policy is aligned with Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), Section 10 Educational Policies, Procedures, and Practices, Standard 10.4.

“The institution (a) publishes and implements policies on the authority of faculty in academic and governance matters, (b) demonstrates that educational programs for which academic credit is awarded are approved consistent with institutional policy, and (c) places primary responsibility for the content, quality, and effectiveness of the curriculum with its faculty.”

<http://sacscoc.org/app/uploads/2019/08/2018PrinciplesOfAccreditation.pdf>

VII. POLICY HISTORY AND REVIEW CYCLE

This is a new policy that is subject to a five-year policy review cycle.

VIII. POLICY URL

www.susla.edu

IX. POLICY APPROVAL

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

Effective Date of Policy

Ray L. Belton, Ph.D.
President-Chancellor, Southern University and A&M College System

Effective Date of Policy

The Honorable Attorney Domoine D. Rutledge, Esq.
Chairman, Southern University System Board of Supervisors

Effective Date of Policy



POLICY TITLE

Minimum Admission Standards for First-Time Freshmen

POLICY NUMBER

2-001

Responsible Unit: <i>Office of Enrollment Management</i>	Effective Date: <i>02/21/2020</i>
Responsible Official: <i>Vice Chancellor for Enrollment Management</i>	Last Reviewed Date:
Policy Classification: <i>Enrollment Management</i>	Origination Date: <i>02/03/2020</i>

I. POLICY STATEMENT AND RATIONALE

The purpose of this policy is to establish minimum standards for regular admission for first-time freshmen at Southern University and A&M College (SUBR) and Southern University at New Orleans (SUNO). Each campus may adopt more specific or rigorous requirements for admission. For additional information, students at each campus should contact the admission office.

Minimum Admission Standards for First-Time Freshmen at SUBR and SUNO

TOPS Core Curriculum / Louisiana Board of Regents' Core Curriculum	19 Units comprised of the following: <ul style="list-style-type: none"> • 4 Units – English • 4 Units – Mathematics • 4 Units – Natural Sciences • 4 Units – Social Sciences • 2 Units – Foreign Language / Speech • 1 Unit – Arts
AND	
Minimum Overall High School GPA	2.00 on a 4.00 scale
AND	
Literacy and Numeracy Requirements for Placement	ACT English Sub-Score: 15 ACT Math Sub-Score: 16
AND	
Number of Developmental Courses Allowed	One (1)

II. POLICY SCOPE AND AUDIENCE

This policy applies to all first-time freshmen students who have been admitted to SUBR and SUNO under the regular minimum admission standards.

III. POLICY COMPLIANCE

Adoption and implementation of this policy aligns with the Louisiana Board of Regents *Supplement to the Minimum Admission Standards for 4-Year Universities* under the Regents' Academic Affairs Policy 2.18. SUBR and SUNO are committed to providing supplemental instruction/tutoring/co-requisite courses and other support services necessary for students to succeed. [https://regents.la.gov/wp-content/uploads/2017/12/Supplement to Min Adm Stds DEC 2017.pdf](https://regents.la.gov/wp-content/uploads/2017/12/Supplement_to_Min_Admission_Standards_DEC_2017.pdf)

IV. POLICY DEFINITIONS

TOPS Core Curriculum / BOR Core Curriculum:



TOPS Core Curriculum

For the Opportunity, Performance, and Honors Awards
For High School graduates of 2014 through 2017.

Units	Courses ¹
ENGLISH = 4 Units	
4 units	English I, II, III, & IV
MATH = 4 Units	
1 unit	Algebra I, or Integrated Mathematics I, or Applied Algebra I or Algebra I - Parts 1 & 2 (two units) or Applied Mathematics I & II (two units) or Applied Algebra 1A and 1B (two units)
1 unit	Algebra II or Integrated Mathematics II
2 units	Geometry, Pre-Calculus, Advanced Math-Pre-Calculus, Calculus, Advanced Math-Functions and Statistics, Probability and Statistics, Discrete Mathematics, Applied Mathematics III, Integrated Mathematics III, or Algebra III or AP Computer Science A
SCIENCE = 4 Units	
1 unit	Biology I or II
1 unit	Chemistry I or II, or Chemistry Com
2 units	Earth Science, Physical Science, Environmental Science, Integrated Science, Biology II, Chemistry II, Physics, Physics II, Physics for Technology I or II, or Anatomy and Physiology or both Agriscience I & II (both for 1 unit)
SOCIAL STUDIES = 4 Units	
1 unit	United States History
1 unit	Civics (1 year), or ½ Unit Civics and ½ Unit Free Enterprise, ² or AP Government and Politics: United States
2 units	World History, Western Civilization, World Geography, European History, History of Religion or AP Human Geography
FOREIGN LANGUAGE = 2 Units	
2 units	Foreign Language (2 units in the same language)
FINE ARTS = 1 Unit	
1 unit	Fine Arts Survey or 1 unit of a performance course in music, or dance, or theater or 1 unit of studio art or 1 unit of visual art or 1 unit of drafting or both Speech III & IV (both for 1 unit)
TOTAL = 19 Units	

¹ Advanced Placement (AP) courses and International Baccalaureate (IB) courses with the same name as a course listed in the TOPS Core Curriculum may be substituted.

² The unit comprised of ½ unit Civics and ½ Unit Free Enterprise may NOT be used by students in public schools to meet high school graduation requirements if they entered the ninth grade after June 30, 2011, but can be used by students in public and non-public schools to meet the TOPS core curriculum requirements.



This core curriculum is accurate as of the date of publication and includes courses listed in TOPS statute and those determined to be equivalent by the La. Board of Regents and BESE.

(800) 259-5626
custserv@la.gov www.osfa.la.gov
P.O. Box 91202, Baton Rouge, LA 70821-9202

Updated 09/06/2016

Louisiana Board of Regents: The Louisiana Board of Regents, a state agency created by the 1974 Louisiana Constitution, coordinates all public higher education in Louisiana. <https://regents.la.gov/about/about-regents/>

BOR Academic Affairs Policy 2.18: The scope of this policy is to establish uniform standards and procedures for the placement of students in entry-level, college-level courses in Mathematics and English that can be applied toward the following academic undergraduate degrees: Certificate of Applied Science (CAS), Associate of Applied Science (AAS), Associate of Arts (AA), Associate of Science (AS), Associate (A), Bachelor of Applied Science (BAS), Bachelor of Arts (BA), Bachelor of Science (BS), and Bachelor (B) <https://regents.la.gov/divisions/planning-research-and-academic-affairs/academic-affairs/academic-affairs-policies-and-procedures/academic-affairs-policy-2-18/>

V. POLICY IMPLEMENTATION PROCEDURES

The Offices of Enrollment Management at SUBR and SUNO are responsible for developing a set of implementation procedures for this policy.

VI. POLICY RELATED INFORMATION

Adoption and implementation of this policy aligns with the Louisiana Board of Regents Supplement to the Minimum Admission Standards for 4-Year Universities under the Regents' Academic Affairs Policy 2.18. SUBR and SUNO are committed to providing supplemental instruction/tutoring/co-requisite courses and other support services necessary for students to succeed.

VII. POLICY HISTORY AND REVIEW CYCLE

This is a new policy. The effective date of this policy is determined by the approval date of the Southern University System Board of Supervisors. This policy is subject to a five-year policy review cycle.

VIII. POLICY URL

This section identifies the Southern University System website where the system policies are archived – www.sus.edu.

IX. POLICY APPROVAL

This section identifies the appropriate official who has final authority to approve this policy.

Ray L. Belton, Ph.D.
President-Chancellor - Southern University and A&M College System

Effective Date of Policy

The Honorable Attorney Domoine D. Rutledge
Chairman - Southern University System Board of Supervisors

Effective Date of Policy



Policy 2-001 Implementation Procedures Minimum Admission Standards for First-Time Freshmen at Southern University and A&M College (SUBR)

The Offices of Enrollment Management at SUBR will review all applications to determine if students meet the minimum admission standards approved by the Southern University System Board of Supervisors on February 21, 2020.

I. Requirements for Placement of First-Time Freshmen

Once a first-time freshman is admitted to SUBR under Board Policy 2-001, the student is then placed into either an academic college (aligned to selected major), or university college. The placement decision is predicated on the following criteria.

Placement into Academic College:

- Completion of TOPS Core Curriculum
- High School GPA of 2.00
- ACT English sub-scores of 18 or better
- ACT Mathematics sub-scores of 19 or better

Placement into University College:

- Completion of TOPS Core Curriculum
- High School GPA of 2.00
- ACT English sub-scores of 15-17
- ACT Mathematics sub-scores of 16-18

II. University College Overview

University College provides a common gateway to the academic programs available to entering students. University College peer mentors, faculty, and staff are committed to helping new students make the transition from high school to college by providing a first-year experience that is supported by comprehensive academic support and student services. Programs and services offered by University College focus on assisting students with the development of the knowledge and skills needed for success in the collegiate environment, including intrusive academic advising; academic support such as supplemental instruction and tutoring; career planning; peer mentoring; and new student orientation. Finally, an Early-Alert System will be employed to monitor the academic progress of each student.

Developmental Courses:

Students will be allowed to enroll in one (1) developmental course during the fall and spring semesters. For example, a student entering SUBR with an ACT Math sub-score of less than 19 will be enrolled in a developmental Mathematics course, which the student must pass with a grade of 70 percent or better prior to enrolling in a college level Mathematics course. Similarly, a student entering SUBR with an ACT English sub-score of less than 18 will be enrolled in a developmental English course, which the student must pass with a grade of 70 percent or better prior to enrolling in a college level English course.

Co-requisite Courses:

Co-requisite courses will also be offered to afford students the opportunity to take first-year college – level courses in Mathematics and English in the same semester as they take co-requisite developmental courses. For example, a student may enroll in a college-level mathematics course, while concurrently enrolled in a co-requisite developmental Mathematics course designed to provide the student with additional instruction and practice to build and reinforce mathematical skills and principles.

For more information about developmental education courses and co-requisites, contact the University College by phone or email.

III. University College Exit Requirements

Students will be domiciled in University College until they complete the exit requirements for entry to an academic college related to their selected academic major. The exit requirements are as follows:

- Passage of a college level Mathematics and English course with an end-of-course grade of C or better.
- Maintain a cumulative GPA of 2.00 or better on a 4.00 scale.



Policy 2-001 Implementation Procedures Minimum Admission Standards for First-Time Freshmen at Southern University at New Orleans (SUNO)

The Offices of Enrollment Management at SUNO will review all applications to determine if students meet the minimum admission standards approved by the Southern University System Board of Supervisors on February 21, 2020.

IV. Requirements for Placement of First-Time Freshmen

Once a first-time freshman is admitted to SUNO under Board Policy 2-001, the student is then placed into either an academic college (aligned to selected major), or university college. The placement decision is predicated on the following criteria.

Placement into Academic College:

- Completion of TOPS Core Curriculum
- High School GPA of 2.00
- ACT English sub-scores of 18 or better
- ACT Mathematics sub-cores of 19 or better

Placement into University College:

- Completion of TOPS Core Curriculum
- High School GPA of 2.00
- ACT English sub-scores of 15-17
- ACT Mathematics sub-cores of 16-18

V. University College Overview

University College provides a common gateway to the academic programs available to entering students. University College peer mentors, faculty, and staff are committed to helping new students make the transition from high school to college by providing a first-year experience that is supported by comprehensive academic support and student services. Programs and services offered by University College focus on assisting students with the development of the knowledge and skills needed for success in the collegiate environment, including intrusive academic advising; academic support such as supplemental instruction and tutoring; career planning; peer mentoring; and new student orientation. Finally, an Early-Alert System will be employed to monitor the academic progress of each student.

Developmental Courses:

Students will be allowed to enroll in one (1) developmental course during the fall and spring semesters. For example, a student entering SUNO with an ACT Math sub-score of less than 19 will be enrolled in a developmental Mathematics course, which the student must pass with a grade of 70 percent or better prior to enrolling in a college level Mathematics course. Similarly, a student entering SUNO with an ACT English sub-score of less than 18 will be enrolled in a developmental English course, which the student must pass with a grade of 70 percent or better prior to enrolling in a college level English course.

Co-requisite Courses:

Co-requisite courses will also be offered to afford students the opportunity to take first-year college – level courses in Mathematics and English in the same semester as they take co-requisite developmental courses. For example, a student may enroll in a college-level mathematics course, while concurrently enrolled in a co-requisite developmental Mathematics course designed to provide the student with additional instruction and practice to build and reinforce mathematical skills and principles.

For more information about developmental education courses and co-requisites, contact the University College by phone or email.

VI. University College Exit Requirements

Students will be domiciled in University College until they complete the exit requirements for entry to an academic college related to their selected academic major. The exit requirements are as follows:

- Passage of a college level Mathematics and English course with an end-of-course grade of C or better.
- Maintain a cumulative GPA of 2.00 or better on a 4.00 scale.

**Personnel Affairs
Committee**

PERSONNEL AFFAIRS COMMITTEE

(Following Governance Committee)

Friday, February 21, 2020

Jesse N. Stone Lecture Hall

3050 Martin Luther King Jr. Drive

Shreveport, LA

AGENDA

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

A. Request Approval of Personnel Action on Positions equal to or greater than \$60,000

Name	Position/Campus	Salary	Funding Source
1. Alex Appeaning	Vice President for Policy, Strategic Planning, Institutional Effectiveness/Vice-Chancellor for Academic Compliance (salary adjustment) SUS/SUBR	\$140,000.00	State
2. Corinne Blache	General Counsel (New Appointment) SUS	\$140,000.00	State
3. Sharron Herron-Williams	Full Professor and Special Assistant to the Chancellor for Institutional Priorities (Reassignment) SUSLA	\$78,030.00	State
4. LaShunda Hodges	Assistant Research Plant Science Professor (New Appointment) SUAREC	\$75,000.00	Federal
5. James Obuya	Associate Research Plant & Soil Science (New Appointment) SUAREC	\$65,000.00	Federal
6. Linda Schweitzer	Research Scientist (Continuation-FT Status) SUAREC	\$65,000.00	Federal
7. Akai Smith	Director for ADA and Title IX Compliance (New Appointment) SUBR	\$72,000.00	State
8. Cedric Upshaw	Executive Director of Governmental Relations (Title Change) SUS	N/A	N/A

6. Other Business
7. Adjournment

MEMBERS

Atty. Patrick Magee—Chair, Mr. John Barthelmy—Vice Chair, Dr. Curman I. Gaines,
Mr. Sam Gilliam, Dr. Leon R. Tarver II, Ms. Arlanda Williams
Atty. Domoine D. Rutledge- Ex Officio



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

Office of the Vice President, Strategic Planning, Policy & Institutional Effectiveness (SUS)
AND

Office of the Vice Chancellor, Academic Compliance (SUBR)

J. S. Clark Administration Building, Fourth Floor, Baton Rouge, LA 70813

MEMORANDUM

TO: Ray L. Belton, Ph.D.
President - Chancellor

FROM: Vladimir A. Appeaning, Ph.D. 
Vice President for Strategic Planning, Policy and Institutional Effectiveness (SUS), and
Vice Chancellor for Academic Compliance (SUBR)


DATE: February 10, 2020

RE: Salary Adjustment

Thank you for the confidence you continue to express in myself, my team, and in the work-products and deliverables we generate as they relate to strategic planning, policy, institutional effectiveness, and SACSCOC accreditation. Per our discussion, I accept the added responsibility to serve as the SACSCOC Accreditation Liaison for SUBR.

Regarding compensation, I appreciate and accept your offer of an annual salary adjustment of \$20,000 to my current base salary of \$120,000, effective April 1, 2020. Your formal approval and recommendation to the Southern University System Board of Supervisors is deeply appreciated.

Approved:



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

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER							
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CAMPUS: SUS SUBR SULAC _____ SUAREC _____ SUNO _____ SUSLA _____

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

<input type="checkbox"/> Academic	<input 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 _____ Reason Left _____
Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment 07/01/2019 _____ To 06/30/2020 _____
Effective Date 04/01/2020 _____

Name Dr. Vladimir Alexander Appearan SS# XXX-XX-3575 Sex M Race* AA
(Last 4 digits only)

Position Title: System VP for Strategic Planning, Policy, Institutional Effectiveness and SUBR VC for Academic Compliance Department: Office of Institutional Effectiveness Policy, Planning & Academic Compliance

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 <u>22</u>	Southern University Experience <u>6</u>		
Degree(s):	Type/Discipline (BA-Education):	Institution/Location	Year:
Ph.D.	Public Policy	Southern University and A&M College	2000
M.S.	Environmental Sciences	Southern University and A&M College	1999
MPA	Public Administration	Southern University and A&M College	1996
B.S.	Urban Forestry	Southern University and A&M College	1994

Current Employer Southern University

Personnel Action

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

Recommended Salary _____ Salary Budgeted _____

Source of Funds State

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

Change of:
Position System VP for Strategic Planning, Policy, Institutional Effectiveness From To System VP for Strategic Planning, Policy, Institutional Effectiveness and SUBR VC for Academic Compliance
Status _____
Salary Adjustment \$120,000 \$140,000

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
111001-11601-61000-16000	\$140,000

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

Supervisor _____ Date _____	Dean/Unit Head _____ Date _____
Vice Chancellor _____ Date _____	Chancellor _____ Date _____
Director/Personnel _____ Date _____	Vice President/Finance _____ Date _____ Business Affairs/Comptroller
President _____ Date _____	Chair/S.U. Board _____ Date _____ of Supervisors

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 AM - 5:00 PM

EMPLOYEE DIRECT SUPERVISOR: Dr. Ray L. Belton

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225.771.4680

NUMBER OF EMPLOYEES SUPERVISED, (if any) 1

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

Position Description

System VP for Strategic Planning, Policy, Institutional Effectiveness and SUBR VC for Academic Affairs Compliance

This is a dual role position where the incumbent serves as both **Vice President (VP) for Strategic Planning, Policy, Institutional Effectiveness for the Southern University System (System)** and as **Vice Chancellor (VC) for Academic Affairs Compliance for Southern University and A&M College (SUBR)**. The incumbent in this dual position reports directly to the President-Chancellor.

System VP for Strategic Planning, Policy, Institutional Effectiveness Duties and Responsibilities

Strategic Planning:

- Responsible for developing, securing board approval, and implementing a Southern University System (SUS) Strategic Plan.
- Responsible for developing, implementing, and reporting to the Board an Annual Accountability Scorecard that measures goal attainment and degree to which expected outcomes are accomplished annually by the various campuses across the Southern University System.
- Responsible for developing, securing board approval, and implementing a Southern University and A&M College Strategic Plan.
- Responsible for developing, implementing, and reporting to the Board an Annual Accountability Scorecard that measures goal attainment and degree to which expected outcomes are accomplished annually by Southern University and A&M College (SUBR).
- Responsible for updating state-mandated Act 1465 plans for the following:
 - Southern University System (SUS)
 - Southern University and A&M College (SUBR)
 - Southern University at New Orleans (SUNO)
 - Southern University at Shreveport (SUSLA)
 - Southern University Law Center (SULC)
 - Southern University Agricultural Research and Extension Center (SUAREC)

Operational Planning:

- Responsible for developing annual operational plans that accompany the annual budget request submitted to the Louisiana Division of Administration (DOA) - Office of Planning and Budget (OPB) for the following:
 - Southern University System (SUS)
 - Southern University and A&M College (SUBR)
 - Southern University at New Orleans (SUNO)
 - Southern University at Shreveport (SUSLA)
 - Southern University Law Center (SULC)
 - Southern University Agricultural Research and Extension Center (SUAREC)

Louisiana Performance and Accountability System (LAPAS)

- Responsible for compiling, analyzing, reporting, and approving LAPAS data on a quarterly basis and at year-end for the following:
 - Southern University System (SUS)
 - Southern University and A&M College (SUBR)
 - Southern University at New Orleans (SUNO)
 - Southern University at Shreveport (SUSLA)
 - Southern University Law Center (SULC)
 - Southern University Agricultural Research and Extension Center (SUAREC)

Policies and Governance:

- Responsible for developing and implementing an electronic policy manual that serves as a central repository of all Board approved policies.
- Responsible for developing policy classifications for the electronic manual.
- Responsible for reviewing and updating Board Bylaws.
- Serves as the point of contact (POC) to the Governance Committee of the Southern University Board of Supervisors.

Accreditation:

- Responsible for developing and implementing policies pertaining to SACSCOC compliance related to the Governing Board.
 - Board Characteristics
 - Mission Review
 - Board/Administration Distinction
 - CEO Evaluation/Selection
 - Conflict of Interest
 - Board Dismissal
 - External Influence
 - Board Self-Evaluation

Institutional Effectiveness:

- Responsible for developing and implementing an institutional effectiveness (IE) model.

Data Reporting:

Examples of annual data reporting obligations include:

- Employee Salary Data System (EMPSAL) - Board of Regents (BOR)
- Facilities Inventory and Space Utilization System - Board of Regents (BOR)
- Fall Enrollment - National Center for Education Statistics (NCES)
- IPEDS 12-month enrollment - National Center for Education Statistics (NCES)
- IPEDS 200% GRS - National Center for Education Statistics (NCES)
- IPEDS Completions - National Center for Education Statistics (NCES)
- IPEDS Graduation Rates - National Center for Education Statistics (NCES)
- IPEDS Student Financial Aid - National Center for Education Statistics (NCES)
- Statewide Student Profile System- Fall/Winter Semester(s) (SSPS) - Board of Regents (BOR)
- Statewide Student Profile System Spring Semester (SSPS) - Board of Regents (BOR)
- Performs other duties as assigned by the President-Chancellor.

**SUBR VC for Academic Affairs Compliance
Duties and Responsibilities**

As Vice Chancellor for Academic Affairs Compliance (VCAAC) for the Southern University Baton Rouge Campus, the duties and responsibilities are as follows:

- Serves as SACSCOC Accreditation Liaison for Southern University and A&M College, where all SACSCOC institutional accreditation matters are routed through the VCAAC for review and approval prior to submission to the President-Chancellor for final action.
- Serves as the Chief Academic Affairs Compliance Officer for Southern University and A&M College, where the incumbent works collaboratively with senior leadership in academic affairs as well as with campus administration to ensure compliance with SACSCOC standards and Principles of Accreditation and successfully advance SUBR's 5-Phase institutional effectiveness model:
 - Institutional Planning and Assessment: Demonstrate that the institution (SUBR) engages in ongoing, comprehensive, and integrated research-based planning and evaluation processes that (a)

focus on institutional quality and effectiveness and (b) incorporate a systematic review of institutional goals and outcomes consistent with its mission.

- Administrative Effectiveness: The institution (SUBR) identifies expected outcomes of its administrative support services and demonstrates the extent to which the outcomes are achieved.
- Student Achievement: The institution (SUBR) identifies, evaluates, and publishes goals and outcomes for student achievement appropriate to the institution's mission, the nature of the students it serves, and the kinds of programs offered. The institution (SUBR) uses multiple measures to document student success.
- Educational Programs: The institution (SUBR) identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of seeking improvement based on analysis of the results.
- Academic Support and Student Services: The institution (SUBR) identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of seeking improvement based on analysis of the results.
- Works collaboratively with the Vice Chancellors for Finance and Administration, Academic Affairs, Student Affairs and Enrollment Management to ensure that each executive office develops, implements, and maintains an updated Strategic Plan that is aligned to both Imagine 20K: 2018-2030 (Strategic Plan for Southern University and A&M College) and Fulfilling the Promise: 2018-2025 (Strategic Plan for the Southern University System).
- Works collaboratively with the Vice Chancellors for Finance and Administration, Academic Affairs, Student Affairs and Enrollment Management to ensure that each executive office continues to update/develop, implement, and maintain policies aligned to the Southern University System, Board approved, Policy on Policies (6-001).
- Performs other duties as assigned by the President-Chancellor.



RESUMÉ

VLADIMIR ALEXANDER APPEANING, Ph.D.

EDUCATION

Doctor of Philosophy (Ph.D.) – Public Policy Analysis, 2000 – Southern University and A&M College, Louisiana
Master of Science (M.S.) – Environmental Science, 1999 – Southern University and A&M College, Louisiana
Master of Public Administration (M.P.A.) – Public Administration, 1996 – Southern University and A&M College, Louisiana
Bachelor of Science (B.S.) – Urban Forestry, 1994 – Southern University and A&M College, Louisiana
*Honors: Graduated Summa Cum Laude (Cumulative GPA 3.94)
Chief Student Marshal of Fall 1994 Class*

PROFESSIONAL WORK EXPERIENCE

Vice President for Strategic Planning, Policy, and Institutional Effectiveness
Southern University and A&M College System, Baton Rouge, Louisiana; January 2018 – present

AND

Vice Chancellor for Academic Compliance & SACSCOC Accreditation Liaison
Southern University and A&M College, Baton Rouge, Louisiana; January 2020 – present

SACSCOC Accreditation – SUBR's SACSCOC Accreditation Liaison

- Appointed by President-Chancellor, Dr. Ray L. Belton to serve as SACSCOC Accreditation Liaison for Southern University and A&M College guided by the 2018 Southern Association of Schools and Colleges, Commission on Colleges (SACSCOC) Principles of Accreditation that encompass 14 sections across 73 standards.
 - Facilitated preparation for the **SACSCOC Onsite Committee** site visit scheduled for March 2-5, 2020.
 - Facilitated the completion of SUBR's 2020 **Focus Report** by providing additional documentation and narrative clarification in response to the SACSCOC Offsite Committee Findings in Sections 4, 5, 6, 8, 9, 10, 12, 13, and 14.
 - Facilitated the completion of SUBR's 2019 **Compliance Certification Report** by serving as the narrative writer for the following SACSCOC sections:
- Section 4 – The Governing Board
 - 4.1 – Board Characteristics
 - 4.2.A – Mission Review
 - 4.2.B – Board/Administration Distinction
 - 4.2.C – CEO Evaluation/Selection
 - 4.2.D – Conflict of Interest
 - 4.2.E – Board Dismissal
 - 4.2.F – External Influence
 - 4.2.G – Board Self-Evaluation
- Section 7 – Institutional Effectiveness and Planning
 - 7.1 – Institutional Planning
 - 7.2 – Administrative Effectiveness
- Section 8 – Student Achievement
 - 8.1 – Student Achievement
 - 8.2c – Academic and Student Support Services

Institutional Effectiveness Model for Planning and Assessment

Strategic planning serves as the cornerstone of all research-based planning and assessment efforts. To date, my team and I have developed and implemented a five-phase institutional effectiveness (IE) model that is research-based and integrates the university's annual planning, assessment, and budgeting cycle. The IE model ensures that at both the macro (institutional) and micro (unit) levels, the university identifies expected outcomes for its educational programs, administrative, as well as academic support and student services; assesses whether it achieves expected outcomes; and provides evidence of improvement based on analysis of results; where the data ultimately informs decision-making.

Collectively, the five phases of the IE Model - Planning, Implementation, Assessment, Improvement, and Budgeting – guide the university in advancing an evidence-based planning and assessment culture that is centered on the institution's mission and provides guidance for the allocation of resources.

- The **planning phase** is executed in July and August when each functional organizational unit, both academic and non-academic, establishes annual goals that are aligned with the unit's mission and support institutional goals. Unit mission, goal(s), university strategic plan goal(s) reference, expected outcome(s), target(s), measures of assessment (direct and indirect), and strategies/action plans are documented on the Annual Planning, Budget & Assessment (APBA) Reporting Form.
- The **implementation phase** is executed in the months of August through May, where units implement their action plans and strategies designed to achieve their expected outcomes identified during the planning phase. The operational budget that supports implementation was developed during the previous cycle, where prior year assessment results served as the cornerstone in resource allocation decisions.
- The **assessment phase** is executed in the months of May and June. Units complete the results/findings section of the APBA integrated report by documenting and comparing actual data achieved with performance targets that were set during the planning phase to determine whether the unit met, exceeded, or failed to meet its expected outcomes.
- The **improvement phase** is executed in the months of June and July. Units complete the use of results section of the APBA integrated report when they fail to meet expected outcomes. Units develop corrective action plans and provide recommendations for improvement. These recommendations are reflected on the APBA Report under the improvements (use of results) section.
- The **budgeting phase** is executed in the months of June and July when units complete the budgeting section of the APBA integrated report in preparation for the upcoming planning cycle. Budget hearings are held where individual budget units develop and submit their budget requests identified on the APBA reports to a Budget Committee for consideration. The recommendations are finally forwarded to the President-Chancellor for final action. Unit budget allocations are partly influenced by the unit's assessment results. The process occurs in June-July in anticipation of the new budget cycle that begins on July 1st. Typically, the Southern University Board of Supervisors reviews and approves the university's Operating Budget in August.

Strategic Planning

President-Chancellor, Dr. Ray Belton shared his vision for the SU System and SUBR campus and charged me to facilitate the development and writing of both strategic plans. The strategic planning process used to develop the SU System and SUBR's strategic plans required that my team and I work collaboratively with internal stakeholders (faculty, staff, students, senior administration, chancellors, SU Board of Supervisors) and external constituencies (alumni, governmental, business, and community leaders) of the five Southern University campuses to advance the vision of the President-Chancellor, Dr. Ray L. Belton. During the 2019 Spring Faculty Convocation, using a town-hall format, President Belton and I had the opportunity to present detailed working drafts of both plans to the faculty, who were fully engaged and provided valuable feedback.

Based on the collective feedback received, the SU System's Strategic Plan, *Fulfilling the Promise: A Pathway to Excellence: 2018-2025* has 7 goals and is supported by Specific Measurable, Attainable, Results-Oriented, Time-bound (SMART) objectives (posted at www.sus.edu). The goals are:

- Commitment to Student Access and Affordability
- Commitment to Academic Excellence and Student Success
- Commitment to Institutional Effectiveness and Accountability
- Commitment to Scholarly Research, Discovery, and Entrepreneurship
- Commitment to Fundraising and Philanthropic Support
- Commitment to Improve Campus Life through Infrastructural Development
- Commitment to Promote the SU Brand through Outreach and Global Engagement

SUBR's Strategic Plan, *Imagine 20K: 2018-2030* has ten (10) goals and is supported by SMART objectives. The goals are:

- Commitment to Student Access and Affordability
- Commitment to Academic Excellence and Student Success
- Commitment to Institutional Effectiveness and Accountability
- Commitment to Scholarly Research, Discovery, and Entrepreneurship
- Commitment to Fundraising and Philanthropic Support
- Commitment to Improve Campus Life through Infrastructural Development
- Commitment to Promote the SUBR Brand through Outreach and Global Engagement
- Commitment to Enhance Campus Technology

- Commitment to Invest in Human Capital and Strengthen Human Resources Operations
- Commitment to Quality Customer Service

As the primary point of contact (POC) for the Governance Committee to the Southern University Board of Supervisors, President Belton charged me with presenting the Board with monthly updates on the progress of both strategic plans, to include: Goals, Objectives/Outcomes, Performance Indicators/Metrics, and Strategies for Success. The monthly Board updates are archived online on YouTube Videos.

Policies

To maintain consistency with best practices and ensure compliance with the Southern Association of Schools and Colleges, Commission on Colleges (SACSCOC), Principles of Accreditation, my team and I developed several policies for consideration and approval by the Board of Supervisors of the Southern University and A&M College System. Upon Board approval, all policies were implemented.

- Policy # 6-001 – Board Policy on Policies (Board approved on 06/22/2018)
- Policy # 6-002 – Board Policy on Policies Template (Board approved on 06/22/2018)
- Policy # 6-003 – Board Self-Evaluation Policy and Instrument (Board approved on 05/25/2018)
- Policy # 6-004 – Board Mission Review Policy (Board approved on 06/22/2018)
- Policy # 6-006 – Board Dismissal Policy (Board approved on 08/23/2019)
- Policy # 6-007 – Board Conflict of Interest Mission Review Policy (Board approved on 01/10/2020)

Human Capital and Budget Management

My supervisory experience involves setting-up planning sessions with each direct report at the beginning of the fiscal year, where clear expectations are established, individual goals are determined with appropriate performance indicators to measure progress, achievement, and success. Performance standards are also established which become the basis for performance evaluations and ratings at the end of the fiscal year. During the course of the fiscal year, I conduct quarterly performance meetings, where the staff and I review the data for each performance indicator to measure progress towards the achievement of stated goals and outcomes. I have implemented disciplinary actions, which have at times resulted in employee separations.

When it comes to the hiring process, my team and I typically develop job descriptions and position announcements and complete the necessary institutional HR forms such as the position vacancy authorization (PVA), position vacancy announcement request, proposed employment appointment (PEA), proposed employment clearance and certification of compliance (PEC), reference check forms, and finally complete and submit the electronic personnel action form (EPAF). I currently oversee a staff of seven (7) members that includes: Executive Director for Institutional Effectiveness, Policy and Planning, Director for Institutional Research and Assessment, Assistant Director for Institutional Research and Assessment, Senior Data Systems Analyst, Assessment Analyst, Research and Data Analyst, and Policy Analyst. Cumulatively, my operating budget (State General Funds - restricted and unrestricted accounts and Title III funds,) is approximately \$800,000.00. The budget is allocated across several categories including personnel (salaries and fringe benefits), travel, supplies, operating, professional services, major repairs, and other.

Data Reporting Requirements

Data serves to both inform and drive decision-making. To date, my office has met all reporting obligations. Examples include:

- Facilities Inventory and Space Utilization System - Board of Regents (BOR)
- IPEDS 12-month enrollment - National Center for Education Statistics (NCES)
- IPEDS 200% GRS - National Center for Education Statistics (NCES)
- IPEDS Completions - National Center for Education Statistics (NCES)
- IPEDS Graduation Rates - National Center for Education Statistics (NCES)
- LAPAS First, Second, Third, and Fourth Quarter Performance Progress Reports (OPB)
- Operational Plans - Office of Planning and Budget (OPB)
- Statewide Student Profile System- Fall/Winter Semester(s) (SSPS) - Board of Regents
- Statewide Student Profile System Spring Semester (SSPS) - Board of Regents (BOR)
- Student End-of-Course Evaluations - Southern University and A&M College (SUBR)

University Committee Service

- President-Chancellor's Cabinet – member
- University Strategic Planning Committee – Chair
- University Assessment Committee – member
- University SACSCOC Steering Committee – member

Adjunct Professor of Public Administration/Policy, August 2007 - present
Nelson Mandela College of Government and Social Sciences, Southern University and A&M College, Baton Rouge, Louisiana

Teaching Experience

My teaching experience at Southern University began in 2007. Since then, I have served as an adjunct faculty in the public policy and public administration programs.

In the Doctoral (Ph.D.) Public Policy Program, I have taught the following courses:

- PPOJ. 756 – Environmental Impact Assessment
- PPOL 704 – Research Methods
- PPOL 706 – Program Evaluation and Design
- PPOL 708 – Issues of Program Implementation

In the Master of Public Administration (M.P.A.) Program, I have taught the following courses:

- PADM 544 – Program Planning and Evaluation
- PADM 512 – Applied Research
- PADM 556 – Ethics and Public Policy

Dissertation Experience

I served as a committee member on the following doctoral dissertations:

- A Case Study of the Impact of Civil War on the Economic Development of Liberia. Dr. Teaway Z. Collins, 2019 Graduate (Ph.D. in Public Policy)
- Investigating the Relationship between Health and Economic Growth in Africa, 1960-2015. Dr. Ucheoma Nwagbara, 2019 Graduate (Ph.D. in Public Policy)
- Examination of Maternal Mortality in Military and Civilian Administrations in Nigeria, 1960-2015. Dr. Bukola, B. Oluwade, 2019 Graduate (Ph.D. in Public Policy)
- Neighborhood Effect: Implication of Limited Food Access, Examination of Food Outlets and Health Outcomes, Dr. Michelle D. Dennis. 2019 Graduate (Ph.D. in Public Policy)

Vice Chancellor for Institutional Effectiveness and Strategic Initiatives, Baton Rouge Community College (BRCC), Baton Rouge, Louisiana; March 2017 – January 2018

Planning and Assessment

At BRCC we utilized an ongoing, integrated, and institution-wide research-based planning and assessment process that incorporated a systematic review of institutional mission, goals, and outcomes; that resulted in continuing improvement in institutional quality; and that demonstrated the college was effectively accomplishing its mission. Alignment of unit goals to institutional goals ensured progress towards the accomplishment of the college's strategic plan goals and the fulfillment of the College's mission. If units failed to meet their individual goals, then the likelihood of institutional success was low. In effect, there was a direct correlation between success at the unit (micro) level and success at the institutional (macro) level. We used systematic planning and assessment to guide our allocation of resources to enhance institutional quality. As part of the Chancellor's Cabinet professional development program, I conducted several leadership training sessions on "*Outcomes-Based Strategic Planning and Assessment*."

Policies

Accessible and well-developed policies promote efficiency, accountability, and minimize institutional risks. As the Chief Policy Officer for BRCC, my team and I developed a *Policy on Policies* process that detailed the policy development, policy submission, policy approval, and policy archiving procedures.

Human Capital and Budget Management

I managed a staff of three (3) members that included: Director for Planning and Assessment, Director for Institutional Research and Reporting, and an Executive Assistant. Cumulatively, my operating budget (State General Funds) was approximately \$500,000.00. The budget was allocated across several categories including personnel (salaries and fringe benefits), travel, supplies, operating, professional services, major repairs, and other.

Meeting Reporting Requirements

Data serves to both inform and drive decision-making. BRCC met all of its reporting obligations. Examples include:

- Employee Salary Data System (EMPSAL) - Board of Regents (BOR)
- Facilities Inventory and Space Utilization System - Board of Regents (BOR)
- IPEDS 12-month enrollment - National Center for Education Statistics (NCES)
- IPEDS 200% GRS - National Center for Education Statistics (NCES)
- IPEDS Completions - National Center for Education Statistics (NCES)
- IPEDS Graduation Rates - National Center for Education Statistics (NCES)
- IPEDS Student Financial Aid - National Center for Education Statistics (NCES)
- LAPAS First, Second, Third, and Fourth Quarter Performance Progress Reports (OPB)
- Operational Plans - Office of Planning and Budget (OPB)
- Preliminary Enrollment Survey - Board of Regents (BOR)
- Statewide Student Profile System- Fall/Winter Semester(s) (SSPS) - Board of Regents (BOR)
- Statewide Student Profile System Spring Semester (SSPS) - Board of Regents (BOR)

Assistant Vice President for Policy, September 2015 – March 2017

Louisiana Community and Technical College System (LCTCS), Baton Rouge, Louisiana

- Advanced the LCTCS Workforce Solutions and Transfer Mission.
- Interfaced and collaborated with the 13 LCTCS Chancellors/Directors on policy-related issues, namely:
 - Bossier Parish Community College (BPCC), Baton Rouge Community College (BRCC), Central Louisiana Technical Community College (CLTCC), Delgado Community College (DCC), L. E. Fletcher Technical Community College (FTCC), Louisiana Delta Community College (LDCC), Northshore Technical Community College (NTCC), Elaine P. Nunez Community College (NUNEZ), Northwest Louisiana Technical College (NWLTC), River Parishes Community College (RPCC), South Central Louisiana Technical College (SCLTC), South Louisiana Community College (SLCC), and Southwest Louisiana Technical Community College (SOWELA).
- Developed the LCTCS *Annual Board Policy Platform* that operationalized *Our Louisiana 2020: Building the Workforce of Tomorrow*. The *2015–2016 LCTCS Implementation and Monitoring Plan* contained policy strategies adopted by each LCTCS college necessary to accomplish the six policy goals contained in *Our Louisiana 2020 (OL2020): Building the Workforce of Tomorrow*, namely:
 - Goal #1: Double Graduates to 40,000 annually
 - Goal #2: Double the Annual Earnings of Our Graduates to \$1.5 Billion
 - Goal #3: Quadruple Student Transfers to Four-Year Universities to 10,000 annually
 - Goal #4: Double the Number of Students Served to 325,000 annually
 - Goal #5: Quadruple Partnerships with Business and Industry to 1,000 annually
 - Goal #6: Double Foundation Assets to \$50 Million
- Developed the *Data Reporting Matrix* for all 13 LCTCS colleges to uniformly report on progress to meeting annual targets for each of the six (6) OL2020 Policy Goals.
- Successfully negotiated with PTK President, Dr. Lynn Tincher-Ladner entry for the last three LCTCS colleges – Central Louisiana Technical Community College (CLTCC), Northwest Louisiana Technical College (NWLTC), and South Central Louisiana Technical College (SCLTC) – all of whom are Council on Occupational Education (COE) accredited, into Phi Theta Kappa (PTK). In the next few months all three colleges are expected to become PTK chartered members, thereby further extending transfer opportunities for thousands of Louisiana students.
- Developed *PTK student transfer articulation agreements* with the *Southern University System (SUS)*, *Dillard University*, and the *University of New Orleans (UNO)*; each student transfer agreement has been individually signed and executed by the LCTCS System President, Dr. Monty Sullivan and the Presidents/Chancellors of the aforementioned institutions, namely Dr. Ray Belton, Southern University System President, Dr. Walter Kimbrough, Dillard University President, and Dr. John Nicklow, University of New Orleans President.
- Developed a “*Troops to College*” articulation agreement with the Louisiana National Guard that results in the elimination of repetition and unnecessary duplication of academic experiences already acquired by military personnel by articulating military training records into college credits.
- Represented the LCTCS at the monthly meetings of the Louisiana Board of Regents (BOR) on policy and related matters.

