

SOUTHERN[®] UNIVERSITY SYSTEM

BATON ROUGE • NEW ORLEANS • SHREVEPORT

BOARD OF SUPERVISORS MEETING

Board of Supervisors' Meeting Room
J. S. Clark Administration Bldg. 2nd Floor
Baton Rouge, LA.
January 7, 2021
9:00 a.m.

ACADEMIC AFFAIRS COMMITTEE

Friday, January 7, 2022

Southern University System Board Meeting Room

J. S. Clark Administration Building 2nd Floor

Baton Rouge, LA 70813

9:00 AM

AGENDA

- A. Call to Order
- B. Invocation and Pledge of Allegiance
- C. Installation of 2022 Board Officers
- D. Roll Call
- E. Adoption of the Agenda
- F. Public Comments
- G. Special Presentations:
 - A. Recognition of 2021 Board Officers
 - B. Special Recognition of the Southern University Laboratory School's Football team (SULS)
 - C. Jefferson Parish Council (SUNO)
 - D. Center Point Energy Check Presentation (SUSLA)
 - E. AEP (American Electric Power) Foundation Check Presentation (SUSLA)
 - F. Path Forward to Becoming a Carnegie Classified R2 Research University (SUBR)
(This presentation highlights SUBR's effort to be recognized as a doctoral research-intensive university along with our core commitment to provide a student-centered learning environment.)
- H. Action Item(s):
 - A. Request Approval of New Graduate Degree Program - Master of Science in Family and Consumer Sciences (SUBR)
(The Master of Science graduate program is fulfilling a market need and will prepare students for productive careers in areas where we have undergraduate programs in the college.)
 - B. Request Approval of Proposed Curriculum Changes for the Clinical Rehabilitation Counseling (CRC) and Clinical Mental Health Counseling (CMHC) Merger (SUBR)
(The CMHC program will attain accreditation and SUBR will have efficiency gains through the consolidation of several courses that are common to both programs.)

C. Request Approval to grant Dr. Nadia Nedzel the status of Emeritus Professor (SULC)

I. Other Business

J. Adjournment

MEMBERS

Mr. Sam Gilliam- Chairman, Dr. Leon Tarver–Vice-Chair,
Ms. Arlanda Williams, Mrs. Ann Smith, Mr. Myron Lawson, Mrs. Christy Reeves
Atty. Edwin Shorty - Ex Officio



SOUTHERN LAB[®]
SOUTHERN UNIVERSITY
LABORATORY SCHOOL

Date: January 03, 2022

To: Bijoy Sahoo, Ph.D.
Executive Vice Chancellor
3rd Floor, J.S. Clark Administration Building
Baton Rouge, LA 70813

Re: Recognition of SULS Football Team

Please accept this correspondence as a request to recognize the Southern University Laboratory School football team at the January Southern University Board of Supervisors Meeting. On December 10, 2021, the Kittens won the Louisiana High School Athletic Association (LHSAA) Division IV State Championship defeating Ouachita Christian 38-14.

If approved, the seniors, along with the Head Football Coach, will participate in the recognition. Also, a Southern Lab senior football player will start the meeting citing the Pledge of Allegiance, thus saving time.

Thank you in advance for your time and consideration.

Respectfully,

Herman R. Brister
Director


Bijoy Sahoo (Jan 3, 2022 16:31 CST)

Bijoy Sahoo, Ph.D.
Executive Vice Chancellor

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

CC: Ph.D. Katara Williams, Chief of Staff
Dr. Rani G. Whitfield, Vice Chairman SUS Board of Supervisors



Way Forward to Carnegie R2!

Southern University A&M College | Bijoy K. Sahoo, Ph.D.

R2 - Doctoral University: High Research Activity

- Carnegie Classification - 2018 Update
 - To be included must have 20 research/scholarship doctoral degrees or 30 professional practice doctoral degrees in at least two programs
 - R2 category must have at least 20 research/scholarship doctoral degrees and at least \$5 million in verifiable total research expenditures

R2 - Doctoral University: High Research Activity

- 4,000+ universities are reviewed every three years
- R2 Carnegie Classification will place Southern University Baton Rouge (SUBR) among the top six percent of colleges and universities in the nation
- Only 139 universities are included in this category
- 11 HBCUs hold R2 status!
- Most recent additions – Morgan State University and Tennessee State University

R2 – HBCUs (Doctoral, High Research Activity)

1. North Carolina A&T University
2. Florida A&M University
3. Howard University
4. Jackson State University
5. Hampton University
6. Clark Atlanta University
7. Prairie View A&M University
8. Delaware State University
9. Univ. Of Maryland Eastern Shore
10. Morgan State University
11. Tennessee State University

Imagine! January 2024!!



 **SOUTHERN UNIVERSITY**
AND AGRICULTURAL & MECHANICAL COLLEGE

#FinishStronger
subr.edu

Southern University Achieves Milestone with R2 Carnegie Classification!!

- **January 15, 2024**
- “This is a significant recognition and an exciting accomplishment!! During the Fall 2021 faculty convocation, President-Chancellor Dr. Belton had set the vision for the university to achieve this distinction. This achievement is a testament to the power of leadership where vision, planning, focus and prioritized resource allocation and mutual accountability, when all stakeholders were inspired to work collaboratively, with purpose and passion. It is an accomplishment of our faculty – whose research activity has soared in the past four years – and the growing size and reputation of Southern University’s doctoral programs” said Provost and Vice-Presidentxxxxxx. More than 30% of the 8,000 students are engaged in research with faculty.
- “Combined with other recent honors and accomplishments, including our success in gaining prestigious scholarships and placement (Rhodes Scholar and several Fullbrights), the university’s newly established Phi Beta Kappa chapter, this important step forward continues our transformation into a nationally and internationally recognized institution of distinction!!”

How?

- **Teaching Harnessed to Research**

- Southern University is intentional about linking relevant research to the classroom experience. Our effort is interdisciplinary by design.
- We recruited, retained and developed faculty who are passionate about bringing their scholarly pursuits into the classroom, which has a profound impact on our students.
- We partnered with federal and state agencies to increase sponsored research but also collaborated with our community to support the economic development of the region.

Examples

- 2020 Spending Bill – Funding to HBCU increased, now at \$325 million
- NSF – HBCU-UP, HBCU EiR, CISE Core
 - Computer and Network Systems (CNS) Active Awards 890, HBCU share - 1
- NPS - \$10 million in FY2020

Examples

- DoD MI – Hypersonics, Directed Energy, Quantum Science, BioTechnology
 - Inform and encourage **HBCU/MI** to pursue increased **ranking** in the Carnegie Classification
- NIH- PEI (Path to Excellence Initiative)
- DOE - FIPSE, MSEIP (Minority Science and Engineering Improvement Program)

Examples – Internal Program Prioritization

- Repurpose the PhD in Nursing
- Interdisciplinary Bio Sciences (IBS)
- Integrative Public Policy and Development
 - History and Public Policy
 - Agriculture and Resource Policy
 - International Development Policy

???? Healthcare policy - disparities
???? Ag Economics; Natural Resources
???? Geopolitical Considerations
- Material Science & Engineering
 - various aspects of synthesis, processing, modeling and characterization of advanced materials
 - military, industrial, agricultural and healthcare applications
- Interdisciplinary Pathobiology (IDPB)

State Classification

- Flagship * Statewide * Regional

- **HBCU**

- We have an opportunity to unleash our creative energies to take advantage of this new classification
- BOR Focus on its 2030 Masterplan – “Louisiana Prospers”
- BOR led by a visionary and focused leader. A Democratic Governor
- Focus on Equity and Social Justice - BLM Movement

The Five Es

Envision

- What is the WIG? Why? What are the Benefits?



Engage

- Get buy in from stakeholders?



Enable

- Plan for and assign appropriate resources



Empower

- Get out of the way; Emphasize mutual accountability

The Fifth “E”.....

Execute!!

Conclusion

- It is doable.
- Let's do it!!

Thank You!!



COLLEGE OF
**Agricultural, Family
and Consumer Sciences**

Southern University and A & M College System
SOUTHERN UNIVERSITY – BATON ROUGE CAMPUS
Fisher Hall
P. O. Box 10010
Baton Rouge, LA 70813
(225) 771-3660
www.subr.edu
www.suagcenter.com

October 12,2021

RECEIVED

DEC 09 2021

Office of the Executive Vice President
for Academic Affairs and Provost

Dr. Bijoy K. Sahoo
Executive Vice Chancellor and Provost
Office of Academic Affairs
J S Clark Administration Building
Baton Rouge, LA 70813

Dear Dr.Sahoo:

We are respectfully requesting your approval to offer a new graduate degree program, Master of Science in Family and Consumer Sciences. *“Due to the rapid growth of scientific knowledge and the high degree of technological sophistication currently emphasized in the field of Family and Consumer Sciences (FCS), there has been a great demand for highly trained professionals with an enhanced degree oriented towards research, teaching, and service.”*

Attached for your review and favorable approval is the Request for Authority to Offer a New Degree Program for submission to the Louisiana Board of Regents.

Thanks in advance,

Renita W. Marshall, DVM, Associate Dean

Bijoy K. Sahoo, Ph.D.
Executive Vice Chancellor and Provost

Approve *R/S* Disapprove _____ Date _____

#GrowJags

Signatures:

H. M. J. R.
Chairperson of Department

10-24-2021
Date

Bernestine McGee
College Curriculum Committee, Chair

10/20/2021

Lenita Marshall
Dean of College

10/22/2021
Date

Richard J. Feltus
Graduate School Dean
(if graduate course/program)

12/07/2021
Date

Richard J. Feltus
SUBR Curriculum Committee Chair

12/07/2021
Date

R. J. Feltus
Ex. Vice President – Ex. Vice Chancellor

12/9/2021
Date

R. J. Feltus
President-Chancellor

12/10/21
Date

Louisiana Board of Regents

AA 2.05: REQUEST FOR AUTHORITY TO OFFER A NEW DEGREE PROGRAM

-- Including incremental credentials building up to the Degree --

** Prior to final action by the Board of Regents, no institution may initiate or publicize a new program. **

Date: December 3, 2021

Institution: Southern University and A & M College Baton Rouge, LA	Requested CIP, Designation, Subject/Title: CIP Code: 190701 Graduate Program Mater of Science (M.S.) Degree
Contact Person & Contact Info: Kenyetta Nelson-Smith, Ph. D., Interim Chair/Assistant Professor Department of Family and Consumer Sciences College of Agricultural, Family and Consumer Sciences Southern University and A&M College 102/109MPE Thrift Hall Baton Rouge, Louisiana 70813 (225)771-5598 - Office (225)771-2400 - Fax	
Date BoR approved the Letter of Intent:	
Date Governing Board approved this Proposal:	
Planned Semester/Term & Year to Begin Offering Program: Spring 2001 or Fall 2021	
Program Delivery Site (s): Southern University and A&M College, P.E. Thrift Hall	

1. Program Description

Describe the program concept: (a) purpose and objectives; and (b) list learning outcomes for the proposed program, i.e., what students are expected to know and be able to do upon completion of the program. Be as specific as possible.

(a) Purpose

According To the reports of Family & Consumer Sciences (FCS) education on National Institute of Food and Agriculture's (NIFA) main website, there is a critical shortage of FCS professionals to serve in secondary, higher, and extension education. Due to the rapid growth of scientific knowledge and the high degree of technological sophistication currently emphasized in the field of Family and Consumer Sciences (FCS), there has been a great demand for highly trained professionals with an advanced degree oriented towards research, teaching, and service.

Graduate studies in the Department of Family and Consumer Sciences within the College of Agricultural, Family, and Consumer Sciences (CAFCS) will allow students to pursue a program designed to enhance the competence of FCS students, to meet the demand from governmental agencies, private industries, and secondary/technical education, which seek employees with advanced degrees that utilize specific skills and training in family and consumer sciences

The existing Bachelor of Science (B.S.) degree program in the Department of Family and Consumer Sciences (FCS) provides students with high-quality educational preparation in one of three specialized disciplines/concentrations. The MS degree program will be built upon the existing successful undergraduate program in FCS in order to produce specialized graduates for careers in each of the three disciplines/concentrations which are Family Life Studies, Nutrition and Food Systems, and Fashion and Retail Studies. This MS degree in Family and Consumer Sciences is unique and Southern University and A&M College, will be the first among the Historically Black Colleges and Universities (HBCU) in Louisiana to offer such a degree program.

(b) Objectives:

Students will be able to:

- Provide an innovative approach to educational preparation in the advanced and applied research aspects of Family and Consumer Sciences and its concentrations (i.e. Child Development, Human Nutrition and Food or Apparel Merchandising and Textiles).
- Contribute to graduate level professionals and leaders in Family and Consumer Sciences and its related fields.
- Engage and achieve excellence in scholarly research while cultivating the dissemination of research information consistent with the university's mission.

(c) Learning Outcomes

Students will:

- Demonstrate the application of oral, written, and visual communication skills to present specifications/information and support decision making.
- Utilize critical thinking, math, statistics, and science skills to synthesize and evaluate research and disseminate findings
- Demonstrate logical thinking, critical analysis, synthesis, leadership, and problem solving skills in a collaborative environment.
- Identify, formulate, and implement strategies to advance complex problems for an emerging Family and Consumer Sciences work force.
- Demonstrate knowledge of the industry, ethical behavior, industry specification, non-discrimination, and diversity in the workplace.
- demonstrate the applied skills of industry specific technology knowledge and skills.

Map out the proposed curriculum, including course credits and contact hours (if applicable). Identify any incremental credentials and/or concentrations within the degree. Indicate which courses will be new. Describe plan for developing and offering new courses as well as any special program requirements (e.g., internships, comprehensive exam, thesis, etc.).

The Graduate Program proposed by the Department of FCS will be designed to foster professional, intellectual, and personal development. The Department will offer one MS degree with three separate concentrations (based on existing program areas): Family Life Studies, Nutrition and Food Systems, and Fashion and Retail Studies. The focus of this graduate degree in Family and Consumer Sciences, will incorporate the integrated elements binding the body of knowledge - life course development and human ecosystems. FCS strengthen families, communities, and the economy by focusing on the human dimensions of food and agriculture. Advanced trained FCS graduates will contribute to advancing the socio-economic potential of communities, and the empowerment of people to achieve optimal well-being.

There will be two distinct routes for obtaining the master’s degrees: the thesis and the non-thesis (Capstone project) routes. The degree will require thirty (30) credit hours of course work and a thesis of six (6) credit hours, or thirty-four (34) credit hours of course work and a capstone project of two (2) credit hours. The candidate for the degree must have completed a minimum of twelve (12) credit hours of core course requirements and a minimum of eighteen (18), or twenty-two (22) credit hours of required courses in the program area of specialization. The six (6) credit hours of thesis will be earned based on independent, supervised research. Upon completion of the thesis, the candidate must satisfactorily pass an oral examination conducted by the thesis examination committee. The two (2) credit hours of nonthesis capstone project will be earned based on independent, supervised project. Graduate credit hours (12), earned by students who have successfully completed the SUBR Dietetic Internship will be used to partially satisfy the program area requirements for the Nutrition and Food Systems concentration.

Required core courses for Concentrations:

Scientific Writing	2 credits
Research Design and Analysis	3 credits
Statistics	3 credits
Global Historical Perspective of Family & Consumer Sc.	3 credits
Family & Consumer Sciences Research Seminar	1 credit
Leadership in Family and Consumer Sciences	3 credits

Requirements for Concentration in Child Development:

Theories of Child Development	3 credits
Child Program Administration Theories	3 credits
Advanced Family Relationships	3 credits
Current Issues in Child & Family Studies	3 credits
Families with Adolescents	3 credits
Family Stress and Structural Diversity	3 credits
Readings in Child and Family Development	1 credit
Practicum in Child and Family Development	3 credits
Thesis or Capstone Project	6 or 2 credits

Requirements for Concentration in Apparel Merchandising and Textiles:

Apparel Design	3 credits
Advanced Apparel and Human Behavior	3 credits
Experimental Textiles	3 credits
Global Economics of Apparel and Textile Industries	3 credits
Consumer Behavior and Apparel	3 credits
Readings in Textile, Apparel, & Merchandising	1 credit
Sustainability in Textile and Apparel Industry	3 credits
Practicum in Textile and Apparel Textile Studies	3 credits
Thesis or Capstone Project	6 or 2 credits

Requirements for Concentration in Human Nutrition and Food:

Food Systems and Society	3 credits
Readings in Global Nutrition and Food Systems	1 credit
Community Program Development	3 credits
Sustainable Food Systems	3 credits
Advanced Life Cycle Nutrition	3 credits
Chronic Disease Management and Process	3 credits
Strategic Leadership in Nutrition and Food Systems	3 credits
Practicum in Nutrition and Food Systems	3 credits
Thesis or Capstone	6 or 2 credits

The student and the advisor will cooperatively develop a program of study. Along with the required courses the student may focus on additional areas of interest through the selection of courses within and without the department.

Identify any embedded Industry-Based Certifications (IBCs). Describe process for student to earn/receive the IBC.

None

Program Delivery (Courses): To what extent must a student come to the campus to complete this program, including orientation or any face-to-face meetings?

<input type="checkbox"/>	<input checked="" type="checkbox"/>	On-site (>50% delivered face-	<input type="checkbox"/>	to-face)	<input checked="" type="checkbox"/>	Hybrid	<input type="checkbox"/>	(51%-99% online)	<input type="checkbox"/>	Online (100% c
<input type="checkbox"/>			<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>			

<input checked="" type="checkbox"/>	Day courses offered	<input checked="" type="checkbox"/>	Evening courses offered	<input type="checkbox"/>	Weekend courses offered
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2. Need

How is this program essential for the wellbeing of the state, region, or academy (e.g., how is it relevant, how does it contribute to economic development or relate to current/evolving needs).

The MS degree program in FCS is new and has not been offered at Southern University previously. The program will meet the university’s requirement to carry out the land-grant mission. This New degree program will provide an opportunity to offer an innovative and practicum-oriented program to FCS graduate students. Students will acquire the competencies needed to enhance their employability in the three concentration areas. This program will allow Louisiana students to remain in the state to pursue graduate studies, helping to curtail the intellectual ‘brain-drain’ currently experience in the state. This graduate program has the potential to assist with closing the leadership gap in the State and the region, by earning a MS degree from SUBR - HBCU. Graduates can anticipate contributing their advanced skills in a variety of work settings and will allow continued growth and advancement opportunities.

LOUISIANA WORKFORCE COMMISSION STAR LEVEL (<http://www.laworks.net/Stars/>)

5 Stars 4 stars 3 Stars 2 Stars 1 stars

The M.S. program endeavors are to continue preparing M.S. students for the workforce in various areas of LA job markets. The Department of FCS is ranked 19th in the lists of 50 great value colleges for Family and Consumer Sciences in 2016 to 2017. The Department of FCS is the only program in Louisiana ranked in the top 50 colleges of U.S. (50 Great Value colleges for Family and consumer Sciences 2016-2017, 2017). The Department of FCS is small, but all faculty members and staff are dedicated to the success of Southern University’s academic programs. Moreover, the need of FCS workforce in Louisiana is five-star rating area. The Department of FCS continuously provide the students with cutting edge experts.

Reference:

50 Great Value Colleges for Family and Consumer Sciences 2016-2017 (20176). Retrieved from <https://www.greatvaluyecollekges.net/rankings/facmily-consumer-sciences/>.

Describe how the program will further the mission of the institution.

The mission of the College of Agricultural, Family, and Consumer Sciences mirrors the mission of Southern University and A&M College, which includes providing opportunities for a diverse population to achieve a high-quality education. This multi-faceted graduate program in Family and Consumer Sciences complements the existing mission by adding a valuable dimension to education preparation while simultaneously building capacity.

Identify similar programs in the State and explain why the proposed one is needed: present an argument for a new or additional program of this type and how it will be distinct from existing offerings.

The MS degree program in FCS is unique and is currently not offered at any institution in Louisiana. There are, however, similar graduate programs offered at few institutions throughout the state, but they differ primarily in the areas of concentration offered. In most cases only one concentration among three choices (Family Studies, Food Science and Nutrition, and Textile and Apparel Studies) is offered.

Table 1 shows the results of Louisiana -MS Degree Program.

Northwestern State University only offers a master’s degree in Early Childhood and Middle School Education. Louisiana Tech University offers a MA in Teaching (MAT) with an emphasis in Secondary Education (6-12) and Family Consumer Sciences at College of Education. This institution also offers a

Institution/ College or Department	Degree	Program Concentration

<p>Northwestern State University / School of Education Department of Teaching, Leadership, and Counseling</p>	<p>M.Ed. M.Ed. M.Ed. (Online) MAT MAT MAT MAT MAT MAT MAT</p>	<ul style="list-style-type: none"> • Master of Education in Early Childhood Education • Master of Education in Special Education • Master of Education in Educational Leadership • Master of Student Affairs in Higher Education • Master of Teaching and Early Childhood Education • Master of Teaching Element Education • Master of Teaching Element Education Special Education • Master of Teaching Middle School Education • Master of Teaching Middle School Education and Special Education • Master of Secondary Education
<p>Louisiana Tech University/ College of Applied & Natural Sciences Department of Health Informatics and Information Management School of Human Ecology College of Education</p>	<p>MHI M.S. M.A. T</p>	<ul style="list-style-type: none"> • Master of Health Informatics (MHI) • Nutrition and Dietetics, Master of Science • Master of Arts in Teaching, Secondary Education (6-12), Family Consumer Science Concentration
<p>Louisiana State University/ College of Agriculture School of Nutrition and Food Sciences Department of Textiles, Apparel</p>	<p>M.S. M.S.</p>	<ul style="list-style-type: none"> • Master Science in Nutrition and Food Sciences • Master Science in Textiles, Apparel and Merchandising
<p>Design and Merchandising School of Social Work</p>	<p>M.S.</p>	<p>Master Science in Child and Family Study</p>
<p>Tulane University/ School of Public Health & Tropical Medicine Department of Global Community Health and Behavioral Sciences</p>	<p>MPH MPH MPH</p>	<ul style="list-style-type: none"> • Master in Public Health Science • Master in Nutrition • Master in Maternal and Child Health

If approved, will the program result in the termination or phasing out of existing programs? Explain.

The proposed MS degree program will build on the existing bachelor's degree program (B.S.) in the Department of FCS to produce specialized graduates for the next generation of FCS. The program will not result in the termination of any of the existing programs in FCS.

If a Graduate program, cite any pertinent studies or national/state trends indicating need for more graduates in the field. Address possibilities for cooperative programs or collaboration with other institution(s).

The shortage of highly qualified FCS professionals was reported (2013) to be of significant concern in 50% of the states that participated in the national survey of secondary FSC programs. Additionally, the need for an FCS workforce in Louisiana is rated ‘five-star’. This graduate program is designed to help meet the demand from industries (both government and private), and in secondary education, for more graduates in FCS with advanced degrees.

Due to the inclusive nature of the program, there are possibilities to establish cooperative programs between universities within the state. This is especially possible for SUBR and Louisiana State University (LSU), since both main campuses are in the city of Baton Rouge, LA.

References:

Journal of Family and Consumer Sciences 2013; vol 105 #4.

<http://www.laworks.net/Stars/>

3. Students

Describe evidence of student interest. Project the source of students (e.g., from existing programs, or prospects of students being recruited specifically for this program who might not otherwise be attracted to the institution).

Many of the undergraduate students and alumni have expressed an interest in graduate studies in the Department of FCS at SUBR. Initially, students will be recruited from these groups. The equally successful post-baccalaureate non-degree Dietetic Internship (DI) program, which graduates twelve (12) interns yearly, will be a secondary source of potential students eager to complete a master’s program. The DI prepares students for eligibility to take the national registration examination. Effective January 1, 2024, the minimum degree requirement to be approved for eligibility for the registration examination for dietitians/nutritionists will change from a bachelor's degree to a graduate degree. The Registered Dietitian/Nutritionist (RDN) credential is necessary for professional practice in the United States. The MS. degree concentration in Nutrition and Food Systems will provide the pathway for BS. degree food and nutrition students to meet the new Accreditation Council for Education in Nutrition and Dietetics (ACEND) 2024 graduate degree requirement: Registration Examination Eligibility mandate.

Project enrollment and productivity for the first 5 years and explain/justify the projections.

Upon inception, this MS program potentially will enroll at least five to ten (5 - 10) students yearly. The enrollment will be increasing up to 10% each year from the 1st year to the 5th year. After the 3rd year, the Department of FCS expects to have at least fifteen (15) enrolled MS students each year and graduates at least 15 students after the 3rd year. **Table 2** shows the expected MS Student Enrollments and Graduates.

Table 2: Projected Enrollments, Drop-outs and Completers.

Student Projections	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Year 4</i>	<i>Year 5</i>
Enrollment projection	10	15	20	25	30
Drop-outs projection	2	3	4	5	6
Completers’ projection	0	8	12	16	18

List and describe resources that are available to support student success.

Important to the research status of the graduate program is the need to access an ever expansive and current national and international library holding. The John B. Cade Library on the SUBR's campus, select materials to meet the teaching and research needs as well as the educational and recreational needs of the Southern University community. The library collection supports general education with access to consortia holdings as well as its own local collection. It also has supplemental collections through interlibrary borrowing-lending programs and document delivery services. The library's website gives access to the following services: online catalog, electronic databases, departmental subject guides (LibGuides), document delivery services, chat services, archival documentation, reference sources dissertation and theses, and more.

The Department of FCS has an up-to-date computer-based library learning resource center (LLRC) available to students and faculty for class and research related use.

Additionally, the Department of FCS has the hands-on experience labs (Café LaCumba for the Nutrition and Food Systems, Child Development Lab for the Family Studies, and Southern Niche' for Textile and Apparel Studies) in each concentration. These labs will help to improve the students' practical skills training while matriculating in the MS program.

What preparation will be necessary for students to enter the program?

Recruitment: Prospective students will be recruited directly from the FCS department among its current and recent graduates. The college of Agricultural, Family and Consumer Sciences also has a full-time recruiter who will implement strategies for recruiting graduate level students. Students will be recruited from other program areas; surrounding colleges and universities; and through the national and international networks which already exists within the Southern University System. These partnerships currently request graduate programs in which they can support their students in while enrolled at SU.