Deputy Secretary, January 2008 – September 2015
Louisiana Department of Environmental Quality (LDEQ), Baton Rouge, Louisiana

As an executive in state government, I served as a gubernatorial appointee (2008-2015), Deputy Secretary for the Louisiana Department of Environmental Quality (LDEQ). There, I provided leadership to three LDEQ Divisions:

- **Governmental and Legislative Relations**, where my team and I worked closely with Louisiana's Congressional Delegation, Louisiana Legislature, and various agencies within the federal government system and Louisiana state government, such as Louisiana Department of Natural Resources, Louisiana Department of Agriculture and Forestry (LDAF). My role as legislative liaison allowed me to develop a working knowledge of the Capitol, where I:
 - Secured sponsors for bills and resolutions.
 - Tracked legislative instruments throughout the legislative process for eight regular legislative sessions.
 - Testified routinely on behalf of LDEQ before standing House and Senate Committees of the Louisiana Legislature and the Joint Legislative Committee on the Budget (JLCB).
- **Strategic Planning, Performance and Budgeting**, where my team and I developed LDEQ's 5-Year Strategic Plan, prepared the annual operational plan in support of the budget development process, and reported performance assessment data through Louisiana Performance Accountability (LAPAS) electronic portal;
- **Statewide Extension/Outreach**, where my team and I provided regulatory compliance assistance to over 300 Louisiana municipal governments (villages, towns, cities, and parishes) and over 1,000 Louisiana small businesses. Through our Community Assistance Programs, we secured millions of dollars in federal funding in the form of capitalization grants for Louisiana's Clean Water State Revolving Fund (CWSRF) Program for major infrastructural improvements to Louisiana's aging wastewater system, which in many municipalities is over 100 years old. During my 7-Year tenure at LDEQ, notable accomplishments included:
 - **Secured federal funds for wastewater infrastructure improvements totaling \$157.5 Million in Capitalization Grants** from the United States Environmental Protection Agency (USEPA). During my tenure, we submitted grant applications and were successful in securing the following annual grant awards:
 - LDEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$15,334,000. FY 2015. Funding Agency: United States Environmental Protection Agency.
 - LDEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$15,413,000. FY 2014. Funding Agency: United States Environmental Protection Agency.
 - LDEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$14,677,000. FY 2013. Funding Agency: United States Environmental Protection Agency.
 - LDEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$15,537,000. FY 2012. Funding Agency: United States Environmental Protection Agency.
 - LDEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$16,233,000. FY 2011. Funding Agency: United States Environmental Protection Agency.
 - LDEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$22,398,000. FY 2010. Funding Agency: United States Environmental Protection Agency.
 - LDEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$50,537,500. FY 2009. Funding Agency: United States Environmental Protection Agency.
 - LDEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$7,456,000. FY 2008. Funding Agency: United States Environmental Protection Agency.
 - **Quintupled** the amount of CWSRF infrastructure dollars committed to wastewater improvements statewide from approximately \$100 Million in 2008 to approximately \$632.3 Million in 2015.
 - **Quintupled** the number of CWSRF municipal wastewater improvements projects statewide from about 25 projects in 2008 to 138 projects in 2015.
 - **Quintupled** the number of parishes served by CWSRF infrastructure funds for wastewater improvements from 10 parishes in 2008 to 55 parishes in 2015.
 - **Secured state matching funds through the appropriations process from the Louisiana Legislature to draw down federal dollars.**
- My statewide outreach and extension efforts had such a profound positive statewide impact that I received several commendations from the Louisiana Municipal Association (LMA), namely:
 - **LMA President's Award for Distinguished Service and Recognition of Your Meritorious Service to Municipal Governments in Louisiana and Your Love of Country**, 74th Annual Convention Louisiana Municipal Association, Shreveport, LA, 2011.

- *Certificate of Appreciation and Recognition of Your Dedication to the Interests of Louisiana Cities, Towns and Villages, 78th Annual Convention Louisiana Municipal Association (LMA), Lafayette, LA, 2015.*
 - *Certificate of Appreciation and Recognition of Your Dedication to the Interests of Louisiana Cities, Towns and Villages, 77th Annual Convention Louisiana Municipal Association (LMA), Baton Rouge, LA, 2014.*
 - *Certificate of Appreciation for Providing \$60 Million for Wastewater Infrastructure Improvements, the Honorable Tommy Martinez, President, Parish of Ascension, LA, 2013.*
 - *Certificate of Appreciation and Recognition of Your Dedication to the Interests of Louisiana Cities, Towns and Villages, 76th Annual Convention Louisiana Municipal Association (LMA), Monroe, LA, 2013.*
 - *Certificate of Appreciation and Recognition of Your Dedication to the Interests of Louisiana Cities, Towns and Villages, 75th Annual Convention Louisiana Municipal Association (LMA), Lake Charles, LA, 2012.*
 - *President's Award for Distinguished Service and Recognition of Your Meritorious Service to Municipal Governments in Louisiana and Your Love of Country, 74th Annual Convention Louisiana Municipal Association, Shreveport, LA, 2011.*
 - *Certificate of Appreciation and Recognition of Your Dedication to the Interests of Louisiana Cities, Towns and Villages, 74th Annual Convention Louisiana Municipal Association (LMA), Shreveport, LA, 2011.*
 - *Appreciation Award for Leadership, Service, and Commitment to Environmental Protection and Economic Development for Louisiana Municipalities, 73rd Annual Convention Louisiana Municipal Association (LMA), New Orleans, LA, 2010.*
- With respect to **human capital and budget management**, I exercised statewide supervision and evaluation over 15 technical staff (licensed engineers, scientists, geologists) and 10 administrative staff (policy/program analysts/specialists/executive management officers) across LDEQ offices located in Baton Rouge and in Regional Offices in the following locations: (Southeast Region – New Orleans and Lockport, Acadiana Region – Lafayette, Southwest Region – Lake Charles, Central Louisiana Region – Alexandria/Pineville, Northeast Region – Monroe, and Northwest Region – Shreveport). **My state operating budget (State General Funds) was approximately \$8.25 million** and was allocated across several categories including personnel (salaries and fringe benefits), travel, supplies, operating, professional services, major repairs, and other. **My federal operating budget was in excess of \$620 million** dedicated to the statewide wastewater infrastructure improvements through the operations of LDEQ's Clean Water State Revolving Fund (CWSRF) program designed to assist local municipalities with wastewater infrastructure improvements so they can be competitive for business recruitment, retention and expansion opportunities.

**SUMMARY OF APPROVED STATEWIDE LDEQ CWSRF MUNICIPAL WASTEWATER IMPROVEMENTS PROJECTS
UNDER MY TENURE: JANUARY 2008 – SEPTEMBER 2015**

Municipality	Parish	Amount	Construction Status As of April 27, 2015
Crowley	Acadia	\$1,000,000	Complete
Crowley	Acadia	\$2,700,000	In Progress
Rayne	Acadia	\$1,825,000	In Progress
Oakdale	Allen	\$1,000,000	Complete
Oakdale	Allen	\$3,146,000	Complete
Ascension Parish	Ascension	\$60,000,000	In Progress
Donaldsonville	Ascension	\$2,500,000	In Progress
Donaldsonville	Ascension	\$1,472,300	Complete
Gonzales	Ascension	\$15,170,000	In Progress
Mansura	Avoyelles	\$1,270,000	Complete
Mansura	Avoyelles	\$1,010,000	In Progress
Simmesport	Avoyelles	\$236,000	Complete
Mcryville	Beauregard	\$1,000,000	Complete
Arcadia	Bienville	\$676,060	Complete
Benton	Bossier	\$418,000	Complete
Bossier City	Bossier	\$10,000,000	In Progress
Bossier City	Bossier	\$22,000,000	Complete
Bossier Parish	Bossier	\$10,000,000	In Progress
Bossier Parish	Bossier	\$286,500	Complete
Bossier Parish	Bossier	\$17,750,000	Complete
Haughton	Bossier	\$3,000,000	In Progress
Blanchard	Caddo	\$2,000,000	Complete
Ida	Caddo	\$250,000	Complete
Oil City	Caddo	\$700,000	Complete
Municipality	Parish	Amount	Construction Status As of April 27, 2015
Shreveport	Caddo	\$11,560,000	Complete
Shreveport	Caddo	\$5,000,000	In Progress

DeQuincy	Calcasieu	\$750,000	Complete
Lake Charles	Calcasieu	\$21,000,000	In Progress
Vinton	Calcasieu	\$1,200,000	Complete
icily Island	Catahoula	\$525,992	Complete
Homer	Claiborne	\$3,500,000	In Progress
Clayton	Concordia	\$527,651	Complete
Logansport	De Soto	\$1,185,000	Complete
Mansfield	De Soto	\$1,214,800	Complete
Baker	East Baton Rouge	\$500,000	Complete
Baton Rouge	East Baton Rouge	\$45,000,000	In Progress
Baton Rouge	East Baton Rouge	\$20,000,000	In Progress
Baton Rouge	East Baton Rouge	\$8,300,000	Complete
Zachary	East Baton Rouge	\$9,397,000	Complete
Zachary	East Baton Rouge	\$5,000,000	In Progress
Lake Providence	East Carroll	\$650,000	In Progress
Jackson	East Feliciana	\$525,232	Complete
Basile	Evangeline	\$500,000	Complete
Mamou	Evangeline	\$1,000,000	Complete
Winsboro	Franklin	\$1,000,000	Complete
Winsboro	Franklin	\$1,000,000	Complete
Jeanerette	Iberia	\$250,000	Complete
New Iberia	Iberia	\$6,497,000	In Progress
Maringouin	Iberville	\$300,000	Complete
Maringouin	Iberville	\$475,000	Complete
Plaquemine	Iberville	\$8,000,000	Complete
Plaquemine	Iberville	\$1,500,000	Complete
White Castle	Iberville	\$686,000	Complete
Eros	Jackson	\$437,014	In Progress
Jonesboro	Jackson	\$800,000	Complete
Jonesboro	Jackson	\$1,836,000	Complete
Jennings	Jefferson Davis	\$1,000,000	Complete
Welsh	Jefferson Davis	\$190,000	Complete
Grand Isle	Jefferson	\$750,000	Complete
Grand Isle	Jefferson	\$853,000	In Progress
Gretna	Jefferson	\$3,228,089	Complete
Harahan	Jefferson	\$4,000,000	In Progress
Jefferson Parish	Jefferson	\$15,250,000	In Progress
Jefferson Parish	Jefferson	\$20,000,000	In Progress
Kenner	Jefferson	\$22,000,000	Complete
Kenner	Jefferson	\$21,000,000	In Progress
Kenner	Jefferson	\$15,000,000	In Progress
Westwego	Jefferson	\$1,150,000	Complete
Urania	La Salle	\$1,346,497	Complete
Broussard	Lafayette	\$4,000,000	Complete
Carencro	Lafayette	\$599,475	Complete
Carencro	Lafayette	\$5,000,000	In Progress
Youngsville	Lafayette	\$750,000	Complete
Youngsville	Lafayette	\$4,429,000	Complete
Lafourche Parish	Lafourche	\$1,001,256	Complete
Lockport	Lafourche	\$4,000,000	Complete
Thibodaux	Lafourche	\$8,510,755	In Progress
Grambling	Lincoln	\$533,000	Complete
Grambling	Lincoln	\$536,700	In Progress
Simsboro	Lincoln	\$220,000	Complete
Killian	Livingston	\$110,777	Complete
Walker	Livingston	\$750,000	Complete
Madison Parish	Madison	\$109,070	Complete
Tallulah	Madison	\$4,733,700	In Progress
Bastrop	Morhouse	\$1,510,550	Complete
Municipality	Parish	Amount	Construction Status As of April 27, 2015
Many	Natchitoches	\$251,000	Complete
Natchitoches	Natchitoches	\$1,183,000	Complete
New Orleans Sewer & Water Board	Orleans	\$9,000,000	Complete

Monroe	Ouachita	\$14,000,000	Complete
Monroe	Ouachita	\$11,700,000	In Progress
Ouachita Parish	Ouachita	\$1,918,000	Complete
Sterlington	Ouachita	\$696,000	Complete
Sterlington	Ouachita	\$350,000	Complete
West Monroe	Ouachita	\$4,750,000	Complete
West Monroe	Ouachita	\$1,541,300	In Progress
West Monroe	Ouachita	\$1,250,000	Complete
Livonia	Pointe Coupee	\$3,900,000	Complete
New Roads	Pointe Coupee	\$1,000,000	Complete
Alexandria	Rapides	\$4,550,000	Complete
Ball	Rapides	\$1,000,000	Complete
Boyce	Rapides	\$900,000	Complete
Pineville	Rapides	\$4,500,000	Complete
Rapides Parish	Rapides	\$2,485,000	In Progress
Hall Summit	Red River	\$134,300	Complete
Delhi	Richland	\$1,000,000	Complete
Delhi	Richland	\$11,000,000	Complete
Florien	Sabine	\$199,430	In Progress
Plcasant Hill	Sabine	\$620,000	Complete
St. Bernard	St. Bernard	\$10,000,000	In Progress
St. Charles	St. Charles	\$6,500,000	Complete
St. John The Baptist	St. John The Baptist	\$1,359,000	In Progress
Eunice	St. Landry	\$801,509	Complete
Oplousas	St. Landry	\$1,188,000	Complete
Washington	St. Landry	\$800,000	Complete
St. Martinville	St. Martin	\$2,000,000	In Progress
Morgan City	St. Mary	\$4,500,000	Complete
Pearl River	St. Tammany	\$2,000,000	In Progress
St. Tammany Parish	St. Tammany	\$1,000,000	Complete
Hammond	Tangipahoa	\$800,000	Complete
Hammond	Tangipahoa	\$5,000,000	In Progress
Tensas Parish	Tensas	\$550,000	Complete
Terrebonne Parish	Terrebonne	\$17,000,000	In Progress
Terrebonne Parish	Terrebonne	\$2,000,000	In Progress
Terrebonne Parish	Terrebonne	\$23,000,000	In Progress
Marion	Union	\$289,221	Complete
Delcambre	Vermilion & Iberia	\$900,000	Complete
Abbeville	Vermilion	\$760,000	Complete
Hornbeck	Vernon	\$525,000	Complete
Hornbeck	Vernon	\$395,000	Complete
Leesville	Vernon	\$850,000	Complete
Cullen	Webster	\$925,000	Complete
Addis	West Baton Rouge	\$1,500,000	Complete
Port Allen	West Baton Rouge	\$1,900,000	Complete
West Baton Rouge Parish	West Baton Rouge	\$2,000,000	Complete
St. Francisville	West Feliciana	\$1,000,000	Complete
Winn Parish	Winn	\$275,000	In Progress
Winnfield	Winn	\$1,010,000	Complete
Winnfield	Winn	\$1,500,000	Complete
138		\$632,344,188	

Business, Industry, Municipal and Community Outreach

- Routinely interacted routinely with Louisiana mayors, parish and police jury presidents, councils, and business leagues.
- Oversaw regulatory compliance assistance initiatives through the LDEQ Small Business and Community Assistance Program designed to bring Louisiana small businesses and municipalities into compliance with federal and state multi-media (air, water, and waste) environmental regulations. Over one thousand Louisiana small businesses received regulatory assistance.
- Routinely interacted with the Louisiana Chemical Association (LCA), Louisiana Mid-Continent Oil and Gas Association (LMOGA), Louisiana Oil and Gas Association (LOGA), Louisiana Association of Business and Industry (LABI), Louisiana Solid Waste Association (LSWA), Louisiana Rural Water Association (LRWA), Louisiana Police Jury Association (LPJA), Louisiana Municipal Association (LMA), Public Affairs Research Council of Louisiana (PAR), Council for a Better Louisiana (CABL), various community groups, and the public at large.

Vice President, July 2006 – July 2007

Student Affairs and Enrollment Management, Langston University, Langston, Oklahoma

As Vice President for Student Affairs and Enrollment Management at Langston University, my team utilized the Noel Levitz Enrollment Funnel, where we increased our yields at each level: prospects-to-admits and admits-to-enrolled. Notable accomplishments at Langston University:

- Increased student FTE by 1.3% in 2008.
- Increased number of associate degrees conferred by 350% in 2008.
- Increased the retention rate by 3.4% from 55.4% in 2007 to 58.8% in 2008.

Successful **recruitment/enrollment** strategies included:

- Promoted online/distance education as a viable option to deliver graduate and undergraduate education.
- Promoted dual-enrollment by expanding relationships and developing articulation agreements with high schools.
- Expanded recruitment of traditional students – first-time full-time students (18 - 25 years).
- Expanded recruitment of non-traditional students – adult learners (25 years and above).
- Doubled partnerships with community colleges by developing transfer articulation agreements.
- Increased recruitment of out-of-state students with assistance from Alumni Chapters across the country.
- Increased re-admission of students who have completed courses but exited prior to completion.
- Increased recruitment of first-generation students.

Successful **retention** strategies included:

- Implemented an Early-Alert-System to identify students at risk of dropping out for academic & non-academic reasons.
- Provided academic support programs and services such as tutorial programs, supplemental instruction opportunities, etc.
- Offered a number of student support services to help with student success and completion.
- Implemented living and learning communities in residential life.
- Developed and implemented a plan for increasing need- and merit-based funding through private funding sources to increase student success, thereby decreasing the affordability gap and improving student retention.
- Increased resources for academic advising.
- Increased student engagement and involvement in student life programs and student organizations.

Successful **graduation** strategies included:

- Used course planning tools such as Degree Works to assist students with on-time completion.
- Aligned academic support programs with gateway courses such as mathematics.
- Advised students to complete 15 credits per semester or 30 credits per year to facilitate on-time completion.
- Implemented structured schedules to accommodate adult learners and working students in maintaining a healthy balance between work, life and school, thereby enabling more adult learners to shorten their time to completion.
- Implemented guided pathways with defined academic plans of study for each semester, thereby ensuring on time completion.

Finally, I managed a staff of 49 division employees that included: Assistant Vice Presidents, University Physician, Nurses, Directors (Financial Aid, Admissions and Recruitment, Registrar, Housing and Residential Life, Enrollment Management, Student Life, Professional Counseling Center, Heritage Center, TRIO Programs - Upward Bound Program, Student Support Services Program, and Education Talent Search), Associate Directors, Assistant Directors, Counselors/Student Services Staff and Recruiters, Financial Aid Loan Officers, and Executive Secretary. Cumulatively, my **operating budget (State General Funds) was approximately \$7.35 million**. The budget was allocated across several categories including personnel (salaries and fringe benefits), travel, supplies, operating, professional services, major repairs, and other.

Accreditation

Served as the accreditation chair for the Division of Student Affairs and Enrollment Management at Langston University during the 2007 on-site visit by the accreditation team representing the *Higher Learning Commission of the North Central Association of Colleges and Schools*. Langston University's accreditation was reaffirmed for 10 years through 2017.

Associate Vice President, January 2005 – June 2006

Academic Affairs, Grambling State University, Grambling (GSU), Louisiana

As Associate Vice President for Academic Support we utilized the Noel Levitz Enrollment Funnel, where we increased our yields at each level: prospects to admits and admits to enrolled. Notable accomplishments at GSU:

- Increased student FTE by 2% from 5,065 in 2006 to 5,161 in 2007.
- Increased total number of degrees conferred by 5.4% from 689 in 2006 to 726 in 2007.

Our retention strategies included the implementation of an Early-Alert-System to identify students at risk of dropping out for academic and non-academic reasons; offering an array of academic support programs and services such as tutorial programs across majors, supplemental instruction opportunities; providing a menu of student support services such as counseling and mentoring programs to help with student success and completion; implementation of living and learning communities in residential life.

I managed a team of 10 full-time faculty and 13 staff members that included: Directors (Upward Bound Program, Student Support Services Program, First Year Experience Program, Distance Learning Program, and Academic Advising and Skills Center), Full-Time Faculty, Academic Counselors, Academic Support Analyst, Academic Computing Specialist, Database Program Administrator, Program Analysts, and Executive Secretary. Cumulatively, **my operating budget (State General Funds) was approximately \$5.25 million.** The budget was allocated across several categories including personnel (salaries and fringe benefits), travel, supplies, operating, professional services, major repairs, and other.

Administration/Instruction

- Served as a member of the President's Cabinet and reported directly to the Provost and Vice President for Academic Affairs.
- Assisted the Provost and Vice President for Academic in accomplishing the University's academic goals and objectives through the design, development, and delivery of educational programs and services.
- Collaborated with the leadership in Student Affairs, Finance and Administration, and University Advancement to support the mission and public agenda of the University.
- Engaged in strategic planning, performance evaluations, program reviews and assessments of institutional effectiveness.
- Managed the operations of the academic support units that included the First Year Experience Program (FYEP), Academic Support/Skills Center, Academic Advising Center, Distance Learning and TRIO Programs (Education Talent Search, Student Support Services and Upward Bound).
- Engaged faculty, staff and student leaders in all management decisions.
- Reviewed and approved personnel actions including faculty and staff merit evaluations/reviews for promotions, faculty and staff recruitment, salary determinations, and disciplinary actions.
- Reviewed and provided final approvals for all travel requests, reimbursements and all purchase requests.
- Facilitated close working relationships between the deans of academic schools and colleges and governmental, business and industry partners to incorporate the needs of external stakeholders into the curriculum, subject to compliance with federal and state laws and regulations, as well as the requirements of appropriate accrediting agencies.
- Operationalized the *Network of Schools of Public Policy, Affairs, and Administration's* (NASPAA's) public service mandate by developing a "Town-and-Gown" relationship with the Mayor of Grambling.
- Created internship opportunities for the students in the MPA program.
- Served as the principal investigator (PI), on a grant that was funded by the United States Department of the Interior (USDOI), National Park Service (NPS) in the amount of \$14,000. The project was focused on establishing a three-year wild-land fire training academy. The project was important to both the Town of Grambling and the GSU, since both are surrounded by the piney woods of north Louisiana and as such are at potential risk of exposure to wild-land fires.
- Worked with Grambling's mayor in the implementation of several annual Black History month programs that were well attended by GSU faculty, staff, students and community residents.
- Maintained a teaching load each semester in addition to administrative responsibilities.
- Represented Grambling State University at monthly meetings of the Louisiana Board of Regents.

University Committee Service

- Council of Academic Deans, University Planning Council, University Curriculum Committee, Graduate Council, Information Technology Advisory Council, University Registration Committee, University Retention Committee, University Catalog Committee, University Advancement Committee, and University Black History Committee.

Accreditation

- Worked collaboratively with the faculty members on the university's standing committees and the staff in the Office of Planning and Institutional Research in the successful reaffirmation of Grambling State University by the *Southern Association of Colleges and Schools, Commission on Colleges, SACSCOC.*

Curriculum Development

- Worked with the faculty across academic programs in the redesign of the University's First Year Experience (FYE) and New Student Orientation (NSO) program.
- Engaged a cross-section of faculty and staff to analyze the data of the existing Freshman Seminar Course, assess its effectiveness and recommend improvements. The redesigned course, First Year Experience (FYE), was developed to effectively transition first-year and returning students to GSU, thereby improving the university's persistence and completion rates. The faculty recommended using the teaching-and-learning-for-application framework, where students were exposed to key skills and knowledge and were expected to apply them. The mandatory year-long redesigned FYEP curriculum consisted

of two courses – FYE 101 (fall semester) and FYE 102 (spring semester) along with a redesigned New Student and Parent Orientation Program. Post-implementation, we observed that the FYEP students were fully integrated into the academic and student life at Grambling State University.

- Part one of the *Freshman Seminar Course – FYE 101* – introduced the entering student to the university's academic programs, general education requirements, student handbook, university catalog, financial aid and registration process, and relevant academic and student services policies and procedures. The course exposed the first year student to the Grambling State University experience – its rich heritage, traditions, and culture. Other topics included college survival skills such as goal setting, time management, critical thinking, active learning, note-taking, study skills, test-taking, computer skills (MS Word, Excel and PowerPoint), and library usage.
- Part two of the *Freshman Seminar Course – FYE 102* – offered a continuation of the discussions on college survival skills. Topics covered in this course include career exploration, building positive relationships, diversity and multicultural appreciation, leadership, ethics and responsibility, stress management, health and wellness, problem-solving, and management of personal finances.
- The *New Student and Parent Orientation Program* offered new students an introduction to the academic life at Grambling State University and instilled in them the level of commitment that is required to pursue a post-secondary credential. This goal was achieved through new student orientation sessions, an evening with the University President, and an orientation session for parents and guardians. Additionally, as part of the New Student Orientation program, all entering freshman were expected to complete the registration process. This included completion of financial aid requirements, advisement (selection of courses with academic advisors), payment of tuition and fees, housing selection, and the validation of meal and identification cards.

Academic Skills Center

- Oversaw the operations of the Academic Skills Center that offered software tutorial programs in gateway courses such as mathematics. Additionally, reference materials and resources were available online and on CD-ROM.
- Ensured that monitors were on duty to serve the needs of students.
 - A Video Library was available for on-site viewing. Topics included study skills, reading efficiency, test-taking, memory techniques, note-taking, etc.
 - Content tutoring was provided by faculty based on an *Early Alert System*, where students who were struggling academically in gateway General Education courses were identified by the instructor of record and referred to the Center, where a team of faculty and qualified graduate students provided tutorial services.

Tenure-Track Assistant Professor and Director of Community Relations

March 2003 – June 2006. Grambling State University (GSU), Grambling, Louisiana

- Maintained a teaching load, kept office hours, advised students, wrote grants, actively engaged in service learning and community service projects.
- MPA courses taught include: PA 500-Principles of Public Administration and PA 515-Intergovernmental Administration.
- Developed clearly defined student learning outcomes (SLOs) that broadly defined the expected knowledge, skills, competencies, values, attitudes and behaviors important for a future public administrator.
 - For example in my PA 500 – Principles of Public Administration course, the student learning outcomes included the following: *Students will be able to critically analyze the prevailing public policy models; Students will be able to differentiate the theoretical, structural, historical, and scientific dimensions of politics in public administration; and Students will be able to communicate effectively orally and in writing.*
 - Each student learning outcome was accompanied by a set of expected competencies. It was always my practice to collect direct evidence, as much as possible, of student learning. Direct evidence required my students to demonstrate their learning, through tests, oral presentations, writing samples, and cap-stone projects. The results of assessments such as mid-term and final examinations, weekly quizzes, research policy papers, as well as pre- and post-evaluations demonstrated that my graduate students had not only acquired the requisite knowledge, but more importantly that they had mastered the requisite policy competencies and skills necessary for successful progression and advancement in their careers.
 - The majority of my graduate students comprised of adult learners, beginning and mid-level professionals, who needed a post-baccalaureate credential (a master's degree) to help them compete and advance in their career pathways.

Assistant Director for Research, October 1999 – March 2003

Southern University and A&M College, Urban Research Center, Baton Rouge, Louisiana

Administration/Research

- Reported directly to the Dean of the Nelson Mandela School of Public Policy and Urban Affairs. The Urban Research Center was a federally funded multi-disciplinary collaborative between the United States Department of the Interior (US DOI) and Southern University and A&M College.
- Focused on three (3) key areas:
 - Faculty Research and Technical Assistance: Deliverables included four federally funded research proposals by the US DOI in the amount of \$100,000; two semi-annual training sessions in areas of diversity and cultural sensitivity for employees of the US DOI;
 - Workforce Training: Provided SU students with workforce training focused on the "soft skills" such as workplace etiquettes, the ability to listen well, communicate effectively, manage conflict, and demonstrate effective time management for prospective students interested in federal employment;
 - Student placement in Federal Internships and Permanent Positions: Placed Southern University students in federal internships and permanent positions within agencies that comprise the US DOI such as the National Park Service (NPS), Bureau of Land Management (BLM), US Fish and Wildlife Service (USFWS), and US Geological Survey (USGS).
- Recruited the Louisiana Department of Culture, Recreation and Tourism to join the partnership, which allowed us to quadruple student placements over four years (1999 – 2003).

Research/Graduate Assistant, October 1995 – October 1999

Southern University and A&M College, Nelson Mandela School of Public Policy and Urban Affairs

- Functioned as a research assistant on various public policy issues utilizing qualitative and quantitative research methods including the use of SPSS – Statistical Package for the Social Sciences.
- Tutored undergraduate and graduate students in quantitative and qualitative methods.

GRANTS SECURED

Grant Awards

- DEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$15,334,000. FY 2015. Funding Agency: United States Environmental Protection Agency.
- DEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$15,413,000. FY 2014. Funding Agency: United States Environmental Protection Agency.
- DEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$14,677,000. FY 2013. Funding Agency: United States Environmental Protection Agency.
- DEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$15,537,000. FY 2012. Funding Agency: United States Environmental Protection Agency.
- DEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$16,233,000. FY 2011. Funding Agency: United States Environmental Protection Agency.
- DEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$22,398,000. FY 2010. Funding Agency: United States Environmental Protection Agency.
- DEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$50,537,500. FY 2009. Funding Agency: United States Environmental Protection Agency.
- DEQ CWSRF: "Capitalization Grants for State Revolving Fund – Clean Water State Revolving Fund." \$7,456,000. FY 2008. Funding Agency: United States Environmental Protection Agency.
- Grambling State University: "Louisiana Institute for Tobacco Use Prevention (LIFT UP) – Communities of Color and College Campuses." \$200,000. FY 2006. Funding Agency: Louisiana Public Health Institute.
- Grambling State University: "Wildland Fire Management Summer Academy." \$14,000. FY 2005. Funding Agency: United States Department of Agriculture, Forest Service, Office of Civil Rights.
- Southern University and A&M College: "National Urban and Community Forestry Minority Outreach and Education Conference." \$50,000. FY 2002. Funding Agency: Ford Foundation.
- Southern University and A&M College: "An Assessment of Technology Application, Community Outreach Models, Visitor Expectations, Natural Resource Impact for 4 Selected National Parks." \$100,000. FY 2001. Funding Agency: USDOI.
- Southern University and A&M College: "Analysis of Baton Rouge's Urban Forest." \$21,750. FY 2000. Funding Agency: United States-Forest Service.

PUBLICATIONS & SCHOLARLY WORKS

Article (Peer Reviewed)

- Esedo, K., Ejigiri, D., Frimpong, A., and Appeaning, V. (2017). "Socio-Economic Determinants and Implication of Crime Rates in the Lagos State of Nigeria, West Africa." The International Institute for Science, Technology and Education. Journal of Law, Policy and Globalization. ISSN (paper) 2224-3240; ISSN (online) 2224-3259. (Accepted)
- Brock, Beau, J., Hatch, Peggy, and Appeaning, Vladimir. A. (2010). "Protecting Our Most Vulnerable Communities: Louisiana Wastewater Infrastructure Recovery." University of Baltimore, Journal of Environmental Law, Volume 18, Fall 2010, No. 1 pp. 1–16.

Book (Peer Reviewed and Edited)

- Abdollahi, Kamran K., Ning, Zhu. H., and Appeaning, Vladimir. A. (2000). The Urban Forest. Baton Rouge, LA: Franklin Press, Inc. ISBN: 1-930129-62-9.

Book Chapter (Peer Reviewed)

- Ejigiri, Damion. D. and Appeaning, Vladimir. A. (2000). "Environment and the Social Sciences." In Current Stresses and Potential Vulnerabilities. Edited by: Ning, Zhu Hua and Abdollahi, Kamran K. Chapter. 6.1., pp. 96-98. Baton Rouge, LA: Franklin Press, Inc. ISBN: 1-930129-61-0.

Scientific Article In Proceedings (Peer Reviewed)

- Abdollahi, Kamran K., Ning, Zhu. H., and Appeaning, Vladimir. A. (2000). "Urban Vegetation and their Relative Ability in Removing Troposphere Ozone." In Proceedings of the 24th Conference on Agricultural and Forest Meteorology, 14th Conference Biometeorology and Aerobiology and Third Symposium on the Urban Environment. Davis, CA. pp. 13.6–13.7.

SELECT LIST OF PROFESSIONAL PRESENTATIONS

- Served as a Conference Speaker for the 2016 40th Annual Conference of the National Black Caucus of State Legislators (NBCSL), New Orleans, LA. Presentation was titled, "The Future of Technology and Innovation: Where Are We? – An Overview of Technological Innovation in Wastewater Treatment and Collection Systems. November 30–December 3, 2016.
- Conducted a training session on "Policy Development and the Strategic Planning Processes" for the LCTCS 2016 Louisiana Leadership Academy, Baton Rouge, LA April 25, 2016.
- Conducted a training session on "Outcomes-Based Management for Executives" for the Executive Leadership Institute, National Forum for Black Public Administrators (NFBPA) and the Nelson Mandela School of Public Policy at Southern University and A&M College, Baton Rouge, LA February 24–27, 2016.
- Served as a Conference Speaker for the 2015 78th Annual Convention of the Louisiana Municipal Association (LMA), Lafayette. Presentation was titled, "Strengthening Louisiana's Crumbling Wastewater Infrastructure: A Critical Prerequisite to Successful Economic Development." July 30–August 1, 2015.
- Served as a Conference Speaker for the 2015 Louisiana Rural Water Association (LRWA) Conference, Lake Charles, LA. Presentation was titled, "Supporting the Operations of Wastewater Operators." July 13–16, 2015.
- Served as a Conference Speaker for the 2015 Louisiana Solid Waste Association (LSWA) Conference, Lafayette, LA. Presentation was titled, "Why Investments by Municipalities in Wastewater Infrastructure Matter." March 18–20, 2015.
- Conducted a Training Session on "Investing in Wastewater Infrastructure Requires Strategic Planning," for the Executive Leadership Institute, a collaboration between the National Forum for Black Public Administrators (NFBPA) and the Nelson Mandela School of Public Policy at Southern University and A&M College, Baton Rouge, LA. February 2015.
- Served as a Conference Speaker for the 2014 77th Annual Convention of the Louisiana Municipal Association (LMA), Baton Rouge, LA. Presentation was titled, "Use of LDEQ's Revolving Loan Program in Support of Baton Rouge's Massive Sewer Infrastructure Rehabilitation Efforts." July 31–August 2, 2014.
- Served as a Conference Speaker for the 2014 Louisiana Solid Waste Association (LSWA) Conference, Lafayette, LA. Presentation was titled, "The Environmental and Economic Benefits of Using Louisiana Compressed Natural Gas (CNG) to Power Industry and Mobile Sources." March 19–21, 2014.
- Served as a Conference Speaker for the 2013 76th Annual Convention of the Louisiana Municipal Association (LMA), Monroe, LA. Presentation was titled, "Recycling Wastewater to Preserve the SPARTA Aquifer." August 1–3, 2013.
- Served as a Panel Speaker for the 2013 Louisiana Environmental Regulatory Compliance Conference (LERCC), Alexandria, LA. Presentation was titled, "Understanding the Clean Water Revolving Loan Process." January 16–17, 2013.
- Served as a Conference Speaker for the 2012 75th Annual Convention of the Louisiana Municipal Association (LMA), Lake Charles, LA. Presentation was titled, "Use of Natural Gas to Power Wastewater Operations." August 2–3, 2012.
- Served as a Panel Speaker for the 2012 Louisiana Environmental Regulatory Compliance Conference (LERCC), Alexandria, LA. Presentation was titled, "Investment in Sewer Infrastructure Today Reduces Incidences of Compliance Tomorrow." January 25–26, 2012.

- Served as a Conference Speaker for the 2011 74th Annual Convention of the Louisiana Municipal Association (LMA), Shreveport, LA. Presentation was titled, "Environmental Protection and Economic Development Operating in Harmony." August 4–6, 2011.
- Served as a Conference Speaker for the 2011 Louisiana Rural Water Association (LRWA) Conference, Alexandria, LA. Presentation was titled, "Is Treating Wastewater to Drinking Water Standards for Use as Process Water in the Operations of Business and Industry Practical?" July 17–21, 2011.
- Served as a Break-Out Session Speaker for the 2011 Louisiana Water and Environment Association (LWEA) Conference, Alexandria, LA. Presentation was titled, "Strategic Investments in Wastewater Collection Systems and Treatment Plants Ultimately Protect Louisiana's Receiving Streams and Water Bodies." March 9–11, 2011.
- Served as a Conference Speaker for the 2010 73rd Annual Convention of the Louisiana Municipal Association (LMA), New Orleans, LA. Presentation was titled, "Supporting the Operations of the New Orleans Water and Sewage Board." August 5–8, 2010.
- Served as a Panel Speaker for the 2010 Louisiana Environmental Regulatory Compliance Conference, Alexandria, LA. Presentation was titled, "Understanding Wastewater Regulations." January 28, 2010.
- Served as a Conference Speaker at the 1st National Urban and Community Forestry Education and Outreach Conference for Minority and Underserved Communities in Baton Rouge, Louisiana. Presentation was titled, "Social, Economic, Environmental and Aesthetic Value of Urban and Community Forestry." May 2003.