Preparation: All graduate school requirements must be met. The students must have a bachelor's degree before they enter the Family and Consumer Sciences Master of Science degree program at SUBR. If they do not have a background in Family and Consumer Sciences, they will be required to complete an entry level prerequisite course in order to matriculate through the FCS graduate program.

If a Graduate program, indicate & discuss sources of financial support for students in the program.

Financial support in the form of graduate assistantships, scholarships and fellowships will be made available to qualified students through grants and contracts secured from local, state, and federal/private organizations and agencies. Funds for graduate assistantships from state sources, administered through the graduate school, will be available to provide the program with significant financial support. Research support will come from USDA - NIFA funded research projects and other federally funded research projects. Presently, several faculty members have funded research grants which are ongoing for several years. Most of these grants have dedicated funds for student assistantships.

4. Faculty

List present faculty members who will be most directly involved in the proposed program: name, present rank; relevant degree; courses taught; other assignments.

Kenyetta Nelson-Smith, PhD

Interim Chair /Assistant Professor, Department of Family and Consumer Sciences,
 College of Agricultural, Family and Consumer Sciences
 Southern University and A&M College
 109M PE Thrift Hall
 Baton Rouge, Louisiana 70813
 (225)771-5598 - office (225)771-2400 - Fax e-mail:
 Kenyetta_nelson@subr.edu

Dr. Kenyetta Nelson-Smith: Assistant Professor, Interim Department Chair, College of Agricultural, Family and Consumer Sciences, Southern University and A&M College, will serve as the Designated Program Director, and will oversee all aspects of the graduate program. She will provide leadership, coordination and management of the program and will be responsible for carrying out the program's objectives. Dr. Nelson-Smith has over three years of teaching experience in the college and over nine years as a specialist in cooperative extension. Her responsibilities will include budget management, evaluation, personnel supervision, curriculum development, and compilation of reports. She will assist with teaching and recruiting graduate students for the program and writing manuscripts for this project.

As the Departmental Chair, Dr. Nelson-Smith will coordinate the students' activities with the remaining two Program Leaders (Apparel Merchandising and Textiles and Human Nutrition and Food) of the program areas and will report directly to the Associate Dean & the Dean of the College.

The current Administrative Assistant for Family and Consumer Sciences, **Ms. Deirdra Ricard**, has over 19 years of academic experience within this department and will continue to support the department and all graduate level administrative duties.

Table 3. Academic Faculties and Their Credentials

Primary Teaching Area	Faculty Members and Title	Credentials Institution/ Major
Apparel, Merchandising & Textiles	Jung-Im Seo Assistant Professor	Ph.D. University of Tennessee Retail and Consumer Sciences
Apparel, Merchandising & Textiles	Samii Kennedy-Benson Assistant Professor	Ph.D. Iowa State University
		Apparel, Merchandising and Design
Apparel, Merchandising & Textiles	Gillian D. Sims Adjunct Faculty/ Director of Information Technology	Ph.D. Louisiana State University Human Ecology
Human Nutrition & Food	Brenestine B. McGee Professor	Ph. D, RDN, LDN, FAND University of Iowa Adult Education/Nutrition
Human Nutrition & Food	Melisa Johnson Assistant Professor	Ph.D. Tuskegee University Integrative Biosciences
Human Nutrition & Food	Sungpo Yi Assistant Professor	Ph.D. Texas Tech University Food Service Management

Human Nutrition & Food	Valerie Richardson Adjunct Instructor/Dietetic Intern Director	Ph.D.
Human Nutrition & Food	Kaala Lawla Adjunct Instructor	M.S. Hospitality Business Management University of Delaware
Nutrition/Food Science	Fatemeh Malekian Research Professor	Ph.D. Louisiana State University Food Science
Child Development	Kenyetta Nelson-Smith Interim Department Chair Assistant Professor/Program Leader	Ph.D. Louisiana State University Human Resource Education and Workforce Development
Child Development	Cheria Lane Associate Professor	Ed.D. Jackson State University Early Childhood Education and Urban Studies
Child Development	Keisha Ceasar Instructor/Director of SU Child Development Laboratory	ABD Grand Canyon University Early Childhood Education
Child Development	Elia Anthony Adjunct Instructor	M.S. Special Education Southeastern Louisiana University
Child Development	Angela Barnes Adjunct Instructor	Ed.S. (in progress) Louisiana State University
Consumer Economics	Oscar Udoh Adjunct Faculty / Director of Grants and Facility Program Management	Ph.D. Southern University Public Policy

Project the number of new faculty members needed to initiate the program for each of the first five years. If it will be absorbed in whole or part by current faculty, explain how this will be done. Explain any special needs.

The Department of FCS has a core of eight (8) full-time faculty members with Ph.D. degrees in all three areas of specialization in FCS available for assignment to the MS degree program.

Describe involvement of faculty – present and projected – in research, extension, and other activities and the relationship of these activities to teaching load. For proposed new faculty, describe qualifications and/or strengths needed.

The faculty members in FCS have attended many professional research conferences (American Association of Family and Consumer Sciences (AAFCS) Conference and Export- three major area; International Textile and Apparel Association (ITAA) conference, American College Retailing Association (ACRA) conference, Bata Kappa Chi (BKX) Honor Society and the National Institute of Science conference, and National Association of African-American Studies (NAAAS) Students Research Competition – AMTX area; Louisiana Academy of Nutrition Dietetics meetings, Experimental Biology, Academy of Nutrition and Dietetics -Food and Nutrition Conference – Human Nutrition and Food area). All faculty members in FCS are actively publishing

their research articles in peer review journals, such as Journal of the Academy of Nutrition and Dietetics, Journal of Education and Human Development, Food and Nutrition Science, Journal of Food Distribution Research, Journal of Nutrition Education and Behavior, International Journal of Fashion Design, Technology, and Education, and Journal of Applied Business Research within 5 years.

5. Library and Other Special Resources

To initiate the program and maintain the program in the first five years what library holdings or resources will be necessary? How do journal, database, monograph, datasets, and other audiovisual materials compare to peer institutions' holdings with similar/related programs?

The John B. Cade Library located on SUBR campus contains collections of approximately 1,500,000 volumes (which include books, journals, manuscripts, government documents and computer software) and over 2000 periodicals. The SU Library select materials to meet the teaching and research needs as well as the educational and recreational needs of the Southern University community. The library collection supports general education with access to consortia holdings as well as its own local collection. The librarians at SU assess the library's collections for quality and accessibility, and foster peer relationships within the library profession to better increase the library's collection. This library is adequate to support the needs of the proposed programs.

What additional resources will be needed?

NONE

Are there any open educational resources (OER), including open textbooks, available to use as required course materials for this program? If so, which courses could these materials support, and what is the anticipated savings to students?

The MS degree program will use the latest textbooks and current journal articles dependent on the topics of the specific concentration.

6. Facilities and Equipment

Describe *existing* facilities (classrooms, labs, offices, etc.) available for the program and their present utilization.

The facilities for the Department of FCS housed in Pinkie Thrift Hall consist of approximately three thousand (3,000) square feet of space. The space includes teaching, lecture, and laboratory classes; faculty and staff office space; computer laboratories and reading/resource space.

The first level consists of food production laboratory, food science laboratory, and food management laboratory, one retail café laboratory – Café LaCumba, one retail store laboratory – Southern Niche', student computer Laboratory, archives room and faculty conference room. A stand-alone child development laboratory is also on this level. All faculty and staff offices, faculty and student lounges, main office and the audiovisual equipment room are also on the first level. The second level consists of four laboratory/lecture rooms (one nutrition lab., CAD laboratory, textiles laboratory. Body imagining laboratory and multi-purpose clothing construction laboratory) and one reading/resource room.

All classrooms, teaching and research/laboratory facilities are fully utilized for both instructional and research purposes and will continue to be used by the proposed program for those purposes. The facilities provide experiential learning opportunities to students and enhance research capability of the facility. Various types of highly sensitive analytical equipment are in the laboratories available to the Department of FCS in Pinkie Thrift Hall. All the laboratories and metabolic kitchen will be utilized, as necessary. State-of-the-Art digital technology necessary to support the e-learning and on-line instructional platform will be required to accommodate the projected degree program.

Describe the need for new facilities (e.g., special buildings, labs, remodeling, construction, equipment), and estimate the cost, proposed sources of funding, and estimated availability for program delivery.

NONE

7. Administration

In what administrative entity (department/school/college) will the proposed program be housed? How will the new program affect the present administrative structure of the institution?

The Department of FCS will administer the MS degree program housed in the College of Agricultural, Family and Consumer Sciences. The Department Chair will coordinate the students' activities with the three leaders of the program areas and will report directly to the Vice-Chancellor for Academic and Student Service/ Associate Dean of the College of Agricultural, Family and Consumer Sciences. The proposed program will not affect the present administrative structure of the department, college, and the university.

Describe departmental strengths and/or weaknesses and how the proposed program will affect them.

Strengths:

- The Department of FCS has more than 25-year of experiences with the post-baccalaureate nondegree Dietetic Internship program, which graduates twelve (12) interns yearly. This program is considered part of the Graduate School's course offering on SUBR's campus. The intern earns twelve (12) graduate credits upon completion of the internship.
- The Department of FCS has the physical space to accommodate the opening of the MS degree program in Thrift Hall, SUBR campus.
- The Department of FCS has enough Ph. D. degreed faculty to initiate the MS degree program.
- One faculty in the Department of FCS has a minor degree in Statistic for social study research. The Department of FCS can offer the appropriate education for MS degree program.

Weaknesses:

- The Department of FCS needs to promote the MS degree program in U.S. and foreign counties.

8. Accreditation

Describe plan for achieving *program* accreditation, including name of accrediting agency, basic requirements for accreditation, how the criteria will be achieved, and projected accreditation date.

There is no accreditation required for MS degree program. The Department of FCS is obtaining the accreditation from AAFCS for undergraduate programs in Family and Consumer Sciences. The Approval of BS accreditation will be covered the MS degree program.

If a graduate program, describe the use of consultants in developing the proposal, and include a copy of the consultant's report as an appendix.

NONE

9. Related Fields

Indicate subject matter fields at the institution which are related to, or will support, the proposed program; describe the relationship.

The Department of FCS will develop supportive relationship with other Departments at Southern University and A & M College for elective and related courses. Examples of such support:

- Nelson Mandela College of Government and Social Sciences o Executive Master in Public Administration (EMPA) - Basic Statistics (EMPA 511); Applied Research Methods (EMPA 512); and Marketing and Strategic Planning (PADM 522) and Public Health Organizations and Programs (PADM 520).
- College of Business o Master of Business Administration - MBAP 551 Brand Mgmt. & Product Development and MBAP 537 Global Supply Chain Management

10. Cost & Revenue

Summarize additional costs to offer the program, e.g., additional funds for research needed to support the program; additional faculty, administrative support, and/or travel; student support. How will the program affect the allocation of departmental funds?

Additionally, the Department of FCS will need a budget for new faculty and administrative assistant for the MS degree program when the enrollment of MS students increases.
See the attachment for budget.

*On the separate budget form, estimate *new* costs and revenues for the projected program for the first four years, indicating need for additional appropriations or investment by the institution.

Outside of revenue from tuition & fees, explain and justify any additional anticipated sources of funds, e.g., grants (in hand, promised, or in competition), institutional funds, etc.

The Department of FCS will require university support for the first five years of this degree program. After three years, the faculty in the Department of FCS will secure research and education grants from USDA and LA State.
CERTIFICATIONS:

Dr. Kenyetta Nelson-Smith, Interim FCS Department Chair
Date
Primary Administrator for Proposed Program

Dr. Renita W. Marshall
Vice Chancellor/Associate Dean - CFSC
Date

Dr. Orlando F. McMeans
Chancellor-Dean
Date

Dr. Bijoy K. Sahoo
Executive Vice Chancellor and Provost
Date

Management Board/System Office
Date

SUMMARY OF ESTIMATED ADDITIONAL COSTS/INCOME FOR PROPOSED PROGRAM

Institution: Southern University and A & M College

Date: December 3, 2021

Degree Program, Unit: Mater of Science (M.S.) Degree in the Department of Family and Consumer Sciences

FTE = Full Time Equivalent (use the institution's standard definition and provide that definition).

EXPENDITURES								
INDICATE ACADEMIC YEAR	FIRST		SECOND		THIRD		FOURTH	
	AMOUNT	FTE	Amount	FTE	AMOUNT	FTE	AMOUNT	FTE
Faculty	\$0		\$65,000.00	1	\$65,000.00	1	\$65,000.00	1
Graduate Assistants	\$20,000.00	0.5	\$40,000.00	1	\$40,000.00	1	\$40,000.00	1
Support Personnel	\$20,000.00	0.5	\$20,000.00	0.5	\$40,000.00	1	\$40,000.00	1
Fellowships and Scholarships	\$ 5,000.00	0.5	\$10,000.00	1	\$10,000.00	1	\$10,000.00	1
SUB-TOTAL	\$45,000.00	1.5	\$135,000.00	3.5	\$155,000.00	4	\$155,000.00	4
	AMOUNT		AMOUNT		AMOUNT		AMOUNT	
Facilities	\$0		\$0		\$0		\$0	
Equipment/Library Resources	\$ 5,000.00		\$ 5,250.00		\$ 5,512.50		\$ 5,788.00	
Travel	\$ 5,000.00		\$ 5,250.00		\$ 5,512.50		\$ 5,788.00	
Supplies	\$ 5,000.00		\$ 5,250.00		\$ 5,512.50		\$ 5,788.00	
SUB-TOTAL	\$15,000.00		\$15,750.00		\$16,537.50		\$17,364.00	
TOTAL ANNUAL EXPENSES	\$60,000.00		\$150,750.00		\$171,153.75		\$189,728.00	.00
REVENUES								
Revenue Anticipated From:	AMOUNT		AMOUNT		AMOUNT		AMOUNT	
*State Appropriations	\$		\$		\$		\$	
*Federal Grants/Contracts			\$50,000		\$50,000		\$50,000	
*State Grants/Contracts								
*Private Grants/Contracts								
Projected Enrollment	10		20		24		32	
Tuition/semester (9 cr. FTE students)	\$ 4,300.00		\$ 4,300.00		\$ 4,300.00		\$ 4,300.00	
Fees/semester	\$ 1,041.00		\$ 1,041.00		\$ 1,041.00		\$ 1,041.00	
*Other (specify)								
TOTAL REVENUES	\$ 106,820.000		\$213,640.00		\$256,368.00		\$341,824.00	

* Describe/explain expected sources of funds in proposal text.

**Describe assumptions for Revenue to show how the total revenue for each year was calculated.

Tuition is computed based on a projected enrollment of FTE students at the rate of \$5,341 per student/semester and 9 SCHs./semester.



College of Nursing and Allied Health

Dr. Sandra C. Brown, Dean

J.K. Haynes Building 170

Post Office Box 11794

Baton Rouge, LA 70813

Phone: (225) 771-3266

Fax: (225) 771-2641

Date: October 27, 2021

To: Bijoy Sahoo, PhD
Executive Vice Chancellor and Provost

From: 
Sandra C. Brown, DNS, APRN, FNP-BC, CNE, ANEF, FAANP, FAAN
Dean, College of Nursing and Allied Health

Re: Proposed Curriculum Changes for the Clinical Rehabilitation Counseling (CRC) and Clinical Mental Health Counseling (CMHC) Merger

RECEIVED

DEC 09 2021

Office of the Executive Vice President
for Academic Affairs and Provost

Enclosed is the curriculum changes requested for the Clinical Rehabilitation Counseling (CRC) and Clinical Mental Health Counseling (CMHC) merger and the Council for Accreditation of Counseling and Related Educational Programs (CACREP) self-study document preparation for the CMHC program.

Synopsis of Requested Curriculum Changes:

- Merge of the curricula of the two graduate degree programs: Clinical Rehabilitation Counseling and Clinical Mental Health Counseling.
- Change the name of the Department of Clinical Rehabilitation Counseling and Mental Health Counseling to the **Department of Rehabilitation, Disability Studies, and Counseling**
- Change the degree designation of the Clinical Mental Health Counseling program from **M.A. (Master of Art) to M.S. (Master of Science)**
- Change the CIP code of the Clinical Mental Health Counseling from **422803 to 512310**
- Change the course prefix for the merged curricula to **RDCO**
- Add two new courses - **RDCO 535 and RDCO 540 for the Clinical Mental Health Counseling program.**

Approval Signatures:

 10/27/2021

Department Chair Date

 10/27/2021

College Curriculum Committee Chair Date
CNAH Executive Council & Leadership Team

 10/27/2021

College Dean Date

 12/09/2021

Graduate School Dean Date

 12/09/2021

SUBR Curriculum Committee, Chair Date

 12/9/2021

Executive Vice Chancellor and Provost Date

 12/16/2021

President - Chancellor Date

Department of Rehabilitation, Disability Studies and Counseling
Clinical Rehabilitation Counseling Program (CRC)
Proposed Changes with RDCO Rubric

Current Course Rubric, Number and Title	Proposed Course Rubric Number and Title
REHB 501 Introduction to Clinical Rehabilitation Counseling	RDCO 501 Introduction to Clinical Rehabilitation Counseling
REHB 502 Professional Orientation and Ethics in Counseling	RDCO 502 Professional Orientation and Ethics in Counseling
REHB 510 Theories and Process of Counseling	RDCO 510 Theories and Process of Counseling
REHB 580 Medical and Psychosocial Aspects of Disability I	RDCO 580 Medical and Psychosocial Aspects of Disability I
REHB 514 Psychopathology and Diagnosis (DSM-5)	RDCO 514 Psychopathology and Diagnosis (DSM-5)
REHB 515 Human Growth and Development	RDCO 515 Human Growth and Development
REHB 564 Assessment and Testing	RDCO 564 Assessment and Testing
REHB 581 Medical and Psychosocial Aspects of Disability II	RDCO 581 Medical and Psychosocial Aspects of Disability II
REHB 504 Rehabilitation Caseload Management and Reporting	RDCO 530 Rehabilitation Caseload Management and Reporting
REHB 575 Application of Assistive Technology in VR	RDCO 575 Application of Assistive Technology in VR
REHB 590 Clinical Practicum 100 hours	RDCO 590 Clinical Practicum 100 hours
REHB 565 Research Methods, Statistics, and Program Evaluation	RDCO 565 Research Methods, Statistics, and Program Evaluation
REHB 571 Career Development, Job Development, & Job Placement	RDCO 571 Career Development, Job Development, & Job Placement
REHB 525 Substance Abuse and Mental Health Counseling	RDCO 525 Substance Abuse and Mental Health Counseling
REHB 591 Clinical Internship I 300 hours	RDCO 591 Clinical Internship I 300 hours
REHB 511 Counseling Culturally Diverse	RDCO 511 Social and Cultural Diversity
REHB 512 Advocacy, Ethics, and Empowerment	RDCO 513 Pre-Practicum and Techniques in Counseling ** <small>See CMHC Curriculum Change – Currently COUN 509 / Proposed RDCO 513</small>
REHB 520 Family and Group Counseling	RDCO 520 Group Counseling and Group Work
REHB 592 Clinical Internship II 300 hours	RDCO 592 Clinical Internship II 300 hours
REHB 699 CRC/Comprehensive	RDCO 699 CRC/ Comprehensive
REHB 572 Foundations of Vocational Evaluation	RDCO 572 Foundations of Vocational Evaluation
(Course Rubric, Number and/or Title Changes) Course from Clinical Mental Health Counseling Plan of Study **	

Department of Rehabilitation, Disability Studies and Counseling
Clinical Mental Health Counseling Program (CMHC)
Proposed Changes with RDCO Rubric

Current Course Rubric, Number and Title	Proposed Course Rubric Number and Title
COUN 500 Introduction to Professional Counseling	RDCO 500 Introduction to Professional Counseling (No Change)
COUN 501 Theories of Counseling	RDCO 510 Theories and Process of Counseling
COUN 502 Ethics in Counseling	RDCO 502 Professional Orientation and Ethics in Counseling
COUN 503 Social and Cultural Diversity	RDCO 511 Social and Cultural Diversity in Counseling
COUN 504 Career Counseling and Development	RDCO 571 Career Counseling, Job Development, and Job Placement
COUN 505 Group Counseling	RDCO 520 Group Counseling and Group Work
COUN 506 Behavioral Research Methodology	RDCO 565 Research Methods, Statistics, and Program Evaluation
COUN 507 Analysis of the Individual	Deleted from Proposed Curriculum
COUN 508 Substance Abuse Counseling	RDCO 525 Substance Abuse and Mental Health Counseling
COUN 509 Pre-Practicum in Counseling	RDCO 513 Pre-Practicum and Techniques in Counseling
COUN 510 Human Growth and Development	RDCO 515 Human Growth and Development
COUN 511 Developmental Psychopathology	RDCO 514 Psychopathology and Diagnosis (DSM-5)
COUN 513 Clinical Psychodiagnostic Assessment	RDCO 564 Assessment and Testing
COUN 601 Comprehensive	RDCO 601 Comprehensive (No Change)
COUN 512 Practicum in Counseling (100 hours)	RDCO 590 Clinical Practicum (100 hours)
COUN 514 Internship in Counseling I (300 hours)	RDCO 591 Clinical Internship I (300 hours)
COUN 515 Internship in Counseling II (300 hours)	RDCO 592 Clinical Internship I (300 hours)
COUN 516 Internship in Counseling III (600 hours)	RDCO 593 Clinical Internship III (600 hours)
COUN 517 Bereavement Counseling	RDCO 517 Bereavement Counseling (No Change)
COUN 519 Family Therapy	RDCO 519 Family Therapy (No Change)
COUN 520 Crisis and Trauma	RDCO 518 Crisis and Trauma
N/A	RDCO 535 Psychopharmacology (NEW COURSE)
N/A	RDCO 540 TeleMental Health Counseling (NEW COURSE)
Optional Electives (Stackable Credential Courses)	
COUN 521 Dynamics of Play Therapy	RDCO 521 Dynamics of Play Therapy (No change)
COUN 522 Theories and Practice of Play Therapy	RDCO 522 Theories and Practice of Play Therapy (No change)
COUN 523 Tools and Techniques of Play Therapy	RDCO 523 Tools and Techniques of Play Therapy (No change)
(Course Rubric, Number and/or Title Changes)	
New Courses	

Department of Rehabilitation, Disability Studies and Counseling
Merged Curriculum: CRC - CMHC: 60 Hours

Course Number	CLINICAL REHABILITATION COUNSELING	Course Number	CLINICAL MENTAL HEALTH COUNSELING
First Semester: Fall			
RDCO 501	Introduction to Clinical Rehabilitation Counseling	RDCO 500	Introduction to Professional Counseling
RDCO 502	Professional Orientation and Ethics in Counseling	RDCO 502	Professional Orientation and Ethics in Counseling
RDCO 510	Theories and Process of Counseling	RDCO 510	Theories and Process of Counseling
RDCO 580	Medical and Psychosocial Aspects of Disability I		
Second Semester: Spring			
RDCO 513	Pre-Practicum and Techniques in Counseling	RDCO 511	Social and Cultural Diversity in Counseling
RDCO 514	Psychopathology and Diagnosis (DSM-5)		
RDCO 515	Human Growth and Development	RDCO 515	Human Growth and Development
RDCO 581	Medical and Psychosocial Aspects of Disability II	RDCO 517	Bereavement Counseling
Third Semester: Summer			
RDCO 520	Group Counseling and Group Work	RDCO 520	Group Counseling and Group Work
RDCO 590	Clinical Practicum 100 hours	RDCO 519	Family Therapy
Fourth Semester: Fall			
RDCO 525	Substance Abuse and Mental Health Counseling	RDCO 525	Substance Abuse and Mental Health Counseling
RDCO 530	Rehabilitation Caseload Management and Reporting	RDCO 518	Crisis and Trauma
RDCO 564	Assessment and Testing	RDCO 564	Assessment and Testing
RDCO 591	Clinical Internship I 300 hours		
Fifth Semester: Spring			
RDCO 511	Social and Cultural Diversity in Counseling		
RDCO 565	Research Methods, Statistics, and Program Evaluation	RDCO 565	Research Methods, Statistics, and Program Evaluation
RDCO 571	Career Counseling, Job Development, and Job Placement	RDCO 571	Career Counseling, Job Development, and Job Placement

RDCO 592	Clinical Internship II 300 hours	RDCO 514	Psychopathology & Diagnosis (DSM-5)
RDCO 699	CRC/Comprehensive		
Sixth Semester: Summer			
RDCO 572	Foundations of Vocational Evaluation	RDCO 540	TeleMental Health Counseling - NEW
RDCO 575	Application of Assistive Technology in Vocational Rehabilitation	RDCO 513	Pre-Practicum in Counseling
RDCO 699	CRC/Comprehensive		
Seventh Semester: Fall			
		RDCO 590	Clinical Practicum (100 hours)
		RDCO 535	Psychopharmacology – NEW
		RDCO 601	Comprehensive Examination (CPCE)
Eighth Semester: Spring			
		RDCO 591 RDCO 593	Clinical Internship I (300 hours) or Clinical Internship III (600 hours)
Ninth Semester: Summer			
		RDCO 592	Clinical Internship II (300 hours)



College of Nursing and Allied Health

Policy/Curriculum Change Form

Department: Rehabilitation and Disability Studies Contact Info: Dr. Madan Kundu

Policy Title: Change in Title of Degree Program

Date: September 1, 2021

Current Policy	Proposed New Policy
MA IN CLINICAL MENTAL HEALTH COUNSELING	MS IN CLINICAL MENTAL HEALTH COUNSELING

RATIONALE FOR RECOMMENDED CHANGES

IN FALL 2020, THE ACADEMIC AFFAIRS HAS MOVED THE UN-ACCREDITED MA IN CLINICAL MENTAL HEALTH COUNSELING (CMHC) PROGRAM FROM THE COLLEGE OF EDUCATION TO THE COLLEGE OF NURSING AND ALLIED HEALTH AND MERGED WITH THE MS IN CLINICAL REHABILITATION COUNSELING PROGRAM (CRCP) IN THE DEPARTMENT OF REHABILITATION AND DISABILITY STUDIES.