SELECT HONORS/AWARDS

- *Finalist for the Chancellorship at Baton Rouge Community College*, December 2016.
- *Commendation Resolution for Extraordinary Accomplishments in Public-Post Secondary Education and Environmental Quality* by Louisiana Senator Regina Barrow, 2016 Regular Session of the Louisiana Legislature, June 6, 2016.
- *Certificate of Appreciation and Recognition of Your Outstanding Service to Promote Environmental Education in Louisiana*, Louisiana Environmental Education Commission (LEEC), Baton Rouge, LA, February 2016.
- *Certificate of Appreciation and Recognition of Your Dedication to the Interests of Louisiana Cities, Towns and Villages*, 78th Annual Convention Louisiana Municipal Association (LMA), Lafayette, LA, 2015.
- *Certificate of Appreciation and Recognition of Your Dedication to the Interests of Louisiana Cities, Towns and Villages*, 77th Annual Convention Louisiana Municipal Association (LMA), Baton Rouge, LA, 2014.
- *Certificate of Appreciation and Recognition of Your Dedication to the Interests of Louisiana Cities, Towns and Villages*, 76th Annual Convention Louisiana Municipal Association (LMA), Monroe, LA, 2013.
- *Certificate of Appreciation for Providing \$60 Million for Wastewater Infrastructure Improvements*, the Honorable Tommy Martinez, President, Parish of Ascension, LA, 2013.
- *Certificate of Appreciation and Recognition of Your Dedication to the Interests of Louisiana Cities, Towns and Villages*, 76th Annual Convention Louisiana Municipal Association (LMA), Monroe, LA, 2013.
- *Certificate of Appreciation and Recognition of Your Dedication to the Interests of Louisiana Cities, Towns and Villages*, 75th Annual Convention Louisiana Municipal Association (LMA), Lake Charles, LA, 2012.
- *Certificate of Appreciation and Recognition of Your Outstanding Support of the Urban Forestry Program*, Southern University and A&M College, College of Agriculture, Family and Consumer Sciences, Baton Rouge, LA, 2012.
- *President's Award for Distinguished Service and Recognition of Your Meritorious Service to Municipal Governments in Louisiana and Your Love of Country*, 74th Annual Convention Louisiana Municipal Association, Shreveport, LA, 2011.
- *Certificate of Appreciation and Recognition of Your Dedication to the Interests of Louisiana Cities, Towns and Villages*, 74th Annual Convention Louisiana Municipal Association (LMA), Shreveport, LA, 2011.
- *Appreciation Award for Leadership, Service, and Commitment to Environmental Protection and Economic Development for Louisiana Municipalities*, 73rd Annual Convention Louisiana Municipal Association (LMA), New Orleans, LA, 2010.
- *Recognition Award for Exemplary Leadership and Service to Louisiana*, Southern University and A&M College, College of Agriculture, Family and Consumer Sciences, Baton Rouge, LA, 2010.
- *Recognition Award: Acknowledgement of Service and Commitment to the State of Louisiana by Governor Bobby Jindal*, Baton Rouge, LA, July 10, 2009.
- *Citation for Exemplary Service and Dedication to Langston University*, Oklahoma State Legislature, pursuant to a motion of Representative Anastasia Pittman, 2007.
- *Medallion of Leadership and Excellence*, presented by the Commanding General in Recognition for Superior Performance, ROTC Conference, Alabama, 2005.
- *United States Department of the Interior, National Park Service, Certificate of Appreciation in Recognition for Educational and Employment Opportunities to Southern University Students*, February 2003.
- *United States Department of Agriculture, Certification of Appreciation for Academic Excellence and Being a Member of the Inaugural Graduating Class in Urban Forestry*, December 1994.
- *Virginia Landwehr Plauche Scholarship Award in Urban Forestry*, Baton Rouge Green, 1993.

SELECT APPOINTMENTS/BOARDS/COMMISSIONS

- Gubernatorial Appointment to the *Environmental Education Commission*, past Chair and member, 2008–2015.
- Governor's Legislative Affairs Team, member, 2008–2015.
- LDEQ Secretarial Appointment, *Atchafalaya Research and Promotion Board*, Vice Chair, 2008–2015.
- LDEQ Secretarial Appointment, *False River Advisory Council*, member, 2014–2015.
- LDEQ Secretarial Appointment, *Industrial Advisory Committee*, Southeastern University, member, 2009–2015.

SELECT MEMBERSHIPS

- *Southern University 1880 Society*, **FOUNDING MEMBER**.
- *Southern University National Alumni Federation*, **LIFE MEMBER**.
- *Southern University Alumni Home Chapter*, **MEMBER**.
- *Leadership Louisiana Class of 2015*, Council for a Better Louisiana, member, 2015.
- *PI Gamma Mu – International Honor Society in Social Sciences*, *Certificate of Membership*, 2005.
- *Lincoln Leadership Program*, *Certificate of Leadership*, *Louisiana Ruston-Lincoln Chamber of Commerce*, 2005.
- *Golden Key National Honors Society*, 1994.

REFERENCES

Available Upon Request.



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

February 6, 2020

Attorney Domoine Rutledge, Chairman
Southern University System Board of Supervisors
J. S. Clark Administration Building, 4th Floor
Baton Rouge, Louisiana 70813

RE: Position Vacancy Authorization and Announcement Waiver Request – General Counsel

Dear Chairman Rutledge:

This letter is submitted to request authorization to waive the search for the position of General Counsel for the Southern University System. It is imperative that this position be filled immediately do to the current General Counsel transitioning to another position.

The General Counsel will serve as the Chief Legal Officer of the Southern University System as well as provide counsel to system campuses on legal, risk management, human resources, real estate and other legal matters.

I am recommending Attorney Corinne Blache for the position. Attorney Blache has an extensive background in law and is uniquely qualified to effectively manage the legal operations of this institution. She also has the appropriate temperament and work ethic to assist with the advancement of our mission.

Your approval of this request will allow us to quickly move forward in filling the position. Please contact me should you have any questions or concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ray L. Belton".

Ray L. Belton
President-Chancellor
Southern University System

Approver: _____

Attorney Domoine Rutledge, Chairman
SUS Board of Supervisors

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

WWW.SUS.EDU

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	I	M	9	9	2	0
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CAMPUS: SUS X SUBR _____ SULAC _____ 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 _____ Reason Left Resigned
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment March 2, 2020 To Permanent
 Effective Date _____

Name Corinne M. Blache SS# 2829 Sex F Race* AA
(Last 4 digits only)

Position Title: General Counsel Department: Office of the President

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

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

Years Experience 14 Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): Institution/Location (SU-Baton Rouge): Year:
Philosophy University of South Alabama 1998
Law University of Alabama School of La 2002

Current Employer _____

Personnel Action

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

Recommended Salary \$140,000.00 Salary Budgeted \$140,000.00

Source of Funds State

Identify Budget: 111001-11151-61002-16000 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:

Source of Funds	Amount
111001-11151-61002-16000	\$140,000.00

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Royal L. Belton _____
 Supervisor Date

 Vice Chancellor Date

 Director/Personnel Date

Royal L. Belton _____
 President Date

Royal L. Belton _____
 Dean/Interim Date

Royal L. Belton _____
 Chancellor Date

Flanahan McLean _____
 Vice President/Finance Date

 Business Affairs/Comptroller Date
 Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

White, not of Hispanic origin. A person having origins in any of the original peoples 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:

M-F 8:00am-5:00pm

EMPLOYEE DIRECT SUPERVISOR:

Dr. Ray Belton, President-Chancellor

SUPERVISOR/DEPARTMENT CONTACT NUMBER

(225) 771-4680

NUMBER OF EMPLOYEES SUPERVISED, (if any)

HR USE ONLY: STATUS (circle one):

EXEMPT

NON-EXEMPT

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

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

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

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE General Counsel AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR _____

(Department or Unit)

- | | | | |
|--|--|---------------------------------------|--|
| <input type="checkbox"/> Replacement | <input checked="" type="checkbox"/> New Position | <input type="checkbox"/> Unclassified | <input checked="" type="checkbox"/> State |
| <input type="checkbox"/> Civil Service | <input type="checkbox"/> Temporary | <input type="checkbox"/> Faculty | <input type="checkbox"/> Grant -in-Aid |
| <input type="checkbox"/> Tenured | <input type="checkbox"/> Probationary (For Faculty this is same as tenure track) | | <input type="checkbox"/> System Revenue |
| | | | <input type="checkbox"/> Agency Fund State |

VACANCY DESCRIPTION AND JUSTIFICATION

(Include rank (for faculty) and approximate salary; initiator of form must have prior approval of salary/salary range with the appropriate Vice-Chancellor, Chancellor and/or President. Salaries for classified positions must be approved through Human Resources).

The position of General Counsel to the President, Board of Supervisors and System Campuses does not require job advertisement, the employee reports directly to the system President.


* SEE ATTACHED JOB DESCRIPTION AND RESPONSIBILITIES*

Salary/Range: 140,000.00 Previous Incumbent (if replacement): _____

Approved Disapproved _____
 Department Head Date

Ray S. Belton

Approved Disapproved _____
 Dean/Director/Supervisor of Budget Unit Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u>1M8918</u>	
	<u>2/7/20</u>
Signature	Date
Budget Number	<u>111001-11151-61002-16000</u>

HUMAN RESOURCES OFFICE ONLY	
Existing/Approved Position	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Employee Class: <u>MU</u>	Job Class: <u>13820</u>
<i>Mikhael Williams</i>	<u>2/7/2020</u>
Verified By:	Date:

Approved Disapproved _____
 Vice Chancellor Date

Approved Disapproved _____
 Chancellor/Vice President Date

Approved Disapproved _____
 President Date

Ray S. Belton
Ray S. Belton

An Equal Opportunity Employer

Job Description
Southern University System
General Counsel to the President

Summary of General Duties

The General Counsel reports to the System President and is a member of the President's Executive Cabinet. The General Counsel serves as Senior Advisor and Counsel to the President and represents the President as required. The General Counsel oversees one or more administrative functions to meet strategic goals and provide responsive leadership. The General Counsel, is responsible for duties as assigned by the President, implements and manages key programs with responsibility for oversight and coordination. The General Counsel serves as the System's liaison to governmental and constituency stakeholders, supervises staff counsel, coordinates trademark and licensing and the Bayou Classic.

Duties

- Member and advisor to the General Cabinet.
- Responsible for representing the Southern University System by advancing its priorities with members of Congress, their staffs and federal agency administrators, as well as, working with state legislators, statewide elected officers, state agency officials and Board of Supervisors to advance the Southern University System's academic and legislative agenda.
- Advocates on behalf of the Southern University System before the state legislature, educates the Southern University System community about state issues and monitors legislation that will affect the System.
- Supervises and oversees the in-house legal counsel.
- Serves on behalf of the President as a link between the Southern University System, surrounding neighborhoods, civic groups and local governments to build relationships by the exchange of information and coordination.
- Responsible for coordination of the Southern University System's trademark and licensing policy. Directs the maintenance of the System's graphic identity, establishes and enforces trademark development and use policy, and sets the marketing direction for the System through the medium of identifying trademarks.
- Responsible for System-wide visual identity enforcement.
- Responsible for special projects as assigned; including, coordination of all areas of the Bayou Classic, preparation of the operations budget, events management, vending, corporate sponsorship, and administrative operations.
- Works closely with Grambling State University, the Southern University athletic department personnel and the event management company coordinating the logistics of events, planning and developing game operations manuals and checklists.

Qualifications, Knowledge and Skills

This position requires a minimum of a bachelor degree and five years executive level or related experience. Juris Doctorate required. The successful candidate will have excellent communication, interpersonal, conflict resolution, organizational skills and judgment. Must be able to travel and work some nights and weekends. Salary is commensurate with experience and qualifications.

CORINNE M. BLACHE

EXECUTIVE LEADERSHIP QUALIFICATIONS

Litigation Management
Visionary Leadership
Community Involvement

Talent Management
Employee Engagement
Wellness & Safety

CLE Planning & Presentation
Diversity & Inclusion
Proactive Solutions

PROFESSIONAL EXPERIENCE

Louisiana Department of Justice, Baton Rouge, Louisiana

Assistant Attorney General, Section Chief Road Hazard, April 2017-present

- Oversee all road hazard cases against the Department of Transportation and Development
- Develop defense strategies with other Assistant Attorneys General in Baton Rouge, DOJ regional offices, and contract counsel who are assigned to defend road hazard cases
- Coordinate with the Office of Risk Management personnel, House Fiscal attorneys, and Treasury to ensure satisfaction of judgments that have been appropriated
- Work in conjunction with DOTD personnel
- Analyze and monitor pending legislation relating to defending road hazard cases
- Coordinate CLE seminars relative to defending road hazard cases for the DOJ
- Provide recommendations with regard to appeals and settlement authority
- Liaison between Executive and Road Hazard sections
- Provide guidance and mentoring to attorneys
- Supervise professional and clerical staff
- Implemented progressive discipline within section
- Participate in investigations regarding employment issues and disciplinary matters for the entire Litigation Division; provide recommendations, as needed

Assistant Attorney General, General Liability, November 2016- April 2017

- Defended state agencies in general liability cases before state judges
- Handled all stages of a claim (i.e., pre-litigated, pre-trial, trial, and appellate)
- Supervised clerical and support staff

Southern University Law Center, Baton Rouge, Louisiana

Adjunct Professor, Fall 2016- present

- Teach Torts I, including intentional torts, privileges, and elements of negligence to law students in the evening program
- Teach Torts II, including Louisiana duty/risk, medical malpractice, and products liability to law students in the evening program
- Coordinate with other professors regarding formative and summative assessments

Broussard Baloney, LaPlace, Louisiana

Contract Attorney, April 2016-November 2016

- Practiced before state and federal judges
- Main practice area was Insurance Defense

Roedel Parsons Koch Blache Balhoff & McCollister, ALC, Baton Rouge, Louisiana
Shareholder, February 2009- May 2013 (official separation not until November 2016)
Attorney, August 2002- February 2009

- Practiced before city, state and federal judges as well as Administrative Law Judges
- Main Practice Areas: Insurance Defense (including Trucking Law) and Expropriations
- Other practice areas include Regulatory Law (representing gas companies, cellular providers, water companies, and other utilities before the Public Service Commission, as well as representing ratepayers against utilities in class actions), Collections, Contracts and Workers' Compensation Defense
- Supervised professional and clerical staff

Taylor Porter Brooks & Phillips, Baton Rouge, Louisiana
Law Clerk, Fall 2001

- Prepared memorandums of law
- Researched legal issues
- Drafted motions and other pleadings

ADMISSIONS, AFFILIATIONS AND SERVICE

Admittance: Louisiana State Bar, October, 2002
United States District Courts for the Eastern, Middle and Western Districts, October 2002 (currently inactive)
United States Court of Appeals for the Fifth Circuit (currently inactive)

Commission: Notary Public, State of Louisiana

Membership: Louisiana State Bar, *Member*, October 2002- present
Baton Rouge Bar Association, *Member*, October 2002- present
Holiday Star Project, 2006-2012
New Orleans Bar Association, *Member*, December 2012-2013
Louis A. Martinet Legal Society, *Member*, December 2002- 2013

Service: Delta Sigma Theta, Inc., A Service Organization, *Member*, April 1998- present
Our Lady of the Lake Children's Hospital, Family Advisory Council, *Member*, 2017-present
St. Jude Children's Research Hospital, *Volunteer and Fundraiser*, 2013- present

EDUCATION

The University of Alabama School of Law, Tuscaloosa, Alabama
Juris Doctor, May 2002

- Academic Scholarship 1999-2002
- PMBR Representative, 1999-2002
- Black Law Students Association, *delegate and historian*, 1999-2001

The University of South Alabama, Mobile, Alabama
Bachelor of Arts in Philosophy/ Minor in Psychology, December 1998

- Delta Sigma Theta, Inc., a community service organization, April 1998- present
- National PanHellenic, *Secretary*, 1998
- Student Government Association, *Senator*, Fall 1995-1997

REFERENCES AVAILABLE UPON REQUEST



Dr. Rodney A. Ellis
Chancellor

February 7, 2020

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

RE: Approval for Position Change and Re-Assignment of Dr. Sharron Herron-Williams

Dear Dr. Belton:

Please accept this request to change/re-assign Dr. Sharron Herron-Williams to the position of Full professor and Special Assistant to the Chancellor for Institutional Priorities. The position of Special Assistant to the Chancellor for Institutional Priorities will end August 12, 2020.

As communicated to Dr. Herron-Williams by me on July 10, 2019 and reflected in the Southern University System Board of Supervisors decision on July 19, 2019, an organizational restructuring at Southern University at Shreveport eliminated the Vice Chancellor of Academic Affairs and Vice Chancellor of Community and Workforce Development positions (see attached). As such, this correspondence is submitted with the aim of finalizing notice of my decision to relieve her of her administrative duties as Vice Chancellor for Academic Affairs at Southern and move accordingly into the aforementioned duties.

Therefore, I am requesting your endorsement and that of the SU Board of Supervisors to move forward with placing her in this position.

Respectfully submitted,

Dr. Rodney A. Ellis
Chancellor

RAE/lw

Attachments

Approved:
Dr. Ray L. Belton, President Date:

Disapproved: _____ 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

"Southern University at Shreveport does not discriminate on the basis of race, color, age, national origin, gender, disability or any other protected class in its programs and activities". The following person(s) has been designated to handle inquiries regarding the non-discrimination policies: Title IX Coordinator: Dr. Tuesday Mahoney, College Success Ctr. (318) 670-9201. Section 504 Coordinator: Jerushka Ellis, Behavioral Science, (318) 670-9367

JOB CLASS 5	4	4	6	5
JOB CODE 5	Z			
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	5	F	9	3	1	7
-----------------	---	---	---	---	---	---

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

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

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

Previous Employee n/a Reason Left _____
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment July 1, 2019 To June 30, 2020
 Effective Date January 1, 2020

Name: Dr. Sharron Herron-Williams SS# xxx-xx-2854 Sex F Race* B
 (Last 4 digits only)

Position Title: Professor Department: Political Science

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

--	--	--

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

Years Experience	Southern University Experience		
Degree(s)	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	B.A.	Stillman College	1990
	M.P.P.A.	Mississippi State Univ.	1991
	Ph.D.	Mississippi State Univ.	1995

Current Employer SUSLA

Personnel Action

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

Recommended Salary \$78,030 Salary Budgeted \$78,030

Source of Funds State

Identify Budget: 511001 Location 52355
 Form Code: _____ Page _____ Item # _____

Change of:	From	To
Position	VC for Academic Affairs	Professor
Status	Administrative	Faculty
Salary Adjustment	\$104,040	\$78,030

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
511001 52355 61003 51000	\$78,030

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor _____ Date _____	Dean/Unit Head _____ Date _____
Vice Chancellor _____ Date _____	Chancellor _____ Date _____
Director/Personnel _____ Date _____	Vice President/Finance _____ Date _____
	Business Affairs/Comptroller _____
President _____ Date _____	Chairman/S.U. Board _____ Date _____
	of Supervisors _____

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

ETHNIC ORIGIN (Please check one):

_____ Hispanic or Latino 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:

EMPLOYEE REGULAR WORK SCHEDULE: Mon-Thurs, 8:00-6:00pm; Fri. 8:00-12:00pm

EMPLOYEE DIRECT SUPERVISOR: Lonnie McCray

SUPERVISOR/DEPARTMENT CONTACT NUMBER 318-670-9363

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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



"Linking Citizens of Louisiana with Opportunities for Success"

Southern University and A & M College System
AGRICULTURAL RESEARCH AND EXTENSION CENTER
and the **COLLEGE OF AGRICULTURAL, FAMILY AND CONSUMER SCIENCES**

Ashford O. Williams Hall
P. O. Box 10010
Baton Rouge, LA 70813
(225) 771-2242
(225) 771-2861 Fax
www.suagcenter.com

OFFICE OF THE CHANCELLOR-DEAN

EXTENSION PROGRAMS
Agriculture and Natural Resources
Community and Economic Development
Family and Human Development
Nutrition, Diet and Health Education
Youth Development

LIVESTOCK SHOW OFFICE
Livestock and Poultry Show
State and National Rabbit Show
State and Regional Horse Show

RESEARCH PROGRAMS
Economics, Marketing, Policy and Community
Development
Human Nutrition, Health, Family and Consumer
Sciences
Plant and Animal Production Systems
Urban Forestry, Natural Resources and
Environment
(225)771-4464 Fax

TECHNOLOGY SERVICES
Data/Network/Web Management
Electronic Media
Publications
Technical Support and Training
(225) 771-4374 Fax

February 3, 2020

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

Dear President Belton:

RE: Position Approval for Research Plant Science Professor – Dr. LaShunda A. Hodges

Please accept this request for approval of the position of Assistant/Associate Research Plant & Soil Science Professor. The position falls under the direction of the SUAREC Vice-Chancellor for Research. It is a full-time 12-month appointment with full-time responsibilities in horticultural research programs. The position was advertised on Southern University System Vacancy website.

It is my pleasure to recommend Dr. LaShunda A. Hodges for this position, with a recommended salary of \$75,000.00. Dr. Hodges has over 10 years of Plant & Soil Science experience. I am therefore requesting your endorsement and the approval of the Southern University Board of Supervisors at its 2020 February Board Meeting of Dr. LaShunda A. Hodges as the new Associate/Assistant Research Plant & Soil Science Professor.

Sincerely,

Orlando F. McMeans, Ph.D.
Chancellor-Dean

Approval:

Dr. Ray L. Belton, President Date

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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 March 1, 2020 To September 30, 2020

Effective Date March 2, 2020

Name LaShunda A. Hodges SS# XXX-XX-7138 Sex F Race* AA
(*S" number)

Position Title: Research Plant Science Professor Department: Research - SUAREC

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 12 Southern University Experience 2

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>PhD-Agronomy-Env. Plant & Mgmt</u>	<u>LSU-Baton</u>	<u>2001-2007</u>
	<u>MS-Agronomy</u>	<u>Alcorn State University, Lorman, MS</u>	<u>1999-2001</u>
	<u>BS-Soil and Plant Sciences</u>	<u>Alcorn State University, Lorman, MS</u>	<u>1995-1999</u>

Current Employer _____

Personnel Action

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

Recommended Salary \$56,250 Salary Budgeted \$75,000

Source of Funds (Federal) 621660-65200-62000 (75%) / 622294-62050-63000 (25%)

Identify Budget: _____ 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
621660-65200-62000 (Federal)	\$56,250
622294-62050-63000 (Federal)	\$18,750

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor [Signature] Date 1/20/2020
 Vice Chancellor [Signature] Date 1/29/2020
 Director/Personnel [Signature] Date 2/5/2020
 President _____ Date _____
 Dean/Unit Head _____ Date _____
 Chancellor [Signature] Date 1/30/20
 Vice President/Finance [Signature] Date 2/4/2020
 Business Affairs/Comptroller _____
 Chairman/S.U. Board of Supervisors _____ Date _____

FUNDS AVAILABLE
OFFICE OF THE AGRICULTURAL
RESEARCH AND EXTENSION
SOUTHERN UNIVERSITY SYSTEM
FINANCE & ADMINISTRATION

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: This position will be split between research and extension. This position will be conducting research on HEMP, going out to the farms and helping the farmers with their crops, disseminating research and teaching.

EMPLOYEE REGULAR WORK SCHEDULE: Monday – Friday; 8:00 am – 5:00 pm
EMPLOYEE DIRECT SUPERVISOR: Dr. Andra Johnson and Dawn Patin
SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-2244
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

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<u>TYPE</u>	<u>CODE</u>	<u>EXPIRES</u>
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Resident Alien	RA	
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J-1 Visa (Exchange Visitor Program)	J1	
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OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

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- 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)

Vacancy Announcement System (VAS)

Position Vacancy Announcement Request

Date: Dec. 18, 2019 Department: Research

SUS SUBR SULC SUAREC SUNO SUSLA

Application Deadline: _____ Date position to be filled: _____

Position Title: Assistant/Associate Research Professor of Plant and Soil Science Civil Service Pay Level: _____

Salary (annual): _____ or Salary Range: \$65,000 to \$75,000

Please check all categories that apply to this position:

Status:	Faculty Position	Unclassified Position	Classified Position
<input type="checkbox"/> Part-time % of time	<input type="checkbox"/> Temporary	<input type="checkbox"/> Administrative	<input checked="" type="checkbox"/> Probationary
<input checked="" type="checkbox"/> Full-Time	<input type="checkbox"/> Tenure	<input type="checkbox"/> Temporary	<input type="checkbox"/> Job Appointment
	<input checked="" type="checkbox"/> Tenure Track (Probationary)	<input type="checkbox"/> Permanent	<input type="checkbox"/> Provisional Appointment
	<input type="checkbox"/> Grant	<input type="checkbox"/> Grant	FOR HR USE ONLY:
	<input type="checkbox"/> Contract	<input type="checkbox"/> Contract	CS Job Code:

Contact Person: Dr. Andra Johnson Telephone No: (225)771-2244

Contact Email Address: Andra_Johnson@suagcenter.com

Contact e-mail address is for:

Human Resources utilization only posting to VAS website

Brief job description [Maximum 12 lines @ 250 characters (including spaces) per line]:

The position is a 12-month research appointment as Assistant/Associate Professor of Plant and Soil Sciences with emphasis in Plant Breeding/Pathology. The successful candidate will be engaged in conducting research emphasizing the care and management of fruits and vegetables, field/row crops, greenhouse, horticultural, ornamental, and weed control courses from a conventional, organic, and sustainable agriculture perspectives and hemp production. Other duties to include the occasional teaching of undergraduate courses, student advisement, recruitment/retention, conservation of resources, extension activities, grant proposals development, securing external funding, engage in scholarly research/publications, and performing related duties as assigned.

Minimal qualifications [Maximum 12 lines @ 250 characters (including spaces) per line]:

Ph.D. in Plant and Soil Sciences, Crop Science, Horticulture, Sustainable Agriculture or related field; favorable review will be given to candidates with a master's degree in plant and soil sciences or closely related discipline who also have multiple years of successful applied experience in plant care and management. The successful candidate must demonstrate commitment to teaching and mentoring a diverse student population.

Remarks/How To Apply (letter of application, curriculum vita, resume', references, etc)/Mailing Address [Maximum 12 lines @ 250 characters (including spaces) per line]:

To apply, please submit a letter of interest, curriculum vita or resume', names of three (3) references and recommendations and college transcript showing highest degree earned (an official transcript will be required of finalists); and finalists for the position will be required to provide three (3) letters of recommendation to:

Dr. Andra Johnson, Vice Chancellor
Office of Research
Fisher Hall, Rm. 117
Southern University and A & M College
Baton Rouge, LA 70813

Note: Approved Position Vacancy Authorization form(s) must be received in the Office of Human Resources before vacant positions will be announced.



EDUCATION

DEGREES

- **Ph.D. (2007)**, Louisiana State University, Baton Rouge, Louisiana, Agronomy-Environmental Planning and Mgmt. [*Dissertation: Assessment of Thelypteris palustris, Asparagus sprengeri, and Lolium perenne for Their Potential in the Phytoremediation of Arsenic*]
- **M.S. (2001)**, Alcorn State University, Lorman, Mississippi, Agronomy. [*Thesis: Echinacea Cultivar Evaluation in Southwest Mississippi*]
- **B.S. (1999)**, Alcorn State University, Lorman, Mississippi, Soil and Plant Science

STUDENT ADVISEMENT CERTIFICATION AND TRAINING

- **(2018) NACADA Building and Supporting A Research Agenda Within A Scholarship of Advising Institute**
- **(2018) NACADA Assessment of Academic Advising Institute**
- **(2017) NACADA Building Advisor Competencies: Intro to Academic Advising Core Competencies Model**

HIGHER EDUCATION ADMINISTRATIVE CERTIFICATION

- **(2019) LEAD21 Land-Grant University Higher Education Leadership Certification, University of Georgia, Athens, Georgia**

ORGANIZATIONAL LEADERSHIP CERTIFICATION

- **(2010) Organizational leadership Certification. Zeta Phi Beta Sorority, Incorporated, Washington D.C.**

WRITTEN/ORAL COMMUNICATION TRAINING

- **(2006) LSU Scientific Writing for Peers Training, Louisiana State University, Baton Rouge, Louisiana**
- **(2013) QEP Quality Enhancement Program Writing Matters Technical Writing Certification, Alcorn State University, Lorman, Mississippi**

STUDENT SERVICES TRAINING

- **(2019) Canvas LMS System, Alcorn State University, Lorman, Mississippi**
- **(2018) Preventing Discrimination and Sexual Violence: Title IX, VAWA, and Clery Act for Faculty and Staff, Alcorn State University, Lorman, Mississippi**
- **(2018) Active Shooter Situations Training, Alcorn State University, Lorman, Mississippi**
- **(2015) QM On-line Instruction Certification, Quality Matters [®]**

- **(2015) QM On-Line Instruction Course Peer Reviewer Certification**, Quality Matters®
- **(2013) FSC Online Instruction Certification**, Florida State College, Jacksonville, Florida
- **(2010) BANNER Online Student Advisement and Grade Submission**, Alcorn State University, Lorman, Mississippi
- **(2006) Blackboard LMS System**, Louisiana State University, Baton Rouge, Louisiana

PROFESSIONAL EXPERIENCE

- **Associate Professor of Soil and Plant Sciences (2019)**, Alcorn State University, Department of Agriculture, Lorman, Mississippi
- **Assistant Professor of Soil and Plant Sciences (2009-2019)**, Alcorn State University, Department of Agriculture, Lorman, Mississippi
- **Visiting Scientists (2016-2018)**, USDA-ARS Crop Production Unit, Stoneville, Mississippi.
- **Research Associate/ Native Grass and Wildlife Habitat Project Manager (2007-2009)**. Southern University Agricultural Research and Extension Center, Baton Rouge, Louisiana

AREAS OF RESEARCH SPECIALIZATION

- Soil and Plant Sciences
- Arsenic Phytoremediation
- Native Grass Production (Biodynamic organic and traditional production)
- Shiitake Mushrooms Production
- Environmental Planning and Management
- Scientific Writing for Peers - Technical/Thesis Writing
- Hydroponic Plant Production
- Student Professional Development
- Student Engagement in Research
- Medicinal Plant Production
- FAA Drone Flight Licensing

RESEARCH TRAINING AND PROFESSIONAL EXPERIENCE

- **Grant Panel Manager Training (2018)** – United States Department of Agriculture, Washington, D.C.
- **USDA-NIFA Grant Review Panel Manager (2018)**, Washington, D.C.
- **USDA-NIFA Grant Review Panel Member (2014-2018)**, Washington, D.C.
- **Peer Reviewer (2008-2019)**, International Journal of Phytoremediation.
- **Peer Reviewer (2018)**, The Review: Undergraduate Research Magazine, Prairie View A&M University, Prairie View, Texas
- **Soil Microbial DNA Extraction (2017)** USDA-Agricultural Research Service, Stoneville, MS
- **Unmanned Aerial Vehicle Analysis of Crop Health (2018, ongoing)** – USDA-Agricultural Research Service, Stoneville, MS
- **0-30% Carbon Dioxide Datalogger (2017)** CO2 Meters.com
- **Hydroponic System Growers Workshop Certificate (2017)** -Cropping®, Ludi, Ohio

- **Mississippi Subaqueous Soil Training (2017)** – Professional Soil Classifiers of Association of Mississippi
- **Central Mississippi Soils Training (2012)** – Professional Soil Classifiers of Mississippi
- **Mississippi River Delta Soils Training (2013)** – Professional Soil Classifiers of Association of Mississippi
- **Mississippi Loess Bluff Soil Training (2014)** – Professional Soil Classifiers of Association of Mississippi
- **Mississippi Coastal Plain Soil Training (2015)** – Professional Soil Classifiers of Association of Mississippi
- **Hobo dataloggers and U30 Environmental Weather Systems (2008)** -Onset Computers.com
- **Microwave Sample Digestion using EPA Method SWA-846-3052 in a Anton Parr Instruments®Multiwave 3000 Microwave** Louisiana State University, Baton Rouge, Louisiana Department of Chemical Engineering (July 2004).
- **Morphological Assessment of Common Marsh Fern, Asparagus fern, and Ryegrass using a JOEL 840A Scanning Electron Microscope (2004-2006).** Louisiana State University, Baton Rouge, Louisiana Department of Geology and Geophysics
- **XANES (2005-2007)** Center for Advanced Microstructures and Devices Synchrotron Application in Environmental Sciences, Louisiana State University, Baton Rouge, Louisiana June 2002
- **Scanning Electron Microscopy evaluation of plant sample internal structures after arsenic exposure**
- **Gold Sputter Coated Plant tissue samples for Scanning Electron Microscopy Evaluation**

PROFESSIONAL CONFERENCE AND MEETING PRESENTATIONS

- Dixon, David, Andrey Dupree, and **Anderson-Hodges L (2019)** Student Perceptions of Engagement in Agricultural UAVs/Drone Training Program. Poster Presented at the Minorities in Agriculture Natural Resources and Related Sciences Annual Career Fair and Training Conference, Overland Park, Kansas
- **Anderson- Hodges, L., Reddy, K., & Ford, E. (2017).** Greenhouse Study of Direct-Seeded Switchgrass (*Panicum virgatum*) establishment in Lower Mississippi River Soils. Paper presented at the Association of 1890 Research Directors Atlanta, Georgia
- **Anderson-Hodges L., Reddy, K & Ford, E. (2017)** G Greenhouse Study of Direct-Seeded Switchgrass (*Panicum virgatum*) establishment in Lower Mississippi River Soils. Paper presented at Mississippi Academy of Sciences Annual Conference, University of Southern Mississippi, Hattiesburg, MS
- Wiggins, Jazmarkey & **Anderson-Hodges, L. (2016).** Evaluation of Switchgrass Stand Establishment Upon Soil Color. Poster Presented at the USDA-NRCS Southern Region National Cooperative Soil Survey Meeting, Ricon, Puerto Rico. **(Invited Student Conference Poster Presentation)**
- Wiggins, Jazmarkey & **Anderson-Hodges, L. (2016)** Evaluation of Switchgrass Stand Establishment Upon Soil Color. Poster Presented at the Mississippi Academy of Sciences Annual Meeting, University of Southern Mississippi, Hattiesburg, MS. **(1st Place Agronomy Student Poster Contest Winner)**
- Jazmarkey Wiggins, LaShunda Anderson Hodges, Kiara Tarleton **(2016)** Evaluation of Switchgrass Establishment upon Soil Color. Presented at Minorities in Agriculture Natural Resources and Related Sciences National Leadership and Training Conference, Jacksonville, FL. **(Top 10 Undergraduate Student Research Contest Abstract)**
- Kiara Tarleton, **LaShunda Anderson Hodges, Knox, B., Wiggins, J., O'quinn, N., Dorsey, K., Stark, K. (2016)** Above ground Biomass Production of a Two Years Old Arkansas Grand Prairie

Switchgrass Stand. Presented at the Mississippi Academy of Sciences, University of Southern Mississippi, Hattiesburg, MS

- Kiara Tarleton, **LaShunda Anderson Hodges**, Jazmarkey Wiggins (2016) Above Ground Biomass Production of a Two Years Old Arkansas Grand Prairie Switchgrass. Presented at the Minorities in Agriculture Natural Resources and Related Sciences National Leadership and Training Conference, Jacksonville, Florida (**Top 10 Graduate Student Research Contest Abstract**)
- **Anderson-Hodges, L. and K. Olowola (2015)**. Project N.A.T.I, V.E.: Arkansas Grand Prairie Switchgrass Production. Presented paper at Alcorn State University Small Farmer Integrated Pest Management Conference Alcorn State University, Lorman, Mississippi
- **Hodges-Anderson, L. (2014)** Alcorn Collaborations with the USDA Soil Survey and Technical Team. 2014 USDA-NRCS Soil Survey and Technical Services Planning Meeting. Jackson, Mississippi
- Collins, D., **L.A. Hodges**, G. Panicker, C. Ford (2015) The Global Food Security Short Course for High School Students: Alcorn State University's Novel Approach to Student Recruitment and Engagement. 2015 Association of Public and Land Grant Universities Historically Black Colleges and Universities Student Success Summit, Atlanta, GA
- Collins, D., **L.A. Hodges**, G. Panicker, C. Ford (2014) Future Leaders in Food and Agricultural Sciences: Alcorn State University's Integrated Approach to Academic Support, and Retention Strategies. 2014 Association of Public and Land Grant Universities Historically Black Colleges and Universities Student Success Summit. Atlanta, Georgia
- **Hodges Anderson L., K. Olowola, Byron Knox, (2013)**, Project N.A.T.I.V.E.: The effect of Seed Priming on Arkansas Grand Prairie Switchgrass Stand Establishment in Southwest Mississippi. Professional Agriculture Workers Conference, Tuskegee University, Tuskegee, Alabama
- Knox, Byron, **L.A. Hodges**, and K. Olowola (2013), Project N.A.T.I.V.E: Arkansas Grand Prairie Plant 3 Week Plant Height Assessment for June 2013 in Southwest Mississippi. Professional Agricultural Workers Conference, Tuskegee University, Tuskegee, Alabama
- Knox, Byron, **L.A. Hodges**, and K. Olowola (2014), Project N.A.T.I.V.E: Arkansas Grand Prairie Plant 3 Week Plant Height Assessment for June 2013 in Southwest Mississippi. 2014 MANRRS National Leadership Conference and Career Fair. Birmingham. Alabama (**Top 10 Undergraduate Student Research Contest Abstract**)
- Olowola, K., **L.A. Hodges**, B. Knox, K. Pittman, L. Wilson and L. Peavie (2014) Response of Switchgrass Seeds to Priming and Its Influence on stand establishment in Southwest Mississippi. 2014 MANRRS National Leadership Conference and Career Fair, Birmingham, Alabama (**Top 10 Graduate Student Research Contest Abstract**)
- Olowola , K. **L. Anderson.**, B. Knox, K. Pittman, L. Wilson and L. Peavie (2013) Arkansas Grand Prairie Switchgrass, *Panicum Virgatum*, Adaptability for Production in Southwest Mississippi. Association of 1890 Research Directors Conference, Jacksonville, Florida
- **Anderson L. (2012)**. Alcorn State Partnerships with Mississippi USDA-NRCS. USDA-NRCS Last Acre Mississippi Soil Survey Completion Celebration. Jackson, Mississippi
- **Anderson L. (2011)**. USDA NRCS Partnership: Shiitake Mushrooms. USDA-NRCS Mississippi Soil Survey Planning Meeting, Jackson, Mississippi.
- **Anderson, L. (2011)**. The Native Project. Alcorn Extension Program Fall Vegetable Field Day and Sweet Potato Jamboree. Mound Bayou, Mississippi
- **Anderson L (2011)** Production of Shiitake Mushrooms for Improved Human Health. Multidisciplinary Approaches in Health and Wellness-related Research, MS-INBRE, Alcorn State University, Alcorn State, Mississippi
- **Anderson, L. (2011)** Shiitake Mushroom Production, Southern University A&M College/ Southern University Global Food Security and Plant Biosecurity Symposium, Baton Rouge, Louisiana

- **Anderson, L., P. Igbokwe, J. Jackson, and W. Millis (2011).** A Potential Alternative Income for Underserved Farmers: Shiitake Mushroom Production, Association of 1890 Research Directors Conference, Atlanta, Georgia
- **Anderson, L. (2011),** Mushrooms for Local Markets and Good Health, Winston County Self Help Group Saving Rural America and Youth Conference. Louisville, Mississippi
- **Anderson, L. B. Knox, G. Shaffer, K. Pittman (2011)** Native Grass and Shiitake Mushroom Production. Mississippi Association of Cooperatives and Francis Flower and Herb Farm Healing the Land That Feeds You Workshop. Pickens, Mississippi
- **Anderson L. (2011)** Shiitake mushroom production and Project N.A.T.I.V.E. Marketing and Production Workshop. Mississippi Association of Cooperatives and Alcorn State University. Lexington, Mississippi
- **Anderson, L., P. Igbokwe, J. Jackson, and W. Millis (2010).** A Potential Alternative Income for Underserved Farmers: Shiitake Mushroom Production. Professional Agricultural Workers Conference, Tuskegee University, Tuskegee Alabama
- **Anderson, L., D. McAfee, A. Brown, and R. Cole (2010)** Cash for Conservations: Potentially Increasing Small Landowner Income Via Wildlife and Native Grass Environmental Stewardship. Mississippi Academy of Sciences, Hattiesburg, Mississippi
- **Anderson, L. (2009)** Limited Resource and Small Farmer Wildlife Project, Alcorn State University Extension Program Field Day, Mound Bayou, Mississippi
- **Anderson L. & Walsh M.W. (2009)** Assessment of the Marsh Fern, Asparagus Fern, and Ryegrass for Their Potential in Phytoremediation of Arsenic, Professional Agricultural Workers Conference, Tuskegee, Alabama
- **Anderson*, L. L., A. Brown, Jr., and O. O. Udoh (2009)** Cash for Conservation: Potentially Increasing Small Landowner Income via Wildlife and Native Grass Environmental Stewardship Educational Outreach. Presented at the 2009 Association of 1890 Research Directors, Atlanta, Georgia
- **Anderson, L., M. Walsh (2009)** Assessment of Marsh Fern, Asparagus Fern, and Ryegrass for their potential in the Phytoremediation of Arsenic-Contaminated Soils. Fort Valley State University Guest Lecturer Series, Fort Valley, Georgia
- **Anderson, L. (2009)** Limited Resource and Small Farmer Wildlife Project, Alcorn State University Extension Program Field Day, Mound Bayou, Mississippi
- **Anderson, L. (2008).** Assessment of the marsh fern, asparagus fern and
- ryegrass for their potential in the phytoremediation of arsenic-contaminated soils. AEA/ARD joint Conference, Memphis, Tennessee
- **Anderson, L. (2008).** The application of synchrotron radiation in environmental chemistry. United States Army Corps of Engineers Environmental Research Laboratory Research Presentation Series, Vicksburg, Mississippi
- **Anderson L. (2007).** Evaluation of *Thelypteris palustris* and *Asparagus sprengeri* for The Potential Use in Phytoremediation of Arsenic Contaminated Soils. ASA-CSSA-SSSA International Annual Meeting, New Orleans, Louisiana
- **Anderson, L., & Walsh, M. W. (2006).** The Potential of the Common Marsh Fern, *Thelypteris palustris*, and Asparagus Fern, *Asparagus sprengeri*, for use in Phytoremediation. Poster presented at the Air and Waste Management National Conference, New Orleans, Louisiana
- **Anderson, L., & Walsh, M. M. (2005).** Effects of Arsenic on the Common Marsh Fern, *Thelypteris palustris*. International Conference of the Biogeochemistry of Trace Elements, 8, 212-213.
- **Anderson, L., & Maud, W. M. (2005).** The Effect of Arsenic upon, *Thelypteris palustris*, the Common Marsh Fern. Poster presented at the Minorities in Agriculture Natural Resources and Related Sciences Annual Career and Training Conference, Pittsburgh, Pennsylvania

SECURED EXTERNAL FUNDING

- **\$100,000 Departmental Funding: (2013-2019)** Alcorn State University Minorities in Agriculture Natural Resources and Related Sciences National Conference Attendance
- **\$70,000 USDA-NRCS Funding (2019): USDA-NRCS Collaborative Minority Student Drone Training and FAA Part 107 Licensed Pilots Program.** Alcorn State University, Lorman, Mississippi. (4 FAA Part 107 Licensed Undergrad student Pilots / 2 Faculty Part 107 Licensed Drone Pilots)
- **\$100,000 USDA-ARS 1890 Research Capacity Building Visiting Scientist Fellowship (2016 - 2017)** Comparison of Arkansas Grand Prairie Switchgrass with a Commercial Switchgrass Variety to Assess Carbon Sequestration, Biomass Production, and Interactions with Soil and Soil Microbial Communities
- **\$100,000 USDA-ARS 1890 Scientist Fellowship 2017** Evaluation of Hydroponic Transplants to increase Switchgrass Biomass Production for Agricultural, Environmental, and Bioenergy Applications
- **\$850,000 Monsanto Agriculture Outreach and Education Enhancement Grant (2014)** Engagement of undergraduate and graduate students in research mentorship and professional development.
- **USDA NRCS Mississippi Soil and Plant Student Scholars Program Grant -\$100,000 2014 –** provides scholarships to incoming freshman soil, plant, and environmental science majors
- **Project N.A.T.I.V.E. \$400,000.00 2011** USDA Outreach Assistance to Socially Disadvantaged Farmer and Ranchers, Audubon Arkansas, Alcorn State University, and University of Arkansas at Pine Bluff
- **Anderson, L. & Walsh, M. \$800.00 2002** Phytoremediation of Arsenic from Contaminated Environments. Louisiana Environmental Education Research Grant Award

PUBLICATIONS

Articles in Refereed Journals and in the Edited Books:

- **Anderson, L., M.M. Walsh, A. Roy, C. Biachenttii, and G. Merchan. (2011).** The Potential of *Thelypteris palustris* and *Asparagus sprengeri* in the Phytoremediation of Arsenic Contamination. *International Journal of Phytoremediation* 13:177-184
- **Anderson, L., P. Igbokwe, J. Jackson, and W. Millis. (2010).** An Alternative Income for Underserved Farmers: Shiitake Mushroom Production. Professional Agriculture Workers Conference- Empowering Underserved Farmers and Rural Communities by Changing Legislation, USDA Eligibility Requirements and Program Delivery Tuskegee University, Tuskegee, Alabama, PAWC Tuskegee University
- **Anderson, L. and M. M. Walsh (2009).** Assessment of the Marsh fern, *Asparagus Fern*, and Ryegrass for Their Potential in the Phytoremediation of Arsenic-Contaminated Soils Professional Agriculture Workers Conference (PAWC) Conference Proceedings - The Color of Wealth in the Green Economy: Best Practices Programs, and Policies, Tuskegee, Alabama

- **Anderson, L.,** and M.M. Walsh. (2007). Arsenic uptake by common marsh fern *Thelypteris palustris* and its potential for phytoremediation. *Science of the Total Environment* 379:263- 265.
- Igbokwe, P., Rizvi, M., Huam, L. C., Dagher, M., & **Anderson, L.** (2000). Field Evaluation of Echinacea Species. *Journal of Mississippi Academy of Science*, 45, 12

Articles in Non-Refereed Journals, Recognized Newspapers, Newsletter, etc.

- **Hodges-Anderson, L. (2015)** Healthy Soil Healthy People. 2015 Alcorn State University Annual Agricultural, Research, and Extension Field Day Bulletin.
- **Hodges-Anderson, L. (2014)** Potential of Switchgrass Production for Management of Agricultural And Environmental Issues in Mississippi. 2014 Alcorn State University Annual Agricultural, Research, and Extension Field Day Bulletin
- **Hodges-Anderson L. (2013)** Response of Switchgrass seeds (*Panicum Virgatum L.*) to Seed Priming and Its Effect Upon Stand Establishment. 2013 Alcorn State University Annual Agricultural, Research, and Extension Field Day Bulletin.
- **Anderson, L. (2012).** Enhancement of Mississippi Specialty Crop Production Diversity: Shiitake Mushrooms and Native Grasses. 2012 Alcorn State University Annual Agricultural, Research and Extension Field Day
- **Anderson L. (2011)** Hard-Earned Land: The Kimble Family Farm. *Fertile Ground Magazine*. Alcorn State University School of Agriculture, Research, Extension and Applied Sciences.
- **Anderson, L. (2010).** Hard Earned Land: The Kimble Family Farm *Minority Landowner* v(1):21.
- Igbokwe, P., **L. Anderson,** and A. Burks, (2010). Lemongrass Evaluation in Southwest Mississippi and Shiitake Mushroom Production, 2010 Alcorn State University Annual Agricultural, Research and Extension Field Day Bulletin
- **Anderson, L.** 2009. Hard Earned Land: The Kimble Family Farm [Online]. Available by eXtension.org <http://www.extension.org/pages/HardEarnedLand:TheKimbleFamilyFarm>
- **Anderson, L.,** A. Brown, and C. Rogers. (2009) "Cash for Conservation" Quail Native Grass Workshop, Southern University Agricultural Research and Extension Center, Baton Rouge, Louisiana www.suagcenter.com/documents/QuailWorkshopRegistration.doc
- **Anderson, L.,** and A. Brown (200) "Cash for Conservation" Quail Native Grass Project Promotional DVD (2009) Southern University Agricultural Research and Extension Center, Baton Rouge, Louisiana
- Birch,T., R. McCoy, L. Laynes, and **L. Anderson** (2011). *Global Project Zeta: Zeta Environmentalists Teaching Awareness*. Zeta Phi Beta Sorority, Incorporated. Washington, D.C

EXTENSION AND EDUCATIONAL OUTREACH EXPERIENCE

- **USDA-NRCS Student Drone FAA Licensing Program Director (2018-2019),** Alcorn State University, Lorman, Mississippi
- **Co-Director (2015), High School Student Recruitment Program,** Sandy Springs High School, Sandy Springs, Georgia

- **Co-Director (2015), High School Tropical Agricultural Summer Enhancement our of Florida** Alcorn State University, University of Florida, USDA-ARS Florida, Florida A&M University,
- **Co-Director. (2014), High School Alcorn Global Food Security Tour of Washington, D.C** Alcorn State University, USDA-ARS Beltsville, National Agricultural Library, U. S. Department of Homeland Security
- **Co-Director (2014), High School Summer Agriculture Enhancement Camp** Alcorn State University Lorman, Mississippi
- **Coordinator (2013-2014), USDA- Natural Resources Conservation Service Soil Probe demonstration and career awareness program,** Alcorn State University, Lorman, Mississippi
- **Community Outreach Chair (2014) Port Gibson Civil Defense Building Beautification Project (2014);** City of Port Gibson, Mississippi; Alcorn Minorities in Agriculture Natural Resources and Related Sciences
- **Greenville Renaissance Scholars STEM Camp (2018-2019),** Greenville, Mississippi
- **Community Garden Committee Member (2014),** Thomas Christian Academy, Yazoo, Mississippi; Francis Flower and Herbs, Pickens, Mississippi
- **Invited Speaker, US. Virgin Islands Agriculture Experience Camp,** Alcorn State University, USDA- Natural Resources Conservation Service U.S. Virgin Islands
- **Invited Speaker (2011), Saving Rural America and Youth Conference,** Winston County Self Help Cooperative, Louisville, Mississippi
- **"Workshop Sparks Interest"-The Kimble Family, Southern University Agricultural Research and Extension Center, Baton Rouge, Louisiana.**
<http://www.suagcenter.com/News%20Archives/Jul-Sept2009/KimbleFarms.html>
- **"Cash for Conservation" Quail Native Grass Workshop, Southern University Agricultural Research and Extension Center, Baton Rouge, Louisiana**
www.suagcenter.com/documents/QuailWorkshopRegistration.doc
- **Cash for Conservation" Quail Native Grass Project Promotional DVD (2009)** Southern University Agricultural Research and Extension Center, Baton Rouge, Louisiana

UNDERGRADUATE COURSES DEVELOPED AND INSTRUCTED

- **PS497 – Agricultural and Environmental Law (Spring) (Online)**
- **AE111- Fundamentals and Concepts of Agriculture (Fall) (Online/Hybrid/Traditional)**
- **PS 437- Soil Conservation and Land Use (Fall) (Online/Hybrid/Traditional)**
- **PS315 -Soils (Fall) Hybrid/Face to Face)**
- **PS 315L -Soil Laboratory (Fall) (Face to Face)**
- **PS448 -Soil Management (Spring) (Online/Hybrid/Traditional)**
- **PS548 -Advanced Soil Management (Spring) (Online/Hybrid/Traditional)**
- **PS428 -Crop Improvement and Seed Production (Spring) (Online/Hybrid/Traditional)**

STUDENT ACADEMIC RECRUITMENT AND ADVISEMENT

- **Academic Advisor (2009-2019), Soil and Plant Science Program, Alcorn State University, Lorman, Mississippi (Average Student Academic Course Evaluation Score 4.65) (Maximum Academic Advisement load: 25 students – undergraduate and graduate combined)**
- **Member (2011-2019) Graduate Faculty (2011-2019), Alcorn State University, Graduate Studies, Lorman, Mississippi**
- **Chair (2019), Agronomy M.S. Program Admission Committee, Alcorn State University, Department of Agriculture, Lorman, Mississippi**
- **Course Evaluator (2018), Alcorn State University, Soil and Plant Sciences Program, Department of Agriculture, Lorman, Mississippi**
- **Co-Director (2015), High School Student Recruitment Program, Sandy Springs High School, Sandy Springs, Georgia**
- **Chairperson, (2019). Agronomy Graduate Student Admissions and Conduct Committee, Alcorn State University, Lorman, Mississippi.**
- **Member, (2012-2019). Undergraduate conduct/grievance committee, Zeta Phi Beta Sorority, Incorporated, State of Mississippi**
- **Member, (2014-2019), Undergraduate conduct/grievance committee, Zeta Phi Beta Sorority Incorporated, South Central Region**
- **Co-Chairperson, (2014-2019), Undergraduate Member Policy and Procedure Training, Zeta Phi Beta Sorority Incorporated, South Central Region**
- **Co-Chairperson, (2014-2019), Campus Advisor Policy and Procedure Training, Zeta Phi Beta Sorority, Incorporated, South Central Region**
- **Undergraduate Membership Coordinator, (2014-2019), Zeta Phi Beta Sorority, Incorporated, South Central Region**
- **Undergraduate Membership Coordinator, (2013-2017), Zeta Phi Beta Sorority, Incorporated, State of Mississippi.**

STUDENT DEVELOPMENT AND ORGANIZATIONAL LEADERSHIP

- **Chapter Advisor (2019) American Future of Agriculture, Alcorn State University, Lorman, Mississippi**
- **Departmental Recruiter (2019), Alcorn State University High School and Transfer Recruitment Day, Alcorn State University, Lorman, Mississippi**
- **Chapter Advisor (2014-2019), Minorities in Agriculture Natural Resources and Related Sciences, Alcorn State University, Lorman, Mississippi**
- **Mock Interviewer (2017), Minorities in Agriculture Natural Resources and Related Sciences Region 3 conference, Atlanta, Georgia**
- **Chapter Advisor (2009-2013), Zeta Phi Beta Sorority, Alcorn State University**
- **Recruiter (2015-2019) USDA-NRCS Student Pathways Program (2015-2019), USDA-Natural Resources Conservation Services Mississippi Soil Survey and Technical Team.**
- **Outreach Chair (2014), Jr. Minorities in Agriculture Natural Resources and Related Sciences Collegiate Piney Wood Country School Greenhouse Operations, Piney Woods, Mississippi**

- **Judge (2013), Undergraduate Student Renewable Energy, Natural Resource, and Environment Oral Presentation, Association of 1890 Research Directors Conference, Atlanta, Georgia**
- **Advisor (2010), Future Farmers of American, Alcorn State University, Lorman, Mississippi**
- **Chapter Advisor (2009-2014), Soil and Plant Science Club, Alcorn State University, Lorman, Mississippi**
- **Soil and Plant Science Speaker and Recruiter (2010), School to Farm Departmental Recruitment Program, Alcorn State University, Lorman, Mississippi**
- **Program Research Mentor (2010), High School Agriculture Summer Apprenticeship Alcorn State University, Lorman, Mississippi**
- **Invited Speaker (2010), Alcorn Alumni in Professional Stem Careers, Alcorn State University, Lorman, Mississippi**
- **Tiger Tour Day University Liaison (2010), Louisiana State University, Baton Rouge, Louisiana**
- **Soil and Plant Science Program Facebook creator and Administrator (2010), Alcorn State University, Lorman, Mississippi**
- **Mississippi High School Association College Day Recruiter (2010), Saltillo High School, Saltillo, Mississippi;**
- **Mississippi High School Association College Day Recruiter (2010), Tupelo High School, Tupelo, Mississippi**
- **Agricultural Science Instructor and Curriculum Developer (2008), Capital High School Charter School, Baton Rouge, Louisiana**
- **Contest Judge (2008), Biological Sciences Division 1 Student Oral Presentation Contest. Minorities in Agriculture Natural Resources and Related Sciences National Conference**
- **Liaison (2014) USAJobs Government Job Application Online Seminar, USDA Office of Personnel Management, Washington, D.C.**
- **Collegiate Student Ambassador Coordinator (2009-2018), High School and Transfer Recruitment Day, Alcorn State University Lorman, Mississippi**

COMMITTEE SERVICE

- **Departmental Representative (2017-2019), University Faculty Senate, Alcorn State University, Lorman, Mississippi**
- **Advisory Council Member (2014); American Woman in Agriculture Association**
- **Delegation Member (2014), Purdue University Agriculture Department Visit for Student Engagement and Research, Alcorn State University; Purdue University**
- **Coordinator, (2016), Agriculture Department Senior Student Recognition Program, Alcorn State University, Lorman, Mississippi**
- **Advisory Board Member (2014); American Woman in Agriculture Association**
- **Co-Chair (2014), Mississippi Community and Junior Colleges Curriculum Alignment Committee, Mississippi Institutions of Higher Learning, Jackson, Mississippi**

- **Committee Member (2010).** Financial Aid Student Appeals Committee, Alcorn State University, Lorman, Mississippi
- **Committee Member (2013),** University Civil Rights Compliance Committee. Alcorn State University, Lorman, Mississippi
- **Committee Member (2009),** NCAA Academic Integrity Committee, Alcorn State University, Lorman, Mississippi

STUDENT ACADEMIC COUNSELING AND PROGRAM EFFECTIVENESS

- **Committee Member (2018)** Soil and Plant Science Program Plan of Work, Alcorn State University, Department of Agriculture, Lorman, Mississippi
- **Evaluator (2018),** Student Learning Objectives Developer, Soil and Plant Science Program Alcorn State University, Department of Agriculture, Lorman, Mississippi
- **Member (2009-2019),** Soil and Plant Science Program Undergraduate Admission Committee, Alcorn State University Lorman, Mississippi
- **Liaison (2009-2019)**University Internship and Career. USDA Natural Resources and Conservation Service
- **Liaison (2009- 2019, Graduate Programs, School of Soil, Plant, and Environmental Sciences,** Louisiana State University, Baton Rouge, Louisiana
- **Coordinator (2009-2019),** Agronomy Graduate School Recruitment, Alcorn State University, Lorman, Mississippi
- **Authored (2014),** Soil and Plant Science Academic Program Factsheet, Alcorn State University, Lorman, Mississippi
- **Instructor (2013)** US. Virgin Islands Agriculture Experience Camp, Alcorn State University, USDA- Natural Resources Conservation Service U.S. Virgin Islands
- **Course and curriculum Developer (2009),** Agronomy M.S. Thesis 1, Thesis 2, and Thesis 3 Writing Courses, Alcorn State University, Lorman, Mississippi

AWARDS AND ACHIEVEMENTS

- **2019 Sisters in Stem Award,** Zeta Phi Beta Sorority, Incorporated, South Central Region
- **2018 Lead21 Higher Education Leadership Scholarship - \$5,000 ,** University of
- **2018 Above and Beyond Student Organization Advisor,** Alcorn State University, School of Agriculture and Applied Sciences
- **2017 TOP 10 Advisor ,** Minorities in Agriculture Natural Resources and Related Sciences
- **2014 Above and Beyond Award,** Alcorn State University, Quality Matters Quality Enhancement Program.
- **2014 Above and Beyond Award for Address Mississippi Children Literacy Needs,** Children's Defense Fund Freedom Schools Program, Alcorn State University.
- **2013 State of Mississippi Advisor of the Year,** Zeta Phi Beta Sorority, Incorporated - State of Mississippi
- **2013 South Central Region Advisor of the Year,** Zeta Phi Beta Sorority, Incorporated- South Central Region

- Invited Speaker (2010), Alcorn Alumni in Professional Stem Careers, Alcorn State University, Lorman, Mississippi

REFERENCES

Dr. Maud Walsh



Dr. De'Etra Young



Dr. Courtney Owens





"Linking Citizens of Louisiana with Opportunities for Success"

Southern University and A & M College System
AGRICULTURAL RESEARCH AND EXTENSION CENTER
and the **COLLEGE OF AGRICULTURAL, FAMILY AND CONSUMER SCIENCES**

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Baton Rouge, LA 70813
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February 3, 2020

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

Dear President Belton:

**RE: Position Approval for Assistant/Associate Research Plant & Soil Science
Professor – Dr. James Obuya**

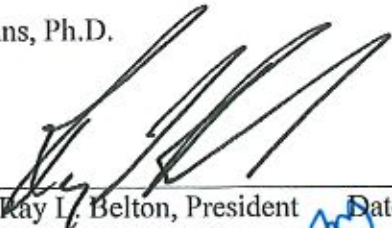
Please accept this request for approval of the position of Assistant/Associate Research Plant & Soil Science Professor. The position falls under the direction of the SUAREC Vice-Chancellor for Research. It is a full-time 12-month appointment, with full-time responsibilities in horticultural research programs. The position was advertised on Southern University System Vacancy Website.

It is my pleasure to recommend Dr. James Obuya for this position, with a recommended salary of \$65,000.00. The committee has found him to be exceptionally qualified for this position and I concur. I am therefore requesting your endorsement and the approval of the Southern University Board of Supervisors at its 2020 February Board Meeting of Dr. James Obuya as the new Assistant/Associate Research Plant & Soil Science Professor.

Sincerely,

Orlando F. McMeans, Ph.D.
Chancellor-Dean

Approval:



Dr. Ray L. Belton, President Date

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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 Florida A&M University Reason Left _____
 Date Left _____ Salary Paid _____

Profile of Person Recommended

Length of Employment March 1, 2020 To September 30, 2020
 Effective Date March 1, 2020

Name James Obuya SS# XXX-XX-8821 Sex M Race* A
 (*S" number)

Position Title: Research Plant Science Professor Department: Research - SUAREC

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 5 Southern University Experience _____

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>PhD-Plant and Crop Science</u>	<u>University of Wyoming</u>	<u>2005-2014</u>
	<u>BS-Plant and Crop Sciences</u>	<u>Egerton University, Njoro, Kenya</u>	<u>1994-1998</u>

Current Employer _____

Personnel Action

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

Recommended Salary \$65,000 Salary Budgeted \$65,000

Source of Funds (Federal) 621660-65200-62000

Identify Budget: _____ 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

*See Reverse Side

Graduate School signature (if applicable):

<u>[Signature]</u> Supervisor	<u>2/4/2020</u> Date	<u>[Signature]</u> Dean/Unit Head	<u>2/5/2020</u> Date
<u>[Signature]</u> Vice-Chancellor	<u>2/4/2020</u> Date	<u>[Signature]</u> Chancellor	<u>2/5/2020</u> Date
<u>[Signature]</u> Director/Personnel	<u>2/5/2020</u> Date	<u>[Signature]</u> Vice President/Finance	<u>2/5/2020</u> Date
<u>[Signature]</u> President	<u>2/5/2020</u> Date	<u>[Signature]</u> Business Affairs/Comptroller	
		<u>[Signature]</u> Chairman/S.U. Board of Supervisors	<u> </u> Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS: This position will be split between research and extension. This position will be conducting research on HEMP, going out to the farms and helping the farmers with their crops, disseminating research and teaching.

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

EMPLOYEE DIRECT SUPERVISOR: Dr. Andra Johnson

SUPERVISOR/DEPARTMENT CONTACT NUMBER: 225-771-2244

NUMBER OF EMPLOYEES SUPERVISED, (If any): _____

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

FUNDS AVAILABLE
OFFICE OF THE AGRICULTURAL
RESEARCH AND EXTENSION
SOUTHEASTERN UNIVERSITY SYSTEM
[Signature] 2/5/20
FINANCE & ADMINISTRATION SERVICES

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/Pac/Uncd 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 - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE: Assistant/Associate Research Professor of Plant and Soil Science AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Southern University Ag Center (Department or Unit)

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> Replacement | <input checked="" type="checkbox"/> New Position | <input checked="" type="checkbox"/> Unclassified | <input checked="" type="checkbox"/> State |
| <input type="checkbox"/> Civil Service | <input type="checkbox"/> Temporary | <input type="checkbox"/> Faculty | <input checked="" type="checkbox"/> Grant -in-Aid |
| <input type="checkbox"/> Tenured | <input type="checkbox"/> Probationary (For Faculty this is same as tenure track) | | <input type="checkbox"/> System Revenue |
| | | | <input type="checkbox"/> Agency Fund State |

VACANCY DESCRIPTION AND JUSTIFICATION

(Include rank (for faculty) and approximate salary; initiator of form must have prior approval of salary/salary range with the appropriate Vice-Chancellor, Chancellor and/or President. Salaries for classified positions must be approved through Human Resources).

The position is a full-time 12-months appointment with full-time responsibilities in horticultural research programs.

The duties include conducting research emphasizing care and management of fruits and vegetables, field/row crops greenhouse, horticultural, ornamental, and weed control from a conventional, organic and sustainable agriculture perspective and hemp. The duties also include producing scholarly publications, conservation/sharing of resources, extension activities, proposal development, securing of external funding and other related duties.

The budget code is :

Salary/Range: \$65,000 to \$75,000 Previous Incumbent (if replacement):

Approved Disapproved Andra Johnson /ad 12-20-19
 Department Head Date

Approved Disapproved AL
 Dean/Director/Supervisor of Budget Unit Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u>[Signature]</u>	12/20/19
Signature	Date
Budget Number	621644-65050-62000

HUMAN RESOURCES OFFICE ONLY	
Existing/Approved Position	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Employee Class: MU	Job Class: 61295
<u>Mikhaela Williams</u>	1/7/2020
Verified By:	Date:

Approved Disapproved Andra Johnson /ad 12-20-19
 Vice Chancellor Date

Approved Disapproved [Signature] 12/20/19
 Chancellor/Vice President Date

Approved Disapproved [Signature]
 President Date

An Equal Opportunity Employer

Vacancy Announcement System (VAS)

Position Vacancy Announcement Request

Date: Dec. 18, 2019 Department: Research

SUS SUBR SULC SUAREC SUNO SUSLA

Application Deadline: _____ Date position to be filled: _____

Position Title: Assistant/Associate Research Professor of Plant and Soil Science Civil Service Pay Level: _____

Salary (annual): _____ or Salary Range: \$65,000 to \$75,000

Please check all categories that apply to this position:

Status:	Faculty Position	Unclassified Position	Classified Position
<input type="checkbox"/> Part-time % of time	<input type="checkbox"/> Temporary	<input type="checkbox"/> Administrative	<input checked="" type="checkbox"/> Probationary
<input checked="" type="checkbox"/> Full-Time	<input type="checkbox"/> Tenure	<input type="checkbox"/> Temporary	<input type="checkbox"/> Job Appointment
	<input checked="" type="checkbox"/> Tenure Track (Probationary)	<input type="checkbox"/> Permanent	<input type="checkbox"/> Provisional Appointment
	<input type="checkbox"/> Grant	<input type="checkbox"/> Grant	FOR HR USE ONLY:
	<input type="checkbox"/> Contract	<input type="checkbox"/> Contract	CS Job Code: _____

Contact Person: Dr. Andra Johnson Telephone No: (225)771-2244

Contact Email Address: Andra_johnson@suagcenter.com

Contact e-mail address is for:

Human Resources utilization only posting to VAS website

Brief job description [Maximum 12 lines @ 250 characters (including spaces) per line]:

The position is a 12-month research appointment as Assistant/Associate Professor of Plant and Soil Sciences with emphasis in Plant Breeding/Pathology. The successful candidate will be engaged in conducting research emphasizing the care and management of fruits and vegetables, field/row crops, greenhouse, horticultural, ornamental, and weed control courses from a conventional, organic, and sustainable agriculture perspectives and hemp production. Other duties to include the occasional teaching of undergraduate courses, student advisement, recruitment/retention, conservation of resources, extension activities, grant proposals development, securing external funding, engage in scholarly research/publications, and performing related duties as assigned.

Minimal qualifications [Maximum 12 lines @ 250 characters (including spaces) per line]:

Ph.D. in Plant and Soil Sciences, Crop Science, Horticulture, Sustainable Agriculture or related field; favorable review will be given to candidates with a master's degree in plant and soil sciences or closely related discipline who also have multiple years of successful applied experience in plant care and management. The successful candidate must demonstrate commitment to teaching and mentoring a diverse student population.

Remarks/How To Apply (letter of application, curriculum vita, resume', references, etc)/Mailing Address [Maximum 12 lines @ 250 characters (including spaces) per line]:

To apply, please submit a letter of interest, curriculum vita or resume', names of three (3) references and recommendations and college transcript showing highest degree earned (an official transcript will be required of finalists); and finalists for the position will be required to provide three (3) letters of recommendation to:

Dr. Andra Johnson, Vice Chancellor
Office of Research
Fisher Hall, Rm. 117
Southern University and A & M College
Baton Rouge, LA 70813

Note: Approved Position Vacancy Authorization form(s) must be received in the Office of Human Resources before vacant positions will be announced.

James O. Obuya

PROFESSIONAL SUMMARY

Highly-skilled professional with progressive experience in agronomic practices. Experience in conducting field studies, including cultivation, evaluation of crop varieties, seed production, and scouting for plant diseases. Knowledge of experimental design, data collection, and data analysis, and preparation of technical reports.

SKILLS

- Extensive knowledge and skills in mycology, bacteriology, nematology, and plant virology
- Knowledge of field cultivation techniques, including plant breeding
- Statistical and/or quantitative analysis of agronomic data
- Experimental design, disease modeling, and data analysis using SAS, SPSS, and R
- Proficient in computer operations and recordkeeping activities
- Programming skills in R, Visual Basic/C++, SAP, python, and SQL
- Communication, organizational, and interpersonal skills
- Database management
- Proposal development
- Project management

EDUCATION

Ph.D. Agronomy (Plant Pathology), <i>University of Wyoming, Laramie, WY</i>	2014
B.S. Horticulture, <i>Egerton University, Njoro, Kenya</i>	1999

PROFESSIONAL EXPERIENCE

Postdoctoral Research Associate	2015 - Present
--	----------------

Florida A&M University, Tallahassee, FL

- Leading research related to isolation and characterization of plant diseases
- Development diagnostic assays for the rapid detection of diseases
- Management of agronomic information data systems and provide benchmark reports to growers
- Determine best management practices for plant disease control
- Working in collaboration with different experts to determine the best management practices
- Conducting regular audits for disease status
- Maintaining a disease-free environment with clean planting materials
- Data collection, coordinating data analyses and reporting
- Designing extension materials for sharing with industry partners and stakeholders
- Supporting studies and investigations of new crop varieties
- Supporting extension programs in plant disease management

Graduate Research & Teaching Associate	2005 - 2015
---	-------------

University of Wyoming, Laramie, WY

- Investigated whole plant pathogenic organisms to understand the basis of fungicide resistance
- Developed rapid diagnostic assays to monitor disease resistance on agronomic crops
- Tested new and existing fungicides as well as conducted greenhouse and field inoculations for pathogenic organisms

- Developed experimental hypotheses by identifying and organizing resources, including experimental materials, inoculum production, and time to evaluate experimental fungicides
- Supported field research and evaluation of plant varieties
- Developed new test protocols in accordance with research project objectives
- Preparation of research reports and extension education materials for dissemination to stakeholders and presenting data at scientific meetings
- Obtained the necessary permits for transmission of plant pathogens and plant materials in compliance of regulatory requirements

Graduate Research Associate

2005 - 2007

Molecular Biology Department, University of Wyoming, Laramie, WY

- Performed sub-cloning/vectoring and protein purification
- Worked with cell cultures for recombinant protein purification
- Conducted laboratory experiments on the characterization of micro-organisms
- Developed protocols for testing, characterization, and identification of microbial organisms
- Developed a derivatized Epoxy Histidyl-Sepharose affinity purification matrix for secreted human Alkaline Phosphatase (SEAP) from a recombinant baculovirus-insect cell system
- Utilized a bacterial two-hybrid system to elucidate light sensing mechanism on BLUF domain in Rhodobacter sphaeroides
- Maintained reports, documents, and inventory for research

TEACHING EXPERIENCE

Instructor/Students' Mentor

2015 - Present

Florida A&M University, Tallahassee, FL

- Teaching introduction to biotechnology lab course
- Grading lab reports and quizzes and posting grades
- Designing curriculum and created assessments
- Mentored minority high school students through the RIMS Program in summer 2016
- Mentored exchange students through the Haiti Exchange Training Program in summer 2015

Teaching Assistant

2007-2011

University of Wyoming, Laramie, WY

- Taught various undergraduate courses, such as Computer in agriculture, Introduction to agricultural statistics, Plant pathology lab
- Designed laboratory exercises to complement lectures, set up and validated laboratory experiments.
- Delivered pre-laboratory lectures, supervised, and facilitated experiment sessions.
- Conducted one-on-one meeting with students
- Graded laboratory reports, administered, and graded exams
- Mentored Undergraduate Students on EPSCoR Research Training Program (2008-10)

PROFESSIONAL MEMBERSHIPS

- American Phytopathological Society (APS)
- American Microbiology Society (ASM)

EDITORIAL EXPERIENCE

- International Journal of Phytopathology
- International Journal of Biotechnology and Food Science
- Journal of Biology and Nature

GRANTS (SELECTED)

- | | |
|-----------|---|
| 2018-2021 | Land Use Influence on Wetlands Carbon Composition, Microbial Response, and Greenhouse Gas Emission, 1890 CBG USDA/NIFA Grants FY 2018, PI: L. Ngatia, Co-PIs: J. Obuya , D. Satyanarayan, J. Dubeaux, R. Fu and J. Grace, \$599,424 |
| 2016-2018 | Applied Research on Surveillance, Early Detection and Rapid Tools for High Consequence Diseases of Grapevines, USDA/NIFA Grants FY 2016, PI: Tsolova V, Co-PIs: Obuya J and Ananga A, \$199,485 |
| 2016-2017 | Southern Vine Improvement and Distribution Program, NCPN Cooperative Agreement Program, PI: Tsolova V, Co-PIs: Obuya J , Ananga A, \$37,174 |
| 2016-2017 | Florida Grapevine Leafroll Disease Diagnostic and Prevention Program, FDACS/Specialty Crop Block Grant Program, PI: Tsolova V and Co-PI: Obuya J , \$70,487.00 |
| 2015-2016 | <i>Eutypa</i> Dieback Diagnostic and Prevention Program for Florida, FDACS/Specialty Crop Block Grant Program, PI: Tsolova V and Co-PI: Obuya J , \$72,239 |
| 2008-2009 | Development of Rapid PCR-based Tests to Detect Fungicide Resistance Profiles in <i>Cercospora beticola</i> , WSARE Grant, PI: J. O. Obuya and Co-PI: G. D. Franc, \$25,000 |
| 2008 | Development of Rapid PCR-based Tests to Detect Fungicide Resistance Profiles in <i>Cercospora beticola</i> , Western Sugar Cooperative-Joint Research Committee Research, PI: G. D. Franc, Co-PIs: L. E. Hanson, J. O. Obuya and W.L. Stump, \$6,000 |

PUBLICATIONS

Book Chapter

- Ananga, A., **Obuya, J.**, Ochieng, J., Tsolova V. 2016. Grape seed nutraceuticals for disease prevention: Current status and future prospects. *In: Phenolic Compounds – Biological Activity*, Hernandez R.M.S., Garcia-Mateos R., Palma-Tenango M. (Eds), InTech: Rijeka, Croatia ISBN: 978-953-51-5124-1

Peer-reviewed publications

- Kambiranda, D. M., Basha, S. M., Stringer, S., **Obuya, J. O.**, and Snowden, J. 2019. Multi-year quantitative evaluation of stilbenoids levels among selected muscadine grape, *Molecules* 2019, 24(5), 981; doi:10.3390/molecules24050981
- Oglesby, L., Ananga, A., **Obuya, J.**, Ochieng, J., Cebert, E., Tsolova, V. 2016. Anthocyanin accumulation in muscadine berry skins is influenced by the expression of the MYB transcription factors, MybA1, and MYBCS1, *Antioxidants* 5(4), 35; DOI: 10.3390/antiox5040035
- Ajay, B. C., Ananga, A., Kambiranda, D., **Obuya, J.**, Bera S. K., Tsolova, V. 2016. Isolation and characterization of inositol tetrakisphosphate 1-kinase (*AhITPK1*) and inositol 1,4,5-tris-phosphate kinase (*AhIPK2*) gene in peanut, *Clon. Transgen.* 5: 150. DOI:10.4172/2168-9849.1000150
- **Obuya, J. O.**, and Franc, G. D. 2016. Molecular analysis of *Cercospora beticola* isolates for strobilurin resistance from the Central High Plains, USA, *Eur J Plant Pathol* 146:817–827
- **Obuya, J. O.**, Ananga A., and Franc, G. D. 2015. Silent mutation: characterization of its potential as a mechanism for sterol 14 α -demethylase resistance in *Cercospora beticola* field isolates from the United States, *J Plant Pathol Microb* 6: 1-8

ABSTRACTS & CONFERENCE PRESENTATIONS

- Cheng -Fang Hong, James Obuya, Phillip M. Brannen, Violeta Tsoleva, Harald Scherm. 2018. Phylloxera galls as *Plasmopora viticola* infection and sporulation sites on leaves of grapevines partially resistant to downy mildew, ICPP, Jul 29 - Aug 3, 2018, Boston, MA.
- J. O. Obuya, M. B. Henry, A. O. Ananga, J. W. Ochieng', J. J. Muchovej, and V. M. Tsoleva. 2017. Ribosomal ITS analysis unambiguously identifies fungi causing wood vascular canker (*Eutypa dieback*) disease in southern grapes. ARD Research Symposium, April 1-4, 2017, Atlanta, GA
- Obuya, J.O., Hanson, L. E., and Franc, G. D. 2011. Mating type idiomorphs distribution and their correlation to benzimidazole resistance in *Cercospora beticola* from the Central High Plains Region, USA [Abstract]. In: Proceedings of the American Society of Sugar Beet Technologists. 36th Biennial Meeting, March 2-5, 2011, Albuquerque, New Mexico
- Franc, G. D., Stump, W. L., Obuya, J. O., Cecil, J. T., and Moore, M. D. 2009. Pro-active crop surveys and strategic sentinel plot placement for pre-emptive cooperative extension programming efforts in Wyoming. National Plant Diagnostic Network (NPDN) Meeting, Miami, FL
- Obuya, J. O., Franc, G. D., and Hanson, L. E. 2009. Progress report on the development of rapid PCR-based diagnostic tools for detection of fungicide resistance profiles in *Cercospora beticola*, Western Sugar Grower-Joint Research Committee Annual Meeting on January 26, 2009, Casper, WY
- Obuya, J. O., Hanson, L. E., Stump, W. L., Franc, G. D. 2008. A rapid diagnostic tool for detecting benzimidazole resistance in *Cercospora beticola*, the causal agent of Cercospora leaf spot in sugar beet [abstract]. Phytopathology. 98: S115
- Obuya, J. O., Franc, G. D., and Hanson, L. E. 2008. Progress report on the development of rapid PCR-based diagnostic tools for detection of fungicide resistance in *Cercospora beticola*, Western Sugar Grower-Joint Research Committee Annual Meeting on January 21, 2008, Casper, WY
- Obuya, J. O., and Franc, G. D. 2008. Diagnostic tests for detection of benzimidazole resistance in *Cercospora beticola*. Great Plains Diagnostic Network (GPDN) online "ADOBE-connect" seminar series, March 2008
- Tuthill, D., Fang, X., Obuya, J. O., and Sylvester, A. W. 2007. Control of cell division and cell expansion in gradients in developing maize leaves. 49th Annual Maize Genetics Conference, St. Charles, IL

EXTENSION ARTICLES

- Franc, G.D., Stump, W.L., Obuya, J.O. and Kerr, E. D. 2007. Cercospora survey results: fungicide sensitivity characteristics of *Cercospora beticola* isolates recovered from infected sugar beet in the High Plains of Colorado, Montana, Nebraska, and Wyoming.
- Stump, W. L., Obuya, J.O, and Franc, G.D. 2008. Cercospora survey results: fungicide sensitivity characteristics of *Cercospora beticola* isolates recovered from infected sugar beet in the High Plains of Colorado, Montana, Nebraska, and Wyoming.
- Stump, W. L., Obuya, J.O, and Franc, G.D. 2009. Cercospora survey results: fungicide sensitivity characteristics of *Cercospora beticola* isolates recovered from infected sugar beet in the High Plains of Colorado, Montana, Nebraska, and Wyoming.
- Stump, W. L., Obuya, J.O, and Franc, G.D. 2010. Cercospora survey results: fungicide sensitivity characteristics of *Cercospora beticola* isolates recovered from infected sugar beet in the High Plains of Colorado, Montana, Nebraska, and Wyoming.
- Stump, W. L., Obuya, J.O, and Franc, G.D. 2011. Cercospora survey results: fungicide sensitivity characteristics of *Cercospora beticola* isolates recovered from infected sugar beet in the High Plains of Colorado, Montana, Nebraska, and Wyoming.
- Obuya, J.O., Ananga, A., and Tsoleva V.M. 2016. Factsheet on *Eutypa dieback*, National Clean Plant Network for Grapes.
- Obuya, J.O. and Tsoleva V.M. 2017. Factsheet: "To do list" for post-harvest vineyard management in Florida, FAMU Center for viticulture and Small Fruit Research.