THE MS PROGRAM IN CRCP HAS RECEIVED ACCREDITATION FROM THE COUNCIL FOR ACCREDITATION OF COUNSELING AND RELATED EDUCATIONAL PROGRAMS (CACREP) THROUGH OCTOBER 31, 2027.

THE 60-HOUR SPECIALIZATION IN CRCP AND 60-HOUR SPECIALIZATION IN CMHC HAVE THE SAME ACCREDITING AGENCY. ALSO, SEVENTY-FIVE PERCENT (75%) OF THE ACADEMIC STANDARDS (48 CREDIT HOURS) ARE THE SAME, EXCEPT TWENTY-FIVE PERCENT (25%) OF THE STANDARDS FOR SPECIALIZATION COURSES (12 HOURS), IT IS PRUDENT FOR THE TWO SPECIALIZED PROGRAMS TO TEACH COURSES JOINTLY TO MINIMIZE DUPLICATIONS.

SINCE THE ACCREDITED CRCP OFFERS A MASTER OF SCIENCE DEGREE, CMHC WILL HAVE THE SAME MASTER OF SCIENCE DEGREE EFFECTIVE FALL 2021.

PROPOSED TIMELINE FOR IMPLEMENTATION

SEPTEMBER 15, 2021:

SUBMIT CHANGE IN EXISTING PROGRAM TITLE FORM TO THE EXECUTIVE COMMITTEE, COLLEGE OF NURSING AND ALLIED HEALTH.

SEPTEMBER 30, 2021:

SUBMIT THE ABOVE APPROVAL TO THE GRADUATE SCHOOL FOR APPROVAL BY THE GRADUATE COUNCIL.



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

December 15, 2021

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

Dear Dr. Belton:

Professor Nadia E. Nedzel retired in June 2021 after 17 years of teaching at Southern University Law Center. She was a full professor of law and held the Reilly Family Endowed Professorship. On October 19, 2021, the Faculty, Appointments, Retention, Promotion, and Tenure Committee voted to recommend that the Board award her the status of Emeritus Professor.

Professor Nedzel's application for emeritus status, which is attached, shows that she meets the criteria for Emeritus Professor in that she contributed substantially to SULC in the three categories of teaching, research and scholarship, and service to SULC and the wider community. Her qualifications are so extensive that I will not attempt to list them all here, but a few are highlighted below.

While at SULC, Professor Nedzel not only taught Obligations and Louisiana Sale and Lease but also developed textbooks for those important civil law courses. She also taught Contracts, International Law, and International Business Transactions and an LSAT-prep course for prospective SULC students.

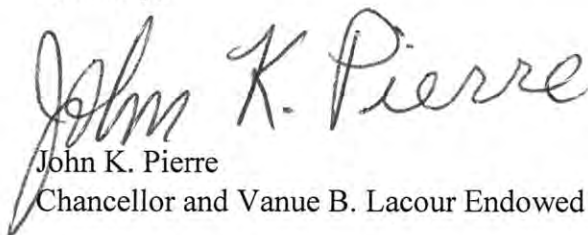
Professor Nedzel has taught and lectured internationally, including in London; Paris; Turin, Italy; St. Peterburg, Russia; and Santiago, Chile, where she was a Senior Fulbright Specialist. She has been honored with the Award for Achievement in Global Skills Education. She is the Director for the Global Corporate Governance Institute, which will hold its annual meeting June 8-10, 2022, at SULC

During her tenure at SULC she engaged in exemplary scholarship, publishing five books and 11 law review articles and book chapters. One of her books, *Legal Reasoning, Research, and Writing for International Graduate Students*, is now in its fourth edition and has been translated into Chinese for use in teaching students abroad.

Professor Nedzel's service to SULC included chairing the Curriculum Committee and the Faculty Development Committee and serving on numerous other committees. She served as faculty advisor to the Journal for Race, Gender, and Poverty; Admiralty and Maritime Law; Federalist Society; International Law Students Association; and GALE, and advised students on law review articles year after year.

I hereby recommend that Professor Nedzel be granted the status of Emeritus Professor and respectfully ask that Professor Nedzel's application for Emeritus Professor be presented to the Board of Supervisors at its January 2022 Board Meeting.

Sincerely,

A handwritten signature in black ink that reads "John K. Pierre". The signature is written in a cursive style with a large, sweeping initial "J".

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

MEMORANDUM

TO: Chancellor John Pierre, Vice Chancellor North,
and the Faculty of the Southern U. Law Center

FROM: Nadia E. Nedzel, J.D., LL.M.

DATE: August 16, 2021, amended October 11, 2021

RE: Petition for Emeritus Status

Dear Chancellor Pierre and SULC Colleagues:

For family reasons, I had to move from Louisiana, and it is only for that reason that, after 17 years of service, I retired from SULC. However, I remain an active scholar nationally and internationally and I have taken steps to ensure that my scholarship will continue to bring credit to SULC. I still very much want to serve the SULC community in whatever capacity I am able (and I have ongoing projects involving the SULC community), and therefore I am applying for Emeritus Status. Policy 1-022, as revised on June 4, 2021, stipulates that it is an honor to be granted Emeritus Status, that a faculty member is eligible only if he or she has served full time for at least 10 years, and can demonstrate substantial contributions to at least two out of three areas including 1. Teaching, 2. Research and Scholarship, and 3. Service to SULC and the wider community.

I started teaching at SULC in 2004 as a tenure-track Assistant Professor, having already taught at Tulane Law School for 6 years, and since then have been promoted in keeping with SULC policies timely from Assistant to Associate, and then to Full Professor and granted the Reilly Family Endowed Chair. Consequently, I have served as a full-time faculty member at SULC for 17 years and meet the first requirement. The information provided below demonstrates that I meet the second as well.

1. TEACHING

- *Courses taught:* For the past 17 years, I have consistently taught Obligations, Louisiana Sale and Lease, and Contracts. For the first few years of my SULC career, I taught Basic Civil Procedure, and on two occasions I taught International Law with little or no preparation because the usual professor teaching it was suddenly taken ill or died. I also taught an Advanced Legal Writing Course that I developed, International Business Transactions, on two separate occasions, and I developed and was the primary instructor in two substantial LSAT preparation courses that resulted in students matriculating at SULC for approximately 12 years.
- *Student Evaluations,* formal and informal: My student evaluations have been consistently high over the years, but more important are the many thanks and personal messages I have received over the years from individual students in the form of letters, emails, and even postings on Linked-In. Often alumni tell me that they did not have to worry about Louisiana Code III on the bar exam because I had been their teacher, or that I taught them how to analyze and learn the law.

- *Course innovations:* Over the years, my activity reports show that I consistently try new methods of teaching and new approaches in order to engage students and keep my teaching fresh. Some of those techniques I gleaned from attending the annual AALS conferences, others I developed myself. For example, in Contracts/Obligations, I often had students negotiate and draft simple contracts as one of their Doctrinal Review exercises. Professor Fortson has since incorporated her own version of this exercise into her courses. I post my lecture notes, practice Hypothets, review sheets, etc. on TWEN and have consistently made those stockpiled materials available to all interested SULC students and faculty. I wrote and have used two casebooks on Louisiana Law, adding in other Professors at SULC and elsewhere to promote SULC or help build other SULC professors build their cv's: Louisiana Law of Sale and Lease with Prof. David Gruning of Loyola (now in its 2nd edition), and now the Obligations online ChartaCourse with Professor Fortson.
- *Courses and Programs Developed:* During my time at SULC, I have been able to develop and implement several new courses for both law students and future SULC law students. In addition to International Business Transactions, 2011, I was the first director and developer of the Fresh Start summer program which enables 1Ls who narrowly miss meeting retention criteria to restart their law school careers. Of that first group, 9 out of 10 completed their studies and became attorneys. With Visiting Professor Mike Garrard's help, I brought the Test Review Institute to SULC. For several years, I was the lead professor in a one-month Saturday LSAT study course for prospective SULC students – I had been teaching in this program since my time at Tulane, but it was previously held only in New Orleans. Then, in 2016, we developed a similar one-semester course, held in the Honors College, and entitled "Comprehensive Legal Reasoning and Writing" for potential law students from SUBR. Both programs have produced students that have matriculated into SULC. While I developed other programs and courses (including a proposal for a 1-year program in law for non-lawyers), these are the ones that were implemented.
- *On-Going Efforts:* Professor Fortson and I were able to work very hard over the 2020-2021 winter break in order to get ChartaCourse up and running for the spring 2021 Obligations classes. It has proven to be a wonderful tool and students love its on-line more engaged and easily accessed approach to the topic. It is a vast improvement over the traditional casebook. However, it needs more polish and needs some expansion now that Obligations is a 2-semester, 4-credit course. I have promised Professor Fortson that I would continue to support and help her work and (thanks to Chancellor Pierre) am taking the ACUE course in on-line teaching in order to incorporate that information and thus help others of SULC faculty (both full-time and adjunct) prepare and deliver a more engaging, up-to-date, and effective course.

2. RESEARCH AND SCHOLARSHIP

A. Publications

i. Books:

1. THE RULE OF LAW, ECONOMIC DEVELOPMENT, AND CORPORATE GOVERNANCE (Edward Elgar Pub. 2020)
2. THE ANGLO-AMERICAN CONCEPTION OF THE RULE OF LAW (Palgrave Pub. 2019) (with Nicholas Capaldi).

3. LEGAL REASONING, RESEARCH, AND WRITING FOR INTERNATIONAL GRADUATE STUDENTS (Aspen Publishing: 2004; 2nd ed. 2008, translated into Chinese in 2013; 3^d ed 2012; 4th edition 2016; 5th edition 2021). This book is widely used to teach U.S. legal analysis to International LL.M. candidates both in the U.S. and abroad, and the 4th Edition was recognized by an Exemplary Placement Award.
4. LOUISIANA LAW OF SALE AND LEASE: CASES AND MATERIALS (Vandeplas Publishing Preliminary ed. 2011; First ed. 2012), with Prof. David Gruning ; 2nd ed. 2020 (with David Gruning).
5. LOUISIANA LAW OF OBLIGATIONS: ONLINE TEXTBOOK (ChartACourse)(2021)(initially proposed by Prof. Nedzel, now includes Prof. Fortson as co-author)

ii. Articles & Book Chapters on the Rule of Law/Corporate Social Responsibility/Economic Development

1. *CSR in the U.S. and the U.K. vs. CSR in Europe and Asia* (with Nicholas Capaldi) in THE PALGRAVE HANDBOOK OF CORPORATE SOCIAL RESPONSIBILITY (2020).
2. *The Relationship Among the International Rule of Law, Spontaneous Order, and Economic Development*, 12 Vienna Journal of International Constitutional Law 183 (June 2018).
3. *The International Rule of Law and Economic Development*, 17 Wash. U. Global. St. L. Rev. 447 (2018). Note: this Article was included in CLE materials for a symposium hosted by the NYU Journal of International Law and Politics.
4. *Rule of Law, État de Droit, & Rechtsstaat: Significant Differences in Legal Culture*, Juris Diversitas 2015
5. *Rule of Law v. Legal State: Where are we coming from, where are we going to?* Book Chapter, in Comparison: The Rule of Law in the 21st Century and the Legal State (James Silkenat, ed. Springer pub. 2014). Russian language version: 2013.
6. *Common Law v. Civilian Tradition: Rule of Law, Economic Development, and Cultural Change*, 2 Law of the USA (2014 Ukrainian Law Review, publication delayed indefinitely due to war)
7. *The Rule of Law: Its History and Meaning in Common Law, Civil Law, and Latin American Judicial Systems*, 10 RICHMOND J. GLOBAL L. & B. (2010).

iii. Other Articles

8. *Reviving Protection for Private Property: A Practical Approach to Blight Takings*, 2008 MICH. ST. L. REV. 995.
9. *Antidumping and Cotton Subsidies: A Market-based Defense of Unfair Trade Remedies*, 28 NW. J. INT'L L. & BUS. 215 (2008).
10. *Eminent Domain: A Legal and Economic Critique*, 7 Maryland L. J. Race, Religion, Gender, & Class 140 (with Walter Block) (2007)
11. Nadia Nedzel & Walter Block, *The Demise of Eminent Domain*, NYSBA GOVERNMENT, LAW AND POLICY JOURNAL (July, 2007).
12. *A Comparative Study of Good Faith, Fair Dealing, and Precontractual Liability*, 12 TULANE EUROPEAN & CIVIL LAW FORUM 97 (1997).

13. *Immigration Law: A Bird's Eye View*, in IMMIGRATION: DEBATING THE ISSUES (1997).
14. Comment, *Please Release Me: A Comparative Study of Louisiana Suretyship Law*, 40 LOY. L. REV. 955 (1995) (*sub nom* Nadia N. San Miguel).
15. Note, *Taylor v. Giddens: Louisiana Supreme Court Tailors Medical Malpractice Prescription Statute*, 39 LOY. L. REV. 699 (1993) (*sub nom* Nadia N. San Miguel).

Selected Shorter Works

16. *Interview with Judge Carl E. Stewart of the U.S. Fifth Circuit Court of Appeals*, 232 AROUND THE BAR (Baton Rouge Louisiana Bar Association, February 2009).
17. *Business Law, Eminent Domain, European Directive on Privacy, Restraint of Trade, Subsidies* SAGE ENCYCLOPEDIA OF BUSINESS ETHICS AND SOCIETY (2007; 2nd ed. 2017).

B. Editorial Positions, Presentations, and Colloquia

1. Director, "Global Corporate Governance Institute June 8-10 2022 Annual Meeting, SULC (forthcoming) Baton Rouge, La.
2. Participant, IEA Food for Thought Webinar: "A Christian Approach to Corporate Religious Liberty", July 28, 2021 (Virtual conference)(London)
3. Participant, Social Market Foundation Roundtable: The Role of the Law . . . , July 14, 2021 (Virtual conference)(London).
4. Member, Executive Editor, Executive Committee, Scientific Committee, Plenary presenter "Global Corporate Governance Institute" 2014-present,
5. Participant, Colloquium on "Stakeholders versus Shareholders: Primacy in Corporate Governance," Liberty Fund, Jan 29-30, 2021)(via Zoom)
6. Presentation & Debate: "Why Capitalism Needs no Rehabilitation," (with Prof. John Coyle), North Carolina U. School of Law (Chapel Hill), Jan 21, 2021 (via Zoom)
7. *Teaching Civil Law at a Distance: The North American Experience*, Colloquium, Journal of Civil Law Studies (via Zoom)(May 15, 2020)
8. Presentation: The International Rule of Law and Economic Development (Loyola University 2018)
9. SCALS Presentation: The International Rule of Law and Economic Development January, 2018 (University of Memphis Law School)
10. Participant, Bruno Leoni and the Regulatory State, George Mason (2017)
11. Presentation: The International Rule of Law and Economic Development, First Annual Colloquium on Global Capitalism and Law at Northwestern University (May 17-18, 2017)
12. Presentation: Brexit, Hayek's Spontaneous Order, and the Rule of Law, SULC January 30, 2017.
13. Lecture, *Hayek, Spontaneous Order, and the Rule of Law*, (Vienna, Austria June 6, 2016) (Loyola New Orleans November 11, 2016)
14. Participant, Terrorism and Liberty, Chicago, Il. (March 10-12, 2016)
15. Participant, Grotius and Liberty, Tucson, Arizona (January 28-30, 2016)
16. Attendee, LEC Workshop on Rule of Law and Economics, Florida (2015).

17. Director, *Rule of Law: Anglo-American vs. Continental Conceptions in Theory and Practice*, Liberty Fund Colloquium, New Orleans, December 4-7, 2014
18. Presenter, *Rule of Law: How it relates to Liberty, and How it differs from the Civilian Legal State* at Juris Diversitas (Aix en Provence, France, July 2014)
19. Presenter, *Rule of Law v. Legal State: Where are we coming from, where are we going to* at Symposium on the Rule of Law and the Legal State, sponsored jointly by ABA/Russian Federation. (St. Petersburg, Russia Oct. 21, 2013) &
20. Presenter, *Rule of Law v. Legal State: Where are we coming from, where are we going to?* at Central States Law School Association Annual Meeting, Fayetteville, Arkansas October 4, 2013

C. Honors (selected)

21. **Award for Achievement in Global Legal Skills Education**, Phoenix, Arizona (2019)
 22. Member, Louisiana Equivalency Determination Panel (2015- present)
 23. **Member, Louisiana State Law Institute**
 24. **Scholarly Grant, Hayek Fund for Scholars (January 2019)**
 25. **Visiting Research Fellow, Center for the History of Political Economy, Duke University (Spring 2019)**
 26. **Visiting Research Fellow, Institute of Economic Affairs, London (October 2018)**
 27. **Professor, U.S. Constitutional Law, (Lyon, France November-December 2018)**
 28. **Developer and Key Instructor, *The Rule of Law, Economic Development, and Corporate Governance*, United Nations International Training Center (Turin, Italy)(August 10, 2018, August 8, and 2019, for future Chinese leaders)**
 29. **Professor, *Fondation pour le droit continental Sorbonne*, (Paris, 2016).**
 30. Honorary Editor, #ALR Moscow, on-line law journal (2014)
 31. Presenter, *Rule of Law v. Legal State: Where are we coming from, where are we going to* at **Symposium on the Rule of Law and the Legal State, sponsored jointly by ABA/Russian Federation.** (St. Petersburg, Russia Oct. 21, 2013) before the Constitutional Court of the Russian Federation (all 16 judges in attendance).
 32. **Member, Louisiana Advisory to the U.S. Civil Rights Commission (2010-2012),**
 33. Research Fellow, Lauterpacht Centre for Int'l Law, Cambridge, UK (Summer 2010)
 34. Visiting Lecturer, Universidad de los Andes (Feb. 2008) (Santiago, Chile)
 35. **Fulbright Senior Specialist** (Santiago, Chile): April-May 2007, Universidad de los Andes, Santiago Chile.
 36. **Top Research Scholar**, Southern University Law Center, 2012-2013
 37. Reilly Family Professor of Law 2012-present
 38. Southern University Junior Scholar of the Year 2008-2009
3. **SERVICE TO SULC AND THE WIDER COMMUNITY**
 Given that I am quickly reaching the maximum length for a petition, the following is a mere summary of my service to SULC and the wider community over the years.

A. Service to SULC:

Over the years, I have served SULC in a number of different ways. I have chaired the Curriculum Committee, was the first Chair of the Faculty Development Committee and developed (with Chris Odinet) the initial Exemplary Award policy and was the Vice Chair of the FARPT Committee. I developed the first Fresh Start program and ran it, and I've served on the Legal Writing, Admissions, Performance after Graduation, Academic Affairs, and Financial Planning Committees. I've served on a number of Ad Hoc committees doing significant drafting, writing memoranda on ABA Compliance and helping with two ABA/AALS self-studies/ re-accreditations.

My first responsibility and concern, however, has always been helping SULC's students. I've been a faculty advisor to the Journal for Race, Gender, and Poverty, Admiralty and Maritime Law, Federalist Society, International Law Students Association, and GALE, and I've written countless letters of recommendation and spent countless hours counseling and tutoring students (one of the things I most enjoy) -- recently, I spent several hours this past June Zoom counseling a recent graduate on Code III writing for the July bar exam. My letters of reference have enabled two graduates to clerk with Chief Judge Carl Stewart on the U.S. Fifth Circuit and two other former students to obtain federal clerkships. They have also enabled one student to receive a full scholarship to Pepperdine's master's program in Public Policy, another to be admitted to an LL.M. in Bankruptcy program, and a third to go on to work for the IRS, among many others in the top, middle, and bottom of their classes. Every fall semester I have counseled law review candidates on their writing projects and often worked with them on those projects at my home dining table -- I am counseling two such students this semester on a distance basis (they report to me every week -- better than when I was on campus)! I have given funds to SULC's scholarship accounts several times over the years, and am very proud to have founded, this past spring, a \$5000 scholarship for the Obligations student whose GPA most improved over the course of his or her 1L year -- I'm looking forward to learning who that was for this initial year!

B. Service adding to SULC's Prestige in the Louisiana Community

I have added to SULC's prestige and served the Louisiana community in a number of ways in addition to helping train lawyer-leaders. For example, I've served on the Supreme Court's Equivalency Committee, on the Louisiana State Law Institute and some of its subcommittees, been a member of the Société Henri Capitant, the Louis Martinet Society, and the Federal Bar, and I've written coursebooks on two Louisiana Civil Law topics as well as networked with friends and law professors at other Louisiana law schools. I've been a member of the New Orleans World Trade Center and been president of a Baton Rouge Homeowners' Association. I'm probably most proud, however, of having served on the Louisiana Advisory to the Civil Rights Commission which was studying the over-incarceration of minorities in Louisiana.

C. Service adding to SULC's Prestige Nationally & Internationally

Much of my activity has contributed to SULC's prestige nationally and internationally. I have served as SULC's representative to the AALS annual meeting since we first joined, have been the AALS Reporter on three accreditation committees, and have presented at a large number of conferences across the U.S. and abroad (England, France, Austria, Turkey, Singapore, China, Chile, Mexico, Guatemala, . . .). I'm an editor for various national and international journals, and I've been a Fulbright Scholar in Chile. A few years ago, I had the honor of representing SULC in SUBR's Chancellors' Committee's visit to Brazil. It was a tremendous honor to have been

selected, and as I was the only one NOT a Chancellor, Vice Chancellor, or Member of the Board, I was definitely the least important person in the group! **Next June, I will be bringing the annual Conference of the Global Corporate Governance Institute to SULC. We expect between 150-200 prominent and rising scholars in business, business law, sustainability, and equity from all over the world and will provide opportunities for presentation and publication for SULC students, faculty, and local VIPs.**

Thank you for your attention. Should you need further information, please do not hesitate to contact me.

Sincerely,

Nadia E. Nedzel

Press Release

The Global Corporate Government Institute is happy to announce that this year's conference: "Global Corporate Governance: Sustainability and Equity" is being hosted by the Southern University Law Center in Baton Rouge, Louisiana on June 8-10, 2022. The "GCGI" is a non-profit entity registered in the United Kingdom and has held annual conferences on corporate governance and social corporate responsibility since 2014 in places such as the U.K., China, Australia, Germany, the United Arab Emirates, Spain, and Portugal. Those conferences attract global scholars and businesspeople who present their research on how corporations are addressing or should be addressing the most serious issues facing society. The best papers are then published by a major international publisher. This year's conference will be the first held in the Western Hemisphere, and by holding it at SULC, the GCGI hopes to attract prominent and promising attorneys and legal scholars to contribute their voices to the conversation, in addition to business scholars, NGOs, and corporate leaders. See the website, www.gcg-csr.org for further information!

Global Corporate Governance Institute (GCGI)

The GCGI, a company registered in the United Kingdom, was founded in 2013 by Nicholas Capaldi in collaboration with Samuel Idowu. The Institute's mission is to overcome the myopia of limited perspectives, outworn doctrines, tired prior agendas, and vested interests that have besieged our world. It brings together global scholars and practitioners from different fields along with business/academic/cultural/religious and political leaders to form a global alliance dedicated to rethinking and integrating sustainable values and ethics into management practice, education, and development. The GCGI furthers its mission through international conferences, seminars, and workshops, which it has organized around the world. As of this writing, the GCGI has sponsored and championed conferences in four continents in the following countries: the UK (2014), China (2015), Germany (2016), Australia (2017), Spain (2018), United Arab Emirates (2019); Portugal (2021) and USA in 2022. The 2022 Conference, to be held at the Southern University Law Center in Baton Rouge, Louisiana on June 8-10, 2022, is intended to bring legal scholars and practitioners into contact with business scholars and practitioners on the topic of incorporating sustainability and equity into Global Corporate Governance.

The Institute continues to seek alliances with companies and higher education institutions to meet the global call for a sustainable world. Sometimes acting as an umbrella organization, it encourages and participates in other organizations and educational programs. A few examples include programs run by the International Training Centre of the International Labour Organization (ITCILO) and Global Youth Leadership Academy (GYLA) under the leadership of Professor Liangrong Zu and the Cologne Business School. The GCGI is also involved in a wide variety of local sustainability organizations such as the one founded by Professor Mara Del Baldo of the University of Urbino, Italy and an International CSR Forum organized by London Metropolitan University, UK in July 2018.

Plans include holding multiple conferences per year, an annual seminar for graduate students, and an annual summer workshop for junior scholars. Another of GCGI's intentions is to establish a certification system for different levels Institute membership.

The GCGI has a thriving book Series with publisher Springer International, Switzerland, the "CSR, Sustainability, Ethics and Governance Book Series": <https://www.springer.com/series/11565?detailsPage=titles>. Springer also publishes GCGI's academic Journal, "the International Journal of Corporate Social Responsibility": <http://jcsr.springeropen.com/> in which it publishes the best papers submitted to its conferences as well as other important articles on Corporate Governance.