REFERENCES

1. Dr. Violeta M. Tsolova



2. Dr. Anthony Ananga



3. Dr. John Fredrick Odhlambo





"Linking Citizens of Louisiana with Opportunities for Success"

Southern University and A & M College System
AGRICULTURAL RESEARCH AND EXTENSION CENTER
and the **COLLEGE OF AGRICULTURAL, FAMILY AND CONSUMER SCIENCES**

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February 3, 2020

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

Dear President Belton:

RE: Salary Adjustment Approval for the Research Scientist Position – Dr. Linda Schweitzer

Please accept this request for approval of the salary adjustment for Dr. Linda Schweitzer, Research Scientist under our SU "ANSWERS" Institute. We are requesting to move her from part-time to full-time status with a salary of \$65,000.00. The position falls under the direction of the SUAREC Vice-Chancellor for Research.

She will fully carryout our mission to address environmental problems associated with air, water, soil, and land. Her duties will also include developing new technologies for solving environmental issues, training students in the use of various analytical tools and seeking funding to support the ANSWERES Laboratory. I am therefore requesting your endorsement and the approval of the Southern University Board of Supervisors at its 2020 February Board Meeting of the salary adjustment for Dr. Linda Schweitzer.

Sincerely,

Orlando F. McMeans, Ph.D.
Chancellor-Dean

Approval:

Dr. Ray L. Belton, President Date

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

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

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

Previous Employee Linda Schweitzer Reason Left Continuation
 Date Left _____ Salary Paid \$25,000

Profile of Person Recommended

Length of Employment October 1, 2019 To September 31, 2020
 Effective Date March 1, 2020

Name Linda Schweitzer SS# U01474399 Sex Female Race* White
 (Last 4 digits only)

Position Title: Research Scientist Department: SUAREC - Research

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

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

Years Experience 33 Southern University Experience _____

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
Ph.D	<u>Environmental Chemistry</u>	<u>University of California, LA</u>	<u>1998</u>
MS	<u>Toxicology</u>	<u>University of California, LA</u>	<u>1995</u>
BS	<u>Biology</u>	<u>University of California, Santa Barbara</u>	<u>1985</u>

Current Employer _____

Personnel Action

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

Recommended Salary \$65,000 Salary Budgeted \$65,000

Source of Funds Federal

Identify Budget: 621656-65050-62000 Location SU Ag Center
 Form Code: _____ Page _____ Item # _____

Change of: _____ From _____ To _____

Position _____
 Status Part-time Research Scientist Full-time Research Scientist
 Salary Adjustment \$25,000 \$65,000

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
627006-65050-62000	\$25,000

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

Supervisor [Signature] Date 2/4/2020
 Vice Chancellor [Signature] Date 2/4/2020
 Director/Personnel [Signature] Date 2/5/2020
 President [Signature] Date 2/5/2020
 Dean/Unit Head [Signature] Date 2/5/2020
 Chancellor [Signature] Date 2/15/2020
 Vice President/Finance Business Affairs/Comptroller [Signature] 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: Ms. Schweitzer is going from a part-time research scientist position to full time. She is conducting research to solve environmental problems associated with air, water, and land. She is part of a team that will also work to develop new technologies for solving these issues. She will train the Ag Science students in the use of various analytical equipment in solving these issues and seek external funding to carry out various research projects.

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

EMPLOYEE DIRECT SUPERVISOR: Dr. Andra Johnson

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

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

GUIDELINES: All employees, students, graduate assistants being employed through the use of this form are to report to and be cleared by the Human Resources before any employment is offered and before starting to work. All students are to bring with them clearance from the Financial Aid office, Statement of Account (fee receipt), and a class schedule. All prospective employees/students must bring a pictured ID, social security card, birth certificate, certificate of naturalization, resident alien card, HI-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)	HI	
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
SOUTH DAKOTA UNIVERSITY SYSTEM
[Signature] 2/5/20
FINANCE & ADMINISTRATION DEPT.

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

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

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

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Research Scientist AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Office of Research
 (Department or Unit)

<input type="checkbox"/> Replacement	<input checked="" type="checkbox"/> New Position	<input type="checkbox"/> Unclassified	Source of Funds
<input type="checkbox"/> Civil Service	<input type="checkbox"/> Temporary	<input type="checkbox"/> Faculty	<input type="checkbox"/> State
<input type="checkbox"/> Tenured	<input type="checkbox"/> Probationary (For Faculty this is same as tenure track)		<input checked="" type="checkbox"/> Grant -in-Aid
			<input type="checkbox"/> System Revenue
			<input type="checkbox"/> Agency Fund State

VACANCY DESCRIPTION AND JUSTIFICATION

(Include rank (for faculty) and approximate salary; initiator of form must have prior approval of salary/salary range with the appropriate Vice-Chancellor, Chancellor and/or President. Salaries for classified positions must be approved through Human Resources).

Seeking a research scientist for the SUAREC "ANSWERS" Institute at a salary of \$65000.
 The person hired will work to conduct research to solve environmental problems associated with air, water, and land.
 They will also work to develop new technologies for solving these issues. They will also train students in the use of various analytical equipment in solving these issues and seek funding to carry out various research projects.

Salary/Range: \$65000.00 Previous Incumbent (if replacement): _____

Approved Disapproved _____
 Andra Johnson *Andra Johnson /ad* 1-29-2020
 Department Head Date

Approved Disapproved _____
 Dean/Director/Supervisor of Budget Unit Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<i>Anneth Luth</i> Signature	<i>2/3/20</i> Date
Budget Number	<i>621656-65050-62000</i>

HUMAN RESOURCES OFFICE ONLY	
Existing/Approved Position	
<input type="checkbox"/> Yes	<input type="checkbox"/> No
Employee Class:	Job Class:
Verified By:	Date:

Approved Disapproved _____
Andra Johnson Andra Johnson /ad 1/29/2020
 Vice Chancellor Date

Approved Disapproved _____
[Signature] Chancellor/Vice President 1/30/2020
 Date

Approved Disapproved _____
[Signature] President _____
 Date

An Equal Opportunity Employer

Vacancy Announcement System (VAS)

Position Vacancy Announcement Request

Date: 1/29/2020 Department: SU Agricultural Research and Extension Center - Research

SUS SUBR SULC SUAREC SUNO SUSLA

Application Deadline: _____ Date position to be filled: _____

Position Title: Research Scientist

Salary (annual): \$65,000.00 or Salary Range: _____ to _____

Please check all categories that apply to this position:

- | Status: | Faculty Position | Unclassified Position | Classified Position |
|---|---|--|---|
| <input type="checkbox"/> Part-time
% of time | <input type="checkbox"/> Temporary
<input type="checkbox"/> Tenure | <input type="checkbox"/> Administrative
<input type="checkbox"/> Temporary | <input type="checkbox"/> Probationary
<input type="checkbox"/> Job Appointment |
| <input checked="" type="checkbox"/> Full-Time | <input type="checkbox"/> Tenure Track (Probationary)
<input type="checkbox"/> Grant
<input type="checkbox"/> Contract | <input type="checkbox"/> Permanent
<input checked="" type="checkbox"/> Grant
<input type="checkbox"/> Contract | <input type="checkbox"/> Provisional Appointment |

Contact Person: Andra Johnson Telephone No: 225-771-2244

Contact Email Address: andra_johnson@suagcenter.com

Contact e-mail address is for:

- Human Resources utilization only posting to VAS website

Brief job description [Maximum 12 lines @ 250 characters (including spaces) per line]:

Seeking a research scientist positions for the "ANSWERS Institute at a salary of \$65,000. The person hired will work to conduct research to solve environmental problems associated with air, water, and land. They will also work to develop new technologies for solving these issues. They will also train students in the use of various analytical equipment in solving these issues and seek funding to carry out various research projects.

Minimal qualifications [Maximum 12 lines @ 250 characters (including spaces) per line]:

Ph.D. in Chemistry, environmental science, environmental engineering with a focus on water, air, soil, and oil or demonstrated ability to solve complex environmental issues.

Remarks [Maximum 12 lines @ 250 characters (including spaces) per line]:

This appointment with the possibility of extending is contingent upon additional resource allocation.

Note: Approved Position Vacancy Authorization form(s) must be received in the Office of Human Resources before vacant positions will be announced.

Linda E. Schweitzer, Ph.D.
Research Scientist
Southern University Agricultural Research and Extension Center
Fisher Hall Room 120
Baton Rouge, LA 70813

linda_schweitzer@suagcenter.com
www.linkedin.com/pub/linda-schweitzer/6/261/572/

EDUCATION

B.A. Biology 1985, University of California, Santa Barbara

M.S. Toxicology 1995, University of California, Los Angeles

Ph.D. Environmental Chemistry and Ecotoxicology 1998, University of California, Los Angeles. Advisor I.H.(Mel) Suffet . Minor in Civil and Environmental Engineering

PROFESSIONAL APPOINTMENTS

1985-1991 Research Associate, Biophysica Foundation, La Jolla, California, USA
1991-1998 Research Associate, UCLA School of Public Health, Los Angeles, CA
1998-1999 Senior Toxicologist, Tetra Tech EMI, San Francisco, CA, USA
1999-2000 Director of Drug Development, Biophysica Inc., La Jolla, CA,
2000-2006 Assistant Professor of Chemistry, Oakland University, Rochester, MI
2006- Present Associate (Tenured) Professor of Chemistry,
Director of Environmental Science Program, Oakland University, MI

Other Recent Professional Position:

Head Toxicologist, Chemist for Apollo Holding Co.: Apollo Petroleum and Apollo Water
Co-inventor of new H₂S mitigation product, Apcotane (patent-pending).

Summary of Experience

Research and consulting experiences in the fields of water quality, water treatment and water technology; toxicology and risk assessment; remediation; biotechnology; analytical chemistry and environmental forensics. As a professor at Oakland University, projects have been funded by USEPA, American Water Works Association Research Foundation, water utilities in Canada and Detroit, IJC, and private funding.

Courses taught include Water Resources, Fate and Transport, Aquatic Chemistry, Environmental Chemistry, Toxicology and Risk Assessment, Environmental Analytical Chemistry, Global Environmental Health, Physical Science, and General Chemistry.

PEER-REVIEWED PUBLICATIONS

Schweitzer, L. and Noblet, J. Book Chapter –“ Water Contamination and Pollution”, *In, Green Chemistry: An Inclusive Approach*. 2018. Pp 261-290. Editors Bela Torok and Timothy Dransfield. Elsevier Publishers. ISBN 9780128092705.

Olawoyin, R. , Schweitzer, L., Zhang, K., Oladapo, O., Slates, K. 2017. Index analysis and human health risk model application for evaluating ambient air-heavy metal contamination in Chemical Valley Sarnia. *Ecotoxicology and Environmental Safety* V148; 72–81.

Mudbidre, R., Baskaran, M., and Schweitzer, L. 2014. Investigations of the partitioning and residence times of Po-210 and Pb-210 in a riverine system in Southeast Michigan, USA. *J. Env. Radioactivity*. <http://dx.doi.org/10.1016/j.jenvrad.2014.01.007>

R. Mudbidre, L. Schweitzer, E. Chopin and E. VanHees, ‘Distribution and sources of PCBs in surficial, core and suspended sediments from the Clinton River watershed, SE Michigan, USA’, *3rd International Conference on Environmental Pollution and Remediation*, Toronto, Canada, 15 - 17 Jul 2013.

Tabe, S., Yang, P., Zhao, X., Hao, C., Seth, R., Schweitzer, L., Jamal, T. 2010. Occurrence and Removal of PPCPs and EDCs in the Detroit River Watershed. *Water Practice and Technology* V.5(No.1).

van Hees, E.H., Chopin, E.I., Sebastian, T.M., Washington, G.D., Germer, L.M., Domanski, P., and Schweitzer, L. 2010. Distribution and Sources of Trace Elements in the Clinton River Watershed, MI. *Journal of Great Lakes Research* 36; 606-617.

Yue, C., Seth, R., Tabe, S., Zhao, X., Hao, C., Yang, P., Schweitzer, L., and Taher, J. 2009. Evaluation of Pilot-Scale Oxidation of Several PPCPs/EDCs During Drinking Water Ozonation Treatment. *Water Science & Technology: Water Supply* Vol 9 (No 5); 577–582.

Short-lived Radionuclides (^{210}Pb , ^7Be , and ^{137}Cs) as Tracers of Particle Dynamics in a River System in Southeast Michigan. 2008. *Limnology and Oceanography*, V53(5); 1934-1944. Jweda, J., Baskaran, M., van Hees, E., Schweitzer, L.

S. Y. Jasim, S. Ndiongue, B. Johnson, L. Schweitzer, D. Borikar. 2008. The Effect of Ozone on Cold Water Coagulation. *Ozone Science and Engineering*, 30:27-33.

Schweitzer, L. and Suffet, I.H. “Urban Water Quality”. 2007. *Encyclopedia of Water Science*. Stanley W. Trimble (ed.). Marcel Dekker, New York.

Jasim, S.Y., Irabelli, A., Yang, P., Ahmed, S., and Schweitzer, L. **2006**. Presence of Pharmaceuticals and Pesticides in Detroit River Water and the Effect of Ozone on Removal – A Review. *Ozone Science & Engineering Journal*; 28 (6); 415 – 423.

Suffet, I.H., Schweitzer, L., Khiari, D. **2004**. Olfactory and Chemical Analysis of Taste and Odor Episodes in Drinking Water Supplies. *Environ Sci and Bio/technology V00; 1-11*.

Tombouliau, P., Wilson, J., Mullin, K., and Schweitzer, L. **2004**. Materials Used in Drinking Water Distribution Systems: Contribution to Taste-and-Odor. *Water Science and Technology*; Vol 49(9); 219-226.

Schweitzer, L., Tombouliau, P., Atasi, K., Chen, T., and Khiari, D. **2004**. Utility Quick Test for Analyzing Materials for Drinking Water Distribution Systems for Effect on Taste and Odor. *Water Science and Technology*; Vol 49(9); 75-80.

Oestman, E., Schweitzer, L., Tombouliau, P., Corado, A. and Suffet, I.H. **2004**. Effects of Chlorine and Chloramines on Earthy and Musty Odors in Drinking Water. *Water Science and Technology*; Vol 49(9); 153-159.

Suffet, I.H., Schweitzer, L., Khiari, D. **2004**. Olfactory and Chemical Analysis of Taste and Odor Episodes in Drinking Water Supplies. *Environ Sci and Bio/technology V00; 1-11*.

Forrester, G.E., Fredericks, B.I., Gerdeman, D., Evans, B., Steele, M.A., Zayed, K., Schweitzer, L.E., Suffet, I.H., Vance, R.R., and Ambrose, R.F. **2003**. Growth of estuarine fish is associated with the combined concentration of sediment contaminants and shows no adaptation or acclimation to past conditions. *Marine Environmental Research* 56:423-442.

Pedersen, J., Schweitzer, L., Lin, C.H. and Suffet, I.H. **2002**. Effect of Oxidic State on Nonpolar Organic Contaminant Distribution, Mobility and Bioavailability in Sediments. *Israel Journal of Chemistry* 42 (1): 109-118.

Schweitzer, L., Suffet, I.H. and Bay, S. **2000**. Dietary assimilation of a polychlorinated biphenyl in adult sea urchins (*Lytechinus pictus*) and maternal transfer to their offspring. *Environmental Toxicology and Chemistry* Vol.19 (7); 1919-1924.

Schweitzer, L. and Suffet, I.H. **1999**. Exposure assessment of taste and odor standards used in the method of flavor profile analysis. *Water Science and Technology* V40 (6); 209-216.

Schweitzer, L., Noblet, J., Ye, Q., Ruth, E. and Suffet, I.H. **1999**. The environmental fate and mechanism of formation of 2-ethyl-5,5'-dimethyl-1,3-dioxane (2EDD) - a malodorous contaminant in drinking water. *Water Science and Technology* V40 (6); 217-224.

Schweitzer, L., Noblet, J., Ruth, E. and Suffet, I.H. 1999. The formation, stability, and odor characterization of 2-ethyl-4-methyl-1,3-dioxolane (2EMD). *Water Science and Technology* V40 (6); 293-298.

Noblet, J., Schweitzer, L., Ibrahim, E., Stolzenbach, K., and Suffet, I.H. 1999. Evaluation of a taste and odor incident on the Ohio River. *Water Science and Technology* V40 (6); 185-194.

Schweitzer, L., Hose, J., Suffet, I.H., and Bay, S. 1997. Differential toxicity of three PCB congeners in developing sea urchin embryos. *Environmental Toxicology and Chemistry* V.16 (7); 1510-1514.

Hunchak-Kariouk, K., Schweitzer, L., and Suffet, I.H. 1997. Partitioning of 2,2',4,4'-tetrachlorobiphenyl by the dissolved organic matter in oxic and anoxic porewaters. *Environmental Science and Technology* 31, 639-645.

Sovak, M., Terry, R., Douglass, J., and Schweitzer, L. 1991. Primary carboxamides, nonionic isotonic monomers. *Investigative Radiology*, Vol. 26., Supp. No.1.

Presentations with Published Abstracts (those without overlap to publications)

Schweitzer, L. Ramdan, H., Chopin, E., Burrows, M., Van Hecke, N., Jasim, S. Removal of Pharmaceuticals and other Chemicals of Emerging Concern by Conventional and Oxidation Processes Used in Wastewater Treatment Plants within the Great Lakes Basin. International Ozone Association World Congress 2012: Milwaukee, WI., Sept. 23, 2012.

Schweitzer, L., Ramadan, H., Chopin, E., Jacobson, N., Ekstrom, E., Burrows, M., Jasim, S. Effectiveness of Ozone and UV Disinfection in Reducing Toxicity and Removing Pharmaceuticals from Wastewater. International Ozone Association/International UV Association World Congress 2013, Las Vegas, NV., Sept. 25, 2013.

Borowitz, J. and Schweitzer, L. Aldehyde Contribution to Off Odors in Bottled Water. Abstract and Presentation: 2010, American Water Works Association Annual Conference and Exhibition (ACE), Chicago, IL, June 2010.

Schweitzer, L. and Ekstrom, A. Copper based product for controlling algae and destroying geosmin. Abstract and Presentation: 2007 American Water Works Association Annual Conference and Exhibition (ACE), Toronto, Canada 28 June 2007.

Makowski, B. and Schweitzer, L. Off-Flavors in Bottled Water from Carbonyl Compounds. Presented at the International Water Association Seventh Symposium on Off-Flavors in the Aquatic Environment. October 2-7, 2005, Cornwall Ontario, Canada.

Carter, A., Ahmed, S. and Schweitzer, L. Sources of Taste-and-Odor in the Detroit Drinking Water and Effect of Conventional Water Treatment Versus Ozonation on Off-

Flavors. Presented at the International Water Association Seventh Symposium on Off-Flavors in the Aquatic Environment. October 2-7, 2005, Cornwall Ontario, Canada.

Baskaran, A., Jose, R., Grudzien, T., and Schweitzer, L. Supercritical fluid extraction of contaminated sediments for broad-spectrum analysis. Presented at Oakland University, 2002. Published in Undergraduate Journal, Meeting of the Minds, Oakland University.

Ekstrom, A., Greig, E., Grudzien, T., and Schweitzer, L. Supercritical fluid extraction of fish tissues for the analysis of organic chemicals. Presented at Oakland University 2002, Published in Undergraduate Journal, Meeting of the Minds.

Schweitzer, L., Capangpangan, M., Ruth, E., Froines, J., Stenstrom, M., and Suffet, I.H. Trace hydrophobic organic pollution runoff from nonpoint sources into Santa Monica bay during dry weather flow. Presented at the 1994 American Chemical Society Symposium in San Diego, CA March 13-18, 1994.

Professional reports

Schweitzer, L., Tabe, S., Yang, P., Seth, R. 2008. Hydrophilic Contaminants – Responses and Oxidative Removal. USEPA Final Report GL2004132.

Opfer, J., Richardson, M., Schrameck, R., Schweitzer, L., and Sinha, S. Restoration Criteria for the Clinton River Area of Concern Phase I – Final Report. Oct. 30, 2005.

American Water Works Association Research Foundation and KIWA. Prepared by: Atasi, K., Schweitzer, L., Tomboulion, P., Chen, T. 2003. Taste and odor materials evaluation workshop. Project #2715.

Schweitzer, L. and Bay, S. "Toxicity of PCBs in Two Species of Sea Urchins", *in* Southern California Coastal Water Research Project, annual report 1997-1998. SCCWRP, Westminster, CA.

Directed Dissertations and Theses

M.S. 2013 Hajer Ramadan.
Occurrence of Chemicals of Emerging Concern in Wastewater and their Removal Efficiency in Four Wastewater Treatment Plants.

M.S. 2010 Jenny Borowitz
Aldehyde Contribution to Off-Odors in Bottled Water: A Look at Odor Descriptors and Carbonyl Compound Presence

Ph.D. 2009. Rajalakshmi Mudbidre
Distribution of PCBs in the Clinton River Watershed and Implications to its Fate Using
210Po and 210Pb as Tracers

Ph.D. 2009. Haneen Al Hmoud
Pharmaceuticals in Drinking Water – Occurrence, Toxicity, and Removal by Ozone
Treatment

Ph.D. 2005 (candidate deceased) Diriviam Susainathan

M.S. 2008. Alan Haggadone
Polycyclic Aromatic Hydrocarbons in Sediment and Sediment Pore Water in the Clinton
River and Their Relationship to Benthic Macroinvertebrate Health

Desiree Long 2007 - B.S. Honor's College - Thesis of The Year Award.
Challenging the Standard Methodology of Microbial Source Tracking: Environmental
Parameters Contributing to Bacterial Contamination and Recreational Beach Closures

M.S. 2004 Shamima Ahmed.
Identification and Removal of Hydrophilic Contaminants in Drinking Water

M.S. 2002. Jennifer Kong.
The Effect of UV Disinfection Process on Natural Organic Matter and Taste and Odor
Characteristics of Drinking Water

Scientific Reviewer (various journals and grant proposals) for following agencies:

American Water Works Association (AWWA) and Water Research Foundation
National Science Foundation
International Water Association (IWA)
Society of Environmental Toxicology and Chemistry
Contributor to Standard Methods for the Examination of Water and Wastewater



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

February 7, 2020

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

VIA HAND DELIVERY

**Re: *Position Authorization Change and Search Waiver – Akai C. Smith
(Director for ADA and Title IX Compliance – SUBR)***

Dear Dr. Belton:

Currently, the role of Title IX Coordinator and ADA Coordinator on the SUBR campus are two separate positions held by two different employees. As of today, both positions are vacant. These positions should be filled as expeditiously as possible.

Both of these positions are federally mandated and serve mission critical functions for the university. In an effort to provide wrap around services that better serve our students, we examined the operations and services offered by both offices. Considering the role and scope of each position, it became apparent that merging the responsibilities of both positions into one position will allow for synergy and a more closely aligned focus on providing valuable resources to our students. After that review, it also became clear that many of the job functions and duties overlapped, which creates an opportunity for us to fashion a position that is more student focused. The new position would be the Director for ADA and Title IX Compliance. A job description has been created that captioned the duties and responsibilities of the new position.

We have also identified a candidate to fill this position immediately with limited disruption to services. Dr. Akai Smith is an employee on the SUBR campus, who has held various positions in the areas of student affairs and student success. She has also served as the campus Deputy Title IX Coordinator for several years. In this role, she was the primary investigator for most Title IX related matters. She has been intricately involved in the Title IX policy development, implementation, and processing of cases. Dr. Smith understands the student conduct process and how it aligns with our federal obligations that require that the university's educational environment to be safe and free from any form of discrimination and violence. Dr. Smith has demonstrated her unwavering commitment to meeting the students' needs that will help to ensure student success.

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Professionally, Dr. Smith has an advance degree in counseling education, and recently, completed her Ph.D. in higher education administration. In addition, she has a deep understanding of the federal guidelines that govern both of these positions.

Therefore, this request is threefold: (1) Approval of a Position Authorization Change; (2) Authorization to waive a formal search process; and (3) Approval of the appointment of Dr. Akai C. Smith as the Director for ADA and Title IX Compliance at a salary \$72,000.00.

All applicable application materials are attached to this request. I would appreciate consideration and approval.

Sincerely,



Tavares A. Walker
Associate General Counsel & Executive
Director for Compliance and Ethics

APPROVED: _____
Dr. Ray L. Belton, President/Chancellor

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Director of ADA and Title IX Compliance AS DESCRIBED BELOW
BE AUTHORIZED AS A VACANCY FOR Southern University and A&M College - Baton Rouge

(Department or Unit)

- Replacement, Civil Service, Tenured, New Position, Temporary, Probationary, Unclassified, Faculty, Source of Funds: State, Grant-in-Aid, System Revenue, Agency Fund State

VACANCY DESCRIPTION AND JUSTIFICATION

(Include rank (for faculty) and approximate salary; initiator of form must have prior approval of salary/salary range with the appropriate Vice-Chancellor, Chancellor and/or President. Salaries for classified positions must be approved through Human Resources).

ADA and Title IX Compliance Director - SUBR

Description: The ADA and Title IX Compliance Director position is a key leadership position for SUBR. The ADA and Title IX Compliance Director will have broad responsibility for overseeing University programs and responsibilities to assure compliance with the Americans with Disabilities Act, Sections 503 and 504 of the Rehabilitation Act of 1973, and other federal and state laws and regulations pertaining to persons with disabilities.

The GC's Office of Compliance Ethics is currently responsible for system-wide policy development and centralized management of matters associated with Title IX and ADA compliance efforts. The Director of ADA/Title IX Compliance focus is to administer the Title IX and ADA policy and management of any investigative issues.

Director for ADA and Title IX Compliance will operate under supervision and auspice of the Office of the General Counsel with reporting obligations to Executive Director of Compliance and Ethics and Associate General Counsel. This reporting structure is designed to provide clarity and uniformity in both implementation and operations.

Position Shift/Work Schedule: 8:00am - 5:00pm, Monday through Friday; evenings and weekends as requested or required.

Salary range: \$65,000.00 to \$75,000.00

Job Qualifications: Minimum master's degree in education, counseling, rehabilitation services, law/compliance. Juris Doctor preferred. Minimum five years of experience managing compliance or regulatory efforts in a large setting, working with disability services, including management of medical and psychological documentation to identify appropriate accommodations.

ADA DUTIES

- 1. The ADA/504 compliance director's responsibilities include assuring compliance with the Americans with Disabilities (ADA) Act, Sections 503 and 504 of the Rehabilitation Act of 1973, and other federal and state laws and regulations pertaining to persons with disabilities.
2. The ADA/504 compliance director is responsible for coordinating (1) university policies and procedures relating to persons with disabilities, (2) tracking college progress relating to its policies and procedures as well as state and federal laws relating to persons with disabilities, (3) filing all necessary reports, and (4) providing consultative services to academic units and offices.

Responsibilities:

Central Planning: Serves as the principal planning coordinator for university programs, policies, and procedures relating to compliance and the promotion of opportunities for persons with disabilities.

Compliance Process:

- 1. Ensures that appropriate processes are in place to provide for the prompt and equitable resolution of complaints and inquiries from students, as well as the public regarding compliance with the ADA and other applicable federal and state laws regarding discrimination on the basis of disability.
2. Investigates allegations of discrimination and non-compliance under the ADA and other applicable federal and state laws regarding discrimination on the basis of disability.
3. Maintains a record of all disability and accommodation issues and the resolution of each.

Informational Services:

1. Maintains current information regarding state and federal laws and regulations as well as the best practices of other college/universities concerning the rights of persons with disabilities and ways of providing reasonable accommodations to persons with disabilities while maintaining program performance standards.
2. Maintains current information regarding state and federal laws and regulations as well as the best practices of other college/universities and private employers relating to the college's employment policies and procedures for faculty, staff and academic professional employees with disabilities.

Central Consulting and Outreach:

1. Develops and maintains written materials and other informational pieces to broadly disseminate information regarding the ADA and the university's policies relating to persons with disabilities.
2. Designs and participates in the development of presentations for students, faculty and staff on the provision of equal opportunity for persons with disabilities.
3. Coordinates with various university academic units and offices with campus-wide responsibilities relating to compliance.
4. Serves as the primary university liaison with relevant state and federal agencies, as well as other ADA coordinators at other institutions and associations.

TITLE IX JOB DUTIES:

1. Reporting to the Associate General Counsel, the position is responsible for overseeing and coordinating SUBR compliance operational activities, including the evaluation and monitoring of SUBR's operational Title IX practices on campus, as well as seeking to ensure that SUBR and its employees are complying with federal Title IX regulatory requirements, as well as internal policies and procedures.
2. Maintains and monitors data related to SUBR complaints and investigative activities, and provides periodic and annual reports as appropriate to GC's office.
3. Coordinates and monitors a prompt and equitable Title IX investigatory process in cases of sexual misconduct, including assignment and supervision of Title IX investigators in accordance with SUBR policy.
4. Promote and enhance a climate that ensures equal access and equal opportunity for all members of the University community and participants in its activities and services.
5. Promote and enhance a culture of ethical behavior and compliance with applicable Title IX policies, laws and regulations.
6. Reduce liabilities and losses associated with failures to comply with applicable Title IX laws and regulations.
7. Develop programs that fosters a university culture that does not tolerate illegal or prohibited behavior and prompts faculty and staff to consider the potentially adverse consequences of prohibited Title IX conduct.
8. Ensure that all policy implementation will be uniform on the campus level.
9. Work with the Compliance director on efforts with policy development from the GC's office.

Salary/Range: \$65,000.00 to \$75,000.00 Previous Incumbent (if replacement): Patricia Hebert (retired)

Approved **Disapproved** _____ *[Signature]* 02-28-2020
Department Head **Date**

Approved **Disapproved** _____
Dean/Director/Supervisor of Budget Unit **Date**

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Signature	Date
Budget Number	

HUMAN RESOURCES OFFICE ONLY			
Existing/Approved Position			
<input type="checkbox"/> Yes		<input type="checkbox"/> No	
Employee Class:		Job Class:	
Verified By:		Date:	

Approved **Disapproved** _____
 Approved **Disapproved** _____ *[Signature]* 2/7/20
Chancellor/Vice President **Date**
 Approved **Disapproved** _____ *[Signature]* 2/7/20
President **Date**

An Equal Opportunity Employer

Vacancy Announcement System (VAS)

Position Vacancy Announcement Request

Date: January 28, 2020 Department: Southern University and A&M College – Baton Rouge

SUS SUBR SULC SUAREC SUNO SUSLA
 Application Deadline: February 17, 2020 Date position to be filled: March 1, 2020

Position Title: Director for ADA and Title IX Compliance Civil Service Pay Level: _____

Salary (annual): _____ or Salary Range: \$65,000.00 to \$75,000.00

Please check all categories that apply to this position:

Status:	Faculty Position	Unclassified Position	Classified Position
<input type="checkbox"/> Part-time % of time	<input type="checkbox"/> Temporary	<input checked="" type="checkbox"/> Administrative	<input type="checkbox"/> Probationary
<input checked="" type="checkbox"/> Full-Time	<input type="checkbox"/> Tenure	<input type="checkbox"/> Temporary	<input type="checkbox"/> Job Appointment
	<input type="checkbox"/> Tenure Track (Probationary)	<input type="checkbox"/> Permanent	<input type="checkbox"/> Provisional Appointment
	<input type="checkbox"/> Grant	<input type="checkbox"/> Grant	FOR HR USE ONLY: CS Job Code:
	<input type="checkbox"/> Contract	<input type="checkbox"/> Contract	

Contact Person: Tavares A. Walker Telephone No: 225-771-4680

Contact Email Address: Tavares.Walker@sus.edu

Contact e-mail address is for: Tavares A. Walker, Associate General Counsel and Exec. Dir. for Compliance & Ethics

- Human Resources utilization only posting to VAS website

Brief job description [Maximum 12 lines @ 250 characters (including spaces) per line]:

The ADA and Title IX Compliance Director position is a key leadership position for SUBR. The ADA and Title IX Compliance Director will have broad responsibility for overseeing University programs and responsibilities to assure compliance with the Americans with Disabilities Act, Sections 503 and 504 of the Rehabilitation Act of 1973, and other federal and state laws and regulations pertaining to persons with disabilities. The scope of responsibility includes students, as well as some employee matters. This position will report to the System Executive Director for Compliance & Ethics and Associate General Counsel.

The GC's Office of Compliance Ethics is currently responsible for system-wide policy development and centralized management of matters associated with Title IX and ADA compliance efforts. The Director of ADA/Title IX Compliance focus is to administer the Title IX and ADA policy and management of any investigative issues.

Director for ADA and Title IX Compliance will operate under supervision and auspice of the Office of the General Counsel with reporting obligations to Executive Director of Compliance and Ethics and Associate General Counsel. This reporting structure is designed to provide clarity and uniformity in both implementation and operations. The proposed structure will put in place a reporting mechanism that will ensure timely reporting and tracking of any issues that may arise.

As assigned, respond to government investigations and inquiries.

Minimal qualifications [Maximum 12 lines @ 250 characters (including spaces) per line]:

Minimum master's degree in education, counseling, rehabilitation services, law/compliance. Juris Doctor preferred. Minimum five years of experience managing compliance or regulatory efforts in a large setting, working with disability services, including management of medical and psychological documentation to identify appropriate accommodations.

The preferred candidate should have experience creating and implementing progressive change for disability services, experience using technology to improve efficiencies in disability services, excellent written and oral communication, organizational and relationship building skills. The candidate should have knowledge of relevant laws including the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, expertise in analyzing and interpreting test data, experience in an educational setting, and knowledge of and commitment to the cultural implications of the delivery of services to people with disabilities. The candidate should also have a working knowledge of the Education Amendments of 1964 and Title IX laws and regulations.

Remarks/How to Apply (letter of application, curriculum vita, resume', references, etc)/Mailing Address

[Maximum 12 lines @ 250 characters (including spaces) per line]:

Letter of application, resume, and references. Please mail or email all documents to:

Tavares A. Walker, Esq.

Associate General Counsel and Exec. Dir. for Compliance & Ethics

Office of President/Chancellor

Southern University System

4th Floor, JS Clark Admin. Bldg.

Baton Rouge, Louisiana 70813

Tavares_Walker@sus.edu

Note: Approved Position Vacancy Authorization form(s) must be received in the Office of Human Resources before vacant positions will be announced.

JOB DESCRIPTION

ADA and Title IX Compliance Director - SUBR

Description: The ADA and Title IX Compliance Director position is a key leadership position for SUBR. The ADA and Title IX Compliance Director will have broad responsibility for overseeing University programs and responsibilities to assure compliance with the Americans with Disabilities Act, Sections 503 and 504 of the Rehabilitation Act of 1973, and other federal and state laws and regulations pertaining to persons with disabilities. The scope of responsibility includes students, as well as some employee matters. This position will report to the System Executive Director for Compliance & Ethics and Associate General Counsel.

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Position Shift/Work Schedule: 8:00am – 5:00pm, Monday through Friday; evenings and weekends as requested or required.

Salary range: \$65,000.00 to \$75,000.00

Job Qualifications: Minimum master's degree in education, counseling, rehabilitation services, law/compliance. Juris Doctor preferred. Minimum five years of experience managing compliance or regulatory efforts in a large setting, working with disability services, including management of medical and psychological documentation to identify appropriate accommodations.

The preferred candidate should have experience creating and implementing progressive change for disability services, experience using technology to improve efficiencies in disability services, excellent written and oral communication, organizational and relationship building skills. The candidate should have knowledge of relevant laws including the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, expertise in analyzing and interpreting test data, experience in an educational setting, and knowledge of and commitment to the cultural implications of the delivery of services to people with disabilities. The candidate should also have a working knowledge of the Education Amendments of 1964 and Title IX laws and regulations.

ADA DUTIES

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2. Maintains current information regarding state and federal laws and regulations as well as the best practices of other college/universities and private employers relating to the college's employment policies and procedures for faculty, staff and academic professional employees with disabilities.

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2. Designs and participates in the development of presentations for students, faculty and staff on the provision of equal opportunity for persons with disabilities.

3. Coordinates with various university academic units and offices with campus-wide responsibilities relating to compliance.
4. Serves as the primary university liaison with relevant state and federal agencies, as well as other ADA coordinators at other institutions and associations.

TITLE IX JOB DUTIES:

1. Reporting to the Associate General Counsel, the position is responsible for overseeing and coordinating SUBR compliance operational activities, including the evaluation and monitoring of SUBR's operational Title IX practices on campus, as well as seeking to ensure that SUBR and its employees are complying with federal Title IX regulatory requirements, as well as internal policies and procedures.
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4. Promote and enhance a climate that ensures equal access and equal opportunity for all members of the University community and participants in its activities and services.
5. Promote and enhance a culture of ethical behavior and compliance with applicable Title IX policies, laws and regulations.
6. Reduce liabilities and losses associated with failures to comply with applicable Title IX laws and regulations.
7. Develop programs that fosters a university culture that does not tolerate illegal or prohibited behavior and prompts faculty and staff to consider the potentially adverse consequences of prohibited Title IX conduct.
8. Ensure that all policy implementation will be uniform on the campus level.
9. Work with the Compliance director on efforts with policy development from the GC's office.

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

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

- | | | |
|--|--|--|
| <input 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 Patricia Hebert Reason Left Retired
 Date Left January 6, 2020 Salary Paid \$66,000.00

Profile of Person Recommended

Length of Employment 03/01/2020 To _____
 Effective Date 03/01/2020

Name AKAI C. SMITH SS# XXX-XX-4038 Sex F Race* B
(Last 4 digits only)

Position Title: Director for ADA and Title IX Compliance Department: Office of the President/Chancellor

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 12 Southern University Experience 8

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	BS	Southern University – Baton Rouge	2008
	MA	Southern University – Baton Rouge	2013
	PhD	Louisiana State University	2019

Current Employer Southern University – Baton Rouge

Personnel Action

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

Recommended Salary \$72,000.00 Salary Budgeted \$72,000.00

Source of Funds General Appropriations

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

Change of:

Position ADA Coordinator ^{From} Director for ADA and Title IX Compliance ^{To}

Status _____

Salary Adjustment \$66,000.00 \$72,000.00

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
<u>211001-22256-2100</u>	<u>\$72,000.00</u>

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

[Signature] 2/7/2020 Supervisor Date
[Signature] Dean/Unit Head Date
[Signature] Vice Chancellor Date
[Signature] Director/Personnel Date
[Signature] Vice President/Finance Date
[Signature] Business Affairs/Comptroller Date
[Signature] President Date
 Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

_____ Hispanic or Latino 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:

SUBR ADA Coordinator and Title IX Coordinator positions merged into one position, Director for ADA and Title IX Compliance. Position will report to the Office of the General Counsel

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

EMPLOYEE DIRECT SUPERVISOR: Tavares A. Walker, Associate General Counsel

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-4680

NUMBER OF EMPLOYEES SUPERVISED, (if any) 2

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

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

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

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

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

AKAI C. SMITH, PH.D.

EDUCATION

- 2019 **Doctor of Philosophy**
Louisiana State University and A&M College
Baton Rouge, Louisiana
Educational Leadership, Research and Counseling
Concentration: Higher Education Administration
Dissertation - The Road to Presidency: A Case Study of Historically Black Colleges and Universities' (HBCU) Organizational Culture and its Impact on the Career Progression for Women of Color.
- 2013 **Master of Arts in Mental Health Counseling**
Southern University and A&M College
Baton Rouge, Louisiana
- 2008 **Bachelor of Science in Psychology**
Southern University and A&M College
Baton Rouge, Louisiana

HIGHER EDUCATION PROFESSIONAL EXPERIENCE

Southern University and A&M College
Baton Rouge, Louisiana

Associate Director of First & Second Year Experience Programs
Office of F/SYE August 2019 – Present
Division of Student Success

The Associate Director is responsible for the management of First Year Experience Courses (FRMN 110 & 111) to include, curriculum building, instructor training, and course evaluations. The Associate Director maintains a collaborative relationship with the First-Year Instructors within the Colleges of Sciences and Engineering, Business, and Nursing and Allied Health. The Associate Director identifies potential roadblocks for probationary students and create a strategic plan to help increase their skill development through mentoring and tutoring services provided by the department. Also, the Associate Director serves as the direct contact for the Navigate System (Early

Alert) and assists with the development of Living Learning Communities (LLCs) working closely with Career Services and Residential Life and Housing personnel. The Assistant Director assists with planning and execution of New Student Welcome Week as well as creating academic evaluations (Interest Survey) for sophomore students, engaging students in study/learn abroad opportunities with International Affairs and coordinating Emerging Jags access program through collaboration with Admissions & Recruitment. Finally, the Associate Director serves as adjunct instructor for First-Year Experience Courses and provides leadership to the department in the absence of the Director.

Executive Director of Admissions & Recruitment **March 2019 – August 2019**
Office of Admissions and Recruitment
Division of Student Affairs & Enrollment Management

The Executive Director of Admissions and Recruitment served as a member of the leadership team for the Division of Enrollment Management and provided leadership in strategic planning, implementation, coordination, and review of all admission and recruitment strategies. The Executive Director oversaw the recruitment processes and admissions decisions for all students to include new/first time students, transfer students, dual enrollment students, and SUSLA Connect students. The Executive Director procured the resources necessary to support the activities of the Office of Admissions and Recruitment through strategic planning, fundraising, and MOU and partnership agreements and supervised all admissions, recruitment, record keeping, and administrative staff for the department. The Executive Director established and maintained strong relationships within Enrollment Management as well as with senior officers of the university, faculty, other university departments (especially Academic Affairs, and the Division of Student Success), and a range of associated stakeholders. The Executive Director maintained Southern University and A&M College institutional admissions policies that align with the State of Louisiana's Board of Regents and trained and led an office of dedicated professionals in recruitment and admissions best practices to effectively coordinate enrollment growth strategies for new students. The Executive Director represents units under supervision to internal and external constituencies, build relationships in the community, contributing to the positive image of the university and creating connections to local resources and partnerships and provided and set standards for excellent student-centered customer service. The Executive Director oversaw direct marketing and recruitment efforts for new students and ensured student success, including developing support structures and strategies to retain students. Finally, the Executive Director worked closely with the deans and appropriate program directors in the application process of graduate students.

Instructor

August 2018 – Present

School of Education – Freshman Seminar
Division of Academic Affairs

Prepared and teaches weekly, one-hour lectures for sections of the Freshmen Seminar course for undergraduate students. Held weekly office hours, graded quizzes, assignments, and course exams. Responsible for creating a forum in which students can interact with fellow students, faculty, advisors and mentors. Providing an atmosphere to engage students in the process of scholarly inquiry. Established the foundation for students to gain knowledge, skills, and attitudes necessary for academic success.

Deputy Title IX Coordinator
Office of Title IX and ADA Compliance

March 2018 – Present

The Title IX Deputy Coordinator actively promoted a campus culture that supports a safe, respectful, inclusive academic, working, and learning environment by ensuring investigations were conducted in a prompt, fair, equitable manner in accordance with all applicable laws and policies, developed and delivered effective training and awareness programs that focus on the mandate to “stop, prevent, and remedy” sexual misconduct at the University. The Deputy Coordinator assisted with the day-to-day operations of the Title IX Office and ensured University compliance with relevant sexual misconduct and equal opportunity laws including Title IX of the Education Amendments of 1972 (Title IX), relevant provisions of the Violence Against Women Reauthorization Act of 2013 (VAWA), Title VII of the Civil Rights Act of 1964 (Title VII), the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act).

Dean of Students
Office of the Dean of Students
Division of Student Affairs & Enrollment Management

March 2018 – March 2019

The Dean of Students served as a member of the leadership team for the Division of Student Affairs and provided leadership in strategic planning, implementation, coordination, and review of Student Affairs programs. The Dean of Students carried out a led role in planning and executing strategic initiatives related to student well-being, conduct, and crisis, student transitions, and academic support and success. The Dean of Students spearheaded setting priorities for related offices and manage specific projects and supervise and manage the following departments within the Division of Student Affairs: Residence Student Rights & Advocacy, Residence Life, New Student Orientation, Parent & family Programs, and Title IX initiatives as well as supervised the Associate Dean of Students, who oversaw Orientation and Transition Programs, and Parent & Family Programs. The Dean of Students assisted in setting priorities for resource allocation, facility needs, and service utilization; provide

oversight of the formulation and management of budgets and served as the primary on-call administrator for the University for serious student crises, while developing and supporting a broader on-call rotation for lower level emergencies and issues. The Dean of Students developed and maintain strong relationships with the Southern University Police Department, the Baton Rouge Police Department, and other partners in the City of Baton Rouge to promote the safety of our students and effectively respond to crises. The Dean of Students maintained high visibility within the campus community, particularly with students and continually measure and assess progress quarterly toward well-conceived and regularly updated strategic goals.

Interim Associate Vice Chancellor for Enrollment Management

Office of the Enrollment Management

March 2018 – July 2018

Division of Student Affairs & Enrollment Management

The Associate Vice Chancellor reported to the Vice Chancellor for Student Affairs & Enrollment Management and served on the senior leadership team, and other critical campus committees. The Associate Vice Chancellor provided leadership for the development, implementation, communication and ongoing assessment of comprehensive and strategic enrollment plans. The Associate Vice Chancellor remained knowledgeable about emerging national and international trends; brought vision, innovation, and significant strategic and analytical capacity to the role and developed a sophisticated and nuanced approach to enrollment management. The Associate Vice Chancellor implemented strategies to achieve institutional goals and was a strong manager, leader and collaborator who remained adept to implementing change and forging collaborative partnerships with senior leaders and others across the university. The Associate Vice Chancellor exhibited marketing savvy, political acumen and strong communication skills and remained effectively engaged with a wide array of constituents and constantly articulated the University's distinctiveness and plans for the future.

Campus Confidential Advisor

June 2016 – March 2018

The Confidential Advisor is authorized to advise Complainant of, and provide written information regarding, both Complainant's rights and the University's responsibilities regarding orders of protection, no-contact orders, restraining orders, or similar lawful orders issues by a court of competent jurisdiction or by the University. The Confidential Advisor liaises with appropriate staff at the University to arrange reasonable accommodations through the University to allow Complainant to change living arrangements or class schedules, obtain accessibility services, or arrange other accommodations. The Confidential Advisor serves as a liaison between Complainant and the University or local law enforcement when directed to do so in writing by Complainant who has been fully and accurately informed about what procedures shall occur if information is shared, and assist Complainant in contacting and reporting to a

responsible employee or local law enforcement. The Confidential Advisor is obligated to report crimes to the University or law enforcement in a way that identifies Complainant or Respondent, unless otherwise required to do so by law.

Executive Assistant to the Vice Chancellor **June 2012 – March 2018**
Office of the Vice Chancellor for Student Affairs & Enrollment Management
Division of Student Affairs & Enrollment Management

The Executive Assistant assisted the Vice Chancellor with fiscal operations, including developing managing and tracking an operation budget of approximately \$25 million for Admissions, Financial Aid, Dean of Students, New Student Orientation, Student Life, Recreation and Game Room, Counseling, Student Health Services, and Residential Life and Housing. The Executive Assistant tracked budget expenditures and projections to ensure a judicious use of university funds. Serve as an advisor and advocate to students and student organizations providing support and fostering community engagement to students through involvement, leadership and co-curricular learning opportunities. The Executive Assistant worked collaboratively with division leadership to engage in fundraising & development, grant writing, and sponsor activities with alumni, fraternities and sororities, and community agencies to actively pursue alternative revenue sources and instituted quality enhancement measures specific to each department to ensure operational excellence. The Executive Assistant oversaw the development of marketing strategies to increase student engagement with programs and services and assisted with the development of assessment plans and strategic goals to enhance Division operations. The Executive Assistant assisted with developing annual training programs for staff and students to ensure best practices are implemented and responded to emergency and crisis situations as needed. The Executive Assistant also facilitate response to judicial crisis and emergency situations, including Dean of Students, Health Center, Campus Police, Legal Affairs, etc. and rendered oversight to daily operations of the office during the absence of the Vice Chancellor.

OTHER PROFESSIONAL EXPERIENCE

St. James Behavioral Health Hospital
Gonzales, Louisiana

Counselor **May 2013 – September 2015**

Display creative skills in facilitating psycho-educational group, individual, and family therapy while monitoring the maintenance of confidentiality of records that are related to each client's treatment. Work in collaboration with other staff in carrying out clinical assessments for the assessment of client's physical and mental state of health as well as the development of a client-specific treatment plan. Function as an

effective client advocate in coordinating several required services to provide solutions to emergency problems in crisis situations. Facilitate and manage preventative mental wellness classes or workshops and generate treatment referrals. Utilize effective research in persuading clients in expressing their feelings and discussing their current life's situation; display proficiency in helping them develop insight into themselves and their relationships.

Center for Psychological Healthcare

Baton Rouge, Louisiana

Counselor Intern

June 2012 – May 2013

Conducted interviews and assessment of referred clients in coordination with the professional staff, which consisted of social workers, psychiatrists, psychologists, and other certified personnel. Guaranteed precision in collecting and analyzing data on individual clients through records, tests, interviews, and professional sources, such as WISC-IV, WAIS-IV, and MMPI-2. Directly administered the group, individual, and family therapy sessions for both residents and outpatient-serviced clients. Consulted with clinical psychiatrists and psychologists in revising and enforcing several treatment plans based on the client programs. Collaborate with community specialist in overseeing residents for the integration of social skill development.

JP Morgan Chase

Baton Rouge, Louisiana

Personal Banker

December 2006 – June 2010

Asked personal and business financial questions; as well as assessed all their needs and recommended appropriate product and service solutions. Monitored the sales processes, which included outbound telephone sales, consulting, networking, referring, and appointment setting to determine the business and consumer opportunities in the branch. Established and sustained relationships with customers and provided them with products and services that meet their ever-changing needs. Demonstrated efficiency in working in a high-paced and team environment to service customers' needs while ensuring compliance with policy and procedures.

PUBLICATIONS, PRESENTATIONS, AND PANEL DISCUSSIONS

November '19 Panel Reviewer – MSERA 2019 Annual Meeting (Mid-South Educational Research Association). New Orleans, LA

November '19 Co-Presenter – Hands On Workshop: Effective Search for Research Articles and Increase Research Article Visibility.

- October 2019 Co-Author – Effect of Cloud Based Learning Management System on The Learning Management System Implementation Process.
- March 2019 Co-Presenter – Learning Management Systems Implementation: A Stakeholder Analysis. Special Interest Group on University and College Computing Services. New Orleans, LA
- March 2019 Guest Judge – 93rd Annual Meeting of the Louisiana Academy of Sciences. Baton Rouge, LA
- April 2018 Guest Lecturer – Getting Your Students to College. Louisiana Area High School Counselors. Baton Rouge, LA
- November '17 Guest Speaker: Education First – Principles of Advanced Degree Opportunities and the Importance of Education. Westdale Heights Academic Magnet School. Baton Rouge, LA
- August 2017 Presenter: Student Leadership Policy & Protocol Expectations– Planning and Execution Training Workshop. Executive Cabinet of the Student Government Association. New Orleans, LA
- March 2017 Presenter: Management Styles – University Student Leaders and Queen Etiquette Seminar Workshop. Office of Student Life. Baton Rouge, LA
- August 2016 Presenter: Student Leadership Policy & Protocol – Planning and Execution Training Workshop. Student Government Association. Baton Rouge, LA
- April 2016 Guest Speaker: My Next Move - Principals of Planning, Self-Worth, and Leaving a Legacy. Recruitment and Awards Banquet for Mentorship Academy. Baton Rouge, LA
- June 2015 Presenter: Building Foundations for Transparency in Student Leadership. Student in Leadership Training Retreat. Student Government Association. Alexandria, LA
- April 2015 Presenter: Hidden Hearts – Mental Health Awareness Workshop. Southern University and A&M College. Baton Rouge, LA
- October '14 Panelist: Know your Worth – Women's Empowerment Speaker Series. Southern University and A&M College. Baton Rouge, LA

June 2014 Presenter: We Wear the Masks: Student in Leadership Training Retreat.
Student Government Association. Biloxi, MS

May 2014 Co-Presenter: Opening Session – Ujima; Kwanza Principles as they
Relate to Student Leadership. National Association of Student Affairs
Professionals (NASAP) Student Leadership Institute. Savannah, GA

PROFESSIONAL AFFILIATIONS

Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC)
National Association for Student Affairs Professionals (NASAP)
National Association of Student Personnel Administration (NASPA)
Association of Fraternity/Sorority Advisors (AFA)
Louisiana Counseling Association (LCA)
Louisiana Mental Health Counseling Association (LMHCA)
Alpha Kappa Alpha Sorority, Inc.
Black Graduate Students Association, Louisiana State University
Southern University National Alumni Federation

COMMUNITY OUTREACH AND ENGAGEMENT

Advisor, National PanHellenic Council of Southern University
Advisor, Collegiate 100 Black Women of Southern University
Advisor, Southern University Student Government Association
Team Member, SACSCOC Reaffirmation Team

UNIVERSITY COMMUNITY ASSOCIATIONS

Southern Association of Colleges and Schools, Commission on Colleges Committee
Student Government Association Advisory Committee
Student Affairs & Enrollment Management Senior Leadership Committee
Quality Enhancement Plan Committee
Academic Council Committee
Graduation Committee
Judicial Committee
University Academic Calendar Planning Committee
20 for 20 Committee, Chair
Founders' Day Committee
University Homecoming Committee, Chair

REFERENCES


Available Upon Request



M E M O

DATE: Tuesday, January 28, 2020

TO: Dr. Ray L. Belton
President-Chancellor

FROM: Tavares A. Walker 
Associate General Counsel and
Executive Director of Compliance & Ethics

REF: Proposal to Reporting Structure of ADA and Title IX Compliance
into one position within General Counsel's Office

Dear Dr. Belton,

Per our discussion, I am requesting your approval to consolidate the ADA and Title IX Coordinators positions into one position as the Director for ADA and Title IX Compliance for SUBR. My rationale is outlined below.

Purpose: This proposal is designed to provide clarity and uniformity in both implementation and operations. The proposed structure will allow the GC's Office to sharpen its focus on accountability, tracking, and compliance with our regulatory obligations. The recent creation of the System Executive Director of Compliance and Ethics within the GC's Office demonstrates the university's commitment to meeting our legal and regulatory responsibilities. This attached proposed structure will further define the assigned personnel roles and responsibilities.

Rationale: The GC's Office of Compliance and Ethics would be responsible for system-wide policy development and centralized management of any investigation association with Title IX and ADA compliance efforts. This would allow the Director of ADA and Title IX Compliance to focus on policy implementation, programming, monitoring and management of compliance related issues. It would also allow the director to focus on the administration of policies and serve as principal supervisor and tasked with providing technical guidance to each campus.

The proposed structure will ensure the following:

1. All policy implementation will be uniform on the campus level.
2. Compliance efforts will flow from the policy development from the GC's office.
3. The proposed structure will put in place a reporting mechanism that will ensure timely reporting and tracking of any issues that may arise.
4. The proposed structure will officially move Title IX and ADA responsibilities to a single personnel.

Proposed Position: Director for ADA and Title IX Compliance

Operate under supervision and auspice of the Office of the General Counsel with reporting obligations to Executive Director of Compliance and Ethics and Associate General Counsel.

1. Promote and enhance a climate that ensures equal access and equal opportunity for all members of the University community and participants in its activities and services.
2. Promote and enhance a culture of ethical behavior and compliance with applicable ADA and Title IX policies, laws and regulations.
3. Reduce liabilities and losses associated with failures to comply with applicable ADA and Title IX laws and regulations.
4. Reporting to the Associate General Counsel, the position is responsible for overseeing and coordinating system-wide compliance implementation activities, including the evaluation and monitoring of the university's operational and strategic ADA and Title IX practices on each campus, as well as seeking to ensure that the university and its employees are complying with federal ADA and Title IX regulatory requirements, as well as internal policies and procedures.
5. Develop programs that fosters a university culture that does not tolerate illegal or prohibited behavior and prompts faculty and staff to consider the potentially adverse consequences of prohibited ADA and Title IX conduct;
6. Minimum Qualifications: Minimum master's degree in education, counseling, rehabilitation services, law/compliance. Juris Doctor preferred. Minimum five years of experience managing compliance or regulatory efforts in a large setting, working with disability services, including management of medical and psychological documentation to identify appropriate accommodations.

The preferred candidate should have experience creating and implementing progressive change for disability services, experience using technology to improve efficiencies in disability services, excellent written and oral communication, organizational and relationship building skills. The candidate should have knowledge of relevant laws including the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, expertise in analyzing and interpreting test data, experience in an educational setting, and knowledge of and commitment to the cultural implications of the delivery of services to people with disabilities. The candidate should also have a working knowledge of the Education Amendments of 1964 and Title IX laws and regulations.

7. Salary Considerations: Bases on a review of similiarly siutated universities, both in size and scale of opeations, the salary range for this position should be \$65,000.00 – \$75,000.00.

APPROVAL:

By: 
Dr. Ray L. Belton
President-Chancellor

Date: 2/7/20

February 4, 2020

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

Dr. Belton:

Maintaining and developing relationships and partnerships with key local, state, and federal lawmakers and agencies is essential for the SU System to fulfill its goals to support the University's strategic plan objectives of outreach and engagement with stakeholders and constituents, and to promote the University and advance its funding priorities.

To further enhance the work of the Office of External Affairs in supporting the University's mission through city, state, and federal advocacy, I am requesting approval for the position of Director of Government Relations to reinforce external affairs efforts, and focus on critical initiatives that will have significant impact on our success in critical areas.

Having a Director of Government Relations will enhance the University's visibility and support among its external stakeholders through engaging communications, governmental relations, alumni, and community outreach.

I am also requesting a waiver of a search for the new position that will allow me to immediately fill the position with a qualified internal candidate who will be able to transition seamlessly as we prepare for the start of the legislative session in the coming weeks.

Thank you for your consideration and support.

Sincerely,



Robyn M. Merrick, Ph.D.
Vice President for External Affairs

Position Description

Director of Government Relations (System)

The Director of Government Relations directs involvement in local, state and federal government affairs for campuses of the Southern University System. The director works in coordination with the System Vice President for External Affairs to maintain and nurture relationships with government and elected officials to protect SUBR's interests. The director also assists in the development of University strategies and plans which align with government laws, regulations and standards.

The director plays a vital leadership role in supporting and preserving the University's mission; realizing its vision and its commitment to fostering a University community that prioritizes access and excellence; and advancing its strategic plan by coordinating the University's interactions at the local, state and federal levels and building relationships among and between various constituencies to advocate for the University and advance its policy and funding priorities.

Duties and responsibilities include, but are not limited to:

- Collaborate with the System Vice President for External Affairs to develop a comprehensive, coordinated overall strategy for government relations
- Assist in the analysis of proposed legislation at the local, state and federal levels in coordination with the System Vice President of External Affairs
- Monitors legislative activities and promotes the University's position through advocacy
- Assist in providing talking points and conducting research in preparation for meetings, hearings, and proposed issues, etc.
- Provides direction to and works in support of student advocacy efforts and works with University constituencies and leadership teams on key legislative issues, and other government and community initiatives
- Builds networks to link and mobilize stakeholders
- Works with faculty, staff, students, alumni, and other stakeholders to coordinate their engagement in government and community relations activities
- Assist in developing case studies, presenting information about the University, and completing funding request paperwork
- In concert with academic, student affairs, and financial units at the University, recommend and advance policy matters that are beneficial to the University
- Attend staff meetings of the Office of External Affairs
- Other duties and responsibilities, as assigned

N Vacancy Announcement System (VAS)

Position Vacancy Announcement Request

Date: 02/06/20 Department: Office of External Affairs

SUS SUBR SULC SUAREC SUNO SUSLA

Application Deadline: N/A Date position to be filled: 03/2/20

Position Title: Director of Governmental Relations Civil Service Pay Level: _____

Salary (annual): \$70,000 or Salary Range: \$70,000 to \$90,000

Please check all categories that apply to this position:

Status:	Faculty Position	Unclassified Position	Classified Position
<input type="checkbox"/> Part-time % of time	<input type="checkbox"/> Temporary	<input type="checkbox"/> Administrative	<input type="checkbox"/> Probationary
<input checked="" type="checkbox"/> Full-Time	<input type="checkbox"/> Tenure	<input type="checkbox"/> Temporary	<input type="checkbox"/> Job Appointment
	<input type="checkbox"/> Tenure Track (Probationary)	<input checked="" type="checkbox"/> Permanent	<input type="checkbox"/> Provisional Appointment
	<input type="checkbox"/> Grant	<input type="checkbox"/> Grant	FOR HR USE ONLY: CS Job Code:
	<input type="checkbox"/> Contract	<input type="checkbox"/> Contract	

Contact Person: Robyn Merrick Telephone No: 225-771-2000

Contact Email Address: robyn_merrick@sus.edu

Contact e-mail address is for:

Human Resources utilization only posting to VAS website

Brief job description:

The Director of Government Relations directs involvement in local, state and federal government affairs for campuses of the Southern University System. Duties and responsibilities include, but are not limited to: Collaborate with the System Vice President for External Affairs to develop a comprehensive, coordinated overall strategy for government relations; Assist in the analysis of proposed legislation at the local, state and federal levels in coordination with the System Vice President of External Affairs; Monitors legislative activities and promotes the University's position through advocacy; Assist in providing talking points and conducting research in preparation for meetings, hearings, and proposed issues, etc.; Provides direction to and works in support of student advocacy efforts and works with University constituencies and leadership teams on key legislative issues, and other government and community initiatives; Builds networks to link and mobilize stakeholders; Works with faculty, staff, students, alumni, and other stakeholders to coordinate their engagement in government and community relations activities; Assist in developing case studies, presenting information about the University, and completing funding request paperwork; In concert with academic, student affairs, and financial units at the University, recommend and advance policy matters that are beneficial to the University.

Minimal qualifications:

Master's or advanced degree in an appropriate area and six years of relevant experience; or a bachelor's degree in an appropriate area and eight years of relevant experience.

Remarks/How To Apply (letter of application, curriculum vita, resume', references, etc)/Mailing Address:

Waiver requested

Note: Approved Position Vacancy Authorization form(s) must be received in the Office of Human Resources before vacant positions will be announced.

244 Blanks Hall
Southern University
Baton Rouge, LA 70813

225-771-5565 office
cedric_upshaw@sus.edu
@cedricupshaw

Cedric Upshaw, J.D.

Summary of Qualifications

Licensed to practice law in Louisiana since 1993.

20 years in Higher Education leadership with an established and successful record of service, senior level management, notable achievement and professional advancement in higher education. Served as Chief Executive and Operating Officer in private and government non-profit organizations and units.

Developed a thriving private law practice in 1993, representing both paying and pro-bono clients in civil, criminal, family, oil and gas, property, entertainment, small business, and contract litigation in Louisiana state and federal courts.

Professional Experience

January 2014-17

***Coordinator, Americans with Disabilities Act
Southern University System***

Charged with coordinating the American with Disabilities Act requirements and compliance of all services, programs, activities and facilities for the Southern University System campuses in Baton Rouge, New Orleans, Shreveport, Baker and Opelousas.

September 2017-Present

***Director, American with Disabilities Act, Title IX and Governmental
Affairs
Southern University System***

Cedric Upshaw & Associates, Attorneys at Law Baton Rouge, LA

Private law practice consisting of civil litigation, personal injury, business, contracts, property, employment, entertainment, civil rights, and criminal defense litigation, utilizing over 20 years of experience while remaining current with developments in the law, via the Louisiana Legislature, the State and Federal Courts and annual legal education seminars. Martindale-Hubbell rating-BV

***2008-2009 Executive Director of External Affairs
Southern University System, Baton Rouge, LA***

Responsible for Alumni, Foundation and External Affairs

1999-2009 Executive Director, Alumni Federation & Alumni Affairs Southern University System, Baton Rouge, LA

- *Managed, supervised and directed programs and staff, for the National Alumni Federation, its members and chapters nationwide; and the Southern University System Office of Alumni Affairs.*
- *Developed and/or executed fundraising initiatives to benefit the scholarship, operational and institutional advancement fund(s).*
- *Started and reactivated alumni chapters in Florida, Arizona, Pennsylvania, Louisiana, and Nevada, including academic department based chapters in Nursing, Psychology, and Marching Band.*
- *Targeted activities resulting in greater participation and donations from groups such as, Y-Jags (Young Jags), Pre-Alumni, Jaguar Connection, new members/graduates class pins, new Life Members pins and upgrades, Alumni Tent football tailgates, Huddle Fridays, Homecoming Young Alumni Day Reception in the Union.*
- *Introduced "Jaguar Water" in partnership with Abita/Kentwood Springs and SUBR Athletics, promoting and branding the university in new markets, generating annual in kind support, valued at approximately \$20,000 dollars.*
- *Established and implemented the Liberty Mutual Insurance Affinity Royalty program, generating a steady stream of revenue, resulting in one of the most successful programs benefiting the alumni and the university.*

2008-2009 Executive Director, System Foundation Southern University System, Baton Rouge, LA

- *Managed, supervised and directed programs and staff for the Foundation Board of Directors, including the Board of Regents endowed Professorships and Chair fund.*
- *Provided the general oversight of project management for the 60 million dollar capital improvement bond project to construct the North End-Zone Stadium addition, and renovation of concessions and restrooms on the east and west sides of Mumford Stadium.*
- *Developed and/or executed fundraising initiatives to benefit the scholarship, operational and institutional advancement fund(s).*

2006-2008 SU Bayou Classic Coordinator Southern University System, Baton Rouge, LA

- *Coordinated, planned, and managed the annual public relations and fundraising events, including the Southern and Grambling football game that aired nationally on NBC, which results in the university's largest fundraising, marketing and advertising activity.*
- *During this time, the Bayou Classic events generated millions of dollars for both universities, the greater New Orleans, and Baton Rouge area economies.*
- *Particularly important after Hurricane Katrina, I worked with our Sponsors, State and City of New Orleans officials, and other entities, to ensure that the game and all the events could return to a level or above expectations enjoyed prior to 2005.*

- These efforts resulted in a football game attendance of 46,000 + in 2006; 53,000 + in 2007; and 58,000 + in 2008;
- Thus providing a steady increase of ticket sales and sponsorship Commitments during that (3) three year period.

2001-2009 Legislative Team Member/Governmental Relations

Southern University System, Baton Rouge, LA

- Managed and maintained positive relationships with members of the Louisiana Legislature.
- Tracked legislation that impacted Southern University and higher education.
- Provided information about the impact of legislation to Members, the Governors' staff, and other Agency heads.
- Key leader for SU Day at the Capitol in addition to various Legislative Committee and Caucus meetings.

**1995-1999 Director of Continuing Legal Education & Alumni Affairs and Interim Director of Placement/Career Services
Southern University Law Center Baton Rouge, LA**

- Developed and implemented the curriculum and secured faculty for continuing legal education seminars/classes for members of the State Bar Association in a variety of legal subjects. This was carried out in major metropolitan cities within the state, in compliance with state bar MCLE annual requirements.
- Generated and renewed an ongoing interest from alumni and the legal community, whom responded in attendance and/or serving as faculty resulting in new streams of revenue and branding for the Law Center.
- Co-managed and organized Alumni related activities; updated records, achievements, news and information on law center alumni.
- Managed and supervised the office of Placement and Career Services, providing support for career counseling, job fairs and campus interviews.

**1993-1995 Partner
Thomas, Upshaw & Phillips Attorneys at Law,
Baton Rouge, LA**

General law practice, concentrating in criminal, family, and civil litigation, in the various courts of Louisiana.

1989-1993 Law Clerk/Legislative Aide

*Legislative Aide, Senator Cleo Fields
Law Clerk, Attorney Robert Randolph
Law Clerk, Attorney Jesso N. Stone Jr.*

Military Service

U.S. Air Force Reserve-Honorable Discharge

*Staff Sergeant-Life Support Specialist
Barksdale AFB, Shreveport, La. 1984-85
Belle Chasse Naval Air Station, Gretna, La. 1985-92*

Education

*McNeese State University 1982-1985
Southern University and A&M College, Baton Rouge, La.
Bachelor Science, Psychology 1988
Southern University Law Center, Juris Doctorate 1992*

Professional Development & Activities

*Continuing Legal Education Seminars-annually 1995-current
Fundraising Management Seminar sponsored by the Center on Philanthropy
at Indiana University, June 2008
Chair, Southwestern Athletic Conference Alumni Directors & Presidents,
2004-05
Secretary, Southern University Alumni Federation Executive Council 1999-
2009
Secretary, Southern University System Foundation 2008-2009
Southern University System President's Cabinet, 1999-2009
Southern University Athletics Council, 1999-2009
Bayou Classic Committee 2001-2009
Annual Founders Day Committee 1999-2009
Annual Homecoming Committee 1999-2009
Southern University Law Center 50th Anniversary, Judicial Council Co-Chair
Numerous Civic, Business, Higher and Secondary Education task forces,
projects, initiatives and search committees 1995-2009*

Professional Memberships

*Louisiana State Bar Association
National Bar Association
Louis A. Martinet Legal Society
Baton Rouge Bar Association
Louisiana Bar Foundation, Young Lawyer Fellow
Louisiana State University Academy of Politics, Fellow
La. Bar Association Mandatory Continuing Legal Education Committee 95-99
Phi Beta Sigma Inc. 1983-present
Delta Theta Phi
The American Legion
Louisiana Associations of Non-Profit Organizations (LANO)*

Community Activities

McKinley Magnet Middle School PTO/McKinley Dads
McKinley Senior High School PTO
Baton Rouge Center for Visual and Performing Arts PTO
Louis A. Martinet Legal Society, Baton Rouge Chapter
NAACP Baton Rouge Branch past Legal Counsel & Executive Board member
Phi Beta Sigma Inc., Gulf Coast Region past Legal Counsel
First Fridays of Baton Rouge Business Network
Southern University Law Clinic, Trial Competition Judge
Phi Beta Sigma, Omicron Beta Sigma Chapter
Southern University Phi Beta Sigma, Rho Chapter/Campus Advisor
Southern University National Alumni Federation-Diamond Life Member
Greater Baton Rouge YMCA
Bethany World Prayer Center
St. Joseph's Cathedral
EBRP VIP Everybody Reads (pending training completion)
irecruit4SU, Founder
Southern University Sports Hall of Fame Commissioner elected-2015

**Honors and Awards
Received**

Martindale-Hubbell BV Rating
2008 Center for Philanthropy at Indiana University Alumni Training Course
2006 Thurgood Marshall Scholarship Fund- Professional Leadership Award
for Outstanding Management and Performance in Alumni Affairs
Management and Growth
2005 Golden Contributor Award, Southern University National Alumni
Federation
Southern University National Alumni Federation Hall of Fame
1999 Louisiana State Senate Commendation for "Years of Service to
Community" by the Honorable Senator Wilson Fields
1999 Honorary Mayor-President of the City of Baton Rouge, Parish of East
Baton Rouge, by Mayor-President Tom Ed McHugh
President-Student Bar Association 1991-92, Southern University Law Center
Moot Court Board & Best Oral Advocate-Southern University Law Center 91-
92
Co-Counsel-National/Regional Moot Court Competition-SU Law Center
President-Psychology Club, Southern University and A&M College 1987-88
Squad leader-Air Force ROTC, Louisiana State University 1986-88

References

Available upon request

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

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

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

Previous Employee New position Reason Left N/A
 Date Left N/A Salary Paid N/A

Profile of Person Recommended

Length of Employment March 1, 2020 To June 30, 2020
 Effective Date March 1, 2020

Name Cedric Upshaw SS# _____ Sex Male Race* B
(Last 4 digits only)

Position Title: Director of Government Relations Department: Office of External Affairs

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

--	--	--

X 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 27 Southern University Experience 25

Degree(s): Type/Discipline: _____ Institution/Location: _____ Year: _____

Bachelor of Science/Psychology Southern University 1988

Juris Doctorate/Law Southern University Law Center 1992

Current Employer Southern University

Personnel Action

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

Recommended Salary N/A Salary Budgeted N/A

Source of Funds Enter Institutional Budget

Identify Budget: 111005-11303-61002-16000 Location _____

Form Code: _____ Page 3 Item # 19

Change of: _____ From _____ To _____

Position: _____

Status Title Change

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
<u>111005-11303-61002-16000</u>	

*See Reverse Side

Graduate School signature (if, applicable):

[Signature] 2-4-20 Supervisor Date
[Signature] 2-4-20 Dean/Unit Head Date

Vice Chancellor Date

Director/Personnel Date
[Signature] Vice President/Finance Date
 Business Affairs/Comptroller

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

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 a.m. to 5:00 p.m.
EMPLOYEE DIRECT SUPERVISOR: Robyn Merrrick
NUMBER OF EMPLOYEES SUPERVISED, (if any) _____
HR USE ONLY: STATUS (circle one): EXEMPT NON-EXEMPT

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE _____
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")

CODE _____ EXPIRES _____
FUNDS AVAILABLE
OFFICE OF THE VICE PRESIDENT
FOR FINANCE & BUSINESS AFFAIRS
HOUZZER UNIVERSITY SYSTEM
J1 11005-11303-61002-16000
F1 [Signature] 2/10/20
F0 _____ SIGNED _____ DATE _____

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

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

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

Board of Supervisors

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following Personnel Affairs Committee)

Friday, February 21, 2020

3050 Martin Luther King Jr. Drive

Jesse N. Stone Lecture Hall

Shreveport, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentations
 - A. Above and Beyond Award
6. Action Items
 - A. Approval of Minutes of January 10, 2020 Regular Meeting of the SU Board of Supervisors
 - B. Approval of Committee Reports and Recommendations
 - C. Request Approval of Letter of Intent by the Louisiana Department of Children and Family Services in favor of the Southern University Law Center to create the Vulnerable Communities & People Initiative (SULC)
 - D. Request Approval of Memorandum of Understanding for IBM Global University Programs (SUS)
 - E. Request Approval of Joint Affiliation Agreement between SUSLA and SUSLA CDC (SUSLA)
 - F. Request Approval of Uniform Affiliation Agreement between SUSLA and SUSLA Alumni Association (SUSLA)
 - G. Request Approval of MOU between SUSLA and Texas A&T regarding Academic Preparation for Student Athletes (SUSLA)
 - II. Resolutions
7. Informational Items
 - A. Banner Consolidation
 - B. Commencement Protocol
 - C. Legislative Update
 - D. System President's Report
 - E. Campus Reports
8. Other Business
9. Adjournment

**Southern University and A&M College System
BOARD OF SUPERVISORS MEETING**

2nd Floor, J.S. Clark Administration Building
Board of Supervisors Meeting Room
Baton Rouge, Louisiana
Friday, January 10, 2020
9:00 a.m.

MINUTES

The meeting of the Southern University Board of Supervisors was called to order by Board Chairman Atty. Domoine Rutledge.

Pledge of Allegiance: Miss Ragan Abdula, a twelfth-grade student at Southern University Laboratory School.

The Invocation was given by Bishop Michael Duca, the Bishop of the Diocese of Louisiana.

PRESENT

Atty. Domoine Rutledge – Chairman
Dr. Samuel C. Tolbert, Jr. – Vice Chairman
Dr. Leroy Davis
Mr. Raymond Fondel
Dr. Rani Whitfield
Rev. Donald R. Henry
Mrs. Ann A. Smith
Dr. Leon R. Tarver II
Mrs. Arlanda Williams
Mr. Sam Gilliam
Mr. John Barthelemy
Atty. Edwin Shorty
Mr. Richard Hilliard
Atty Patrick Magee
Mr. Donald Dunbar

ABSENT

Dr. Curman Gaines

UNIVERSITY PERSONNEL ATTENDING

System President, Ray Belton
Chief of Staff, Dr. Katara Williams
Interim Executive Vice President/Executive Vice Chancellor Bijoy Sahoo (SUBR)

Systems Vice Presidents Flandus McClinton (Finance and Business Affairs), Vladimir Appeaning (Strategic Planning, Policy and Institutional Effectiveness), and Robyn Merrick (External Affairs) Chancellors Dr. James Ammons (SUNO), Dr. Orlando F. McMeans (SUAREC), Dr. Rodney Ellis (SUSLA), and Atty. John Pierre (SULC).

BOARD COUNSEL

Attys. Brandon DeCuir, and Deidre Robert

INSTALLATION OF BOARD OFFICERS FOR 2020 – Atty Brandon DeCuir administered the oath of Office to the Chairman Atty Domoine Rutledge and Vice Chairman Rev. Samuel Tolbert, Jr.

SPECIAL PRESENTATION – Atty Rutledge welcomed Governor John Bel Edwards to the Board of Supervisors Meeting. Atty Rutledge asked everyone to welcome Governor Edwards. Governor Edwards thanked the board for allowing him to be at the meeting and he expressed how excited he was to be on “The Bluff”, he congratulated the Chairman and Vice Chairman for being elected to serve another year on the board. Governor Edwards congratulated SU on all the great work. He said, “it’s a New Day in Louisiana and I think this is the right time to come because we’re about to start a new term. And I’m excited about what lies ahead for the state of Louisiana. What lies ahead for higher education and for this system, I am mindful, and I say it often the only HBCU system in the United States of America. So, I congratulate all of you on your work here.” Governor Edwards spoke about his continued commitment to Higher Education, dual enrollment programs, the spending plan he plans to submit based on the forecast, and the construction projects on the Baton Rouge Campus which are scheduled to be complete by the end of 2020. He said in closing, “I stand before you today, very excited about the future. I hope that you are too. And I just remind you of something that I know, you know, and you think about, you’re a big part of shaping the future of Louisiana, you are a huge part of that. And then so the decisions that you make here in this boardroom are incredibly important and significant. And so, I know you take your jobs very seriously, to the extent that I can do anything to be of assistance to you, Mr. Chairman, Mr. Vice Chairman of the Board members, Dr. Belton, please don’t hesitate to reach out to me and I look forward to coming back to this campus many times in the future, so that I can see the good work that you all are doing and that we’re going to be doing together.”