FACILITIES AND PROPERTY COMMITTEE

(Following Academic Affairs Committee)

Friday, January 7, 2022

Southern University System Board Meeting Room

J. S. Clark Administration Building 2nd Floor

Baton Rouge, LA 70813

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Informational Item:
 - A. Facilities Planning Project Updates (SUS)

SUBR

- *Fisher Hall Renovation - Contract awarded to Cangelosi Ward General Contractors*
- *STEM Science Building - Completed Programming Phase*
- *Sewer Lift Station #2 - Engineering Firm in Design Phase*
- *Ravine Repair - Permanent repairs underway behind the Student Health Center and the parking lot perimeters at the Millennium Apartments*

SUSLA

- *Collier Science Building – Contract Awarded to the LeBlanc & Young Architects, LLC for \$178k. Total renovation of 3.1million.*
- *Gymnasium - Demolition Scope added to Capital Outlay Request (\$9M). Letters requesting demolition were mailed to legislators in November*
- *Drainage Project and Road Overlay - Contract Awarded to the LeBlanc & Young Architects, LLC for \$178k. Total renovation of 3.1million.*

SUNO

- *ADA Bathroom Upgrades - Design Contract awarded November 30th (Meyer Engineers and Architects)*
- *Security Fence Guard-shack Repairs - In discussion with FP&C to determine status as Project or Major Repair.*

6. Other Business
7. Adjournment

MEMBERS

Mr. Sam Gilliam- Chairman, Dr. Rani Whitfield–Vice-Chair,
Mr. Richard Hilliard, Mr. John Barthelemy, Dr. Leon Tarver, Mr. Myron Lawson
Atty. Edwin Shorty - Ex Officio

FINANCE COMMITTEE
(Following Facilities and Property Committee)
Friday, January 7, 2022
Southern University System Board Room
J. S. Clark Administration Building 2nd Floor
Baton Rouge, LA 70813

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item
 - A. Request approval for Mid-Year Budget Adjustments (FY22 BA-7) (SUS)
6. Informational Item
 - A. Interim Financial Reports
7. Other Business
8. Adjournment

MEMBERS

Mrs. Arlanda Williams- Chairman, Mr. Myron Lawson–Vice-Chair,
Dr. Leon Tarver, Mrs. Christy Reeves, Atty. Domoine Rutledge, Mr. Sam Gilliam
Atty. Edwin Shorty - Ex Officio

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

DEPARTMENT: Higher Education		FOR OPB USE ONLY				
AGENCY: Southern University Board of Supervisor		OPB LOG NUMBER		AGENDA NUMBER		
SCHEDULE NUMBER: 19-615						
SUBMISSION DATE: 12/13/21		Approval and Authority:				
AGENCY BA-7 NUMBER: 2						
HEAD OF BUDGET UNIT: Dr. Ray Belton						
TITLE: System President-Chancellor						
SIGNATURE <i>(Certifies that the information provided is correct and true to the best of your knowledge):</i>						
MEANS OF FINANCING	CURRENT FY 2021-2022	ADJUSTMENT (+) or (-)		REVISED FY 2021-2022		
GENERAL FUND BY:						
DIRECT	\$51,673,797	\$0		\$51,673,797		
INTERAGENCY TRANSFERS	\$3,869,822	\$0		\$3,869,822		
FEES & SELF-GENERATED	\$104,962,570	\$0		\$104,962,570		
STATUTORY DEDICATIONS	\$4,250,997	\$0		\$4,250,997		
Support Education in Louisiana First Fund (G10)	\$2,439,028	\$0		\$2,439,028		
Tobacco Tax Health Care Fund (E32)	\$1,000,000	\$0		\$1,000,000		
Subtotal of Dedications from Page 2	\$811,969	\$0		\$811,969		
FEDERAL	\$6,154,209	\$0		\$6,154,209		
TOTAL	\$170,911,395	\$0		\$170,911,395		
AUTHORIZED POSITIONS	0	0		0		
AUTHORIZED OTHER CHARGES	0	0		0		
NON-TO FTE POSITIONS	0	0		0		
TOTAL POSITIONS	0	0		0		
PROGRAM EXPENDITURES						
PROGRAM NAME:	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
Southern University - Board of Supervisors	\$3,673,376	0	(\$350,000)	0	\$3,323,376	0
Southern University - Baton Rouge Campus	\$89,363,763	0	\$25,000	0	\$89,388,763	0
Southern University - Law Center	\$22,926,424	0	\$0	0	\$22,926,424	0
Southern University - New Orleans Campus	\$22,305,554	0	\$0	0	\$22,305,554	0
Southern University - Shreveport Campus	\$16,284,653	0	\$325,000	0	\$16,609,653	0
Southern University - Agricultural, Research & Extension Center	\$16,357,625	0	\$0	0	\$16,357,625	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
Subtotal of programs from Page 2:	\$0	0	\$0	0	\$0	0
TOTAL	\$170,911,395	0	\$0	0	\$170,911,395	0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

DEPARTMENT: Higher Education	FOR OPB USE ONLY	
AGENCY: Southern University Board of Supervisor	OPB LOG NUMBER	AGENDA NUMBER
SCHEDULE NUMBER: 19-615		
SUBMISSION DATE: 12/13/21	ADDENDUM TO PAGE 1	
AGENCY BA-7 NUMBER: 2		

Use this section for additional Statutory Dedications, if needed.
The subtotal will automatically be transferred to Page 1.

MEANS OF FINANCING	CURRENT FY 2021-2022	ADJUSTMENT (+) or (-)	REVISED FY 2021-2022
GENERAL FUND BY:			
STATUTORY DEDICATIONS			
Pari-mutuel Live Racing Facility Gaming Control Fund (G09)	\$50,000	\$0	\$50,000
Southern University AgCenter Program Fund (G12)	\$750,000	\$0	\$750,000
Education Excellence Fund (Z18)	\$11,969	\$0	\$11,969
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$811,969	\$0	\$811,969



Use this section for additional Program Names, if needed.
The subtotal will automatically be transferred to Page 1.

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
SUBTOTAL (to Page 1)	\$0	0	\$0	0	\$0	0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

Policy and Procedure Memorandum No. 52, Revised, requires that all Requests for Changes in Appropriation be fully documented. At a minimum, the following questions and statements must be answered. Use Continuation Sheets as needed. **FAILURE TO ANSWER ALL QUESTIONS COMPLETELY WILL BE CAUSE TO RETURN THIS DOCUMENT WITHOUT ACTION.**

1. What is the source of funding (if other than General Fund (Direct))? Specifically identify any grant or public law and the purposes of the funds, if applicable. A copy of any grant application and the notice of approved grant or appropriation must accompany the BA-7. What are the expenditure restrictions of the funds?

The source of funding is to this BA-7 is general fund direct. The Southern University System will use the funds to fulfill the legislative intent of the funds in the current fiscal year. The funds for the Baton Rouge Campus will be used to support academic scholarships. The Shreveport Campus will use the funds to support current activities and essential operations.

2. Enter the financial impact of the requested adjustment for the next four fiscal years.

MEANS OF FINANCING OR EXPENDITURE	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
GENERAL FUND BY:					
DIRECT	\$0	\$0	\$0	\$0	\$0
INTERAGENCY TRANSFERS	\$0	\$0	\$0	\$0	\$0
FEES & SELF-GENERATED	\$0	\$0	\$0	\$0	\$0
STATUTORY DEDICATIONS	\$0	\$0	\$0	\$0	\$0
FEDERAL	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0

3. If this action requires additional personnel, provide a detailed explanation below:

The approval of this BA-7 will not require additional personnel.

4. Explain why this request can't be postponed for consideration in the agency's budget request for next fiscal year.

The funds are generated in this fiscal year and will be spent in this fiscal year.

5. Is this an after the fact BA-7, e.g.; have expenditures been made toward the program this BA-7 is for? If yes, explain per PPM No.52.

This is not an after the fact BA-7.

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PERFORMANCE IMPACT OF MID-YEAR BUDGET ADJUSTMENT

1. Identify and explain the programmatic impacts (positive or negative) that will result from the approval of this BA-7.

The funds will be used to support and fulfil specific projects at Southern University campuses.

2. Complete the following information for each objective and related performance indicators that will be affected by this request. *(Note: Requested adjustments may involve revisions to existing objectives and performance indicators or creation of new objectives and performance indicators. Repeat this portion of the request form as often as necessary.)*

OBJECTIVE:

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE STANDARD		
		CURRENT FY 2021-2022	ADJUSTMENT (+) OR (-)	REVISED FY 2021-2022

JUSTIFICATION FOR ADJUSTMENT(S): Explain the necessity of the adjustment(s).

3. Briefly explain any performance impacts other than or in addition to effects on objectives and performance indicators. *(For example: Are there any anticipated direct or indirect effects on program management or service recipients? Will this BA-7 have a positive or negative impact on some other program or agency?)*

The BA-7 will not impact any other program or agency.

4. If there are no performance impacts associated with this BA-7 request, then fully explain this lack of performance impact.

The BA-7 will not have any performance impact.

5. Describe the performance impacts of failure to approve this BA-7. (Be specific. Relate performance impacts to objectives and performance indicators.)

The BA-7 will not have any performance impact.

STATE OF LOUISIANA
 DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
 REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: Southern University - Board of Supervisors

MEANS OF FINANCING:	CURRENT	REQUESTED	REVISED	ADJUSTMENT OUTYEAR PROJECTIONS			
	FY 2021-2022	ADJUSTMENT	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
GENERAL FUND BY:							
Direct	\$3,673,376	(\$350,000)	\$3,323,376	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Statutory Dedications *	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$3,673,376	(\$350,000)	\$3,323,376	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$1,846,338	\$0	\$1,846,338	\$0	\$0	\$0	\$0
Other Compensation	\$64,500	\$0	\$64,500	\$0	\$0	\$0	\$0
Related Benefits	\$733,663	\$0	\$733,663	\$0	\$0	\$0	\$0
Travel	\$176,000	\$0	\$176,000	\$0	\$0	\$0	\$0
Operating Services	\$171,100	\$0	\$171,100	\$0	\$0	\$0	\$0
Supplies	\$80,000	\$0	\$80,000	\$0	\$0	\$0	\$0
Professional Services	\$63,000	\$0	\$63,000	\$0	\$0	\$0	\$0
Other Charges	\$473,775	(\$350,000)	\$123,775	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$65,000	\$0	\$65,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$3,673,376	(\$350,000)	\$3,323,376	\$0	\$0	\$0	\$0
POSITIONS							
Classified	0	0	0	0	0	0	0
Unclassified	12	0	12	0	0	0	0
TOTAL T.O. POSITIONS	12	0	12	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0	0
TOTAL POSITIONS	12	0	12	0	0	0	0
* Statutory Dedications:							
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: Southern University - Board of Supervisors

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	(\$350,000)	\$0	\$0	\$0	\$0	(\$350,000)

EXPENDITURES:						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	(\$350,000)	\$0	\$0	\$0	\$0	(\$350,000)
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	(\$350,000)	\$0	\$0	\$0	\$0	(\$350,000)

OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
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POSITIONS						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0
OTHER CHARGES POSITION:	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 2 NAME: Southern University - Baton Rouge Campus

MEANS OF FINANCING:	CURRENT FY 2021-2022	REQUESTED ADJUSTMENT	REVISED FY 2021-2022	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
GENERAL FUND BY:							
Direct	\$21,703,631	\$25,000	\$21,728,631	\$0	\$0	\$0	\$0
Interagency Transfers	\$3,869,822	\$0	\$3,869,822	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$62,181,366	\$0	\$62,181,366	\$0	\$0	\$0	\$0
Statutory Dedications *	\$1,608,944	\$0	\$1,608,944	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$89,363,763	\$25,000	\$89,388,763	\$0	\$0	\$0	\$0

EXPENDITURES:	CURRENT FY 2021-2022	REQUESTED ADJUSTMENT	REVISED FY 2021-2022	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
Salaries	\$42,454,990	\$0	\$42,454,990	\$0	\$0	\$0	\$0
Other Compensation	\$201,377	\$0	\$201,377	\$0	\$0	\$0	\$0
Related Benefits	\$18,796,927	\$0	\$18,796,927	\$0	\$0	\$0	\$0
Travel	\$325,870	\$0	\$325,870	\$0	\$0	\$0	\$0
Operating Services	\$8,080,389	\$0	\$8,080,389	\$0	\$0	\$0	\$0
Supplies	\$937,411	\$0	\$937,411	\$0	\$0	\$0	\$0
Professional Services	\$1,101,480	\$0	\$1,101,480	\$0	\$0	\$0	\$0
Other Charges	\$12,921,988	\$25,000	\$12,946,988	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$4,343,650	\$0	\$4,343,650	\$0	\$0	\$0	\$0
Acquisitions	\$199,681	\$0	\$199,681	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$89,363,763	\$25,000	\$89,388,763	\$0	\$0	\$0	\$0

POSITIONS	CURRENT FY 2021-2022	REQUESTED ADJUSTMENT	REVISED FY 2021-2022	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
Classified	236	0	236	0	0	0	0
Unclassified	667	0	667	0	0	0	0
TOTAL T.O. POSITIONS	903	0	903	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0	0
TOTAL POSITIONS	903	0	903	0	0	0	0

* Statutory Dedications:	CURRENT FY 2021-2022	REQUESTED ADJUSTMENT	REVISED FY 2021-2022	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
Support Education in Louisiana First Fund (G10)	\$1,596,975	\$0	\$1,596,975	\$0	\$0	\$0	\$0
Education Excellence Fund (718)	\$11,969	\$0	\$11,969	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 2 NAME: Southern University - Baton Rouge Campus

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$25,000	\$0	\$0	\$0	\$0	\$25,000

EXPENDITURES:						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$25,000	\$0	\$0	\$0	\$0	\$25,000
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$25,000	\$0	\$0	\$0	\$0	\$25,000

OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
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POSITIONS						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0
OTHER CHARGES POSITION:	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 3 NAME: Southern University - Law Center

MEANS OF FINANCING:	CURRENT	REQUESTED	REVISED	ADJUSTMENT OUTYEAR PROJECTIONS			
	FY 2021-2022	ADJUSTMENT	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
GENERAL FUND BY:							
Direct	\$4,927,259	\$0	\$4,927,259	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$17,824,821	\$0	\$17,824,821	\$0	\$0	\$0	\$0
Statutory Dedications *	\$174,344	\$0	\$174,344	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$22,926,424	\$0	\$22,926,424	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$11,971,842	\$0	\$11,971,842	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$4,410,564	\$0	\$4,410,564	\$0	\$0	\$0	\$0
Travel	\$515,000	\$0	\$515,000	\$0	\$0	\$0	\$0
Operating Services	\$2,038,567	\$0	\$2,038,567	\$0	\$0	\$0	\$0
Supplies	\$325,000	\$0	\$325,000	\$0	\$0	\$0	\$0
Professional Services	\$1,570,590	\$0	\$1,570,590	\$0	\$0	\$0	\$0
Other Charges	\$1,176,186	\$0	\$1,176,186	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$568,675	\$0	\$568,675	\$0	\$0	\$0	\$0
Acquisitions	\$350,000	\$0	\$350,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$22,926,424	\$0	\$22,926,424	\$0	\$0	\$0	\$0
POSITIONS							
Classified	11	0	11	0	0	0	0
Unclassified	106	46	152	0	0	0	0
TOTAL T.O. POSITIONS	117	46	163	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0	0
TOTAL POSITIONS	117	46	163	0	0	0	0
* Statutory Dedications:							
Support Education in Louisiana First Fund (G10)	\$174,344	\$0	\$174,344	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 3 NAME: Southern University - Law Center

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURES:						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0

OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
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POSITIONS						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0
OTHER CHARGES POSITION:	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 4 NAME: Southern University - New Orleans Campus

MEANS OF FINANCING:	CURRENT FY 2021-2022	REQUESTED ADJUSTMENT	REVISED FY 2021-2022	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
GENERAL FUND BY:							
Direct	\$6,851,532	\$0	\$6,851,532	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$14,947,545	\$0	\$14,947,545	\$0	\$0	\$0	\$0
Statutory Dedications *	\$506,477	\$0	\$506,477	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$22,305,554	\$0	\$22,305,554	\$0	\$0	\$0	\$0

EXPENDITURES:	CURRENT FY 2021-2022	REQUESTED ADJUSTMENT	REVISED FY 2021-2022	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
Salaries	\$10,354,998	\$0	\$10,354,998	\$0	\$0	\$0	\$0
Other Compensation	\$75,000	\$0	\$75,000	\$0	\$0	\$0	\$0
Related Benefits	\$4,649,692	\$0	\$4,649,692	\$0	\$0	\$0	\$0
Travel	\$21,000	\$0	\$21,000	\$0	\$0	\$0	\$0
Operating Services	\$1,922,500	\$0	\$1,922,500	\$0	\$0	\$0	\$0
Supplies	\$180,500	\$0	\$180,500	\$0	\$0	\$0	\$0
Professional Services	\$3,000	\$0	\$3,000	\$0	\$0	\$0	\$0
Other Charges	\$4,400,384	\$0	\$4,400,384	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$523,480	\$0	\$523,480	\$0	\$0	\$0	\$0
Acquisitions	\$175,000	\$0	\$175,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$22,305,554	\$0	\$22,305,554	\$0	\$0	\$0	\$0

POSITIONS	CURRENT FY 2021-2022	REQUESTED ADJUSTMENT	REVISED FY 2021-2022	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
Classified	48	0	48	0	0	0	0
Unclassified	136	0	136	0	0	0	0
TOTAL T.O. POSITIONS	184	0	184	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0	0
TOTAL POSITIONS	184	0	184	0	0	0	0

* Statutory Dedications:	CURRENT FY 2021-2022	REQUESTED ADJUSTMENT	REVISED FY 2021-2022	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
Support Education in Louisiana First Fund (G10)	\$456,477	\$0	\$456,477	\$0	\$0	\$0	\$0
Pari-mutuel Live Racing Facility Gaming Control Fund (G09)	\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 4 NAME: Southern University - New Orleans Campus

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURES:						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0

OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
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POSITIONS						
Classified	0	38	0	0	0	38
Unclassified	0	116	0	0	0	116
TOTAL T.O. POSITIONS	0	154	0	0	0	154
OTHER CHARGES POSITION:	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0
TOTAL POSITIONS	0	154	0	0	0	154

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 5 NAME: Southern University - Shreveport Campus

MEANS OF FINANCING:	CURRENT	REQUESTED	REVISED	ADJUSTMENT OUTYEAR PROJECTIONS			
	FY 2021-2022	ADJUSTMENT	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
GENERAL FUND BY:							
Direct	\$6,112,438	\$325,000	\$6,437,438	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$10,008,838	\$0	\$10,008,838	\$0	\$0	\$0	\$0
Statutory Dedications *	\$163,377	\$0	\$163,377	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$16,284,653	\$325,000	\$16,609,653	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$7,755,534	\$0	\$7,755,534	\$0	\$0	\$0	\$0
Other Compensation	\$0		\$0	\$0	\$0	\$0	\$0
Related Benefits	\$3,712,410	\$0	\$3,712,410	\$0	\$0	\$0	\$0
Travel	\$35,300	\$0	\$35,300	\$0	\$0	\$0	\$0
Operating Services	\$2,342,955	\$285,000	\$2,627,955	\$0	\$0	\$0	\$0
Supplies	\$153,200	\$0	\$153,200	\$0	\$0	\$0	\$0
Professional Services	\$181,557	\$40,000	\$221,557	\$0	\$0	\$0	\$0
Other Charges	\$755,074	\$0	\$755,074	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$748,623	\$0	\$748,623	\$0	\$0	\$0	\$0
Acquisitions	\$300,000	\$0	\$300,000	\$0	\$0	\$0	\$0
Major Repairs	\$300,000	\$0	\$300,000	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$16,284,653	\$325,000	\$16,609,653	\$0	\$0	\$0	\$0
POSITIONS							
Classified	49	0	49	0	0	0	0
Unclassified	143	0	143	0	0	0	0
TOTAL T.O. POSITIONS	192	0	192	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0	0
TOTAL POSITIONS	192	0	192	0	0	0	0
* Statutory Dedications:							
Support Education in Louisiana First Fund (G10)	\$163,377	\$0	\$163,377	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 5 NAME: Southern University - Shreveport Campus

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$325,000	\$0	\$0	\$0	\$0	\$325,000

EXPENDITURES:						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0		\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$285,000	\$0	\$0	\$0	\$0	\$285,000
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$40,000	\$0	\$0	\$0	\$0	\$40,000
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$325,000	\$0	\$0	\$0	\$0	\$325,000

OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
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POSITIONS						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0
OTHER CHARGES POSITION:	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 6 NAME: Southern University - Agricultural Research and Extension Center

MEANS OF FINANCING:	CURRENT FY 2021-2022	REQUESTED ADJUSTMENT	REVISED FY 2021-2022	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
GENERAL FUND BY:							
Direct	\$8,405,561	\$0	\$8,405,561	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Statutory Dedications *	\$1,797,855	\$0	\$1,797,855	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$6,154,209	\$0	\$6,154,209	\$0	\$0	\$0	\$0
TOTAL MOF	\$16,357,625	\$0	\$16,357,625	\$0	\$0	\$0	\$0

EXPENDITURES:	CURRENT FY 2021-2022	REQUESTED ADJUSTMENT	REVISED FY 2021-2022	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
Salaries	\$5,200,822	\$0	\$5,200,822	\$0	\$0	\$0	\$0
Other Compensation	\$85,000	\$0	\$85,000	\$0	\$0	\$0	\$0
Related Benefits	\$2,997,586	\$0	\$2,997,586	\$0	\$0	\$0	\$0
Travel	\$95,000	\$0	\$95,000	\$0	\$0	\$0	\$0
Operating Services	\$470,558	\$0	\$470,558	\$0	\$0	\$0	\$0
Supplies	\$245,177	\$0	\$245,177	\$0	\$0	\$0	\$0
Professional Services	\$35,000	\$0	\$35,000	\$0	\$0	\$0	\$0
Other Charges	\$2,428,357	\$0	\$2,428,357	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$998,331	\$0	\$998,331	\$0	\$0	\$0	\$0
Major Repairs	\$3,801,794	\$0	\$3,801,794	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$16,357,625	\$0	\$16,357,625	\$0	\$0	\$0	\$0

POSITIONS	CURRENT FY 2021-2022	REQUESTED ADJUSTMENT	REVISED FY 2021-2022	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
Classified	23	0	23	0	0	0	0
Unclassified	90	0	90	0	0	0	0
TOTAL T.O. POSITIONS	113	0	113	0	0	0	0
OTHER CHARGES POSITIONS	0	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0	0
TOTAL POSITIONS	113	0	113	0	0	0	0

* Statutory Dedications:	CURRENT FY 2021-2022	REQUESTED ADJUSTMENT	REVISED FY 2021-2022	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
Support Education in Louisiana First Fund (G10)	\$47,855	\$0	\$47,855	\$0	\$0	\$0	\$0
Tobacco Tax Health Care Fund (E32)	\$1,000,000	\$0	\$1,000,000	\$0	\$0	\$0	\$0
Southern University AgCenter Program Fund (G12)	\$750,000	\$0	\$750,000	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 6 NAME: Southern University - Agricultural Research and Extension Center

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURES:						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0

OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
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POSITIONS						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0
OTHER CHARGES POSITION:	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

Southern University System
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2022
As of November 30, 2021

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 51,673,797	\$ 26,648,050	\$ 25,025,747	\$ 51,673,797	\$ -	51.6%
Statutory Dedicated	4,250,997	1,611,492	2,639,505	4,250,997	-	37.9%
Federal	6,154,209	1,114,665	5,039,544	6,154,209	-	18.1%
Self Generated						
Tuition - Fall 2020	35,093,666	35,605,114	152,000	35,757,114	663,448	101.5%
Tuition - Spring 2021	31,941,234	1,040,228	30,551,748	31,591,976	(349,258)	3.3%
Tuition - Summer	7,121,013	1,498,798	5,722,215	7,221,013	100,000	21.0%
Out-of-State Fees	13,470,378	8,370,504	7,639,417	16,009,921	2,539,543	62.1%
Other	17,336,279	8,005,687	9,904,764	17,910,451	574,172	46.2%
Interagency Transfer	3,869,822	1,565,743	2,304,079	3,869,822	-	40.5%
Total Revenues	\$ 170,911,395	\$ 85,460,280	\$ 88,979,020	\$ 174,439,299	\$ 3,527,904	50.0%
Expenditures						
Salaries	\$ 79,584,524	\$ 34,533,481	\$ 45,031,916	\$ 79,565,397	\$ (19,127)	43.4%
Other Compensation	425,877	42,500	383,377	425,877	-	10.0%
Related Benefits	34,792,842	14,660,732	19,875,648	34,536,380	(256,462)	42.1%
Total Personal Services	\$ 114,803,243	\$ 49,236,713	\$ 65,290,941	\$ 114,527,654	\$ (275,589)	42.9%
Travel	1,168,170	128,603	1,039,567	1,168,170	-	11.0%
Operating Services	15,026,069	6,688,456	8,705,795	15,394,251	368,182	44.5%
Supplies	1,901,288	593,397	1,307,891	1,901,288	-	31.2%
Total Operating Expenses	\$ 18,095,527	\$ 7,410,456	\$ 11,053,253	\$ 18,463,709	\$ 368,182	41.0%
Professional Services	2,964,627	689,550	2,144,780	2,834,330	(130,297)	23.3%
Other Charges	18,288,815	686,401	17,246,550	17,932,951	(355,864)	3.8%
Debt Services						
Interagency Transfers	6,762,089	1,887,144	4,874,945	6,762,089	-	27.9%
Total Other Charges	\$ 28,015,531	\$ 3,263,095	\$ 24,266,275	\$ 27,529,370	\$ (486,161)	11.6%
General Acquisitions	241,363	124,629	416,734	541,363	300,000	51.6%
Library Acquisitions	662,649	379,948	282,701	662,649	-	57.3%
Major Repairs	801,794	8,500	793,294	801,794	-	
Total Acquisitions/Major Repairs	\$ 1,705,806	\$ 513,077	\$ 1,492,729	\$ 2,005,806	\$ 300,000	30.1%
Scholarships	8,291,288	6,851,149	5,061,611	11,912,760	3,621,472	82.6%
Total Expenditures	\$ 170,911,395	\$ 67,274,489	\$ 107,164,810	\$ 174,439,299	\$ 3,527,904	39.4%

Southern University Board and System Administration
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2022
As of November 30, 2021

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 3,673,376	\$ 1,850,251	\$ 1,823,125	\$ 3,673,376	\$ -	50.4%
Statutory Dedicated						
Federal						
Self Generated						
Tuition - Fall 2020						
Tuition - Spring 2021						
Tuition - Summer						
Out-of-State Fees						
Other						
Interagency Transfer						
Total Revenues	\$ 3,673,376	\$ 1,850,251	\$ 1,823,125	\$ 3,673,376	\$ -	50.4%
Expenditures						
Salaries	\$ 1,846,338	\$ 681,952	\$ 1,164,386	\$ 1,846,338	\$ -	36.9%
Other Compensation	64,500	21,667	42,833	64,500	-	33.6%
Related Benefits	733,663	209,215	524,448	733,663	-	28.5%
Total Personal Services	\$ 2,644,501	\$ 912,834	\$ 1,731,667	\$ 2,644,501	\$ -	34.5%
Travel	176,000	8,158	167,842	176,000	-	4.6%
Operating Services	171,100	46,220	124,880	171,100	-	27.0%
Supplies	80,000	6,820	73,180	80,000	-	8.5%
Total Operating Expenses	\$ 427,100	\$ 61,197	\$ 365,903	\$ 427,100	\$ -	14.3%
Professional Services	63,000	1,450	61,550	63,000	-	2.3%
Other Charges	473,775	-	473,775	473,775	-	0.0%
Debt Services						
Interagency Transfers						
Total Other Charges	\$ 536,775	\$ 1,450	\$ 535,325	\$ 536,775	\$ -	0.3%
General Acquisitions	65,000	1,030	63,970	65,000	-	1.6%
Library Acquisitions						
Major Repairs						
Total Acquisitions/Major Repairs	\$ 65,000	\$ 1,030	\$ 63,970	\$ 65,000	\$ -	1.6%
Scholarships						
Total Expenditures	\$ 3,673,376	\$ 976,511	\$ 2,696,865	\$ 3,673,376	\$ -	26.6%

**Southern University Baton Rouge Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2022
As of November 30, 2021**

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 21,703,631	\$ 13,139,002	\$ 8,564,629	\$ 21,703,631	\$ -	60.5%
Statutory Dedicated	1,608,944	461,110	1,147,834	1,608,944	-	28.7%
Federal	-	-	-	-	-	-
Self Generated						
Tuition - Fall 2020	21,709,761	22,655,477	-	22,655,477	945,716	104.4%
Tuition - Spring 2021	19,487,148	905	19,486,243	19,487,148	-	0.0%
Tuition - Summer	4,963,498	1,217,207	3,746,291	4,963,498	-	24.5%
Out-of-State Fees	8,349,603	5,664,185	5,361,174	11,025,359	2,675,756	67.8%
Other	7,671,356	3,169,309	4,502,047	7,671,356	-	41.3%
Interagency Transfer	3,869,822	1,565,743	2,304,079	3,869,822	-	40.5%
Total Revenues	\$ 89,363,763	\$ 47,872,938	\$ 45,112,297	\$ 92,985,235	\$ 3,621,472	53.6%
Expenditures						
Salaries	\$ 42,454,990	\$ 18,648,364	\$ 23,806,626	\$ 42,454,990	\$ -	43.9%
Other Compensation	201,377	-	201,377	201,377	-	0.0%
Related Benefits	18,796,927	8,681,650	10,115,277	18,796,927	-	46.2%
Total Personal Services	\$ 61,453,294	\$ 27,330,014	\$ 34,123,280	\$ 61,453,294	\$ -	44.5%
Travel	325,870	7,768	318,102	325,870	-	2.4%
Operating Services	8,080,389	3,508,148	4,572,241	8,080,389	-	43.4%
Supplies	937,411	258,106	679,305	937,411	-	27.5%
Total Operating Expenses	\$ 9,343,670	\$ 3,774,022	\$ 5,569,648	\$ 9,343,670	\$ -	40.4%
Professional Services	1,101,480	455,384	646,096	1,101,480	-	41.3%
Other Charges	5,980,700	376,715	5,603,985	5,980,700	-	6.3%
Debt Services	-	-	-	-	-	-
Interagency Transfers	4,343,650	1,216,128	3,127,522	4,343,650	-	28.0%
Total Other Charges	\$ 11,425,830	\$ 2,048,228	\$ 9,377,602	\$ 11,425,830	\$ -	17.9%
General Acquisitions	62,032	62,032	-	62,032	-	100.0%
Library Acquisitions	137,649	38,329	99,320	137,649	-	27.8%
Major Repairs	-	-	-	-	-	-
Total Acquisitions/Major Repairs	\$ 199,681	\$ 100,361	\$ 99,320	\$ 199,681	\$ -	50.3%
Scholarships	6,941,288	6,385,839	4,176,921	10,562,760	3,621,472	92.0%
Total Expenditures	\$ 89,363,763	\$ 39,638,464	\$ 53,346,771	\$ 92,985,235	\$ 3,621,472	44.4%

Southern University Law Center
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2022
As of November 30, 2021

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 4,927,259	\$ 2,481,822	\$ 2,445,437	\$ 4,927,259	\$ -	50.4%
Statutory Dedicated	174,344	49,427	124,917	174,344	-	28.4%
Federal	-	-	-	-	-	-
Self Generated						
Tuition - Fall 2020	4,583,457	5,003,375	-	5,003,375	419,918	109.2%
Tuition - Spring 2021	4,412,842	-	4,412,842	4,412,842	-	0.0%
Tuition - Summer	882,945	-	882,945	882,945	-	0.0%
Out-of-State Fees	4,196,111	2,261,700	1,934,411	4,196,111	-	53.9%
Other	3,749,466	1,963,531	1,785,935	3,749,466	-	52.4%
Interagency Transfer		-	-			
Total Revenues	\$ 22,926,424	\$ 11,759,855	\$ 11,586,487	\$ 23,346,342	\$ 419,918	51.3%
Expenditures						
Salaries	\$ 11,971,842	\$ 5,247,752	\$ 6,724,090	\$ 11,971,842	\$ -	43.8%
Other Compensation	-	-	-	-	-	-
Related Benefits	4,410,564	1,587,735	2,822,829	4,410,564	-	36.0%
Total Personal Services	\$ 16,382,406	\$ 6,835,486	\$ 9,546,920	\$ 16,382,406	\$ -	41.7%
Travel	515,000	92,101	422,899	515,000	-	17.9%
Operating Services	2,038,567	579,177	1,879,308	2,458,485	419,918	28.4%
Supplies	325,000	101,314	223,686	325,000	-	31.2%
Total Operating Expenses	\$ 2,878,567	\$ 772,593	\$ 2,525,892	\$ 3,298,485	\$ 419,918	26.8%
Professional Services	1,570,590	181,349	1,389,241	1,570,590	-	11.5%
Other Charges	526,186	141,117	385,069	526,186	-	26.8%
Debt Services				-	-	-
Interagency Transfers	568,675	142,169	426,506	568,675	-	25.0%
Total Other Charges	\$ 2,665,451	\$ 464,635	\$ 2,200,816	\$ 2,665,451	\$ -	17.4%
General Acquisitions	-	-	-	-	-	-
Library Acquisitions	350,000	245,504	104,496	350,000	-	70.1%
Major Repairs	-	-	-	-	-	-
Total Acquisitions/Major Repairs	\$ 350,000	\$ 245,504	\$ 104,496	\$ 350,000	\$ -	70.1%
Scholarships	650,000	318,348	331,652	650,000	-	49.0%
Total Expenditures	\$ 22,926,424	\$ 8,636,566	\$ 14,709,776	\$ 23,346,342	\$ 419,918	37.7%

**Southern University New Orleans Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2022
As of November 30, 2021**

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 6,851,532	\$ 3,451,063	\$ 3,400,469	\$ 6,851,532	\$ -	50.4%
Statutory Dedicated	506,477	141,221	365,256	506,477	-	27.9%
Federal	-	-	-	-	-	
Self Generated						
Tuition - Fall 2020	5,051,510	4,577,576	152,000	4,729,576	(321,934)	90.6%
Tuition - Spring 2021	4,577,842	(4,483)	4,582,325	4,577,842	-	-0.1%
Tuition - Summer	429,999	(6,593)	436,592	429,999	-	-1.5%
Out-of-State Fees	517,807	315,610	247,682	563,292	45,485	61.0%
Other	4,370,387	1,885,351	2,248,000	4,133,351	(237,036)	43.1%
Interagency Transfer						
Total Revenues	\$ 22,305,554	\$ 10,359,744	\$ 11,432,324	\$ 21,792,068	\$ (513,486)	46.4%
Expenditures						
Salaries	\$ 10,354,998	\$ 4,713,402	\$ 5,641,596	\$ 10,354,998	\$ -	45.5%
Other Compensation	75,000	-	75,000	75,000	-	
Related Benefits	4,649,692	2,033,151	2,616,541	4,649,692	-	43.7%
Total Personal Services	\$ 15,079,690	\$ 6,746,553	\$ 8,333,137	\$ 15,079,690	\$ -	44.7%
Travel	21,000	3,686	17,314	21,000	-	17.6%
Operating Services	1,922,500	1,075,899	388,979	1,464,878	(457,622)	56.0%
Supplies	180,500	33,239	147,261	180,500	-	18.4%
Total Operating Expenses	\$ 2,124,000	\$ 1,112,824	\$ 553,554	\$ 1,666,378	\$ (457,622)	52.4%
Professional Services	13,000	11,213	1,787	13,000	-	
Other Charges	3,412,723	7,776	3,349,083	3,356,859	(55,864)	0.2%
Debt Services						
Interagency Transfers	1,101,141	313,116	788,025	1,101,141	-	28.4%
Total Other Charges	\$ 4,526,864	\$ 332,105	\$ 4,138,895	\$ 4,471,000	\$ (55,864)	7.3%
General Acquisitions	-	-	-	-	-	0.0%
Library Acquisitions	175,000	96,116	78,884	175,000	-	54.9%
Major Repairs	-	-	-	-	-	
Total Acquisitions/Major Repairs	\$ 175,000	\$ 96,116	\$ 78,884	\$ 175,000	\$ -	54.9%
Scholarships	400,000	136,796	263,204	400,000	-	34.2%
Total Expenditures	\$ 22,305,554	\$ 8,424,394	\$ 13,367,674	\$ 21,792,068	\$ (513,486)	37.8%

Southern University Shreveport Campus
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2022
As of November 30, 2021

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 6,112,438	\$ 3,527,680	\$ 2,584,758	\$ 6,112,438	\$ -	57.7%
Statutory Dedicated	163,377	49,427	113,950	163,377	-	30.3%
Federal						
Self Generated						
Tuition - Fall 2020	3,748,938	3,368,686	-	3,368,686	(380,252)	89.9%
Tuition - Spring 2021	3,463,402	1,043,806	2,070,338	3,114,144	(349,258)	30.1%
Tuition - Summer	844,571	288,184	656,387	944,571	100,000	34.1%
Out-of-State Fees	406,857	129,009	96,150	225,159	(181,698)	31.7%
Other	1,545,070	987,497	1,368,781	2,356,278	811,208	63.9%
Interagency Transfer		-	-			
Total Revenues	\$ 16,284,653	\$ 9,394,289	\$ 6,890,364	\$ 16,284,653	\$ -	57.7%
Expenditures						
Salaries	\$ 7,755,534	\$ 2,955,836	\$ 4,780,571	\$ 7,736,407	\$ (19,127)	38.1%
Other Compensation	-	-	-	-	-	0.0%
Related Benefits	3,712,410	1,319,915	2,136,033	3,455,948	(256,462)	35.6%
Total Personal Services	\$ 11,467,944	\$ 4,275,751	\$ 6,916,604	\$ 11,192,355	\$ (275,589)	37.3%
Travel	35,300	10,300	25,000	35,300	-	29.2%
Operating Services	2,342,955	1,184,383	1,564,458	2,748,841	405,886	50.6%
Supplies	153,200	123,108	30,092	153,200	-	80.4%
Total Operating Expenses	\$ 2,531,455	\$ 1,317,791	\$ 1,619,550	\$ 2,937,341	\$ 405,886	52.1%
Professional Services	181,557	1,260	50,000	51,260	(130,297)	0.7%
Other Charges	1,055,074	15,392	739,682	755,074	(300,000)	1.5%
Debt Services						
Interagency Transfers	748,623	215,731	532,892	748,623	-	28.8%
Total Other Charges	\$ 1,985,254	\$ 232,383	\$ 1,322,574	\$ 1,554,957	\$ (430,297)	11.7%
General Acquisitions	-	11,666	288,334	300,000	300,000	0.0%
Library Acquisitions	-	-	-	-	-	0.0%
Major Repairs	-	-	-	-	-	0.0%
Total Acquisitions/Major Repairs	\$ -	\$ 11,666	\$ 288,334	\$ 300,000	\$ 300,000	0.0%
Scholarships	300,000	10,166	289,834	300,000	-	3.4%
Total Expenditures	\$ 16,284,653	\$ 5,847,757	\$ 10,436,896	\$ 16,284,653	\$ -	35.9%

Southern University Agricultural Research and Extension Center
General Operating Budget Financial Statement
For Fiscal Year Ending June 30, 2022
As of November 30, 2021

	FY22 Budget	Actual	Projected	Total FY22	Over/(Under) Budget	% Actual to Budget
Revenues						
General Fund Direct	\$ 8,405,561	\$ 2,198,232	\$ 6,207,329	\$ 8,405,561	\$ -	26.2%
Statutory Dedicated	1,797,855	910,306	887,549	1,797,855	-	50.6%
Federal	6,154,209	1,114,665	5,039,544	6,154,209	-	18.1%
Self Generated						
Tuition - Fall 2020						
Tuition - Spring 2021						
Tuition - Summer						
Out-of-State Fees						
Other						
Interagency Transfer						
Total Revenues	\$ 16,357,625	\$ 4,223,203	\$ 12,134,422	\$ 16,357,625	\$ -	25.8%
Expenditures						
Salaries	\$ 5,200,822	\$ 2,286,174	\$ 2,914,648	\$ 5,200,822	\$ -	44.0%
Other Compensation	85,000	20,833	64,167	85,000	-	24.5%
Related Benefits	2,489,586	829,066	1,660,520	2,489,586	-	33.3%
Total Personal Services	\$ 7,775,408	\$ 3,136,074	\$ 4,639,334	\$ 7,775,408	\$ -	40.3%
Travel	95,000	6,590	88,410	95,000	-	6.9%
Operating Services	470,558	294,629	175,929	470,558	-	62.6%
Supplies	225,177	70,809	154,368	225,177	-	31.4%
Total Operating Expenses	\$ 790,735	\$ 372,028	\$ 418,707	\$ 790,735	\$ -	47.0%
Professional Services	35,000	38,893	(3,893)	35,000	-	111.1%
Other Charges	6,840,357	145,400	6,694,957	6,840,357	-	2.1%
Debt Services						
Interagency Transfers	-			-	-	0.0%
Total Other Charges	\$ 6,875,357	\$ 184,293	\$ 6,691,064	\$ 6,875,357	\$ -	2.7%
General Acquisitions	114,331	49,902	64,429	114,331	-	43.6%
Library Acquisitions				-		
Major Repairs	801,794	8,500	793,294	801,794	-	1.1%
Total Acquisitions/Major Repairs	\$ 916,125	\$ 58,402	\$ 857,723	\$ 916,125	\$ -	6.4%
Scholarships						
Total Expenditures	\$ 16,357,625	\$ 3,750,797	\$ 12,606,828	\$ 16,357,625	\$ -	22.9%

PERSONNEL AFFAIRS COMMITTEE

(Following Finance Committee)

Friday, January 7, 2022

Southern University System Board Room
J. S. Clark Administration Building 2nd Floor
Baton Rouge, LA 70813

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Items
 - A. Request Approval of Equity Adjustments for Southern University and A&M College at Baton Rouge Faculty (SUBR)
(The recommended equity adjustments are a small step to reduce severe inequities amongst faculty who hold the rank as associate professors.)
 - B. Request Approval of Faculty Retirement Incentive Plans for Southern University and A&M College at Baton Rouge (SUBR)
(This recommendation is revenue neutral and offers just recognition of senior faculty while simultaneously allowing for the recruitment of newly minted talent.)
 - C. Request Approval of Personnel Action on Positions equal to or greater than \$60,000

Name	Position/Campus	Salary	Funding Source
1. Peter Bonnee	Chief Information Officer (CIO) New Appointment (SUNO)	\$95,000.00	State
2. Jacqueline Dixon	Special Assistant to the Chancellor-Dean Additional Duties (SUAREC)	\$65,000.00	State
3. Gabriel Fagbeyiro	Associate Vice-President/Chief Information Officer Equity Adjustment (SUS)	\$177,500.00	State
4. Mark Frederick	Assistant Football Coach New Appointment (SUBR)	\$65,000.00	State
5. Barry Hester	Interim Vice-Chancellor for Academic Affairs and Workplace Development New Appointment (SUSLA)	\$108,576.00	State
6. Toni Jackson	College of Engineering and Sciences – Director of Advancement New Appointment (SUBR)	\$85,000.00	State

7. Henry Miller	Assistant Football Coach New Appointment (SUBR)	\$80,000.00	State
8. LaSonia Morris	Director of Accounting New Appointment (SUSLA)	\$68,000.00	State
9. Damon Nevins	Assistant Football Coach New Appointment (SUBR)	\$65,000.00	State
10. Kelly Smith	Interim Chair - Bachelor of Science in Nursing (BSN) Program New Appointment (SUNO)	\$125,000.00	State
11. Ursula Square	Director of Literacy New Appointment (SU Lab/SUBR)	\$65,000.00	State
12. Quiana Skidmore	Interim Director - Human Resources New Appointment (SUSLA)	\$67,702.75	State
13. Jimmie Wade	Director of Operations & Maintenance New Appointment (SUBR)	\$63,656.70	State

**D. Request Approval of Sabbatical Leave and Faculty Appointment for Dr. Rodney Ellis
(SUSLA)**

- 6. Other Business
- 7. Adjournment

MEMBERS

Dr. Leon Tarver - Chairman, Mrs. Christy Reeves–Vice-Chair,
Mr. Samuel Tolbert, Mr. Raymond Fondel, Ms. Arlanda Williams, Atty. Jody Amedee
Atty. Edwin Shorty - Ex Officio



Office of the Executive Vice Chancellor and Provost

3rd Floor, J.S. Clark Administration Building
Post Office Box 9820
Baton Rouge, Louisiana 70813
Office: 225 771-4582

January 5, 2022

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

Dear Dr. Belton:

Thank you for the opportunity to examine and evaluate the salaries of select faculty members at Southern University at Baton Rouge (SUBR). All faculty members presented hold tenured Associate Professor positions. Also, their salaries are significantly lower than their peers at sister institutions and here at our own university, more so as we hire newer faculty members at more competitive salaries.

The salary revision request originated with the representatives of the Faculty Senate. The list of faculty members was gathered and finalized with input from Deans and leaders at the College/Department level. Each of these faculty members serve their department/college well and the recommended increase in salary will both rectify equity related issues and provide motivation to do more and do better.

Your kind consideration and approval will be much appreciated.

With kind regards,

Bijoy K. Sahoo

Southern University and A College ~ Baton Rouge
Recommendation for Salary Revisions

		College/Department	Name	Base Salary	Recommended Salary	Change (\$)
	1	Humanities & Interdisciplinary Studies/English	Henderson, Vonsha	\$ 56,263	\$ 62,000	\$ 5,737
	2	Humanities & Interdisciplinary Studies/English	Manson, Cynthia	56,268	62,000	5,732
	3	Humanities & Interdisciplinary Studies & English	Roy, Sumita	56,263	62,000	5,737
	4	Humanities & Interdisciplinary Studies/English & Foreign Lang.	Miller, Thomas	56,324	62,000	5,676
	5	Humanities & Interdisciplinary Studies/History	Breaux, Peter	59,556	64,000	4,444
	6	Humanities & Interdisciplinary Studies/Music	Heinzen, Craig	56,268	62,000	5,732
	7	Humanities & Interdisciplinary Studies/Music	James, Judy	56,268	62,000	5,732
	8	Humanities & Interdisciplinary Studies/Visual Art	Henry, Randell	56,268	62,000	5,732
	9	Nelson Mandela/Sociology	Perry, Kristie	55,702	60,000	4,298
	10	Nelson Mandela/Geography & Political Science	Cottrell, Christopher	49,726	54,000	4,274
	11	Nelson Mandela/Social Work	Borskey, Erma	62,296	66,000	3,704
	12	Nelson Mandela/Public Administration	Landor, Jarrett	61,718	66,000	4,282
	13	Nursing & Allied Health/ Counseling	Davidson, Roxanne	61,718	65,000	3,282
						\$ 64,362



Office of the Executive Vice Chancellor and Provost

J.S. Clark Administration Building
Post Office Box 9820
Baton Rouge, Louisiana 70813
Office: 225 771-2360

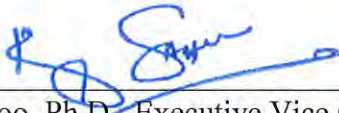
Southern University at Baton Rouge (SUBR) will offer a retirement incentive plan in accordance with the Southern University and A&M College Board of Supervisors' (Board) Policy for Early Retirement Incentive Plan. The eligibility criteria for the faculty retirement incentive plan (Plan) will be based on the Board's policy and the following guidelines specific to SUBR.

1. Tenured faculty members who are current and fulltime, not including those serving in administrative positions, are eligible to participate in the retirement incentive plan. Retirement of Administrators will be at their level of appointment as instructional faculty.
2. Participants must be eligible for regular retirement under the Louisiana State Employees Retirement System (LASERS), Teachers Retirement System of Louisiana (TRSL), or the Optional Retirement Plan (ORP) and should meet all plan eligibility requirements as of the application date.
3. A faculty member is not eligible to participate in this Plan if he/she has applied for retirement or received termination notice before the plan was offered to employees. This exclusion shall not include those who are still working but are officially retired under the Deferred Retirement Option Plan (DROP).
4. Applications will be reviewed on a first come, first serve basis based on allocated funding. Additional employees *may* be considered.
5. The retirement incentive will be one hundred (100%) percent of the faculty members basesalary for 2020-2021. The incentive will be paid over a three (3) year period, in installmentpayments equal to Thirty-Three and One Third percent (33.33%) of the Faculty Member'sbase salary, in each year of the three-year period. The retirement incentive payments will begin after separation from Southern University at Baton Rouge.
6. If the SUBR faculty member is approved to participate in the retirement incentive plan, thefaculty member's position will not be filled prior to the Fall semester 2023. This provision will ensure costs savings through the 2022-2023 budget year.
7. If the faculty position is deemed critical for the effective and efficient operation of the academic unit, the faculty position cannot be filled until to the Fall semester 2022.
8. Applications shall be submitted in writing to the Director of Human Resources, via electronic mail, facsimile, or hand delivery. Applications submitted via U.S. Postal Service will be considered received on the date they are received by the Human Resources Department.
9. This plan cannot be applied to any portion of an employee's salary that is paid from any grant(s) and/or contract(s).
10. Upon notification of approval, the Faculty Member must submit a letter of resignation as required in the application. The Plan is not applicable to resignations not accompanied by retirements.
11. Upon notification of approval of acceptance to participate in the Plan, the Faculty Memberwill have a grace period of seven (7) calendar days to revoke their election to participate in the Plan.

A Faculty Member's revocation of election to participate in the Plan must be in writing and must be received by the System Vice President of Human Resources and the Chancellor of Southern University at Baton Rouge. A Faculty Member, who submits the required documents and has been approved to participate in the Plan and then revokes their election to participate in the Plan, may not again participate.

12. Any faculty Member who participates in this plan cannot be rehired by the University as a full-time employee for a period to four (4) years.
13. All retirement incentive payments are subject to all applicable federal and state taxes and regulation.

Approval:



Bijoy K. Sahoo, Ph.D., Executive Vice Chancellor
SUBR – Academic Affairs

Benjamin Pugh, Vice Chancellor
SUBR – Finance and Administration

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

Atty. Edwin Shorty, Chairman
Board of Supervisors

**Retirement/Resignation
Incentive Plan
Application**

Name _____ U# _____
Dept/Unit _____ Faculty/Staff _____

I hereby elect to participate in the Southern University at Baton Rouge (SUBR) Retirement-Incentive Plan (Plan). I certify that I have reviewed the Southern University at Baton Rouge Unclassified Employee/Faculty Tenured Retirement Incentive Plan and that I understand the guidelines for the Plan. I further certify that I meet all eligibility requirements.

I will voluntarily resign my employment with SUBR on the appropriate effective date in order to retire.¹ I understand that this decision is irreversible once the seven (7) day grace period has passed. I understand that, if for any reason after expiration of the grace period, I elect not to separate by retirement or if I fail to comply with applicable retirement system plan application procedures or rules (e.g., completion of supporting forms) and therefore do not become a retiree from SUBR without a break in service, I will not receive the incentive payment and will still be separated from employment with Southern.

If SUBR finds that I complied with the relevant application procedures and rules, but I am determined to be ineligible for retirement, I understand that I will not receive the retirement incentive selected but may remain employed with SUBR with no break in service.

By signing this document, I agree to abide by all provisions of the Plan. My decision to participate in the Plan is completely voluntary and free from threat, duress, intimidation, or other inappropriate or unlawful influence. I have made the decision to participate in the Plan only after careful consideration and SUBR has afforded to me a reasonable period of time in which to consult with others prior to electing to participate in the Plan.

I understand that the retirement/resignation incentive being offered by SUBR is in addition to all retirement benefits to which I may be entitled under the Teachers' Retirement System of Louisiana ("TRSL"), the Louisiana State Employees Retirement System ("LASERS"), the Federal Civil Service Retirement System ("CSRS"), the Optional Retirement Plan ("ORP") or other applicable state plans. I understand that the Plan does not in any way affect either my eligibility for retirement or the amount of any retirement stipend/benefits to which I am entitled.

Done this _____ day of _____, 20__

Signature _____ Date _____

Witness _____ Date _____

¹ Applicant shall submit a resignation letter by February 28, 2022.



SOUTHERN UNIVERSITY AT NEW ORLEANS

6400 Press Drive

New Orleans, LA 70126

Phone: (504) 286-5311 Fax: (504) 286-5000

www.suno.edu

Office of the Chancellor

December 15, 2021

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

Dear Dr. Belton:

RE: Appointment of SUNO's Chief Information Officer (CIO)

Dear Dr. Belton:

I am requesting authorization to waive the search and appoint Mr. Peter Bonnee as Chief Information Officer (CIO) for Southern University at New Orleans (SUNO) at a salary of \$95,000. This appointment will be effective on January 10, 2022. When the previous search did not produce a viable candidate, Mr. Bonnee was appointed interim CIO. Mr. Bonnee has been with SUNO in the Information Technology (IT) department for approximately 30 years and has effectively led IT over the last six (6) months. He has worked in a variety of roles in the department, including:

- Interim CIO
- Network Administrator
- Manager of Student User Support Services
- Advising on acquisitions for computer hardware and software support
- Providing technological support for faculty and staff
- Working with technology issues throughout campus
- Overseeing the computer lab for faculty and student research

Since serving as the interim CIO, Mr. Bonnee has displayed extraordinary skills in leading the department.