Dr. Belton was recognized to give a few comments to the Governor. He said, “Mr. Governor, I take great pleasure in speaking on behalf of the administration, the faculty, staff and most importantly, the students of Southern University College System and just expressing a statement of gratitude to you. It is apparent, you know that your actions align with your values and you have been a champion for the state of Louisiana and particularly for higher education. You should know that the Southern University system in its entirety really embrace the master plan as adopted by the Louisiana Board of Regents. Enrollment has increased over the last three years and we’re hosting dual enrollment students. Your leadership matters and clearly, you have been a friend to higher education and to Southern University. You have responded immediately to the conditions on campus, Fisher Hall and the bridge project. For supplemental appropriations, we are grateful to you. And again, on behalf of the university community, we want to express our

appreciation, and our willingness to fulfill our roles, scope and mission and advancing the interests of the state of Louisiana.”

Governor Edwards thanked Dr. Belton and reminded everyone before leaving that “there is a teacher shortage and he is asking everyone to assist in recruiting young people to come to Southern University and become teachers. “

Governor Edwards took a group photo with the board members before departing.

Chairman, Atty Domoine Rutledge announced the convening of the Athletics Committee. Chair John Barthelemy called the committee meeting to order.

AGENDA ITEM 6: ADOPTION OF THE AGENDA

Upon the motion and second, the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 7: PUBLIC COMMENTS

None

AGENDA ITEM 8: ACTION ITEMS

A. Request Approval on the Suspension of SUNO Athletics Program and Withdrawal of SUNO from the Gulf Coast Athletic Conference (SUNO)

Dr. Ammons thanked the board for giving him an opportunity to share the rationale and thinking around athletics at Southern University at New Orleans (SUNO). He stated, “we’re on a seven-month mission with the goal to document through a monitoring report in compliance with core requirement 13.1 financial resources of the Southern Association of Colleges and Schools and to have the institution removed from probation.” He mentioned “the core requirement 13.1 of the Southern Association of Colleges and Schools expects the institution to have a sound financial base which demonstrates financial resources to support the mission of the institution and the scope of its programs and services.” Dr. Ammons reminded everyone that a special committee is going to visit SUNO April 14 through the 16th of this year. He is looking to submit the monitoring report around Mid-March, prior to their visit. He stated, “We developed an overall strategy and athletic is a part of that strategy. The major emphasis as an educational institution is that we have a mission, we stay true to it and strengthen the academic core of the institution. So therefore, we must contain costs, increase revenue, and balance this current year budget. Additionally, we must also eliminate the deficit, demonstrate it, and sustainability is key. Enrollment growth is the highest priority and maintaining quality student life. We went in and did an in-depth budget analysis. That analysis revealed that athletics was a major driver of the deficit in the institution. So, after looking at the major drivers’ athletics, to the deficit, we had discussions across the campus with key stakeholders, students, our faculty, the athletes themselves, the Commissioner of the Gulf Coast Athletic Conference, the athletic director and coaches. We're all a part of this decision.

And so, as we talked with them, we had some scenarios that we needed to examine. Dr. Ammons, stated, "This was one of the most difficult decisions that I've made as a university administrator to suspend athletics because I understand how athletics contribute to overall student life and contribute to alumni support, camaraderie, etc. However, when we took a look at all of the scenarios, and the fact that athletics is a major contributor to current and past deficits, we decided that the best option for the University at this time with the university being on probation with its accredited to suspend athletic program."

Dr. Ammons informed the board of the next step in this process is to replace athletics in student life. They have created a wellness Task Force, an intramural and health education with intramural and health education initiatives being a major part of the work of this task force. And the goal, again is to improve campus life and provide a robust athletic experience that includes all students, all 2300 students, as opposed to 56 students on the campus. And so that committee is made up of administrators, faculty and students, and will begin its work doing this current semester."

Dr. Ammons concluded his report and asked for questions from the board members. Dr. Leroy Davis asked, "how many of the athletes will be able to stay in the university in an academic setting even though they might lose their athletic scholarship?" Dr. Ammons stated "there are 56 athletes and 42 of them on scholarships and 19 or 20 of them on full scholarships. They have begun to look at the student's majors, grade point averages and working to find ways to award them academic scholarships to stay at the institution after this year. He mentioned many of the students are scholars that's why it was a hard decision. "

Dr. Davis suggested Dr. Ammons have a tracking system to track those students who leave the university because of the change and recommended he attend conferences and converse with others.

Atty Edwin Shorty echoed Dr. Ammons by mentioning the savings for the athletic department if SUNO cut athletics. He mentioned the "budgetary impact for this fiscal year for the athletic department. Dr. Ammons has all the numbers. He can provide the information if requested. "

There was a motion and second. All voted Yes. Motion passed.

B. Request Approval of the MOU between Southern University at Baton Rouge and the Southern University System Foundation regarding the Leasing of Equipment (SUBR)

There was a motion and second for approval. All voted yes. Motion passed.

AGENDA ITEM 9: OTHER BUSINESS

Mr. Fondel recognized athletics for their win of Bayou Classic and their advancing to the SWAC Championship he presented them with a Bayou Classic logo Framed Art – which was presented to Coach Banks.

AGENDA ITEM 10: ADJOURNMENT

Dr. Whitfield made a motion to adjourn, Atty Rutledge second the motion. Motion passed.

**FACILITIES AND PROPERTY COMMITTEE
(Following Athletics Committee)**

2nd Floor, J.S. Clark Administration Building
Board of Supervisors Meeting Room
Baton Rouge, Louisiana
Friday, January 10, 2020
9:00 a.m.

MINUTES

Board Chair Atty. Domoine Rutledge announced the convening of the Facilities and Property Committee. Facilities and Property Committee Chair Rev. Donald R. Henry called the committee meeting to order.

Present: Rev. Donald R. Henry, Dr. Rani Whitfield, Mr. John Barthelemy, Dr. Leroy Davis, Mr. Richard Hilliard, Mrs. Ann Smith and Atty. Domoine Rutledge

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion and second, the agenda was recommended for adoption.

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

None

AGENDA ITEM 5: INFORMATION ITEM

A. Priority Projects Updates by Campuses

Everyone agreed that the governor did a good job with the campus updates. There were no additional comments or updates.

AGENDA ITEM 6: OTHER BUSINESS

None

AGENDA ITEM 7: ADJOURNMENT

Upon the motion and second, the Facilities and Property Committee was adjourned.

Motion Passed

**FINANCE COMMITTEE
(Following the Facilities and Property Committee)**

2nd Floor, J.S. Clark Administration Building
Board of Supervisors Meeting Room
Baton Rouge, Louisiana
Friday, January 10, 2020
9:00 a.m.

Minutes

The Finance Committee was called to order by Committee Chair Atty Edwin Shorty

Present: Atty Edwin Shorty, Mr. Richard Hilliard, Dr. Leon Tarver II, Mrs. Arlanda Williams, Mr. Sam Gilliam, and Atty Domoine Rutledge

Absent: Dr. Curman Gaines

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion and second, the agenda was recommended for adoption.

Motion passed

AGENDA ITEM 4: PUBLIC COMMENTS

Dr. Tietzel, SUNO Faculty, commended the faculty at SUNO as an outstanding faculty. He said, "I would like to present to you the faculty at SUNO as an outstanding faculty. They are dedicated to their work even in difficult situations. Even though we were teaching classes we taught one extra class last semester for free, during it all, we were still able to write grants to mentor students and we are happy to have student graduates." He thanked the board for their time.

AGENDA ITEM 5: INFORMATIONAL ITEM

A. Fiscal Status Update (SUNO) – See handout

SUNO Interim Chancellor Ammons presented the fiscal update. He said, "When I made the presentation a few minutes ago on athletics, I gave the context for the actions that we're taking at SUNO. Again, our goal is to have the institution removed from probation and to strengthen the academic core of the institution. As I said before, we have been conducting various budget analyses. We have looked at everything financial, and we have developed various scenarios. But I want to say to you that we have a plan, we have a strategy for moving forward. And the core of

the strategy is strengthening the academic programs at the institution balance in this year's current budget, we got to live within our means and demonstrate sustainability through enrollment growth and maintaining the quality student life. So, what we have done is to identify three major areas of effort. One is revenue generation. Secondly, cost reduction, and then thirdly, allocation and reallocation of resources to support the academic mission of the institution. In the cost reduction of fiscal stability arena, we have eliminated positions. We have frozen vacant positions. There have been early retirements and furloughs. And as Dr. Tietzel mentioned earlier, the faculty have taken on additional courses, thereby reducing or minimizing the use of adjuncts and overloads. We have seen some increases in class size, and we have renegotiated contracts with vendors. And as we just completed our discussion of athletics, we have decided to suspend athletic programs after this academic year. The major revenue generation activity is increasing enrollment. That is our focus, increasing enrollment. So, we have strengthen partnerships with the local community colleges, Delgado Community College charter schools, and community organizations. And the focus that we have here with the enrollment is to match our efforts with the state funding formula. So therefore, Community College transfers, those students who are 25 years and older, and then of course, STEM disciplines. We have undertaken an unaggressive fundraising initiative. And the major focus of that fundraising initiative is to raise scholarship dollars Dr. Davis to have scholarships available for students who want to come to SUNO, and those who want to stay. But, again, when we look at all the outstanding offerings that we have at SUNO, we have some signature programs that have both undergraduate and graduate programs. And so, our focus in recruitment is in those areas, areas such as social work, business, computer information systems, education, STEM disciplines, and others. Another part of the strategy is related to allocation and reallocation of resources. There is a deficit which resulted from expenditures after Hurricane Katrina and other natural disasters. Some of the funds that were spent to bring the campus back to life have not been reimbursed by FEMA. We have an initiative where we are working with FEMA to recover some of the funds which will strengthen the financial position of the institution. We're also making efforts to recover funds from our account's receivables. We are allocating charges across the institution from the general fund to the place where they should be charged. And then we're looking at our indirect cost's funds. And at the end of the day, we're also going to depend upon your support and a support of the system to ensure that SUNO remains a viable institution. So those are the strategies that we put in place that are part of our overall plan."

Chair Atty Rutledge thanked Chancellor Ammons. He requested in the future that he present numbers with his plan when he's talking about eliminating positions and early retirements. What he's projecting the cost savings to be? The information will help when we get questions about these things." Before taking additional questions, the chair said, "I just like to have some numbers."

Atty Magee questioned the "Human aspect of what is going on at SUNO?" "What is your approach to the human aspect of it all?"

Dr Ammons comment was, "all of this is real but one of the things that I've attempted to do is to have open communications with all components of the university community and the larger community. And the thing is, that since I've been there now for about six weeks, the thing that makes it even tougher is that I have come to know some of the people who have been directly impacted by these moves that we must make

on behalf of the institution. And that is tough, but I try as often as I can to have meetings, to have conferences with the various components of the university community, and explain, always explaining that as an educational institution. It's an academic mission that matters, most athletics for instance are extracurricular activities, but they play a major part in the life of the university and so I had opportunities to meet with the students, the student athletes, on several occasions, Student Government leadership faculty and again, I am getting to know the people who are being impacted and it's tough but the viability of SUNO is paramount."

Dr. Ammons informed the Chairman and the board that his plan is to come to them next month with a complete packet. He said, "there are some actions that you must take as a board for the SACSCOC report that is due for the March meeting, so when we come in February, you will have a more robust packet to consider that will have all of the numbers. It's still a work in progress, we're discovering different things, but by the February meeting, I think that we will be in a position to give you a complete picture of where we are and what we would need in order to balance the budget and eliminate the deficit."

B. Interim Financial Report as of November 20, 2019 (see packet)

Mr. McClinton, Vice President of Finance and Business Affairs presented the operating budget and financial statement for the month ending November 30, 2019 for each campus. He informed the board that he's gone through the documents for each campus to ensure they are in line with the budget.

There were no questions or comments.

AGENDA ITEM 6: OTHER BUSINESS

None

AGENDA ITEM 7: ADJOURNMENT

It was moved and seconded that the Finance Committee meeting be adjourned.

Motion passed

GOVERNANCE COMMITTEE

(Following the Finance Committee)

2nd Floor, J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

Friday, January 10, 2020

9:00 a.m.

Minutes

The Governance Committee was called to order by Committee Chair Sam Gilliam

Present: Mr. Sam Gilliam, Dr. Leon R. Tarver II, Rev. Donald R. Henry, Atty Patrick Magee, Rev. Samuel C. Tolbert, and Atty Domoine Rutledge

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion and second, the agenda was recommended for adoption.

Motion passed

AGENDA ITEM 4: PUBLIC COMMENTS

None

AGENDA ITEM 5: ACTION ITEMS

- A.** Request Approval of Policy for Minimum Percentage of Program Credit Hours Earned at Southern University at Baton Rouge to Receive a Bachelor's Degree (SUBR)
- B.** Request Approval of the Southern University Board of Supervisors' Conflict of Interest Policy (SUS)
- C.** Request Approval of the Registration Refund Policy (SUSLA)
- D.** Request Approval of the Fundraising Policy for Campus Organizations (SUSLA)

Dr. Appeaning was asked to give a quick presentation on items A through D. He mentioned that item A and B are required by SACSCOC. He explained the importance of the board completing two disclosure statements. One is a personal financial disclosure that is due in May of every year and to complete the one-hour code of ethics training. The other one is simply one of the boards, this bylaws regarding the conflict of interest provision. This was passed in April of last year. Thank you, Mr. Chairman. And as part of that this board agreed to complete a conflict of interest disclosure statement, which you did in 2019." So, we're able to demonstrate evidence to SACSCOC or anybody else, that indeed this board takes the conflict of interest provisions very seriously. Dr. Appeaning said he spoke to Chancellor Ellis, and Per Chancellor Ellis, Item C is where he is clarifying in writing, the registration refund policy on the process and procedures on the SUSLA campus. He said, "And finally Item D is s a fundraiser policy for

the campus. Chancellor Ellis, says, he is demonstrating in writing the policies and procedures by which campus organizations can raise money such as student organizations.

Rev. Samuel Tolbert made a motion to adopt Items 5A through 5D and there was second to the motion.

Motion passed.

AGENDA ITEM 6: OTHER BUSINESS

None

AGENDA ITEM 7: ADJOURNMENT

It was moved by Atty Patrick Magee and seconded that the Governance Committee meeting be adjourned.

Motion passed.

PERSONNEL AFFAIRS COMMITTEE*(Following the Governance Committee)*

2nd Floor, J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

Friday, January 10, 2019

9:00 a.m.**Minutes**

The Personnel Affairs Committee was called to order by Committee Vice Chairman, Mr. Barthelemy

Present: Dr. Curman L. Gaines, Mr. Sam Gilliam, Dr. Leon R. Tarver II, and Atty. Domoine Rutledge

Not Present: Ms. Arlanda Williams

AGENDA ITEM 3: ADOPTION OF THE AGENDA

It was moved by Dr. Leon Tarver and second that the agenda be accepted.

Motion passed

AGENDA ITEM 4: PUBLIC COMMENTS

None

Agenda Item 5: Action Items

A motion was made by Dr. Leon Tarver, II and seconded by Rev. Donald Henry, Jr. to approve agenda items 5A - 1 through 9

Motion passed

Name	Position/Campus	Salary	Funding Source
1. Alex Appearing	System VP for Strategic Planning, Policy, Institutional Effectiveness and SUBR VC for Academic Compliance (Title Change) SUS/SUBR	N/A	N/A
2. Teresa Hardee	Interim Vice Chancellor for Admin & Finance Office of the Chancellor (Interim Appointment) SUNO	\$104,000.00	State

3.	Alfred Harrell	Executive Director of Institutional Advancement - SUBR (Clarification)	N/A	N/A
4.	Justin James	Director of Internal Audit (Reinstatement) SUNO	\$70,000.00	State
5.	Belinda Mack	Comptroller SUAREC Finance Unit (New Appointment) SUAREC	\$85,200.00	State/Federal
6.	Toni Manogin	System AVP for Strategic Planning, Policy, Institutional Effectiveness and SUBR AVC for Academic Compliance (Title Change) SUS/SUBR	N/A	N/A
7.	Oscar O. Udoh	Director of Grants & Facility Program Management SUAREC Planning & Evaluation (New Position) SUAREC	\$90,000.00	State
8.	Edward Willis	Interim Vice-Chancellor for Student Affairs and Enrollment Management (Interim Appointment) SUBR	\$140,000.00	State
9.	De'Shoin York	Associate Vice Chancellor Extension & Outreach/Specialist, Nutrition, Health & Wellness (New Position) SUAREC	\$100,000.00	State/Federal

Agenda Item 6: Other Business

None

Agenda Item 7: Adjournment

A motion was moved by Dr. Leon Tarver, II and seconded that the Personnel Affairs Committee meeting be adjourned.

Motion passed.

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS
(Following the Recruitment and Admissions Committee)

2nd Floor, J.S. Clark Administration Building
Board of Supervisors Meeting Room
Baton Rouge, Louisiana
Friday, January 10, 2020
9:00 a.m.

Minutes

Regular Board of Supervisors meeting was called to order by Chairman of the Board Atty. Domoine Rutledge

Present:

Atty. Domoine Rutledge, Dr. Samuel C. Tolbert, Jr., Rev. Donald Henry, Dr. Leroy Davis, Mr. Raymond Fondel, Mrs. Ann A. Smith, Dr. Leon R. Tarver II, Mr. Sam Gilliam, Ms. Arlanda Williams, Mr. John Barthelemy, and Atty. Edwin Shorty

Absent:

Dr. Curman Gaines

Agenda Item 3: Adoption of the Agenda

Upon the motion and second the agenda was recommended for adoption
Motion passed

Agenda Item 4: Public Comments

None

Agenda Item 5: Special Presentations

A. Above and Beyond Award

Presented by Ms. Cary Clark-Hollins, Associate Controller. The recipient was Ms. Linda E. Wilkins, Travel supervisor for eleven years. She has a staff of two. Ms. Linda is a dedicated employee who has been at Southern University for 20 years. She loves her job and don't mind working extended hours when needed. She is a dedicated employee who goes above and beyond for the department.

Atty Rutledge congratulated and thanked Ms. Wilkins for her services.

B. Agnihotri Global Conflict Resolution Institute Gift

Atty Rutledge introduced and acknowledged the Chancellor Emeritus Agnihotri. He thanked him for his lifetime service to Southern University and the world. He mentioned, "Agnihotri

is global and he thanked him for being a part of his life and helping him in many ways.” Chancellor Pierre presented the check in the amount of \$45,000 that Chancellor Agnihotri donated to the Southern University Law Center.

Chancellor Agnihotri thanked the chairman and chancellor for having him at the meeting. He complimented Chancellor Pierre on the great work he’s done and doing at SULC.

Atty Rutledge again thanked Chancellor Agnihotri for the donation. He also acknowledge Dr. Barbara West Carpenter, who attended the meeting. He thanked her for her all her work and her husbands work. Dr. Carpenter thanked everyone for their support. She said, “I am a two-time graduate of Southern University, I am still employed at Southern University. I just love Southern University. If you ever need me, please call me anytime.”

Agenda Item 6: Action Item(s)

A motion was moved and second to approve action items 6A through 6C.

Motion passed.

- A. Approval of Minutes of November 29, 2019 Regular Meeting of the SU Board of Supervisors
- B. Approval of Committee Reports and Recommendations
- C. Request Approval of Memorandum of Understanding between Southern University and A&M College Baton Rouge and the Southern University System Foundation regarding the lease/option to purchase Howell Place (SUBR)
- D. Resolutions

Dr. Katara Williams, Chief of Staff read resolutions and commendations for the following:

- Mr. James E. Hogan, Sr.
- Mr. Lloyd Carroll Edwards
- Mr. Ronald Jerome Parmis

Rev. Donald Henry made a motion which was seconded by Dr. Leroy Davis to adopt the resolutions. Motion passed.

Agenda Item 7: Informational Items

- A. **SUBR Counseling Services Update** – Dr. Belton introduced Ms. Irving- Who gave a comparison of Fall 2018 vs Fall 2019 service hours at the University Counseling Service. She mentioned the primary concerns that students bring to the counseling center. She said, “based on national data and University counseling center data, the three top concerns are anxiety, depression, and stress.” She gave data on the three top concerns. After providing the data to the members, they could ask questions. Dr. Whitfield

commented and questioned Dr. Irving about referring patients to hospitals. Mrs. Williams advised Dr. Irving about partnering with other agencies to assist with students and she recommended Daughters of Charity. Dr. Tarver inquired about her senior Staff. Mr. Fondel thanked Dr. Irving for coming and giving presentation. He commended her and her staff on what they are doing in the counseling center to improve and move it forward Mrs. Smith and Dr. Tolbert commented on expanding to the other campuses and having additional staff. Chancellor Pierre mentioned the process has begun for a solution. "Some of the law students will assist in the next month because anxiety for law school is big."

Dr Belton thanked Dr. Irving for coming and asked her to please send the presentation so it can be distributed to the board members.

Atty Rutledge asked that Dr. Irving meet with Dr Willis, the Vice Chancellor for Student Affairs. He thanked her for coming.

B. System President's Report

Rose Bowl - Dr. Belton acknowledged the Human Juke Box and Fabulous Dancing Dolls for participating in the Rose Bowl. He asked them to stand. He also acknowledged Mr. Kedric Taylor and Dr. Akai Smith.

Faculty Convocation - Dr. Belton thanked Dr. Albert Samuel for his leadership. It was a huge success.

Dr. Belton commended the chancellors for their contributions to the institution.

He informed the board that General Counsel Deidre Robert has resigned. He recognized her for all her hard work. He asked Deidre for comments.

C. Campus Reports

Southern University New Orleans (SUNO) – Presented by Dr. James Ammons. "I would like to recognize the passion and tremendous commitment that the faculty of SUNO has for the students. I have some of the faculty senate here today that I would like to thank for being here. They have a passion and commitment as it relates to our students. Last semester we graduated 59 students from the institution and that is great, but it makes our job a little tougher because we got to replace them so that we can show net growth to the institution to SACSCOC, but they are committed to teaching. This faculty has agreed to take on an extra course in order to assist the university in maintaining fiscal stability. And I want to commend them for that. As I told the Provost the other day, that could have been Mutiny on a university campus, asking a faculty to take on an extra course or heavier teaching load without compensation. And it just shows again, their commitment to the institution. But at the same time, we've seen increases in the grant productivity. I just want to thank them for their support and their cooperation. Again, thank you. This concludes my report."

Southern University Shreveport Louisiana (SUSLA) – Presented by Dr. Rodney Ellis. “Our report for SUSLA is enclosed in the packet, however, I would like you to pay special attention to one article which is the report on Shunterika Fields. She is a graduate of our radiology program. She is attending Northwestern State University, working towards her Bachelor’s degree in Radiologic Sciences. She received acceptance into an Introduction to Clinical Pathology Basic Science of Infection Disease Medical Internship that is taking place in Iquitos, Peru for a week. She is the first student from North Louisiana to have this experience. She will also be attending a course in Germany in Summer 2020. She is the first and only African American female to have the opportunity to attend a Masters of Virology course. Both honors are under one of the top surgeons in the country: Dr. Lane Rolling. The SUSLA community is very pleased for Fields’ outstanding accomplishments empowering the next generation of future doctors.

Southern University Agricultural Research and Extension Center (SUAREC) – Presented by Dr. Orlando McMeans. “there are a number of things that has occurred at the college since our last meeting and to date, so I'll try to be brief on updating you on these four different areas. The first is that the agriculture appropriations bill passed recently, and one of the significant aspects of that bill was some advocacy. From the Congressional Black Caucus, which led to an increase of \$27 million for 1890 Land Grant institutions. And this is by far the highest that we've ever been appropriated as far as an increase from one fiscal year to another. And I want to thank Dr. Belton for encouraging me to stay on as chairman of the legislation and budget for the land grant system. I think its benefits not only the land grant system, but more particularly it benefits the 18 on historically black land grants. One of the increases was an additional \$5 million for the new USD 1890 scholarships. Initially each campus was going to receive \$500,000 because of the additional 5 million that number will be \$750,000 in scholarships annually to support relative discipline, so we are truly excited. Funding is needed for some of the initiatives we have in recruitment and retention. We are developing a new position for approval, for a recruitment and retention counselor. I, in my research found that we did not have a person positioned in recruiting for agricultural related and family consumer science related areas in more than almost 30 years. And so, I feel that if we're going to be intentional in recruitment, and retention, and graduation rates increasing, we must also have a person that's 100% committed to that. And I think one of the reasons why is the restrictions in dollars as it relates to hiring a person that can go out and recruit from federal dollars. So, we have found funds that we will dedicate to that endeavor, and we're looking forward to engaging high schools as well as two-year community colleges. You've heard that the state of Louisiana has been approved as relates to industrial hemp. We're one of three states to be approved. One of the things that I had to convey to our stakeholders is that in the legislation it states that LSU and Southern University ag centers will work as relates to research in HEMP to develop new varieties of hemp that will grow in this area and that will flourish and that will contain various compounds, whether that be CBD or THC. And so, in taking this seriously, our first step is that we're going to decide what licenses we're going to apply for. And then at the next meeting that being the February meeting, it will be a pleasure because we will bring to you our first full time

research scientist that will focus on HEMP. That individual we unfortunately couldn't get the paperwork done prior to this meeting, but we have identified that individual and they will be coming aboard upon your approval. So, we are excited about that. And we will be working with LSU on certain aspects of that. And of course, we will be working with my friend here, Chancellor Pierre. One of the unique things about Southern and this system is that out of all the land grant institutions that can grow medical marijuana and grow HEMP, we're the only two that has the agricultural piece and the law and legal piece working together hand in hand. So, I'm excited about that and I enjoy that relationship." Dr. Davis asked Dr. McMeans "if there is a contact person until the person is hired because he's getting calls and texts?" He said, "That person is Dr. Walker." He said, as for the medical marijuana program, we will have assistance from General Counsel Robert, Attorney Decuir, Dr. Snowden and Janean Tate. We have an excellent team working as relates to medical marijuana. In my opinion, we have finally reached an historical milestone as it relates to the medical marijuana program. We will be releasing our first pure CBD products this upcoming week; I think it may be on the shelves in Lafayette and Lake Charles as we speak. And, one of the individuals said, you know Southern is unique in that we're setting the template for the other HBCUs that will come along. But the other thing they want to make sure that we are to make sure I convey to everybody here that we are the first HBCU to release a line as such. So, I think that's great and this semester is going to be busy. I know that Chairman Rutledge and President Belton individually we will be contacting you because we will be taking tours and we will be making announcements. We will be doing a ribbon cutting, but those days are not yet set in stone. We will have a nine-city tour as relates to that. Just listening to what all we must do makes me tired. The other day we had our meeting and found out some of it involves during Mardi Gras. The other thing is the marketing that is going to be very critical the labeling which is going to be also very critical. So those are the things that we are working with the next couple of weeks. And if you don't have anything to add that concludes my report."

Southern University Law Center (SULC) – Presented by Chancellor John Pierre. "We had a very successful HEMP symposium at the Southern University Law Center. We had over 200 individuals in attendance at the event which was on the same day as commencement. The secretary was in attendance as well. We have been able to work very well with the Ag Center, because a lot of what's happening is all dependent upon legal legislation, regulatory and compliance issues which are very, very important. And we are working together to continue planning an additional two events related to educating people about this topic one in March, which will be done by law review and one in April that was going to connect with some medical folks. We will have our mid-year commencement and hooding ceremony at the River Center on this coming Saturday morning at 11:15. Rev Henry will provide us with invocation and benediction. We anticipate about 30 students that will be participating in their mid-year ceremony. On Monday, we have two new leaders that will be inaugurated into government. One in Lafayette by the name of Joshua Guillory and James Cain of Lake Charles. So, we are seeing the Southern University Law

Center alums continue to grow in the lawyer leaders. And I want to thank this board for allowing us to do the great things that we get to do. Thank you, this concludes my report.”

Southern University Baton Rouge (SUBR) – Presented by Dr. Bijoy Sahoo. “This week we had our fall 2020 Faculty Convocation. We provided a SACSCOC update to our faculty. There were nearly 250 faculty in attendance. I would like to acknowledge their attendance, participation and contribution.” Dr. Sahoo again “thanked US Secretary of Agriculture Sonny Perdue who served as the speaker during the fall commencement exercise at Southern University Baton Rouge Campus. There were nearly 430 students participating. 326 undergraduates, 91 master’s degree recipients, and 10 PhD students who received their degrees. He mentioned the campus is gearing up for the 140th anniversary celebration and a university wide committee has been formed to plan a series of events. The events will be coordinated through the president chancellor’s office. The team of 140th anniversary celebration is celebrating 140 years of excellence This concludes my report”

It was mentioned that Dr. Sahoo would come back next month with recommendations on how the department will address the students going forth as they participate in graduation ceremony.

Agenda Item 8: Other Business

Atty Magee made comment on Governor’s speech and he again thanked the Governor for all he’s done for us and told everyone “in the next four years – we must have a strong presence.”

Chairman Atty Rutledge reminded members there are new committee assignments and the 2020 meeting schedule which they should have received by email.

Agenda Item 9: Adjournment

Motion was moved and seconded for adjournment.

Motion passed



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

February 5, 2020

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

RE: Letter of Intent (LOI) by the Louisiana Department of Children and Family Services (DCFS) in favor of the Southern University Law Center (SULC) to create the Vulnerable Communities & People Initiative

Dear Dr. Belton:

Secretary Walters and I have been involved in discussions since January 2020 regarding engaging in innovative projects that would utilize resources from SULC to assist DCFS in achieving its goals in serving needy children and families in Louisiana. Pursuant to those discussions, DCFS will provide annual funding of approximately \$250,000 to \$300,000 per year for the next four years through a contract/grant to SULC, and assign to SULC Assistant DCFS Secretary Alfreda Tillman Bester to coordinate activities of the projects at no cost to SULC.

DCFS will pay the salary and benefits of Assistant Secretary to develop strategies to execute and coordinate projects that meet Temporary Assistance to Needy Families (TANF) guidelines. SULC has several legal clinics, projects, and programs that provides services to children and families that currently meet TANF's guidelines.

The funding provided by DCFS will allow SULC to create the Vulnerable Communities & Peoples Initiative (VCPI). The term "vulnerable communities" and "vulnerable people" refers to children, adults, and families who are typically economically disadvantaged in society and who because of either age, (infancy, children, seniors), disability, or other circumstance (loss of employment, victim of disaster, homelessness, etc.) may qualify for social services from the State of Louisiana.

The activities and projects envisioned under this initiative include, but are not limited to:

1. Earned Income, Tax Credit (EITC) assistance, and awareness,
2. Public benefits awareness,

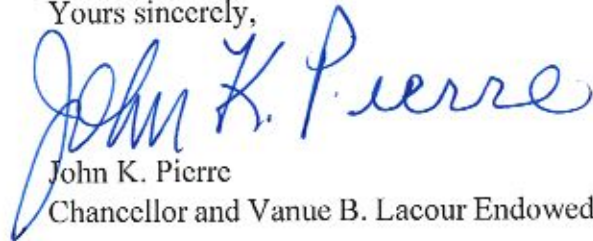
3. Low-income housing assistance,
4. Expungement assistance,
5. Appeals of disability benefits or other public benefits denials,
6. Civil legal access to justice activities,
7. Indigent legal defense services, and
8. Access to employment and entrepreneurial opportunities and skill development opportunities.

The activities and projects are not intended to be an exhaustive list but is intended to give examples of the potential depth and breadth of this initiative.

I hereby request that the Letter of Intent (LOI) be presented to the Board of Supervisors for approval at its February 21, 2020 meeting in Shreveport, and that SULC be authorized to undertake the initiative with the authority to execute all subsequent contracts and agreements required to facilitate the initiative.

If you have any questions, please feel free to contact me.

Yours sincerely,



John K. Pierre

Chancellor and Vanue B. Lacour Endowed Professor



Executive Division
627 North 4th Street
Baton Rouge, LA 70802

(O) 225.342.0286
(F) 225.342.8636
www.dcfs.la.gov

John Bel Edwards, Governor
Marketa Garner Walters, Secretary

February 12, 2020

Mr. John K. Pierre
Chancellor
Southern University Law Center
2 Roosevelt Steptoe Drive
Baton Rouge, LA 70813
Via email: jpierre@sulc.edu

Chancellor John Pierre:

It is with great anticipation that the State of Louisiana Department of Children and Family Services (DCFS) sends this letter of intent to join into a partnership with Southern University Law Center (SULC).

The department will assign a DCFS employee to serve as a direct resource to SULC for the term of this agreement. The appointed employee will report, for department purposes, to the Secretary of DCFS, with daily work and activities reporting directly to you as Chancellor of the Law Center. We have agreed that the working title for this position at SULC is Special Counsel for Human Services and will oversee a center of innovation to identify, develop and recommend services to address the needs of vulnerable populations with legal implications, and to research and recommend available programs and resources that assist families as identified with such needs.

Through a contract, DCFS will provide to SULC an annual amount up to \$300,000 each state fiscal year in Temporary Assistance for Needy Families (TANF) federal funds through state fiscal year 2023. (Should services start before July 1, 2020, the budget for state fiscal year 2020 will be prorated as agreed upon in the contract.) As we move forward, SULC shall submit for approval a budget and statement of work that meets all TANF guidelines, restrictions and goals for consideration and approval by the DCFS Secretary which will ultimately be included in a formal contract arrangement which may be amended from time to time as needed.

SULC will house the DCFS employee to provide immediate and comprehensive attention to this work. I look forward to the work ahead and the partnership between SULC and DCFS.

Sincerely,



Marketa Garner Walters
Secretary



Collaboration Resolution between the Louisiana Department of Children and Family Services and the Southern University Law Center

- Whereas The Southern University and A & M College System is the only Historically Black College and University (HBCU) System in the United States, founded in 1880, to provide higher educational opportunities for African American students and has continued to provide educational opportunities for all students in the State of Louisiana, and consists of five constituent institutional entities, including the Southern University Law Center, and is dedicated to improving the lives of people in poverty; and
- Whereas John Bel Edwards, Governor of the State of Louisiana, has committed to address poverty in Louisiana, and
- Whereas Marketa Garner Walters, Secretary of the Department of Children and Family Services, has as the department's stated mission to help families become self-sufficient, and
- Whereas Governor John Bel Edwards and Secretary Marketa Garner Walters are committed to promoting and supporting strong families and providing opportunities for their growth, and
- Whereas The Department of Children and Family Services desires to enter into a collaboration with the Southern University Law Center to identify and develop support services with legal implications for needy families, and to provide guidance and direction for policies that can impact those living in poverty; and
- Whereas The partnership will facilitate innovative work between the Southern University Law Center and the Department of Children and Family Services through the efforts of a DCFS employee to serve as the Special Counsel for Human Services at Southern University Law Center, using Temporary Assistance for Needy Families funding through a contractual agreement between the Department for Children and Family Services and the Southern University Law Center for the next four years; and
- Whereas Alfreda Tillman Bester, MBA, JD, has dedicated her life's work to support, mentor and teach young women and girls, and to address the needs of families living in poverty, and has served the State of Louisiana as Secretary of Labor and Assistant Secretary of the Department of Children and Family Services and is thus uniquely qualified to lead an innovative initiative on behalf of the Department of Children and Family Services in partnership with the Southern University Law Center for the next four years; and
- Whereas The people of the State of Louisiana deserve the best and most proactive work on behalf of those who struggle to achieve basic services and opportunities to advance and support their families.
- Therefore, Southern University Law Center and the Department of Children and Family Services agree to collaborate to create a menu of services and innovative practices to transform the lives of people living in poverty in Louisiana.

Signed on this _____ day of _____, 2020

Chancellor John K. Pierre
Southern University Law Center

Secretary Marketa Garner Walters
Louisiana Department of Children and Family Services

Between Southern University and A&M College System and IBM

This is a Memorandum of Understanding (MOU) between IBM and Southern University and A&M College System. The purpose of this MOU is to confirm the collaboration between Southern University and A&M College System and IBM with respect to our intention to work together in the areas of skills, curriculum development, and research, subject to negotiation of a mutually acceptable definitive written agreement(s).

To ensure that the parties understand the nature and the purpose of these discussions so that no misunderstanding occurs, we wish to document the status of the parties' discussions as of this date and provide a framework for ongoing discussions. This MOU sets forth the intentions and understandings of the parties to facilitate our subsequent discussions and evaluations.

Objectives

Southern University and A&M College System's academic and collaborative interests with this potential relationship are initially focused in the following areas:

- Artificial Intelligence
- Blockchain
- Quantum
- Cloud
- Cybersecurity
- Data Analytics
- Internet of Things

IBM's business interests specific to this potential relationship are initially focused in these areas:

- To build meaningful lasting relationships with universities around the globe,
- Aligned with IBM's Global Ecosystem spanning 170 countries,
- Focused on:
 - Research Innovation - IBM Research engages with strategic university relationships and collaborates on projects that will help fill the highest priority capability gaps.
 - Global Collaboration – IBM Global University Programs collaborates with a broader set of researchers aligned with strategic challenges, sharing state of the art ideas
 - Skills and Recruiting – IBM assists with courses and training resources for faculty, students and partners.
 - IBM University Awards – IBM Global University Programs sponsors various competitive awards for faculty and universities worldwide.

In engaging in such a relationship, Southern University and A&M College and IBM believe that each institution will benefit from expanded opportunities in the research, skills and curriculum development space. Southern University and A&M College and IBM intend to regularly review the status and progress of this potential relationship with respect to the following areas. These discussions are non-binding.

IBM Responsibilities

Under the proposed relationship, IBM intends to:

- Assist with skills development and curriculum improvements by making available select software, courseware, and other resources of the IBM Academic Initiative
- Provide faculty and students with the opportunity to explore educational resources, tutorials, and experiment with quantum devices through the IBM Q Experience.
- Make the Hyperledger Project using IBM Blockchain available to faculty and students - IBM has made nearly 44,000 lines of code available to the open source Hyperledger Project and is among more than 90 companies supporting the Hyperledger Project, a nonprofit organization openly-governed by the Linux Foundation dedicated advancing blockchain technology.
<https://www.ibm.com/blockchain/hyperledger.html>

IBM Memorandum of Understanding
IBM Global University Programs

- Collaborate to deploy the IBM Skills Academy, including
 - Online learning resources
 - Cloud access for hands on labs
 - Curated content
 - New industry assets as technology changes
 - Digital Badges
- Make available information about the IBM University Award Programs. As appropriate, IBM will work with Southern University and A&M College to submit joint applications for awards, subject to the selection procedures.
- Identify, if possible, volunteer IBM University Ambassadors interested in academic roles, including answering technology questions, providing guest lectures, mentoring students, or participate in projects.

Southern University and A&M College Responsibilities

Under the proposed relationship, Southern University and A&M College intends to:

- Provide updates to IBM regarding research or curriculum development in strategic areas important to IBM, such as Artificial Intelligence, Blockchain, Cloud, and/or Quantum Computing.
- Invite qualified IBMer(s) to become a member of Department Advisory Committees or other opportunities for Industry feedback on campus.
- Subject to availability and the sole determination of Southern University and A&M College, provide space for IBM posters or displays on campus.