This includes:

- Setting goals and objectives for IT post-pandemic such as, remote environment (internal/external) and clouding capabilities for processes
- Selecting operational clouding software to ensure academic, student and administrative success
- Designing and customizing technological systems to improve customer services
- Deploying an external assessment of IT infrastructure
- Analyzing the costs, value and risks of technology to advice management
- Designing a professional development program for IT staff (including gaining certifications)
- Designing a training program for students and staff on IT protocol, application utilization, Microsoft products (Excel, PowerPoint, Access, Word, Power Automate, Power Apps, Teams)
- Building an intranet for each division using SharePoint
- Designing and building out a new training room for staff and a board room for students

In addition to specific roles, Mr. Bonnee brings very valuable personal characteristics that inspire confidence among stakeholder groups due to his interpersonal skills and varied experience. He also demonstrates the following competencies:

"An Equal Educational Opportunity Institution"

Page 2, CIO

Experience in partnering with campus colleagues on projects and support services that consistently exceed customer expectations.

Knowledge of designing processes that create fully-electronic workflows.

Building strong partnerships with campus stakeholders (faculty, staff, students, alumni, etc.) to ensure operational success and response services that are connected and executed successfully.

Keen interest and ability to motivate and develop staff and student teams making ITS a great place to work, grow and succeed.

It is imperative that SUNO has someone that provides continuity as it works to enhance its learning management capabilities, online infrastructure, and enterprise management resources. Mr. Bonnee has earned the trust and confidence of the SUNO community, and I am confident that he will experience success in this role as the permanent CIO. I ask for your support in moving this recommendation forward to the Southern University and A&M College System Board of Supervisors for approval.

Thank you for your consideration.

With kind regards,



James H. Ammons, Jr., PhD
Executive Vice President – Chancellor
Southern University at New Orleans

Approved

Ray L. Belton, PhD
President – Chancellor
Southern University and A&M College System

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

CAMPUS: SUS _____ SUBR _____ SULAC _____ SUAREC _____ SUNO X 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 Edmond Cummings Reason Left Terminated
 Date Left March 31, 2021 Salary Paid \$87,336.00

Profile of Person Recommended

Length of Employment July 1, 2021 To June 30, 2022

Effective Date January 1, 2022

Name Peter Bonnee SS# xxx-xx- Sex Male Race* Black

Position Title: Chief Information Officer Department: Information Technology

Check One X Existing Position *Visa Type (See Reverse Side): US
 _____ 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 30 years Southern University Experience 30 years

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>Bachelor of Science</u>	<u>Southern University at New Orleans</u>	<u>1997</u>
	_____	_____	_____
	_____	_____	_____

Current Employer Southern University at New Orleans

Personnel Action

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

Recommended Salary \$95,000.00 Salary Budgeted \$95,000.00

Source of Funds _____

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

Source of Funds	Amount
	\$95,000.00

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor	Date	Dean/Unit Head	Date
Vice Chancellor	Date	<u>James H. Ammons</u> Chancellor	<u>12.15.21</u> Date
Director/Personnel	Date	<u>[Signature]</u> Vice President/Finance Business Affairs/Comptroller	<u>12/12/2021</u> Date
President	Date	Chairman/S.U. Board Of Supervisor	Date

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE:

_____ M-F; 8:00 AM to 5:00 PM

EMPLOYEE DIRECT SUPERVISOR:

_____ Dr. James H. Ammons

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

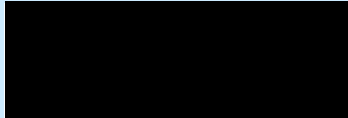
Do Not Write Below This Area
For Human Resource And Budgetary Control Use Only!

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

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- _____ Pre-Employment Application Form (Civil Service Application for classified employees)
- _____ Supervisory Criminal/Background Check Forms and Authority to Release (signed by employee)
- _____ Exemptions Survey Form
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

PETER BONNEÉ III

CONTACT



pbonne@gmail.com

SKILLS

- Computers and peripherals installation, troubleshooting and repair
- Network Installation, troubleshooting and repair
- Windows 3.0-10, Microsoft Office, Banner, Moodle, research software, DocuSign,
- Desktop Publishing Software: Adobe Creative Suite, Corel Draw
- Network Printer Management Software: Kyocera Net Viewer, Fiery Command Workstation, HP Web Jetadmin

EDUCATION

SOUTHERN UNIVERSITY AT NEW ORLEANS
Computer Information Systems
Degree: Bachelor of Science
Date of Graduation: May, 1997

TULANE UNIVERSITY COMPUTER TRAINING
CENTER
Certified Netware Engineer
4-Track Curriculum Completed

REFERENCES

Furnished upon request.

PROFILE

Results-driven professional offering a variety of skills (from computer-related equipment acquisition, installation, networking, enterprise resource planning, technical support and desktop publishing of university-related documents to 24-hour on-site technical support for visiting accreditation agencies) and accumulated nearly 30 years career in academic- related information technology.

EXPERIENCE

SOUTHERN UNIVERSITY AT NEW ORLEANS, Title III *Technology Manager/Liaison, 2017 – present*

Assist faculty, staff, and administrators in the selection and acquisition of technology-related equipment. Assist faculty, staff, and administrators with the use of technology in achieving their departmental goals. Research technology-related equipment, including but not limited to computer hardware and software, for suitability in achieving various University goals and objectives. Provide detailed specifications and pricing to expedite the purchase of computer hardware and software to faculty, staff, and administrators. Recommend computer systems and applications to be used by students in university computer laboratories. Troubleshoot hardware and software application issues. Provide technical support for technology-related equipment throughout the University. Provide desktop publishing and printing assistance for all University-related documents, including flyers, banners, pamphlets, brochures, booklets, schedules, and catalogs. Research applications based on needs of customer. Train on software application. Implement DocuSign.

SOUTHERN UNIVERSITY AT NEW ORLEANS, Information Technology Center *2005 – 2017*

Provide computer hardware and software technical support for faculty and staff campus-wide. Advise faculty and staff on computer hardware and software purchases. Place orders for computers, computer-related equipment, and applications for instructors and computer laboratory users that meet education requirements as determined by the corresponding college. Install, configure, and maintain computer hardware and software as needed by the college faculty and staff. Install, configure, and maintain computer hardware and software for student use within each college's computer laboratories. Provide Pass-Port software training materials and workshops for faculty, staff, and students within the College of Education. Provide Plato software training materials and workshops for faculty, staff, and students within the College of Education.

EXPERIENCE *(Continued)*

SOUTHERN UNIVERSITY AT NEW ORLEANS, College of Education *Communications Technologist, 2004 – 2005*

Provide computer hardware and software technical support for faculty and staff throughout College of Education. Advise faculty and staff on computer hardware and software purchases. Place orders for computers, computer-related equipment, and applications for instructors and computer laboratory users that meet education requirements as determined by the college. Install, configure, and maintain computer hardware and software as needed by the college faculty and staff. Install, configure, and maintain computer hardware and software for student use within the College of Education's computer laboratories. Provide Pass-Port software training materials and workshops for faculty, staff, and students within the College of Education. Provide Plato software training materials and workshops for faculty, staff, and students within the college. Develop and maintain comprehensive web site for the College of Education with content provided by the faculty and staff.

SOUTHERN UNIVERSITY AT NEW ORLEANS, Information Technology Center *Manager, Student User Support Services, 2003 – 2004*

Direct, manage, coordinate and control information technology-related services in supporting academic and administrative computing for students at SUNO. Responsible for the effective and efficient operation of all computer hardware and software purchased with Student Technology Fee funds. Supervise all Student Lab Tech/Supervisor positions and the Student Helpdesk/Specialists position. Provide maintenance support and respond to all requests for problem resolution where student lab tech funds have placed computer hardware and applications software. Develop strategic plans for long-term future needs and develop procedures regarding the use of computer technology in student labs.

SOUTHERN UNIVERSITY AT NEW ORLEANS, Information Technology Center *Network Administrator/Laboratory Coordinator, 2000 – 2003*

Coordinate day to day operations of the Research Computer Lab for Students/Faculty, supervise technicians and student workers assigned to maintain the Lab, establish policies and practices by which the Lab is to operate, order and maintain laboratory equipment and supplies as needed, maintain an inventory of all lab equipment, and attend workshops and seminars on new computer technology to better enhance the lab. These job duties are in addition to those located below as Network Administrator.

SOUTHERN UNIVERSITY AT NEW ORLEANS, Information Technology Center *Network Administrator, 1998 – 2000*

Install and administer Novell servers and workstations on campus-wide local area network. Install microcomputers, peripherals, and software campus-wide. Troubleshoot and repair hardware, software and network problems. Advise campus staff and faculty regarding computer equipment purchases.

SOUTHERN UNIVERSITY AT NEW ORLEANS, Computer Lab for Student/Faculty Research *Network Specialist, 1997 – 1998*

Install and administer local area network in computer lab. Install and repair microcomputers, peripherals, and software campus-wide. Advise campus staff and faculty regarding computer equipment purchases. Develop and publish workshop materials for faculty and staff training. Conduct or assist laboratory coordinator in training sessions as needed.

SOUTHERN UNIVERSITY AT NEW ORLEANS, Computer Lab for Student/Faculty Research *Computer Laboratory Technician, 1991 – 1997*

Setup and maintain microcomputer equipment in computer laboratory. Assist students, faculty, and staff in use of hardware and software. Install and repair microcomputers, peripherals, and software campus-wide. Advise campus staff and faculty regarding computer equipment purchases. Develop and publish workshop materials for faculty and staff training. Conduct or assist laboratory coordinator in training sessions as needed.



"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

December 15, 2021

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

RE: SUAREC/CAFCS – January 2022 Board Package Submission

Dear President Belton:

Enclosed herewith are the following items from the Southern University Agricultural Research and Extension Center and the College of Agricultural, Family and Consumer Sciences for inclusion in the **January 2022 Board Package**.

- Request for Approval – Salary increase for Mrs. Jacqueline Dixon, Special Assistant to the Chancellor-Dean

Please let me know if you need further information or have any questions. Thank you for your consideration to this request.

Sincerely,

A handwritten signature in black ink, appearing to read 'Orlando F. McMeans'.

Orlando F. McMeans, PhD
Chancellor-Dean



"Linking Citizens of Louisiana with Opportunities for Success"

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AGRICULTURAL RESEARCH AND EXTENSION CENTER
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OFFICE OF THE CHANCELLOR-DEAN

December 15, 2021

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

Dear President Belton:

As Chancellor of the Southern University Agricultural Research and Extension Center and Dean of the Southern University Agricultural, Family and Consumer Sciences, I am requesting the approval of a salary increase for Mrs. Jacqueline Dixon, Special Assistant to the Chancellor-Dean to perform additional duties and responsibilities. At this time, there are no plans to fill the executive assistant to the chancellor-dean position that was held by Mrs. Lisa Williamson.

Mrs. Dixon is more than capable to take on the additional responsibilities until further notice. Also, there will be times that she will work outside of the normal work days and/or hours. Please find attached the job description as well as Mrs. Dixon's resume. The new salary to be approved is \$65,000 and the funding source is State. The effective date is February 1, 2022.

Please let me know if you need further information or have any questions. Thank you for your consideration to this request.

Sincerely,

A handwritten signature in black ink, appearing to be 'O. F. McMeans'.

Orlando F. McMeans, PhD
Chancellor-Dean

Approval by:

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

Date

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	6	M	9	7	7	8
-----------------	---	---	---	---	---	---

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

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

Profile of Person Recommended

Length of Employment July 1, 2021 To June 30, 2022
Effective Date February 1, 2022

Name Mrs. Jacqueline Dixon SS# XXX-XX-3485 Sex Female Race* AA
(*S" number)

Position Title: Special Assistant to the Chancellor-Dean Department: Chancellor-Dean's Office

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 18+ Years Southern University Experience 3 1/2 Years

Degree(s): Type/Discipline (BA-Education): BS-Business Administration Institution/Location (SU-Baton Rouge): University of Southwestern LA (ULL)-Lafayette, LA Year: 1987

Current Employer Southern University Agricultural, Research and Extension Center

Personnel Action

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

Recommended Salary \$65,000 Salary Budgeted \$65,000

Source of Funds State Funds

Identify Budget: 611001 Location _____
Form Code: _____ Page _____ Item # _____

Change of:

	<u>From</u>	<u>To</u>
Position	<u>Special Assistant to the Chancellor-Dean</u>	<u>Special Assistant to the Chancellor-Dean</u>
Status	<u>Full-time</u>	<u>Full-Time</u>
Salary	<u>\$54,079</u>	<u>\$65,000</u>
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
611001-61210-66000	54,079

*See Reverse Side

Graduate School signature (if, applicable):

<u>CL</u> Supervisor _____ Date _____	<u>CL</u> Dean/Unit Head _____ Date _____
<u>John Jefferson/Huan Wang</u> Vice Chancellor _____ Date <u>12/16/21</u>	<u>CL</u> Chancellor _____ Date _____
Director/Personnel _____ Date _____	Vice President/Finance _____ Date _____ Business Affairs/Comptroller
President _____ Date _____	Chairman/S.U. Board _____ Date _____ of Supervisors

DEC 16 '21 PM 3:16

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

RGD
12/15/2021

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: Monday – Friday 8:00am – 5pm

EMPLOYEE DIRECT SUPERVISOR: Dr. Orlando F. McMeans

SUPERVISOR/DEPARTMENT CONTACT NUMBER: (225) 771-4310

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/Fact/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)

FUNDS AVAILABLE
 OFFICE OF THE AGRICULTURAL
 RESEARCH AND EXTENSION
 SOUTHERN UNIVERSITY SYSTEM
Carroll 12/16/2021
 FINANCE & ADMINISTRATION SECTION

Special Assistant to the Chancellor-Dean, SUAREC/CAFCS

Southern University Agricultural Research and Extension Center (SUAREC) and the College of Agricultural, Family and Consumer Sciences (CAFCS)

The Special Assistant to the Chancellor-Dean will be the principal administrative support for the Chancellor-Dean, and as such will demonstrate a commitment to client-centered service, accountability, and excellence. The Special Assistant will have a sincere interest in the organization's mission, possess excellent relational and administrative skills, show attention to detail and be able to handle a variety of activities and tasks, with a collaborative spirit. The office environment is professional, requiring quality work, individual initiative, and professional attire.

Job Description

The Special Assistant will provide administrative support to the Chancellor-Dean. Work independently and proactively for results-oriented planning, workflow, and resolution. Demonstrate a high degree of integrity and confidentiality in working with people at all organizational levels. Utilize exceptional communication and written skills interacting with internal and external constituents. Effectively manage the time commitments and obligations of each executive. Supervise the administrative assistant.

General Duties & Responsibilities

- Serves as gatekeeper to manage office visitors and communications.
- Serves as a member of the Chancellor-Dean's Cabinet and provides informational updates pertaining to the Office of the Chancellor-Dean.
- Maintains the Chancellor-Dean's calendar on Outlook or Google.
- Completes projects and special assignments by determining priorities; managing time; gaining cooperation of others; monitoring progress; problem-solving; and adjusting plans.
- Works closely with the Vice Chancellors, Director of Advancement, and Communications.
- Collaborates with internal and external clients.
- Addresses potential problems and recommends solutions.
- Develops procedures and guidelines for the Office of the Chancellor-Dean.
- Represents the Chancellor-Dean by welcoming visitors, reviewing correspondences, arranging SU Ag Center events and functions,

answering questions and meeting requests directed to the Chancellor-Dean.

- Reviews and proofreads materials for the Chancellor-Dean. Drafts letters, memorandums, and other documents. Creates agendas and takes meeting minutes.
- Handles confidential information and materials with absolute discretion.
- Arranges travel and meetings by developing itineraries and agendas, booking transportation, arranging lodging and meeting accommodations. Reconciles travel expenses.
- Updates job knowledge by participating in educational opportunities, reading professional publications, and maintaining personal networks.
- Supervises administrative assistant and student workers.
- Responsible for all other duties as assigned by the Chancellor-Dean.

Required Qualifications

1) Bachelor degree preferred and/or equivalent education, certification and experience considered

2) Knowledge of higher education procedures beneficial with a genuine interest in working with University students, faculty, staff and the public

3) Work independently and proactively for effective planning, analysis, problem solving, and follow-up with a focus on results

4) Proven ability to effectively and positively interact with the public in a polished and professional manner

5) Creative communicative skills and attention to detail a must

6) Collaborative approach while working under pressure and within deadlines

7) Organizational and time management skills to actively manage executive's time

8) Able to function in a fast-paced, high work-load office; high energy level is essential

12) Minimum of three (3) years previous administrative professional, office management, or other relevant training and/or experience required.

Objectives

To obtain a position affording me the opportunity to utilize my work/life experiences in a university environment while providing a positive impact for internal and external clients.

Employment History

Special Assistant to the Chancellor-Dean

2019 – Present – **Southern University Agricultural Research and Extension Center and the College of Agricultural, Family & Consumer Sciences, Baton Rouge, LA**

- Perform office management and administrative support duties and responsibilities.
- Welcome visitors and identify purpose and provide direction.
- Manage and coordinate Outlook calendars and meetings.
- Handle requests for information and data.
- Originate and coordinate electronic personnel action forms.
- Work with offices such as finance, human resources, and college departments to complete tasks.
- Prepare travel requests, purchase requisitions, and other documents as necessary.
- Schedule and coordinate virtual and in person meetings and events.
- Maintain the filing system.
- Order and maintain of office supplies.

Administrative Assistant

2018 - 2019 - **Southern University College of Agricultural, Family & Consumer Sciences – Associate Dean's Office, Baton Rouge, LA**

- Respond to requests for information that requires good judgment and knowledge of department rules and regulations.
- Compile and type reports and/or documents by gathering relevant data from different sources.
- Organize, schedule and prepare materials needed for departmental meetings, such as agendas, handouts, etc.
- Organize and maintain files, ensures confidentiality of information as necessary.
- Prepare annual budget requests for submission.
- Compose and/or prepare correspondence as needed.
- Establish and maintain electronic files of data to be stored for future use.
- Prepare travel requests, purchase orders and expense reports.
- Answer phones and greet guest.

Administrator/Director

2001 - 2016 - **Greater Mount Olive Christian Academy (*Closed-2016 Flood*)
Nursery*Preschool*Elementary, Baton Rouge, LA**

- Provided direction in the Day-to-Day Operations of the Child Care Center and Non-Public Private Elementary School.
- Established an environment that seek to meet the total needs of the both the children and families, while preparing each child with the educational abilities and life skills to excel to the next level.

- Established an environment that seek to meet the total needs of the both the children and families, while preparing each child with the educational abilities and life skills to excel to the next level.
- While enhancing the growth potential of our Child Care Center (3-Star Center) we became a Non-Public Private School for East Baton Rouge Parish, State of Louisiana.
- Provided leadership to Professional and Ancillary staff totally 20, while helping them obtain any needed Certifications.
- Maintained all annual standards required for Child Care Centers and Non-Public Private Schools.
- Successfully provide Financial Accountability on the Federal and State Level for Child and Adult Food Program, Nursery/Preschool Licensing and the Louisiana Student Scholarship Program.
- Coordinate a Summer Enrichment Program which included both Academic and Recreational Activities for 100 Children and Youth.

Accountant

1998 – 2001 - **Louisiana Department of Justice (Attorney General's Office), Baton Rouge, LA**

- Maintained accurate expenditures and reimbursements
- Prepared and assisted in Monthly and Annual Financial Reports
- Approved Departmental Expenditures

Education

Thomson/Ashworth College – Child Care Management Diploma – July, 2003

University of Southwestern Louisiana, Lafayette, LA

Bachelor of Science, Business Administration 1987

Certifications

State of Louisiana-Early Childhood Ancillary Certificate – February, 2016

NECPA Commission-National Administrator Credential – October, 2015

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
VICE PRESIDENT FOR
FINANCE AND BUSINESS AFFAIRS

January 4, 2022

TELEPHONE: (225) 771-5550
FAX: (225) 771-2922

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

Dear President-Chancellor Belton:

I am recommending a salary adjustment for Dr. Gabriel Fagbeyiro, Associate Vice President for Information Technology for the Southern University System and Chief Information Officer for the Southern University Baton Rouge Campus (AVP/CIO).

Based on a recent analysis of the salaries among Louisiana public higher education systems, it was determined that the average salaries for a comparable position at other systems were considerably higher than the salary level of the Associate Vice President for Information Technology for the Southern University System and Chief Information Officer for the Southern University Baton Rouge Campus.

This AVP/CIO is responsible for planning and delivery of all instructional, administrative, and communication technologies and oversees the technology staff. He sets the direction for operational technology and is responsible for leading the use of new and emerging and the adaptation of existing technologies for the development of current and future initiatives within the Southern University System.

It is essential that we retain and continue to attract competent employees in the area of information technology. Dr. Fagbeyiro has served in various capacities throughout the Southern University System for the past 35 years. His current salary as AVP/CIO is \$160,680. I am requesting that his annual salary be increased to \$177,500 effective January 1, 2022.

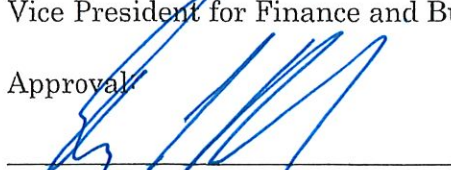
If you should have any questions, please feel free to contact me.

Sincerely,



Flandus McClinton, Jr.
Vice President for Finance and Business Affairs

Approval:



Ray Belton, Ph.D.
President-Chancellor

"An Equal Education Opportunity Institution"

WWW.SUS.EDU

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

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

Profile of Person Recommended

Length of Employment July 1, 2021 To June 30, 2022
 Effective Date January 1, 2022

Name Gabriel Fagbeyiro SS# xxx-xx-2763 Sex M Race* B
 (Last 4 digits only)

Position Title: AVP/CIO Information Technology Department: SUS Information Technology

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 38 Southern University Experience 35

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>ED.D - Dev. Ed/Inst. Sys Tech</u>	<u>Grambling State University</u>	<u>1995</u>
	<u>MBA - Computer Info. Systems</u>	<u>Grambling State University</u>	<u>1987</u>
	<u>BS- Computer Info Systems</u>	<u>Grambling State University</u>	<u>1984</u>

Current Employer Southern University Systems

Personnel Action

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

Recommended Salary \$ 177,500 Salary Budgeted \$ 177,500

Source of Funds Gen. Fund 111005-11304-16000

Identify Budget: 111005-11304-16000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____ From _____ To _____

Position _____
 Status _____
 Salary Adjustment \$160,680.00 \$177,500.00

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
Gen. Fund 111005-11304-16000	\$177,500.00

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

[Signature] _____ Date _____
 Supervisor
 _____ Date _____
 Vice Chancellor
 _____ Date _____
 Director/Personnel
 _____ Date _____
 _____ Date _____
 President

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

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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: _____

EMPLOYEE DIRECT SUPERVISOR: _____

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

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

Do Not Write Below This Area

For Human Resource and Budgetary Control Use Only!

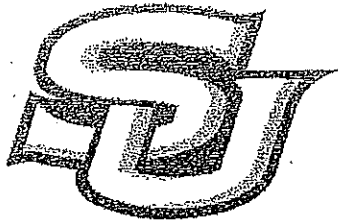
PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below):

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

FUNDS AVAILABLE
OFFICE OF THE COMPTROLLER
FOR PLACEMENT AND PERSONNEL AFFAIRS
SOUTHERN UNIVERSITY SYSTEM

SIGNED

1/5/20
DATE



SOUTHERN
UNIVERSITY
AND AGRICULTURAL & MECHANICAL COLLEGE

DEPARTMENT OF ATHLETICS

SOUTHERN JAGUARS | PO BOX 9942 | BATON ROUGE, LA 70813
GOJAGSPORTS.COM | [/SOUTHERNJAGUARS](https://www.facebook.com/SouthernJaguars) | [@SOUTHERNUSPORTS](https://twitter.com/SouthernUSports)

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

CAMPUS

Dear Dr. Belton—

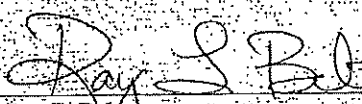
We are requesting that the position announcement be waived at this time for the position of the Assistant Football Coaches. This position comes at a critical juncture as we have begun a transition within the Football area of the department. Therefore, there is heightened urgency to fill this position as soon as possible. Thank you for your consideration.

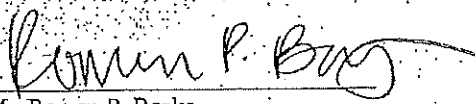
- Devin Fosselman
- Jonathan Williams
- Mark Frederick
- Alvin Fosselman III
- LaAllen Clark
- Ryan Burton
- Ricky Jackson
- Henry Miller
- Damon Nivens
- Richard Jackson

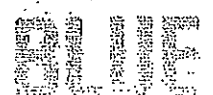
If you have any questions germane to this request, please contact me as soon as possible. Thanks so much.

Best,

Roman P. Banks
Director of Athletics
Southern University and A&M College
Baton Rouge Campus


Dr. Ray L. Belton
President/Chancellor
Southern University and A&M College
Baton Rouge Campus


Mr. Roman P. Banks
Director of Athletics
Southern University and A&M College
Baton Rouge Campus



POS CLASS					
EMP CLASS					
HI		RT		LV	

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	M	9	3	1	4

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

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

TYPE OF APPOINTMENT:
 _____ Academic (Fac) _____ X Non-Academic (Uncl) _____ Civil Service
 _____ Part-time (100 % of Full Time) _____ Restricted
 _____ Temporary (must be indicated if less than 100%) _____ Detail # of mos _____
 _____ Tenured _____ Undergraduate Student _____ Job Appointment
 _____ Tenured Track _____ Graduate Assistant _____ Probationary
 _____ Other (Specify) _____ Retiree Return To Work _____ Permanent Status

Previous Employee Ashton Warner Reason Left New Coaching Staff
 Date Left 12/31/2021 Salary Paid \$48,880.00

Profile of Person Recommended

Length of Employment July 1, 2021 To June 30, 2022
 Effective Date of Employment January 1, 2022

Name Mark Frederick SS# 6625 Sex M Race* B
 (Last 4 digits only)

Position Title: Assistant Football Coach Department: Athletics

Check One X Existing Position *Visa Type (See Reverse Side):
 _____ New Position Visa 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 10+ Southern University Experience 7+
 Degree(s): Type/Discipline (BA-Science): Institution/Location (Lake Charles, LA) Year:
Bachelor-Therapeutic Recreation and Leisure Studies Southern University A&M College 2005
Master-Education School Counseling and Psychology University of Missouri- Columbia, Missouri 2016

Current Employer Prairie View A&M College

Personnel Action

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

Annual Salary \$65,000.00 Salary Budgeted \$65,000.00 Hourly Rate, if applicable: _____

Pay Cycle: _____ Biweekly X Monthly _____ Faculty

Source of Funds: State Identify Budget: 218900-21802-61002-29000 Location: _____

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 (Current)	Amount
218900-21802-61002-29000	\$65,000.00

*See Reverse Side
 Comments: (Use back of form)

*See Reverse Side Graduate School signature (if, applicable):
 Supervisor Pomom Barry Date 12/16/21 Dean/Unit Head Pomom Barry Date 12/16/21
 Vice Chancellor _____ Date _____ Chancellor _____ Date _____

Sam O'Hain / Train Wks 12/16/21
Director/Personnel Date

Blanton McCord
Vice President/Finance Date
Business Affairs/Comptroller

President Date
Burt
12/16/21

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:

Mark Frederick will be hired as the Assistant Football Coach receiving \$65,000 effective January 1, 2022.

Must be completed by hiring supervisor:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 AM – 5:00 PM M-S
EMPLOYEE DIRECT SUPERVISOR: Roman Banks
SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-5908
NUMBER OF EMPLOYEES SUPERVISED, (if any) None

HR USE ONLY: STATUS (check 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/I-20. The latter seven (7) 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 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

SOUTHERN UNIVERSITY SYSTEM
I certify that the above purchase(s) is (are) allowable under the budget or award agreement and in accordance with federal, state, local, and university policies and procedures required for fiscal compliance.
/Allowability/Compliance Verified By: [Signature]
/CODE/ered/Funds Available [Signature]
Date: 12/14/21

Do Not Write Below This Area - For Human Resource Use Only

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below, the forms are located at Downloadable Forms on the HR website at www.subr.edu/humanresources).

- _____ 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)
- _____ Reference Check Form (reference check performed by hiring supervisor)
- _____ Authority to Release (signed by employee) (submitted to HR with Verification of Fingerprints form signed by State Police)
- _____ Criminal/Background Check Process (forms completed by employee/ submitted to State Police)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment Form (completed by hiring supervisor)
- _____ Proposed Employee Clearance Form (completed by hiring supervisor)
- _____ Letter of Justification for Restricted/ Job Appointment/Detail/CS Rule 6.5g appointments
- _____ Citizenship/Visa Status Verified, I-20/I-94 provided, if applicable

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Assistant Football Coach AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Athletics
 (Department or Unit)

- | | | | |
|---|--|---------------------------------------|--|
| <input checked="" type="checkbox"/> Replacement | <input type="checkbox"/> New Position | <input type="checkbox"/> Unclassified | <input 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).

Assistant Football Coach, Budget # 218900-21802-61002-29000

2M9314

Salary/Range: \$50,000-\$90,000 Previous Incumbent (if replacement): Ashton Warner UO1518014

Approved Disapproved Roman P. Bay 11/19/21
 Department Head Date

Approved Disapproved J. Sturgis 11/19/21
 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>	<u>11/22/21</u>
Budget Number	<u>218900-21802-29000</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>21470</u>
Verified By: <u>Michael Williams</u>		<u>11/22/21</u>	
		Date:	

Approved Disapproved [Signature] 11/30/21
 Vice Chancellor Date

Approved Disapproved [Signature] 11/30/21
 Chancellor/Vice President Date

Approved Disapproved [Signature] 11/30/21
 President Date

An Equal Opportunity Employer

Mark Frederick



Objective:

Demonstrate an on-going commitment to the well-being and development of student athletes on and off the field as well as helping them excel through sports

Education:

University of Missouri, Columbia, Missouri

Masters, Education School Counseling and Psychology

Southern University, Baton Rouge, Louisiana

B.S., Therapeutic Recreation and Leisure Studies

NFL Internships

St. Louis Rams (2012/'14) Head Coach Jeff Fisher

Kansas City Chiefs (2013) Head Coach Andy Reid

Atlanta Falcons (2014) Head Coach Mike Smith

Leadership Skills

Exceptional Training & Interpersonal Skills

Analytic Problem Solving

Effective Communication Skills

Excellent planning and organizational skills

Computer Systems Knowledge

DV Sport

Hudl

LRS Editing System

Microsoft Office

Awards:

2nd Team All-Conference

Special Teams Captain

Member of the 2003 SWAC/National Championship Football Team

Organizations:

Member of Future Coaches Academy

American Football Coaches Association

Free & Accepted Masons

Recruiting Areas:

Texas, Mississippi, Louisiana, Missouri, Illinois, Florida, California, Chicago



Associate HC/Recruiting Coordinator/RB's (Prairie View A&M University)

2018-Present

- Assists the Head Coach in recruiting, training, and coaching members of the Football Team
- Successful Running back Coach who excels in teaching the intricacies of one of the most crucial positions and getting positive production while reducing turnovers and mistakes
- Innovative coach that gets the most from his players
- Maintains knowledge and rules of the NCAA in all aspects
- Prepares recruiting schedules, conducts meetings, coordinates recruiting visits, and oversee the coaching staff on all recruiting matters daily.
- In charge of all recruiting aspects of the football program



Wide Receiver (Southern University) 2017-2018

- Prepares practice schedules, conducts meetings, and oversee the wide receivers on all matters daily.
- Foster success through positive feedback, valuing teamwork and consistently providing support to players
- Provides cut-ups on DV Sport for all players
- Maintains knowledge and rules of the NCAA in all aspects
- Assists the Head Coach in recruiting, training, and coaching members of the Football Team



Wide Receiver (Univ. Arkansas Pine Bluff) 2016-2017

- Produced 2 All-Conference WR's (Willie Young & Cody Swain)
- #2 Passing Offense in the Swac
- Willie Young 1,000 yard WR
- #2 & #4 Ranking in Receptions/#2 & #5 Ranking Receiving Yards



Offensive/Recruiting Coordinator, QB's, WR's, Asst. Head Coach (Lincoln University)

Feb 2011-2016

- #1 Scoring Offense
- Produced the All-time Single Season Rusher, Passer, and Receiver in School History
- All-American RB Morris Henderson, QB Jacob Morris, WR Khiry Draine & Maurice Woodard
- Maintains knowledge and rules of the NCAA in all aspects
- Prepares practice schedules, conducts meetings, coordinates the offense, and oversees the offensive staff on all matters daily.
- In charge of all recruiting aspects of the football program



Defensive Line Coach (Southern University) Feb 2010-Jan 2011

- LRS Editing System (O,D,K film breakdown)
- Film Exchange (Storm, Dragonfly)
- Collaborates and partners with other coaches for personal and game improvement
- Foster success through positive feedback, valuing teamwork and consistently providing support to players
- Conducted everyday meetings and practice drills



Running Backs, Special Teams (Southern University) Aug 2006-Dec 2009

- Assisted the head coach with planning and directing all practice and game activities
- LRS Editing System (O,D,K film breakdown)
- Ensured athletes had adequate knowledge of the offensive scheme implemented
- Helped implement game plan for offense
- Taught tactics for dominating opponents in every phase of the game

Players Coached:

All-Swac Running Back (Dawonya Tucker, 2018 & 2019)

All-SWAC Wide Receiver (Willie Young, 2016)

All-GLVC Quarterback (Owen Jordan and Jacob Morris, 2013-2014)

All-American/All-GLVC Running Back (Morris Henderson, 2013-2014)

All-GLVC Wide Receiver (Khiry Draine, 2014)

All-GLVC Punter (Julio Segura, 2014)

All-GLVC Wide Receiver (Bryson Winfrey, 2015)

All-GLVC Wide Receiver (Darius Hicks, 2015)

Freshman All-American/GLVC Wide Receiver (Antwan Davis, 2015)

All-GLVC Running Back (Miles Drummond, 2015)

All-GLVC Offensive Lineman (Dwayne Larkin, 2015)

All-American Kicker (Breck Ackley, 2006)
All-SWAC Running Backs (Darren Coates, Kendrick Smith, 2008)
2nd Team All-SWAC Running Back (Kendall Addison, 2006)
All-SWAC Punter (Josh Duran, 2007-2009)
All-SWAC Nose Guard (Jordan Miller, 2010)
All-MIAA Wide Receiver (Corderious Gregory, 2011)
All-MIAA Offensive Linemen (JJ Johnson, R. Limon, C. Estrada, J. Campbell, J. Dean, 2013)
All-MIAA Wide Receiver (Maurice Woodard, 2012-2013)

References:

Terrence Graves

Line Backers/Special Teams, Grambling State 2014-Present
Phone: 225-266-5750

Mike Jones

Head Coach, St. Louis University High 2016-Present
Phone: 225-614-3873

Pete Richardson

Head Coach, Southern University 1993-2009
Phone: 225-978-7754

Eric Dooley

Head Coach, Prairie View A & M University 2018-2021
Phone: 504-812-6109

VIII.

The constituent institutions of the Southern University System and its governing body, the Southern University Board of Supervisors do not waive their sovereign immunity by entering this MOU, and they each fully retain all immunities and defenses provided by law with respect to any action based on or occurring because of this MOU.

In witness, whereof, the parties to this MOU through their duly authorized representative have executed this MOU on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of the MOU as set forth herein.

Pensole Lewis College

Southern University Law Center

Title Date

Chancellor Date

Southern University New Orleans

Southern University Agricultural
Research & Extension Center

Chancellor Date

Chancellor Date

Southern University and A&M College

Southern University Shreveport

Chancellor Date

Chancellor Date



December 8, 2021

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

RE: Approval to appoint Dr. Barry Hester – Interim Vice Chancellor for Academic Affairs and Workforce Development

Dear Dr. Belton:

This correspondence comes seeking your approval of Dr. Barry Hester to serve in the role of the Interim Vice Chancellor for Academic Affairs and Workforce Development at the Southern University at Shreveport (SUSLA) campus.

Dr. Hester has assisted with the transition since the resignation of the previous Vice Chancellor for Academic Affairs and Workforce Development. The recommended salary below represents 90% of the salary of the previous incumbent. The period of this appointment is from January 1, 2022 through June 30, 2022. The recommended salary for this position is \$108,576.

Your favorable consideration of this request is deeply appreciated.

Respectfully submitted,

Vladimir A. Appeaning, Ph.D.
Office Of The Chancellor

Approved:

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

VAA/lw

Attachments

Approved:

Atty. Domoine D. Rutledge
Chairman
Southern University System

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH 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 Dr. Terry Kidd Reason Left Resigned
 Date Left October 11, 2021 Salary Paid \$120,640

Profile of Person Recommended

Length of Employment January 1, 2022 To June 30, 2022
 Effective Date 01/01/2022

Name Barry Hester (U01639901) SS# xxx-xx-3407 Sex M Race* B
 (Last 4 digits only)

Position Title: Interim Vice Chancellor for Academic Affairs and Workforce Development Department: Academic Affairs and CWD

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 PAR, if applicable.)

Years Experience _____ Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): _____ Institution/Location (SU-Baton Rouge): _____ Year: _____

Current Employer _____

Personnel Action

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

Recommended Salary \$108,576 Salary Budgeted \$120,640

Source of Funds State General Fund

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

Change of: _____
 Position Dean/Professor of Chemistry From To Interim Vice Chancellor for Academic Affairs and Workforce Development
 Status Full-Time
 Salary Adjustment \$73,636 \$108,576

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
511001-52020-61001-56000	108,576

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

Supervisor _____ Date _____	Dean/Unit Head <u>[Signature]</u> Date <u>8/8</u>
Vice Chancellor <u>[Signature]</u> Date <u>12-8-2021</u>	Chancellor _____ Date _____
Director/Personnel _____ Date _____	Vice President/Finance Business Affairs/Comptroller _____ Date _____
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: _____

EMPLOYEE DIRECT SUPERVISOR: _____

SUPERVISOR/DEPARTMENT CONTACT NUMBER _____

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)

Yes No

Verified By:
Brandy Jacobsen 12/9/21
Signature Date

HUMAN RESOURCES

Existing Position Yes No Approved Position Yes No Employee Class Job Class

Verified By:
Wayne H Bynal 12/09/2021
Signature Date

Vice Chancellor's Approval

First Name: Vladimir

Last Name: Appearing

SUS Email Address: appearing@sus.edu

Approve Disapprove

Vladimir
Signature Date

Vice Chancellor of Fiscal Affairs

Approve Disapprove

Antonio Lopez 12.9.21
Signature Date

Chancellor's Approval

Approve Disapprove

Vladimir
Chancellor's Signature Date

...3734323030

Brandy Jacobsen
Requestor's Signature

Vice Chancellor, Academic Affairs and Workforce Development

SUMMARY

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

RESPONSIBILITIES

Reporting to the Chancellor, the Vice Chancellor (VC) of Academic Affairs and Workforce Development is responsible for providing leadership and administrative oversight to all aspects of academic affairs and workforce development for Southern University at Shreveport (SUSLA) to ensure success of the educational mission. Provides executive oversight and strategic guidance in the planning, development, implementation, assessment, and evaluation of all aspects of academic programming for all academic divisions (including SUSLA Connect) as well as instructional support services (i.e., library services and online/distance education). Provides executive oversight and strategic guidance to the University relative to business, industry, and community relationship/partnership development. The Vice Chancellor is responsible for the development of innovative, entrepreneurial, and strategic initiatives designed to proactively respond to the academic and workforce needs of the communities we serve. Specific duties are:

- Oversees all academic and career tech credit and non-credit program offerings;
- Oversees all customized training and/or corporate training offerings;
- Oversees new program development processes;
- Establishes and/or enhances partnerships and relationships, with business, industry, government, and community organizations that support local and regional economic and workforce development efforts;
- Assures the development of academic schedules across the college that meet the needs of students and academic programs, assigns faculty members effectively, enhances facility use, and integrates instructional technology in all modes of delivery;
- Supervises the timely development and publication of the college schedule and catalog;
- Develops and facilitates high school/college programming, transfer articulations, and other collaborative partnerships;
- Identify potential local, state and/or federal funding sources, assessing impact and requirements, and facilitating system efforts to secure these resources;
- Serve as the university liaison for the SUSLA Community Development Corporation (CDC); Promotes small business, entrepreneurship and community development, and incorporates training opportunities;
- Develop and update the college's Academic Affairs and Workforce Development Strategic Plans and assures their integration with other major planning efforts within the college;
- Develops the budget for Academic Affairs and Workforce Development;
- Supervises and manages the Academic grievance and appeals process;
- Coordinate the development of Academic Affairs and Workforce Development brochures/handouts, and other materials;
- Supervise and evaluate the performance of assigned personnel; coordinate the work assignments of assigned personnel; review work to assure compliance with established standards, requirements and procedures;
- Develop and implement measures and methodology for determining the effectiveness and efficiency of the Academic Affairs and Workforce Development Division;
- Ensure Academic Affairs and Workforce Development functions are leading edge and adhere to the highest quality standards;
- In coordination with the Chancellor and the Executive Team, participate in the development of rules, regulations, procedures, and policies applicable to Academic Affairs and Workforce Development;
- Maintain knowledge of Academic Affairs and Workforce Development trends, practices, laws and regulations;

- Monitor Academic Affairs and Workforce Development website pages to remain current and ensure accuracy;
- Establish procedures for Academic Affairs and Workforce Development record retention and disposal;
- Occasional evening and weekend work and overnight travel may be required; and
- Perform other duties as assigned.

MINIMUM QUALIFICATIONS

- Master's degree from an accredited college or university
- Three or more years of increasingly responsible administrative experience in Academic Affairs and/or Workforce Development
- One or more years of experience as faculty (including adjunct or part-time) at a postsecondary institution
- Proficiency in Microsoft applications (Word, Excel and PowerPoint)
- Strong communication (written and verbal), organizational and interpersonal skills, and a collaborative approach to working with students, colleagues and partners
- Eligibility for a Louisiana Driver's License

PREFERRED QUALIFICATIONS

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

Salary range: \$100,000 – \$125,000

This is a full-time position.

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

Southern University at Shreveport, a unit of the Southern University and A & M College System, a historically black comprehensive community college serving Northwest Louisiana and beyond, is committed to teaching and preparing traditional and non-traditional students for degree attainment, transfer, workforce, continuous learning and self-improvement. This preparation is available through multiple delivery methods and instructional sites for students seeking certificates, technical diplomas and associate degrees.

Southern University at Shreveport does not discriminate on the basis of race, color, national origin, gender, age, disability or any other protected class. Title IX Coordinator: Dr. Tuesday W. Mahoney, Johnny L. Vance, Jr. Student Activity Center, Room 208, (318) 670-9201. Section 504 Coordinator: Ms. Jerushka Ellis, Health & Physical Education Complex, Room 314, (318) 670-9367.

Equal Opportunity Employer

BARRY CHRISTOPHER HESTER

EDUCATION

NASA Fellow	Summers of 2014 and 2013
Post-Doctoral	Louisiana State University, Fluorescent Dyes, summer 2004, 1997, 1998, 1999. East Carolina University, Synthesis of C ₆₀ , 1993-1994.
Ph.D.	University of Nevada, Organic Chemistry, 1992.
M.S.	University of North Texas, Physical Chemistry, 1986.
B.S.	Grambling State University, Chemistry, 1983.

PROFESSIONAL EXPERIENCE

2017 - Current	<u>Dean of Business, Science, Technology, Engineering and Mathematics (BSTEM)</u>
Fall 2014- Fall 2016	Chairman, Division of Science, Technology, Engineering & Mathematics (STEM) and Professor of Chemistry Southern University at Shreveport, Shreveport, Louisiana Restructure of Division to STEM. Developed new programs in Computer Networking, Process Technology and General Studies and shared in the development of new Information Systems programs. Provide administrative leadership for the functional academic areas of Science, Computer Science, Pre-Engineering, Mathematics and Aerospace Technology. Manage the division budget of state funds and federal funds for grant awards. Develop and enhance the curriculum with faculty representation.
Fall 2002 –Spring 2014	<u>Chairman, Division of Science & Technology and Professor of Chemistry</u> Southern University at Shreveport, Shreveport, Louisiana Managed the budget of both state and federal funds. Supervised four academic departments, inclusive of 20 full-time and 8-12 adjunct/part-time faculty. Handled all programmatic needs of the division inclusive of developing the curriculum, staffing the department, reviewing faculty performance and creating an atmosphere conducive to scholarly pursuits. Instrumental in providing input for the institutional reaffirmation of accreditation

for Southern Association of Colleges and Schools. Developed the research infrastructure at the institution. Participated in development of biomedical research infrastructure project. Implemented infusion of technology in curriculum via grant funding for equipment in STEM classrooms. Served as a reviewer for several scientific journals. Served on grants review panels.

Fall 1996- Spring 2002

Chairman, Department of Chemistry and Biology and Professor of Chemistry

Southern University at Shreveport/Bossier City, Shreveport, Louisiana

Handled all programmatic needs of the department inclusive of developing the curriculum, staffing the department, reviewing faculty performance. Developed weekend program for Biology and Chemistry.

Fall 1998 - present

University Committees

Southern University at Shreveport, Shreveport, Louisiana

Curriculum Committee: Responsible for receiving, reviewing and approving applications/proposals for new and existing programs, curriculum course offerings and changes.

Planning & Priorities Committee: Responsible for reviewing and prioritizing budgetary plans for revenue and expenditures.

Chancellor's Cabinet Committee: Responsible for providing a cross-sectional representation of ideas for the effective operation of the university's business.

University Catalog Committee: Responsible for reviewing and coordinating changes and revisions in the general university catalog.

Promotion and Tenure Committee: Responsible for reviewing applications for promotion and tenure and submitting recommendations to the Vice Chancellor for Academic Affairs.

Academic Council Committee: Responsible for coordinating program scheduling, reviewing request for new programs, approving candidates for degrees, coordinating and facilitating divisional efforts.

Financial Aid Appeals Committee (2005-2012): Responsible for reviewing applications for reinstatement of financial aid for

Students who have been denied because of academic reasons or excessive student credit hours.

Faculty Grievance Committee (2006-2011): Responsible for hearing all grievances by faculty members and reporting recommendations to the Vice Chancellor for Academic Affairs.

Sabbatical Leave Evaluation Committee (2000-2005): Responsible for evaluating applications for sabbatical leave such that it will enhance the faculty members' value to SUSLA and submit recommendations to the Vice Chancellor for Academic Affairs.

General Education Articulation Committee (2001): Responsible for keeping up with the changes at the state level and provide advisement as needed.

Continuing Education and Outreach Committee (1998): Responsible for providing assistance in making sure that quality courses are being offered.

TEACHING EXPERIENCE

Fall 1996 – present

Professor of Chemistry
Southern University at Shreveport, Shreveport, Louisiana

Responsible for teaching General Chemistry for majors and non-majors, Organic Chemistry, Inorganic Chemistry, all corresponding laboratories, Organic & Biochemistry for Allied Health majors.

Fall 1995 – present

Instructor for the Upward Bound Program
Southern University at Shreveport, Shreveport, Louisiana

Responsible for teaching Biology, Chemistry and Physical Science for 9th-12th graders.

Summer 2003

Adjunct Professor
Louisiana State University, Shreveport, Louisiana

Responsible for teaching Organic Chemistry Lecture.

Fall 1998 – Fall 2002

Adjunct Professor
Our Lady of the Lakes Hospital, Shreveport, Louisiana

Responsible for teaching General Chemistry.

Fall 1996 – Fall 2002

Adjunct Professor

Centenary College, Shreveport, Louisiana

Responsible for teaching General Chemistry Lecture and Laboratory.

Summer 2004, 1996

Adjunct Professor
Grambling State University, Grambling, Louisiana

Responsible for teaching General Chemistry Lecture

1987 - 1991

Graduate Assistant
University of Nevada, Reno, Nevada

Responsible for teaching Organic Chemistry Laboratory

1983 - 1986

Graduate Assistant
University of North Texas, Denton, Texas

Responsible for teaching Organic and General Chemistry Laboratories

RESEARCH

2006 – Present

Synthesis of Aromatic/Aliphatic Polyurea and Polyimides with CNT/Nanoparticles

2003

Synthesis of Phthalocyanines

1997-2002

Synthesis of Base Nucleotides

1994

Synthesis and Characterization of C60 Derivatives

1988 - 1993

Synthesis of Acetal Compounds and the Characterization of them by NMR, IR, GC/MS and UV

1983 - 1985

Photochemical and Thermal studies of Metal Carbonyls

GRANTS AND AWARDS

2019

MSEIP - \$680,000

2019

Rapid Response Grant-BOR - \$250,000

2017

Board of Regents – Allied Health and Science AKA
Scholarships
\$100,000

2015

Board of Regents - \$100,000 Equipment

2014

Most Outstanding Researcher Award, Southern University

2012

Most Outstanding Researcher Award, Southern University

2008-2013

HBCU-UP Grant from NSF for \$2.5 million (Program Manager)

2006-2011

Educational Resources Grant-NSF for \$2 million

2005-2010	Biomedical Research Grant from NIH for five-year period-\$2 million (Program Manager)	Hester 5
2009	Thurgood Marshall Nominee	
2002-2008	Coordinator of The Bridge Program--\$64,000	
2005	Board of Regents Award - \$7,000	
2004	Bridge Program Award for 2004-2007 - \$70,000	
2002	American Chemical Society SEED Award--\$10,000	
2001	Outstanding Professor of Southern University	
2001	American Chemical Society Award--\$7,500	
1999	LEQSF Award -- \$64,000	
1999	Coordinator for Louisiana Alliance for Minority Participation -- \$100,000	
1997	American Chemical Society Award -- \$10,000	
1996	American Chemical Society Award -- \$10,000	
1996	Coordinator for Louisiana Alliance for Minority Participation (LAMP) -- \$70,000	
1996	American Chemical Society for High School Students -- 10,000	
1995 - 1996	LEQSF Grant -- \$55,000	
1995 - 1996	OPP Company Grant -- \$1,000	
2006, 2008	Grantmanship Award from Southern System	
1994 - 1995	Nominated for the Presidential Award for Faculty Excellence	
1991-1992	Outstanding Teaching Assistant at University of Nevada	
1991 - 1992	Outstanding Teaching Assistant, University of Nevada	
1984	Minority Scholarship Award, North Texas State	
1979 - 1983	Chemistry Scholarship, Grambling State University	

PUBLICATIONS/PRESENTATIONS

Naidu V. Seetala¹, Cassandra R. Hendon¹, Naeem Tull-Walker¹, Johan Van Behr², Barry Hester², Marisabel Lebron-Colon³ and Michael A. Meador³ ¹Department of Mathematics and Physics, Grambling State University, LA 71245 ²Department of Chemistry, Southern University at Shreveport, Shreveport, LA 71107 ³NASA Glenn Research Center, 21000 Brookpark Road, Cleveland, Ohio 44135. World Journal of Engineering, 2012, SYNTHESIS AND CHARACTERIZATION OF POLYIMIDE-CARBON NANOTUBE COMPOSITES

Alak, JIB and B. Hester, 2007. Intestinal Parasites in the aged: Role of Nutrition. In "Handbook of Nutrition in the Aged-4th Edition, by Professor Ronald R. Watson, October, 2007.

Alak, JIB and B. Hester, 2007. Consumption of Probiotic Bacteria and Enhancement of Immunity in the Elderly. In "CAM Botanical Therapies to Promote in the Aged". Edited by Ronald R. Watson.

Barry Hester and Robert Hammer, Near-Infrared Modified Fluorescent Dyes for Base-Calling in DNA-Sequencing, LSU-NSF/NIH Presentation, Baton Rouge, La., 2005.

Barry Hester and Robert Hammer, Synthesis of Near-Infrared Modified Fluorescent Dyes for Base-Calling in DNA-Sequencing, LSU-NSF/NIH Presentation, Baton Rouge, La., 2004.

Barry Hester and Robert Hammer, Near-Infrared Modified Fluorescent Dyes for Base-Calling in DNA-Sequencing, LSU-NSF/NIH Presentation, Baton Rouge, La., 2003.