General terms

- A. Term and Termination.** This MOU will guide the further discussions of the parties until the signing of a definitive agreement, if any. After such date, neither party shall have any further obligations to the other party pursuant to this MOU, except as expressly provided in this MOU. This MOU and the negotiation of a definitive agreement are terminable at will by either party. All discussions, proposals, term sheets, draft agreements and other similar materials will be null and void if discussions are terminated.
- B. Nonexclusive Relationship.** This MOU outlines a non-exclusive commercial relationship between IBM and Southern University and A&M College System. Nothing contained in this MOU shall be deemed to be a restriction of any type on either party's ability to freely compete or to engage "partnering" relationships with other entities. Any decision by either party to forego, or engage in any other business opportunity or any other activity, to alter any business plan or direction, or to make any investment in anticipation of the consummation of any transaction contemplated by the parties, is at the sole discretion of the party electing to do so, and will not create any actual or potential liability or obligation for the other party, even if that party is aware of, or has been informed of or has indicated approval of any such action, decision or election unless agreed to otherwise in an agreement signed by both parties. In the event of termination of this MOU, neither party will be restricted because of these discussions and in any event each party is free to pursue a similar business relationship with others at any time.
- C. Preliminary Nature of Discussions.** During the parties' discussions, the parties will likely exchange written or oral proposals, term sheets (including without limitation the responsibilities' outline contained herein), draft agreements or other similar materials. Neither party may rely on, be bound by, or have any obligation under any such discussion, proposal, term sheet, draft agreement or other preliminary material, even if signed by one or both parties, except for a definitive written agreement signed by an authorized representative of each party that encompasses the subject matter of any such materials. In addition, the parties agree as follows:
1. The parties acknowledge and agree that the proposed business relationship between the parties and the execution of the definitive agreement by Southern University and A&M

College System and IBM is subject to all applicable legal and regulatory requirements and all necessary corporate and other approvals of the parties and their respective shareholders, members and/or partners.

2. Neither Southern University and A&M College System nor IBM nor any of their respective shareholders, members, partners or affiliates will issue any release or other publicity concerning this MOU except with the prior written approval of the other party. The parties agree to cooperate with respect to any news release or other publicity regarding the foregoing.
3. This MOU shall be read and interpreted with all changes of gender or number required by the context according to the ordinary and usual meaning of words, but words with recognized technical or trade meanings shall be interpreted according to such recognized meanings.
4. The cost incurred by each party with respect to these discussions, and all subsequent negotiations of the proposed agreement, whether resulting in an agreement or not, and including without limitation legal and attorney, technical and research, financial and other advisory fees, will be borne solely by the party which incurred them.

D. Export: Southern University and A&M College System acknowledges that the U.S. Export Administration Act of 1979, as amended, (and its implementing regulations, as amended) prohibit the export of technology, software and/or commodities to certain specified countries. Each party agrees to comply and to reasonably assist the other in complying with applicable government export and import laws and regulations. Further, each party agrees that unless authorized by applicable government license or otherwise permitted by regulation, including but not limited to U.S. authorization, both parties will not directly or indirectly export or reexport, at any time, any technology, software and/or commodities furnished or developed under this or any other, Agreement between the parties, or its direct product, to any prohibited country (including release of technology, software and/or commodities to nationals, wherever they may be located, of any prohibited country) as specified in applicable export, embargo, and sanctions regulations. This section will survive after termination or expiration of this Agreement and will remain in effect until fulfilled.

This MOU supersedes all prior proposals and discussions and is the complete and exclusive statement of the understanding between IBM and Southern University and A&M College System as to the subject matter. This MOU cannot be modified except by a comprehensive writing signed by an authorized representative of each party that specifically amends this MOU. If this document adequately sets forth your understanding of our intentions, please indicate your agreement by signing below and return via email.

Acknowledged for:

IBM

Southern University and A&M College System

Signature _____

Signature: _____

Name: Naguib Attia

Print name: Ray L. Belton, PhD

Title: VP, IBM Global University Programs

Title: President-Chancellor

Date: _____

Date: _____

JOINT OPERATING AGREEMENT

THIS AGREEMENT is made and entered into by and between **Southern University at Shreveport**, hereinafter referred to as "University" and **Southern University Shreveport Community Development Corporation, Inc.**, hereinafter referred to as "SUSLA CDC", a Louisiana corporation created under the provisions of R.S 1950, Title 12, Chapter 2 on April 22, 2009.

A. The University is a state education institution. It operates under the guidelines of the Southern University System.

B. The SUSLA CDC is organized separately from the University and is an existing, organized, and operation non-profit corporation under the laws of the State of Louisiana and is a federally tax-exempt charitable corporation for the purpose and objective to promote educational and cultural welfare studies at the University. The SUSLA CDC's purpose is to solicit and accept gifts, grants, bequest and funds, including property, for the purpose of providing scholarships and activities in research or other designated benefits for the University, faculty, students and its surrounding communities as described in 501(c) (3) of the Internal Revenue Service Code.

C. Because of the close association of the SUSLA CDC with the University, it is prudent and beneficial to have a clear statement, agreed upon by the parties regarding responsibilities, authority and relationship of the University and the SUSLA CDC. The University Chancellor exercise control over all fundraising and solicitation efforts on behalf of the University.

Because the SUSLA CDC is identified with the University, it is important that the citizens, alumni, and contributors agree to the standard and procedures of operations of the SUSLA CDC and preserve the privacy and independence status of the SUSLA CDC in the perception of citizens, alumni, and contributors to the support and development of the University. It is important that the University and the SUSLA CDC agree to the standards and procedures of accounting for the accounts of the SUSLA CDC while at the same time preserving the private and independent status of the SUSLA CDC.

D. The SUSLA CDC shall have the following duties and responsibilities:

1. The SUSLA CDC's primary objective shall be to provide support to the University and promote economic development opportunities so the SUSLA CDC should not engage in activities contrary to this objective. Additionally, the acts, deeds, functions and activities of the SUSLA CDC shall in no way conflict with the authority of the university and work in conjunction with the Chancellor and the mission of the University.

2. The SUSLA CDC in fulfilling its mission may:

- (a) solicit and accepts funds of all kinds, including property, both real and personal, whether principal or income, tangible or intangible, vested or contingent, within the limits of the law, for the purpose of providing funds for the general purpose of the SUSLA CDC and for the purposes of the University.

- (b) receive, hold and administer such grants and gifts for the purposes so determined, subject to such terms and conditions as may be imposed by respective grantors, and to distribute to the University the funds or property under control of the SUSLA CDC of the purposes determined by the SUSLA CDC, and,
- (c) expend funds for the establishment and operation of the SUSLA CDC and for any expenses incidental to the conduct of the affairs of the SUSLA CDC.

(3) The SUSLA CDC shall reimburse, through in-kind services, the cost of housing, personnel, which personnel shall remain public servants for all purposes, and other support furnished the SUSLA CDC by the University pursuant to LA R.S. 173390B (3).

(4) The SUSLA CDC, subject only to any specific direction or restrictions relating to any particular donation, may invest the donations as it deems appropriated, consistent established investment criteria of the SUSLA CDC and consistent with reasonable and prudent investment standards, further subject to state rules and regulations where applicable.

(5) The net earning or assets of the SUSLA CDC shall not be distributed to the benefits of its directors, officers or other private persons except that the SUSLA CDC shall be authorized and empowered to pay reasonable compensations for services rendered and to make payments and distributions in furtherance of the overall purpose of the SUSLA CDC.

(6). The SUSLA CDC shall be responsible for establishing and implementing a system of controls which ensures compliance with all applicable laws and regulations specifically including state and federal laws regarding the non-profit, tax-exempt status of the entity.

E. Duties, functions, and responsibilities of the University include:

The university shall accept funds and other gifts in-kind from the SUSLA CDC for promoting the well-being and advancement of the University and all the departments and divisions comprising it. Also, to develop, expand and improve the University curricula, programs and facilities so as to provide greater educational advantages and opportunities encourage teaching, research, scholarship and service increase the University benefits to the citizens of the State of Louisiana and the United States of American.

F. The University shall use such funds in accordance with the terms and conditions as may be imposed by testators and donors, within the limits of the law.

(1.) By the SUSLA CDC:

- a) The SUSLA CDC agrees to perform service consistent with its mission generally and as specifically set forth in the Agreement.

- b) The SUSLA CDC agrees to work at the direction of the Chancellor with the University's staff to identify, cultivate and solicit prospective resources and work with other University volunteers to enhance the overall development and community outreach of the University.
- c) In addition, the SUSLA CDC may perform other services consistent with its overall purpose for the benefit of the University.

(2) By the University:

- a) The University agrees to make available to the SUSLA CDC, whenever feasible, facilities, personnel, or other support provided that the University is reimbursed for any costs associated with these items.
- b) Also, the University agrees to perform other additional services that may be agreed upon by the parties of this Agreement.

G. The books and records of the SUSLA CDC shall be kept in accordance with generally accepted accounting principles and shall be audited annually in accordance with generally accepted auditing standards, by an independent professional auditor who shall furnish to the SUSLA CDC copies of this annual audits. The SUSLA CDC shall provide the University, as soon as possible and in any event no later the 120 days after the ends of its fiscal year, copies of the annual financial statements presented in accordance with generally accepted accounting principal. Such statements will be audited, in accordance with generally accepted auditing standards by a firm of independent public accountants designated by the SUSLA CDC. In addition, the SUSLA CDC will not act as a depository for public funds including funds derived from the Louisiana Education Quality Support Fund (LEQSF). These funds will be on deposits with the university and managed by the Comptroller's Office.

H. This agreement shall continue in full force and effect until terminated by 120 days written notice by either party or by operation of law. If this agreement is terminated by the University or by operation of law, the agreement shall continue in full forces and effect until receipt by the SUSLA CDC of the notice of the occasion for such termination and any transactions entered into by the SUSLA CDC prior to the receipt of such notices shall be binding upon the University. Should any substantial misuse of funds or fraudulent activity on the part of the SUSLA CDC be discovered, the University may at its discretion, terminate this agreement. By the same right, should the same situation occur with the University at fault, the SUSLA CDC, at its discretion, might terminate this agreement also.

Nothing in this Agreement shall be construed as to invalidate or restrict the SUSLA CDC's private and independent status.

I. This contract shall begin on 1/5/2020 and shall terminate on until either party wishes to terminate.

J. Whenever any notice or demand is required or permitted under this agreement such notice or demand shall be given in writing and delivered in person or by certified mail to the following addresses:

University: Dr. Rodney Ellis, Chancellor
3050 Martin L. King, Jr. Drive
Shreveport, LA 71107

SUSLA CDC: Bennie Dotie, Chairman
4646 Hilry Huckaby, III Avenue
Shreveport, LA 71107

This agreement constitutes the entire agreement between the parties and shall be amended in writing, executed by all parties hereto. Should written notice of termination be given by either party, the SUSLA CDC will turn over to University all assets being held in trust by the SUSLA CDC within 60 days of final termination date. Final audit of the SUSLA CDC books will be required and distributed to the necessary parties.

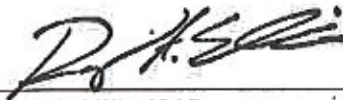
IN WITNESS WHEREOF, this Agreement has been executed by and on behalf of the Parties hereto on this 5th day of January, 2020

Affiliation:



Mr. Bennie Dotie
Chairman

University:



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

1/3/2020
Date

Ray L. Belton, Ph.D.
President-Chancellor, Southern University and A&M College System

Date

The Honorable Attorney Domoine D. Rutledge
Chairman - Southern University System Board of Supervisors

Date

Uniform Affiliation Agreement

This Agreement is made and entered into on the **1st day of February, 2020**, between:

Southern University at Shreveport ("University") and

Its Affiliate:

The Southern University at Shreveport Alumni Association, Inc.,

WHEREAS, many foundations, associations, and closely affiliated organizations render invaluable support to and work very closely with the University; and

WHEREAS, such foundations, associations, and affiliated organizations often use the University's name in carrying out their functions, and in some cases, use University facilities, personnel, or resources in raising funds for and otherwise supporting the University and its programs; and

WHEREAS, private non-profit corporations organized to support and affiliated with a public university under La. R.S. 17:3390 are recognized by legislature as having an integral role; and

WHEREAS, because of the close association of this Affiliate with the University, it is prudent and beneficial to have a clear statement, agreed upon by the parties, of the responsibilities, authority, and the relationship of the University and this related Affiliate; and

WHEREAS, it is, therefore, appropriate that the University and this related Affiliate document clearly the relationship of the University and the Affiliate and their respective responsibilities and authority;

WHEREAS, an Affiliate by its nature is closely identified with the University by citizens, alumni, and contributors to the support and development of the University, it is important that the University and the Affiliate agree to the standards and procedures for accounting for and auditing of accounts of the Affiliate while at the same time preserving the private and independent legal status of the Affiliate;

WHEREAS, University recognizes that gifts coming to Affiliate are made with thoughtful care and with great affection for and devotion to the University for the purpose of supporting its students, its faculty and staff, and the institutional goals of University, and because of Affiliate's tax-exempt purpose of supporting the instruction, research and public service missions of University;

WHEREAS, University recognizes that it has the responsibility to cooperate with Affiliate in the solicitation of gifts, to maintain the private nature of Affiliate's books and records, to preserve the confidentiality of donor records to the extent allowed by law, and to provide good stewardship of the gifts once received;

WHEREAS, Affiliate, likewise, recognizes that it has the responsibility to cooperate with University in the solicitation of gifts and to provide good stewardship of the gifts once received;

WHEREAS, Affiliate and University recognize that all disbursements and other transactions (other than reasonable administrative and operating expenses of Affiliate provided for in its annual budget) must be for the benefit of the University and not for the private benefit of any individual or legal entity; and

WHEREAS, Affiliate and University recognize their mutual interest in guarding against even the appearance of impropriety in their activities:

NOW, THEREFORE, University and Affiliate agree as follows:

1. Purpose and Status

- 1.1. Affiliate's purpose shall be to support the university, one or more programs, facilities, or research or educational opportunities offered by University.
- 1.2. In furtherance of that purpose, Affiliate shall receive, hold, invest, and administer property and make expenditures to support programs and activities designed to advance, promote, or otherwise benefit the University.
- 1.3. Affiliate has been formed as a non-profit corporation and its activities are not for the pecuniary profit or financial gain of its officers, directors or members. As confirmed by the determination letter issued by the Internal Revenue Service, Affiliate has been recognized as, and shall remain during the term of this Agreement, an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code.
- 1.4. Affiliate understands that it is a university support organization as recognized by La. R.S. 17:3390 and all actions taken by Affiliate shall be consistent with and in furtherance of this purpose. In furtherance of that purpose the acts, deeds, functions, and activities of Affiliate shall not conflict with the authority of the University.
- 1.5. Affiliate is a separate legal entity from University. Nothing in this Agreement shall be construed as to invalidate or restrict that private and independent legal status..

2. Governance

- 2.1. Affiliate shall be under the management and control of a board of directors ("Affiliate's Board") elected by the members or shareholders of Affiliate.
- 2.2. The voting members of Affiliate's Board may consist of individuals who are members or employees of University or its Board of Supervisors, although they will be excluded from voting on items that could pose a conflict of interest.
- 2.3. If the Affiliate is created to primarily support a single campus or institution, the Chancellor or equivalent shall, at a minimum, be given notice of meetings of the Affiliate's Board and Executive Committee.
- 2.4. Affiliate shall adopt procedures to insure timely and full consideration of Affiliate's operating budgets and any significant amendments thereto.
- 2.5. Affiliate shall provide a copy of its Charter and Bylaws to University and shall promptly notify the Chancellor of the University or his designee, of any proposed amendments to either. If the affiliate is organized to support a single campus, then the Chancellor shall also receive such notice.

3. General Duties and Responsibilities of Affiliate

- 3.1. Operate Affiliate for the primary benefit of the University in accordance with Affiliate's Articles of Incorporation and tax-exempt purpose;
- 3.2. Solicit and accept things of value of all kinds in accordance with applicable law;
- 3.3. Receive, hold, and administer such donations and gifts in accordance with donor intent and applicable law;
- 3.4. Expend funds for the establishment and operation of Affiliate and for any reasonable expenses incidental to the conduct of the affairs of Affiliate;
- 3.5. Provide information required for the University to prepare annual reports containing the following information, in a format mutually agreed upon by University and Affiliate:
 - 3.4.1. The amount of funds expended in the previous year in support of University programs broken down by category (e.g., travel expense reimbursements, grants, salary supplements),
 - 3.4.2. The value of any non-monetary support provided to the university which shall be considered "in-kind" reimbursement for purposes of La. R.S. 17:3390(B)(3);
 - 3.4.4. A listing of any university official or employee for whom the Affiliate has made a payment or reimbursement on their behalf in excess of \$1,000 in accordance with La. R.S. 17:3390(F).
- 3.6. Reimburse University, directly or in-kind, for the value of any facilities, personnel, or other support provided by University to Affiliate pursuant to the provisions of R.S. 17:3390(B)(3);
- 3.7. Perform such other specific duties and responsibilities as are set forth elsewhere in this Agreement; and
- 3.8. Perform other services as mutually agreed upon by the University, through the Chancellor, and the Affiliate which are consistent with this Agreement and in support of University,

4. General Duties and Responsibilities of University

- 4.1. Support and promote the purpose and activities of Affiliate and encourage the donation of private funds to Affiliate;
- 4.2. Accept funds from Affiliate for the purpose of promoting the well-being and advancement of the University;
- 4.3. Use any such funds in accordance with any terms and conditions imposed by testators and donors, within the limits of the law and consistent with this Agreement and University policy;
- 4.4. Make available to Affiliate, at University's sole discretion, appropriate facilities, or other support as allowed by law; and
- 4.5. Perform other services consistent with law, the mission of the University, and the purpose of the Affiliate in support of University.

5. Records, Internal Controls, and Funds Management

- 5.1. The books and records of Affiliate shall be kept in accordance with generally accepted accounting principles and shall be audited annually in accordance with generally accepted auditing standards by an independent professional auditor.

- 5.2. Copies of the annual audit and a copy of Affiliate's most recent IRS Form 990 filing, excluding such schedules, exhibits and information that are not required to be disclosed to the public under applicable provisions of the Internal Revenue Code, shall be provided to the University. A copy of Affiliate's annual audit shall also be furnished to the Legislative Auditor.
- 5.3. Affiliate shall take appropriate corrective action to remedy any audit findings. Audit findings which have not either been resolved through corrective action within ninety (90) days following issuance of the annual audit, or as to which corrective action reasonably designed to resolve the issue has not been taken within ninety (90) days following issuance of the annual audit, shall be reported to the University in writing.
- 5.4. Affiliate shall adopt and practice appropriate internal controls to protect against the risk of fraud and mismanagement. Such controls shall be evaluated and/or tested in accordance with Generally Accepted Auditing Standards as part of Affiliate's annual financial audit.
- 5.5. University may, in its sole discretion, deliver for deposit with Affiliate funds which have been donated to the University by private individuals or entities or which have been provided from the state to the University pursuant to the Board of Regents Support Fund or other programs. If University does so, such funds will be managed in accordance with a Funds Management Agreement/Policy. (The policy shall be made available to the University, upon request.)
- 5.6. In the event that Affiliate (or a subsidiary) acts as a depository for public funds in accordance with the provisions of section 5.5, said funds shall be subject to any agreed upon auditing procedures as required by the Legislative Auditor, the Board of Supervisors, and Board of Regents. Such procedures shall be performed by an independent professional auditor who shall furnish the University and the Board of Supervisors, as well as the Legislative Auditor and the Board of Regents, if necessary, copies of his annual report relating to such agreed upon procedures. All findings or exceptions involving public funds, or the misuse of public funds shall be reported without delay to the Board of Supervisors for appropriate action with a copy to the chief financial officer of the University and general counsel. Any such findings or exceptions involving Board of Regents program funds shall also be reported to the Board of Regents' chief financial officer. University may require specific corrective action as it deems necessary in order to protect the integrity of public funds held by Affiliate. University may also demand the immediate withdrawal of some or all public funds on deposit with Affiliate. As required by R.S. 17:3390(C), all records of Affiliate directly pertaining to such public funds shall be subject to the provisions of R.S. 44:1 et seq. (Public Records Law).

6. Disbursements and other transactions

- 6.1. All disbursements by Affiliate for administrative and operating expenses shall be in accordance with policies adopted by Affiliate's Board and in accordance with the annual budget, as may be modified by policies adopted by Affiliate's Board. Such policies shall provide for sound and prudent business practices, the payment or reimbursement of ordinary, necessary and reasonable business expenses, and shall address the content of this Agreement.
- 6.2. The following disbursements and transactions, other than transactions and disbursements involving operational and business management matters of Affiliate itself, require a determination of acceptable University purpose by the SU Board of Supervisors (unless delegated to the Chancellor):

- 6.2.1. Creating a legal entity as a subsidiary or component of Affiliate without providing at least thirty (30) days advance written notice to the University; if any such legal entities are created, affiliate shall either: (i) if available, present the financial activities of each such subsidiary in discrete schedules attached to Affiliate's financial statements, or (ii) if such discrete schedules are not available, provide University with copies of the tax returns of each such subsidiary;
- 6.2.2. Supplemental compensation or benefits for any University employee. Absent exceptional circumstances and written approval by the Chancellor (or designee), such compensation or benefits shall be paid through the University, not directly by Affiliate to the employee. For purposes of this section, supplemental compensation or benefits shall mean all compensation or benefits in addition to the base university compensation and benefits approved by the Board of Supervisors for duties performed by the employee for the University; and
- 6.2.3. Any other transaction not provided for above which would have a significant fiscal or long-term educational or policy impact on the University or any of its campus sites or division which, if performed directly by the affected campus would require Board approval. Affiliate may rely upon formal written specific communication from the Chancellor (or equivalent) with a copy to the Chancellor for a determination of whether a particular contemplated transaction meets the criteria set forth in this subsection; provided that this subsection shall not apply to any transactions (i) made solely for the benefit of Affiliate, or (ii) in an amount of \$250,000 or less.
- 6.2.4 Any donation which may impose a financial obligation on the part of the University of any type even if such obligation is solely required to preserve the donation.
- 6.3. Requests for a determination of acceptable University purpose shall be submitted to the Board through the Office of Alumni Affairs by the Chancellor (or equivalent) of the campus sites or program for whose benefit the action is proposed. Any submission shall include a specific recommendation from the Chancellor or equivalent demonstrating that the proposed transaction is in support of the University and its mission.
- 6.4. The following disbursements and transactions require approval in accordance with policies and procedures mutually agreed to by University and Affiliate, which policies and procedures shall require, at a minimum, written authorization of the Chancellor (or equivalent) or his designee of the campus or institution for whose benefit the transaction or disbursement is being made prior to the disbursement:
 - 6.4.1. Reasonable moving expenses and reasonable relocation expenses of a University employee according to established university protocol; and
 - 6.4.2. Reasonable travel, moving, relocation, entertainment, educational benefits or reimbursements may be paid to a University employee (or authorized traveler). Such payments may be made for such expenses within and above state limits when specifically approved by appropriate University administrators in accordance with University policy. Pending further specification of University policy, such expenses require approval of the employee's dean, vice chancellor or other equivalent administrative official, or their designee.
- 6.5 All transactions between the university and affiliate will have the respective liabilities and obligations between the parties clearly articulated in a written agreement.

7. Term and Termination

- 7.1 This Agreement revises and replaces previous Affiliation Agreements between University and Affiliate. It shall take effect on the date first written above, and shall continue for a period of two (2) years. Thereafter it shall be renewed for one-year periods unless either party provides ninety (90) days' written notice of non-renewal prior to the expiration.
- 7.2 Except to the extent modified by this Agreement or a separate written Agreement between Affiliate and University, either party may terminate this Agreement without cause by providing written notice to the other party no less than six (6) months prior to the effective date of the termination.
- 7.3 Except to the extent modified by this Agreement or a separate written Agreement between Affiliate and University, University may terminate this Agreement for cause in the event Affiliate (i) commits a material and substantial violation of the terms of this Agreement, (ii) fails to cure repeated violations of this Agreement after being provided with 30 days' notice of such violations, or (iii) engages in or negligently allows its staff to engage in any substantial misuse of funds or other fraudulent activity.
- 7.4 Upon termination either with or without cause, Affiliate shall:
- 7.4.1 Cease to use the University's name to solicit donations or for any other purpose and shall not in any way represent to alumni, contributors, and the general public that said Affiliate is affiliated with the University or any of the colleges, schools, departments, and divisions comprising it;
 - 7.4.2 Immediately return to University all public funds which Affiliate holds as a depository pursuant to the provisions of sections 5.3 and 5.4;
 - 7.4.3 Provide an accounting to University of all funds, public or private, held by Affiliate; and
 - 7.4.4 Transfer to University or at the University's sole discretion to another non-profit entity affiliated with University, all funds and assets donated to Affiliate (or acquired with funds donated to Affiliate) which were donated to Affiliate because of its association with university. All funds and assets donated to Affiliate during the term of this Agreement and any predecessor agreement shall be presumed to have been donated to Affiliate because of its association with University. This sub-paragraph shall not prejudice any properly approved, valid, and enforceable financing agreements executed by Affiliate. To the extent allowed by law, University will honor all restrictions imposed by donors as a condition of any donation.
- 7.5 It should be stated that nothing in this agreement shall create a change to the current affiliate bylaws. If a clause impacts the affiliate bylaws, that clause is not enforceable, but the remainder of the agreement remains in effect.

8. Notices; Entire Agreement; Venue

- 8.1 Whenever any notice or demand is required or permitted under this agreement, such notice or demand shall be given in writing and delivered in person or by certified mail to the University, addressed to its Chancellor at **3050 Martin Luther King Dr, Shreveport, LA, 71107** (with a copy to the office of the general counsel) and to Affiliate at the address shown above.

8.2 This Agreement constitutes the entire agreement between the parties and shall not be amended except in writing signed by the Chancellor of University and a duly authorized officer of Affiliate. This Agreement is not intended to and does not create any rights in third parties.

8.3 The parties anticipate that they will enter into separate agreements for specific projects. Where there is a conflict between the terms of this Agreement and the terms of any separate agreement, the terms of the separate agreement shall control.

8.4 This Agreement is entered into, and any action arising from this Agreement shall be brought in, East Baton Rouge Parish, Louisiana.

THUS DONE this ____ day of _____, 2020, by the undersigned duly authorized representatives.

For Affiliate:

President, Southern University at Shreveport Alumni Association, Inc.

For University:

Dr. Rodney A. Ellis, Chancellor,
Southern University at Shreveport

Dr. Ray L. Belton, President-Chancellor,
Southern University and A&M System

The Honorable Attorney Domoine D. Rutledge,
Chairman, Southern University System Board of Supervisors

**Southern University at Shreveport, Louisiana
and
Texas A & T**

Memorandum of Understanding

Introduction and Purpose

This Memorandum of Understanding (MOU) formally recognizes that Southern University at Shreveport, Louisiana, herein referred to as **SUSLA**, and Texas A & T, herein referred to as **TAT**, enter into a partnership agreement to provide an educational pathway for underprepared students desiring to enroll in a Division I institution and compete in Division I athletics.

This MOU outlines the agreement between SUSLA and TAT, to solidify SUSLA as the “Preferred Educational Partner” for post-graduate academic preparation of TAT participants on the campus of SUSLA. The MOU is intended to set forth policies and procedures that will contribute to the coordination of mutual activities of SUSLA and the TAT.

Each semester, for up to one academic year, SUSLA will offer each TAT participant a minimum of 3 and a maximum of 9 semester credit hours (SCH's) needed to obtain a postgraduate credential. The TAT participant may not exceed a total of 24 credit hours during one academic year, unless explicitly requested by TAT based on TAT's overall assessment of the student. If TAT participants remain enrolled in SUSLA after one academic year, the maximum semester credit hour requirement may be increased. TAT participants desiring to transfer, withdraw from enrollment, or discontinue enrollment may complete the remaining hours required for attainment of a postgraduate credential on the SUSLA main campus, through SUSLA online courses or by transferring credit back to SUSLA through the establishment of a reverse articulation agreement with the institution to which the participant transferred. Furthermore, SUSLA and Texas A & T are dedicated to serving students/participants, regardless of race, ethnicity, religion, sex, disability, color, age, marital status, national origin or other non-merit factors.

TAT Program Objective

To provide a seamless educational pathway for underprepared students desiring to enroll in a Division I institution and compete in Division I athletics.

This contractual agreement is guided by the Louisiana Board of Regents (BOR) Academic Affairs policy 2.18 (MINIMUM PLACEMENT REQUIREMENTS for Entry-Level, College-Level MATHEMATICS and ENGLISH).

Program Procedures

1. Potential TAT participants ineligible, after high school, for immediate admission to a Division I institution and/or participation in Division I athletics will be evaluated by TAT for selection into their program and determination of collegiate athletics suitability level, including Division I.
2. TAT participants shall be referred to SUSLA to be considered for enrollment into a certificate, diploma or associate degree program. Initially, TAT participants may also be considered to only take credit courses without the pursuit of a particular credential.

3. TAT participants admitted to SUSLA shall be afforded the academic and student support services at SUSLA, including occupancy in residence halls and participation in the campus meal plans.
4. TAT participants admitted to SUSLA will be advised and registered in prescribed courses in accordance with their career and/or transfer goals.
5. TAT participants admitted to SUSLA shall be afforded the same access, as non-TAT enrolled SUSLA students, to all student activities at SUSLA, including utilization of athletic facilities.
6. At the end of each term, upon request by TAT and with the proper written the consent of TAT participants for such disclosures, an academic progress report for TAT participants enrolled at SUSLA may be provided to TAT.
7. TAT participants will be enrolled in SUSLA classes for a minimum of 3 and a maximum of 9 semester credit hours (SCH's). The TAT participants enrolled in SUSLA classes may not exceed a total of 24 credit hours during their first full academic year of enrollment unless explicitly requested by TAT based on TAT's overall assessment of the student. If TAT participants remain enrolled at SUSLA after one academic year, the maximum semester credit hour requirement may be increased. Notwithstanding the foregoing, it shall be the responsibility of TAT to advise the students according to its program for maximization of the benefits. In the event a TAT participant elects to take more hours or deviates from the suggested recommendations of TAT, nothing contained herein shall impute any liability or negligence on the part of SUSLA. TAT assumes full responsibility and further indemnifies and holds harmless SUSLA for any deviation of TAT recommendations for its programming.
8. TAT participants will be enrolled in SUSLA classes will be instructed by faculty hired by SUSLA, and will be required, as are all students, to use SUSLA's course syllabi, textbooks, etc.

In support of this agreement, Texas A & T shall:

1. Maintain its status as a separately incorporated 501(c)(3) non-profit organization created to promote the intellectual, physical, and moral development of student/athletes.
2. Designate a primary point of contact for TAT to communicate and facilitate the implementation of this agreement with SUSLA.
3. Refer participant applicants described in the *Program Procedures* section above to SUSLA in a timely manner to provide adequate processing of the applicants for the referral term.
4. If written consent is provided by the TAT participants admitted to SUSLA:
 - a. Guide students through the financial aid process
 - b. Guide students through the scheduling and registering of courses
 - c. Access pertinent TAT participant student data
 - d. Guide students through the payment process to minimize outstanding balances with SUSLA
5. Ensure TAT participants have access to resources so that they can prepare to compete in a suitable collegiate level of athletics, including Division I. These resources include, but are not limited to providing a coaching staff, providing an administrative staff, processing of applications for the athletic program, collecting of all paperwork needed regarding the athletic program, handling of all paperwork requested by the State of Louisiana regarding the

athletic program, insuring program completion and athletic placement, conducting all day-to-day operations, hosting any pre-game & post-game shows, conducting off season recruitment, conducting meet and greets with parents and athletes, hosting tryouts, conducting team meetings, answering program questions, organizing team travel (to include bus, hotel, food, other), hiring referees, entering into and solidifying game day contracts, hiring EMS and security personnel for games, solidifying game day facilities, purchasing team uniforms for practices and games, developing and confirming annual game schedule, providing shoulder pads, providing screens and projectors for game film viewing, providing practice and game pants, providing squat racks, providing practice and game jerseys, providing weight room floor padding, providing helmets, securing a recording tower, providing helmet decals, providing travel bags, providing mouth pieces, providing practice and game day footballs, providing athletic tape, providing a STEM machine, securing lockers and/or locker space, providing practice field goal posts, developing and implementing a player retention plan, conducting coaches yearly certifications, and attending continued education conventions.

6. Provide opportunities for SUSLA students and/or student groups to participate in and/or perform at games.
7. Bear all liability related to execution of the TAT program aimed at preparing underprepared students desiring to compete in a suitable collegiate level of athletics, including Division I.
8. Bear all fiduciary responsibilities for the TAT program and execute sound financial practices (e.g., keep financial books and records in accordance with generally accepted accounting principles.
9. Establish and implement the TAT program using a system of controls that ensure compliance with all applicable laws and regulations, specifically State of Louisiana and federal laws, ethical guidelines and policies.
10. Not engage in activities contrary to those outlined in this agreement.
11. Provide insurance in sufficient amounts to cover all general liability, injury, loss of life, or other damages that are reasonable associated with the operation of athletics, including but not limited football. The foregoing insurance shall also name SUSLA as an insured.

Nothing contained in the foregoing shall be an obligation of SUSLA or commitment of SUSLA to TAT or its participants.

In support of this agreement, SUSLA shall:

1. Designate a primary point of contact for the University to communicate and facilitate the implementation of this agreement with TAT.
2. Admit TAT participants referred by the TAT program as done through normal admission standards for SUSLA. SUSLA complies with Louisiana Board of Regents (BOR) Academic Affairs policy 2.18 as a two-year open admission institution.
3. Manage the financial aid process for TAT participants admitted to SUSLA in accordance with the SUSLA's policies and procedures, to include calculating awards, disbursing aid, monitoring student eligibility, etc.
4. Insure the availability of appropriate SUSLA academic offerings.
5. Provide SUSLA's class schedule to TAT.
6. Provide SUSLA TAT participants class schedule admitted to SUSLA, subject to the written authorization provided from said participant

7. Employ and provide qualified faculty members.
8. House the official records of SUSLA for all TAT participants admitted to SUSLA. There shall be no obligation or requirement of SUSLA to house records pertaining to the TAT program.
9. Provide student support services to TAT participants admitted to SUSLA as offered to students enrolled through regular admissions processes, to include but not be limited to a) library services; b) computer labs; c) advisement and tutoring; d) athletic facilities and e) student activities.
10. Assess SUSLA tuition and fees in accordance with published fee schedules. TAT participants living in on-campus housing will be charged in-state tuition rates.
11. Upon written consent from TAT participants enrolled at SUSLA, provide pertinent student data regarding TAT participants enrolled at SUSLA as requested by TAT.
12. Make reasonable efforts to TAT to provide an opportunity to review any materials, publications, or media releases related to the subject of this agreement prior to release of such information.
13. Develop processes that are in the best interest of the TAT participants enrolled at SUSLA.
14. Provide classroom space as well as office space for student consultation of TAT participants enrolled at SUSLA.
15. Provide housing options for TAT participants enrolled at SUSLA.
16. Upon written consent from TAT participants enrolled at SUSLA, upon request, provide TAT with a report identifying TAT participants enrolled at SUSLA with outstanding balances.
17. Provide on-campus opportunities for TAT participants enrolled at SUSLA to retake the ACT or SAT.
18. Support and/or facilitate TAT's acquisition of the local resources needed to ensure TAT participants have access to resources so that they need to prepare to compete in a suitable collegiate level of athletics, including Division I athletics.
19. If necessary and available, directly support TAT's requests for resources through discounted facility rentals/usage, sponsorships, donated personnel, etc. to ensure TAT participants have access to resources so that they need to prepare to compete in a suitable collegiate level of athletics, including Division I.
20. Enroll and academically prepare all TAT participants based upon State of Louisiana laws, policies and ethical guidelines of any governing body which regulates SUSLA.
21. Recognize TAT as a separate corporation with the authority to keep all records and data confidential consistent with state and federal law, policy or as mutually agreed-upon within this document. Notwithstanding the foregoing, SUSLA will remain obligated to provide any all records request from any governing authority to which it is subject with right of review of said documentation.

Joint Obligations

1. SUSLA and TAT agree to exchange data and documents as agreed that will contribute to the maintenance and improvement of this agreement and promote effective cooperation between the two entities. The institutions will exchange admissions, grades, and retention data after obtaining

appropriate permission from the students involved and in compliance with all federal, state, and local laws.

2. Both entities will pursue opportunities for collaboration in seeking support of TAT participant access and success in higher education.
3. Nothing in this Agreement shall be construed as to invalidate or restrict the independent status of each party.
4. Whenever any notice or demand is required or permitted under this Agreement, such notice or demand shall be given in writing and delivered in person or by certified mail.

Tuition and Fees

1. TAT participants enrolled at SUSLA shall be charged the tuition and fees of SUSLA. TAT participants living in on-campus housing will be charged in-state tuition rates.
2. TAT participants enrolled at SUSLA shall be charged the housing, boarding (including meal plan) and other designated (i.e., operational, athletic, student activity, technology, university center, utility, building use, student success, and safety/parking) fees of SUSLA.
3. TAT participants enrolled at SUSLA will have the opportunity rent or purchase books at the SUSLA bookstore or to access course materials/books through other means (e.g., Open Educational Resources, etc.).

Evaluation

There will be an annual evaluation process of the partnership supported by this MOU. The information obtained from this evaluation will be used to improve the TAT Program for the benefit of the students.

Longevity of the Agreement

This MOU is in perpetuity or until it is discontinued by either partner by submitting written notification to the other partner at least 120 days prior to the identified cancellation date. Notwithstanding the foregoing, either party may terminate this agreement in the event the other party defaults in the performance of its obligations and fails to cure the default within a reasonable time after receiving written show cause notice. Should any substantial misuse of funds or fraudulent activity on the part of TAT is discovered, SUSLA may, at its discretion, immediately terminate this agreement.

SUSLA and TAT expressly agree that TAT is an independent contractor as defined in R.S. 23:1021(7) and, as such, expressly agree that SUSLA shall not be liable to TAT or to anyone employed by TAT for any benefits or coverage as provided by the Worker's Compensation Law of the State of Louisiana.

TAT will indemnify and hold harmless SUSLA in the operation of this program. TAT will provide a defense to and for SUSLA or will pay the cost of defense as requested by SUSLA. TAT will insure SUSLA against all risk of loss associated with the program, provide all coverage of general liability insurance and or secondary lines as may be necessary or deemed required by SUSLA to full protect SUSLA from any liability associated with the activity. TAT will be required to fully disclose the operations of its program is not a SUSLA sanctioned sport, activity or program to which SUSLA owes any obligation to the TAT participants. TAT will further represent that SUSLA make no representation or warranty as to the program success or outcomes and fully indemnifies SUSLA.

Neither party to this Agreement shall be responsible to the other party hereto for any delays or failure to perform caused by any circumstances reasonably beyond the immediate control of the party prevented from performing, including, but not limited to, acts of God.

This agreement constitutes the entire agreement between the parties and shall be amended in writing, executed by all parties hereto.

IN WITNESS WHEREOF, the parties have caused this MOU to be executed by their duly authorized officers as of the day and date written below.

Signed and agreed to on this _____ day of _____, 20____

Southern University at Shreveport

Texas A & T

Dr. Melva Williams
Vice Chancellor for Student Affairs
and Enrollment Management

Stephen Wiggins
Athletic Director

Dr. Rodney Ellis, Chancellor

Ms. Lalita Jenkins, CEO

Witness

Witness