Barry Hester and Robert Hammer, Synthesis of Near-Infrared Modified Fluorescent Dyes for Base-Calling in DNA-Sequencing, LSU-NSF/NIH Presentation, Baton Rouge, La., 2002.

Photochemical and Thermal Studies of Ligand Substitution Reactions, Am. Chem. Soc. 1987, 109, 5386-5392.

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

Previous Employee _____ N/A Reason Left _____ N/A
 Date Left _____ N/A Salary Paid _____ N/A

Profile of Person Recommended

Length of Employment _____ 2/1/2022 To _____ 06/30/2022 (and continuing thereafter)
 Effective Date _____ 2/1/2022

Name _____ Toni Jackson SS# _____ S0008226 Sex _____ Female Race* _____ Black
 (Last 4 digits only)

Position Title: _____ Director of Advancement Department: _____ College of Sciences and Engineering

Check One Existing Position New Position *Visa Type (See Reverse Side): U S
 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 _____ 15 Southern University Experience _____ 15

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	BS-Business Management	Southern University-SUBR	2002
	MBA-University of Phoenix	Baton Rouge Campus	2006
	PhD-Public Policy	Southern University-SUBR	2021

Current Employer _____ Southern University at Baton Rouge

Personnel Action

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

Recommended Salary _____ \$85,000.00 (Spring 2022) Salary Budgeted _____ \$85,000.00 (Spring 2022)

Source of Funds _____ College of Sciences and Engineering

Identify Budget: _____ 21101-22684-61002-21000 Location _____ College of Sciences and Engineering
 Form Code: _____ Page _____ 1 Item # _____ 1

Change of:

	<u>From</u>	<u>To</u>
Position	_____	Director of Advancement
Status	_____	_____
Salary Adjustment	_____	\$85,000.00 (twelve-months)

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
College of Sciences and Engineering	\$85,000.00/12 months

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

Supervisor _____ 12/15/21 Date	Dean/Unit Head _____ 12/15/21 Date
Vice Chancellor _____ Date	Chancellor _____ Date
Director/Personnel _____ Date	Vice President/Finance _____ Date
	Business Affairs/Comptroller _____ Date
President _____ Date	Chairman/S.U. Board of Supervisors _____ Date

SUS SUBR SULAC SUAREC SUNO SUSLA

MAY 17 2021

POSITION VACANCY AUTHORIZATION

Office of the Executive Vice President
for Academic Affairs and Provost

REQUEST THAT THE POSITION TITLE Director of Advancement AS DESCRIBED BELOW
BE AUTHORIZED AS A VACANCY FOR College of Sciences and Engineering
(Department or Unit)

- | | | | |
|--|--|--|--|
| <input type="checkbox"/> Replacement | <input checked="" type="checkbox"/> New Position | <input checked="" type="checkbox"/> Unclassified | <input 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 Director of Advancement is responsible to the Dean of the College for the management of all aspects of campus or college advancement programs to include: annual giving campaigns, gift solicitation, special events, campaign volunteer management, donor communications, gift acknowledgement and donor recognition. The director of advancement will maintain a working relationship with the Southern University System Foundation. The Southern University System Foundation will provide training and support. The director will supervise the College publication and distribution of various development publications.

Salary/Range: \$80K to \$90K Previous Incumbent (if replacement): none

Approved Disapproved [Signature] 5/3/21
Department Head Date

Approved Disapproved [Signature] 5/3/21
Dean/Director/Supervisor of Budget Unit Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u>248714*</u>	
<u>[Signature]</u>	<u>6/21/21</u>
Signature	Date
<u>211001-22694-61002-21000</u>	
Budget Number	

HUMAN RESOURCES OFFICE ONLY	
Existing/Approved Position	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Employee Class: <u>MU</u>	Job Class: <u>22995</u>
<u>Mithale Williams</u>	<u>5/24/21</u>
Verified By:	Date:

Approved Disapproved [Signature] 5/20/21
Vice Chancellor Date

Approved Disapproved [Signature] [Date]
Chancellor/Vice President Date

Approved Disapproved [Signature] [Date]
President Date

An Equal Opportunity Employer

GF * Covered by Professor (2F 9820) in Eke Engineering in which employee retired in 5/21. 6/21/21

SUD SUBR BUDGET OFFICE
21 MAY 24 PM 21



**SOUTHERN
UNIVERSITY**
AND AGRICULTURAL & MECHANICAL COLLEGE

DEPARTMENT OF ATHLETICS

SOUTHERN JAGUARS | PO BOX 9942 | BATON ROUGE, LA 70813
GOJAGSPORTS.COM | [/SOUTHERNUJAGUARS](#) | [@SOUTHERNSPORTS](#)

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

CAMPUS

Dear Dr. Belton—

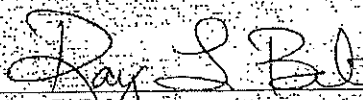
We are requesting that the position announcement be waived at this time for the position of the Assistant Football Coaches. This position comes at a critical juncture as we have begun a transition within the Football area of the department. Therefore, there is heightened urgency to fill this position as soon as possible. Thank you for your consideration.

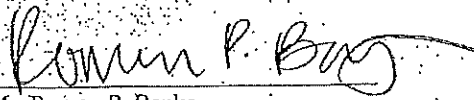
- Devin Fosselman
- Jonathan Williams
- Mark Frederick
- Alvin Fosselman III
- LaAllen Clark
- Ryan Burton
- Ricky Jackson
- Henry Miller
- Damon Nivens
- Richard Jackson

If you have any questions germane to this request, please contact me as soon as possible. Thanks so much.

Best,

Roman P. Banks
Director of Athletics
Southern University and A&M College
Baton Rouge Campus


Dr. Ray L. Belton
President/Chancellor
Southern University and A&M College
Baton Rouge Campus


Mr. Roman P. Banks
Director of Athletics
Southern University and A&M College
Baton Rouge Campus

POS CLASS					
EMP CLASS					
HI		RT		LV	

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	M	9	6	5	0
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CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

TYPE OF APPOINTMENT:

<input type="checkbox"/> Academic (Fac)	<input checked="" type="checkbox"/> Non-Academic (Uncl)	<input type="checkbox"/> Civil Service
<input type="checkbox"/> Temporary	<input type="checkbox"/> Part-time (<u>100</u> % of Full Time) (must be indicated if less than 100%)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	<input type="checkbox"/> Undergraduate Student	<input type="checkbox"/> Detail # of mos _____
<input type="checkbox"/> Tenured Track	<input type="checkbox"/> Graduate Assistant	<input type="checkbox"/> Job Appointment
<input type="checkbox"/> Other (Specify) _____	<input type="checkbox"/> Retiree Return To Work	<input type="checkbox"/> Probationary
		<input type="checkbox"/> Permanent Status

Previous Employee Lionel Washington Reason Left New Coaching Staff
 Date Left 12/31/2021 Salary Paid \$93,600.00

Profile of Person Recommended

Length of Employment July 1, 2021 To June 30, 2022
 Effective Date of Employment January 1, 2022

Name Henry Miller SS# 3282 Sex M Race* B
 (Last 4 digits only)

Position Title: Assistant Football Coach Department: Athletics

Check One Existing Position *Visa Type (See Reverse Side):
 New Position Visa 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 10+ Southern University Experience 5+
 Degree(s): Type/Discipline (BA-Science): Institution/Location (Lake Charles, LA) Year:
Associate of Science- Counseling Compton Community College- Compton, CA 1986
Bachelor of Science- Criminal Justice Northern Arizona University - Flagstaff, AZ 1988

Current Employer Prairie View A&M College

Personnel Action

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

Annual Salary \$80,000 Salary Budgeted \$80,000.00 Hourly Rate, if applicable: _____

Pay Cycle: Biweekly Monthly Faculty

Source of Funds: State Identify Budget: 218900-21802-61002-29000 Location: _____

Change of: From _____ To _____

Position: _____
 Status: _____
 Salary Adjustment: _____

List total funds currently paid this employee by Southern University:

Source of Funds (Current)	Amount
218900-21802-61002-29000	\$80,000.00

*See Reverse Side
 Comments: (Use back of form)

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

Donem P. Bony & J. Stinson 12/16/21 Supervisor Date
Donem Bony & J. Stinson 12/16/21 Dean/Unit Head Date

B. Stinson 2/16/21 Vice Chancellor Date
 _____ Chancellor Date

Director/Personnel

Date

Vice President/Finance
Business Affairs/Comptroller

Date

Boyd
President
12/11/12

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:

Henry Miller will be hire as the Assistant Football Coach receiving \$80,000 effective January 1, 2022.

Must be completed by hiring supervisor:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 AM – 5:00 PM M-S

EMPLOYEE DIRECT SUPERVISOR: Roman Banks

SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-5908

NUMBER OF EMPLOYEES SUPERVISED, (if any) None

HR USE ONLY: STATUS (check 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/I-20. The latter seven (7) 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 SOUTHERN UNIVERSITY SYSTEM
EXPIRES (are) allowed to
 certify that the above purchases (are) allowed to
 under the terms and conditions of the appropriate
 US budget or award agreement and in accordance with
 RA federal, state, local, and university policies and
 HI procedures required for fiscal compliance.
 J1 /Allowability/Compliance Verified By: [Signature]
 F1 /Encumbered/Funds Available By: [Signature]
 FO I.D. # _____ Date: 12/16/21

Do Not Write Below This Area - For Human Resource Use Only

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below, the forms are located at Downloadable Forms on the HR website at www.subr.edu/humanresources).

- 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)
- Reference Check Form (reference check performed by hiring supervisor)
- Authority to Release (signed by employee) (submitted to HR with Verification of Fingerprints form signed by State Police)
- Criminal/Background Check Process (forms completed by employee/ submitted to State Police)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment Form (completed by hiring supervisor)
- Proposed Employee Clearance Form (completed by hiring supervisor)
- Letter of Justification for Restricted/ Job Appointment/Detail/CS Rule 6.5g appointments
- Citizenship/Visa Status Verified, I-20/I-94 provided, if applicable

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Assistant Football Coach AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Athletics

(Department or Unit)

- | | | | |
|---|--|---|--|
| <input checked="" type="checkbox"/> Replacement | <input type="checkbox"/> New Position | <input type="checkbox"/> Unclassified | <input 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).

Assistant Football Coach, Budget # 218900-21802-61002-29000

2M9650

Salary/Range: \$70,000-\$95,000 Previous Incumbent (if replacement): Lionel Washington NOPTBA(43)

Approved Disapproved Lomen P. Barry 11/19/21
 Department Head

Approved Disapproved J. Sturgis 11/19/21
 Dean/Director/Supervisor of Budget Unit

2M9650

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Jamela Johnson</u>	
Signature	Date
Budget Number	<u>218900-21802-29000</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>21470</u>
Verified By:			Date:
<u>Michelle Williams</u>			<u>11/22/21</u>

Approved Disapproved Byrd Pugh 11/30/21
 Vice Chancellor

Approved Disapproved _____ Date _____
 Chancellor/Vice President

Approved Disapproved _____ Date _____
 President

An Equal Opportunity Employer

HENRY MILLER



SUMMARY

Energetic Defensive Coordinator with over [Number] years of experience winning games at [School]. Adept in hiring and assigning tasks to assistant coaches to achieve program efficiency. Hardworking with an excellent track record for producing record-setting athletes. Proven [Type] and [Type] skills.

SKILLS

- Sports management
- Hiring and training
- Athletic recruiting
- Physical training

EXPERIENCE

DEFENSIVE COORDINATOR | 01/2018 to Current **Prairie View A&M University - Prairie View, TX**

- Analyzed strengths and weaknesses of opposing teams to develop impactful game strategies.
- Hired and managed multiple assistant coaches to work with defensive line, linebackers and defensive back players.
- Provided training, motivation and nutritional advice to prepare football players for games and competitive events.
- Recruited over [Number] athletes, providing various incentives to add top talent to team roster.
- Initiated physical conditioning programs to help athletes improve performance and win games.

DEFENSIVE COORDINATOR | 02/2012 to 03/2014 **University Of Arkansas at Pine Bluff - Pine Bluff, AR**

- Analyzed strengths and weaknesses of opposing teams to develop impactful game strategies.
- Hired and managed multiple assistant coaches to work with defensive line, linebackers and defensive back players.
- Recruited over [Number] athletes, providing various incentives to add top talent to team roster.

SECONDARY COACH | 02/2006 to 12/2009 **University Of Arkansas At Pine Bluff - Pine Bluff, AR**

- Guided athletes with encouragement, motivation and nutritional advice to support athletic performance and overall well-being.
- Adjusted coaching techniques to meet athlete needs and address strengths and weaknesses.
- Educated athletes in rules, strategies, sportsmanship and performance principles.

SECONDARY COACH | 01/2000 to 03/2005 **Southern University And A&m College - Baton Rouge La - Baton Rouge, LA**

- Guided athletes with encouragement, motivation and nutritional advice to support athletic performance and overall well-being.
- Adjusted coaching techniques to meet athlete needs and address strengths and weaknesses.
- Communicated effectively with coaches and fellow athletes.

EDUCATION AND
TRAINING

Northern Arizona University - Flagstaff, AZ
Bachelor of Science
Criminal Justice

Compton Community College - Compton, CA
Associate of Science
Counseling



December 9, 2021

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

RE: Approval to appoint Ms. LaSonia Morris -Director Of Accounting

Dear Dr. Belton:

This correspondence comes seeking your approval of Ms. LaSonia Morris to be appointed to the position of Director of Accounting for Business Department at the Southern University at Shreveport (SUSLA) campus.

The committee as well as Dr. Antonius Pegues, Vice Chancellor for Finance and Administration, and Mrs. Brandy Jacobsen, Chief Financial Officer, has found Ms. Morris to be exceptionally qualified for this position, and I concur. Therefore, I am requesting your endorsement and that of the Southern University Board of Supervisors on the upcoming January Board Meeting.

The recommended salary for this position is \$68,000.

Your favorable consideration of this request is deeply appreciated.

Respectfully submitted,

Vladimir A. Appeaning, Ph.D.
Office Of The Chancellor

Approved:

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

VAA/lw

Attachments

Approved:

Atty. Domoine D. Rutledge
Chairman
Southern University System

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH 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 Veloria Nanze Reason Left Resigned
 Date Left August 6, 2021 Salary Paid \$63,648

Profile of Person Recommended

Length of Employment February 1, 2022 To June 30, 2022
 Effective Date 02/01/2022

Name LaSonia Morris SS# xxx-xx-8999 Sex F Race* B
 (Last 4 digits only)

Position Title: Director of Accounting Department: Finance

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

--	--	--

 New Position Expiration Date: _____

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

Years Experience 14 Southern University Experience 3

Degree(s):	Type/Discipline:	Institution/Location:	Year:
	<u>BS/Accounting</u>	<u>Grambling State University</u>	<u>2002</u>
	<u>MPA/Human Resource Management</u>	<u>Grambling State University</u>	<u>2005</u>

Current Employer _____

Personnel Action

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

Recommended Salary \$68,000 Salary Budgeted \$68,000

Source of Funds State General Fund

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

Source of Funds	Amount
511001-52020-61001-56000	68,000

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

Supervisor _____ Date _____	Dean/Unit Head <u>[Signature]</u> Date _____
Vice Chancellor _____ Date _____	Chancellor _____ Date _____
Director/Personnel _____ Date _____	Vice President/Finance _____ Date _____
President <u>Ray S. Bolton</u> Date <u>12/13/21</u>	Business Affairs/Comptroller _____ Date _____
	Chairman/S.U. Board of Supervisors _____ Date _____

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE:

EMPLOYEE DIRECT SUPERVISOR:

SUPERVISOR/DEPARTMENT CONTACT NUMBER

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)

Disapprove

Antonius Pegues

08/24/2021

Dean/Director/Supervisor of Budget Unit's
Signature

Date

FINANCE/BUDGET OFFICE ONLY

Funds Available Position Number Verified By:
 Yes No 5M9323 ...3639313336

RM

Verified By:
...3239313539

Brandy Jacobsen
Signature

09/01/2021
Date

HUMAN RESOURCES

Existing Position Approved Position Employee Class Job Class
 Yes No Yes No 5U 52840

Verified By:
...3831313533

Wayne Bryant
Signature

08/30/2021
Date

Vice Chancellor's Approval

First Name: Antonius

Last Name: Pegues

SUS Email Address: antonius.pegues01@sus.edu

Approve Approve
 Disapprove Disapprove

...3636323630

Antonius Pegues
Signature

08/24/2021
Date

Vice Chancellor of Fiscal Affairs

Approve ...3034313732
 Disapprove

Antonius Pegues
Signature

08/24/2021
Date

Chancellor's Approval

Approve ...3935343931
 Disapprove

Rodney Ellis
Chancellor's Signature

09/07/2021
Date

...3032363931

Macey Grayson
Requestor's Signature



Vacancy Announcement System (VAS) Position Vacancy Announcement Request

Date: Department:

SUS
 SULC
 SUNO
 SUBR
 SUAREC
 SUSLA

Deadline Date: Date Position to be filled:

Position Title: Civil Service Pay Level:

Salary (annual): or Salary Range: -

Please check all categories that apply to this position:

Status	Faculty Position	Unclassified Position	Source of Funds
<input type="checkbox"/> Part-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 checked="" 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	CS Job Code: <input type="text"/>
	<input type="checkbox"/> Contract	<input type="checkbox"/> Contract	

Contact Person: Telephone No:

Contact Email Address:

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]

Reporting to the Chief Finance Officer (CFO), the Director of Accounting manages and may develop a comprehensive accounting program which integrates Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standards, statutory accounting requirements and departmental fiscal policies and procedures for a multi-location institution. The Director of Accounting analyzes financial statistics and other accounting data to identify trends impacting the fiscal position of the college (e.g., cash flow analysis, budget analysis, forecasts and projections), and advises management on findings and recommendations. The Director of Accounting supervises subordinate employees in work involving financial and accounting operations (i.e., processing cash receipts, accounts payable/receivable, bank reconciliations, etc.), and provides ongoing feedback throughout the review period. The Director of Accounting applies generally accepted accounting principles in the recording of financial activity in the Banner Accounting system. Prepares or directs the preparation of financial reports in both standard or specialized formats. Reviews or delegates the review of report contents; corrects discrepancies in information and submits final reports. Coordinates with the Department of Facilities and Risk Management to maintain properly inventory financial records for the college. May represent the Chancellor and/or Chief Finance Officer relative to the financial interests of the college in accounting related interactions/negotiations with other parties, such as banks, vendors, external auditors and management staff of other governmental entities. As part of the CFOs leadership team, the Director of Accounting assists in supporting and promoting innovation; improving the quality of financial services, building strategic budgets; exploring resource development alternatives; utilizing technology; allocating adequate fiscal resources; establishing fiscal soundness; and maintaining compliance with all financial regulations. Displays a high level of effort and commitment to performing work; operates effectively within the organizational structure; demonstrates trustworthiness and responsible behavior. Follows established procedures for the periodic written evaluation of each employee's performance. Maintains up to date knowledge of proposed and current higher education legislation, and trends in higher education practice. Maintains up to date knowledge of proposed and current legislation, and trends in accounting and financial practice. Collaborates in the development and maintenance of the accounting and finance website.

Minimal qualifications [Maximum 12 lines @250 characters (including spaces) per line]

- Bachelor's degree in Business Administration, Accounting, Finance, Economics or related field from an accredited college or university
- Three or more years of full-time work experience supervising accounting functions in an education, business, industry or government environment
- Strong analytical and problem solving abilities
- Knowledge of the planning and budgeting process within an organization
- Commitment to integrated management and systems thinking
- Commitment to staff diversity, learning and development
- Proficiency in Microsoft applications (Word, Excel and PowerPoint)

Remarks/How To Apply (letter of application, curriculum vita, resume, references, etc)/Mailing Address
 [Maximum 12 lines @250 characters (including spaces) per line]:

***APPLICATION PROCEDURE**
 Send cover letter, resume, unofficial transcript(s), and three reference letters to:
 Wayne H. Bryant, Director of Human Resources
 Southern University at Shreveport
 3050 Martin Luther King, Jr. Drive
 Shreveport, LA 71107
 OR EMAIL TO: HRresource@susia.edu

Note: Approved Position Vacancy Authorization form(s) must be received in the Office of Human Resources before vacant positions will be announced.

Please upload any supporting documents *SUSLA Director of Accounting - Job Posting 12-14-16.doc

Human Resources 1
Signature

Electronically signed by Quiana Skidmore on 08/24/2021 11:53:59 AM

LaSonia Morris

3311 Grand Lake Drive
Bossier City, LA 71111
lasoniamorris@hotmail.com
(318) 286-5165

Dear Prospective Employer:

I am very interested in talking with you about employment with your organization. I firmly believe I have the necessary skills and interest to be an excellent contributor as the Director of Accounting, and would like the opportunity to demonstrate this through a personal interview.

Please consider my qualifications as presented below as well as in the attached resume.

- ✓ Proven experience and an auspicious record of achievement, in accounting, human resources, business management, customer service, and office operations derived from hands-on experience in the field.
- ✓ Skill set also includes a Master's Degree in Public Administration with graduate and undergraduate concentrations in Human Resources, Accounting, and Management.
- ✓ Resourceful investigator, creative problem solver, and a strong motivator with exceptional skills of organization, negotiation, and communication.
- ✓ Effective in working, dealing, training, and/or teaching people from all walks of life, socio-economic backgrounds, and levels of the corporate ladder.
- ✓ Reputation for achieving long-range goals through customer satisfaction.

At this point in my career, I am seeking new challenges and opportunities to improve financial results. If you could benefit from a dedicated and goal-directed team player with proven skills and abilities, I would welcome a personal interview where we might establish a mutual interest.

Thank you for your time and consideration. I look forward to hearing from you soon.

Sincerely,

LaSonia Morris

Enclosure

LaSonia Morris

3311 Grand Lake Drive
Bossier City, La 71111
lasoniainorris@hotmail.com
(318)-286-5165

Objective: Seeking career opportunities in *Public Administration* or *Accounting* with potential for growth and advancement utilizing proven experience and recent degree.

Skills: Experienced multi-faceted professional attuned to the ever-changing needs of business. Background includes challenging responsibilities in Human Resources / Staffing, Accounting, Customer Service, and Administrative Support. Exceptional troubleshooting and problem resolution skills. Consistently demonstrating exceptional knowledge and sound decision-making abilities. Excellent communication and presentation skills. Present a polished, professional image. Computer savvy with Office Suite, Windows, SunGard Banner, People Soft, Kronos, Peachtree Accounting, Internet, and various industry-specific packages.

Experience: CADDO PARISH SCHOOL BOARD, Shreveport, Louisiana ... *May 2021 - Present*

Payroll Manager

- Review payroll reports for any errors.
- Analyze payrolls for exceptions and variance.
- Review checks request information for payroll deductions.
- Process and transmit direct deposit and positive pay files.
- Set up employee deductions and direct deposit information.
- Prepare check request for deductions.
- Gather information for auditing purposes
- Prepare Form 941 quarterly reports, annual W-2 and 1095 C forms and conducting reconciliations.
- Assist with the development of new procedures to enhance the efficiency and effectiveness of the payroll process.

GRAMBLING STATE UNIVERSITY, Grambling, Louisiana ... *July 2013 - April 2021*

Payroll Manager

- Supervise Payroll Office
- Review and audit employee and student timesheets for payroll processing.
- Communicate with university staff regarding questions about timesheets and compensation.
- Facilitate the payroll process from start to finish and process manual check runs when required.
- Review payroll reports for any errors.
- Analyze payrolls for exceptions and variance.
- Review checks request information for payroll deductions.
- Process and transmit direct deposit and positive pay files.
- Set up employee deductions and direct deposit information.
- Prepare check request for deductions.
- Gather information for auditing purposes
- Prepare Form 941 quarterly reports, annual W-2 and 1095 C forms and conducting reconciliations.
- Assist with the development of new procedures to enhance the efficiency and effectiveness of the payroll process.

SOUTHERN UNIVERSITY, Shreveport Louisiana ... *June 2010 - June 2013*

Bursar

- Assist in handling University's Finances
- Functions include Fall, Spring, and Summer registration
- Banks deposits
- Petty cash disbursements

- Account receivable reconciliations
- NDSL reporting
- Issuing refund checks, book vouchers, and campus parking permits
- Responsible for student tuition accounts
- Sending bills
- Establishing payment plans

LaSonia Morris

(318)-286-5165

lasoniamorris@hotmail.com

(318)-286-5165

GRAMBLING STATE UNIVERSITY, Grambling, Louisiana ... *May 2008 - June 2010*

Payroll Manager

- Supervise Payroll Office
- Review and audit employee and student timesheets for payroll processing.
- Communicate with university staff regarding questions about timesheets and compensation.
- Facilitate the payroll process from start to finish and process manual check runs when required.
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- Set up employee deductions and direct deposit information.
- Prepare check request for deductions.
- Gather information for auditing purposes
- Prepare Form 941 quarterly reports, annual W-2 forms and conducting reconciliations.
- Assist with the development of new procedures to enhance the efficiency and effectiveness of the payroll process.

LSU HEALTH SCIENCE CENTER SHREVEPORT, Shreveport, Louisiana ... *January 2008 - May 2008*

Accountant 2

- Process all bi-weekly and supplemental payrolls, which include 6,000 employees.
- Process and transfer file of the final payroll interface data from the automated time and attendance system to the PeopleSoft payroll system and verify the accuracy of the file transfer.
- Interpret reports, correct errors in preparation of final approval to process the payroll.
- Ensure that all salary expenditures, deductions, and net pay are distributed to the proper accounts in the PeopleSoft Financials System. Ensure that dollar amounts in the payroll system agree with the totals that are going to be posted in the Financials.
- Prepare, verify, and disburse funds for federal taxes, state taxes, FICA taxes and HIC taxes via electronic funds transfer, assuring accuracy and timely payments in accordance with IRS and State regulations.
- Maintain knowledge of all current legislations relating to payroll, tax sheltered items, federal and state wages, and other regulations imposed that will directly effect an employee's pay.
- Consult with employees, retirees, and terminated employees regarding insurance, taxes, leave and payroll check inquiries.

GRAMBLING STATE UNIVERSITY, Grambling, Louisiana ... *March 2007 - January 2008*

Leave Database Specialist

- Review, maintain, and validate employee leave balances.
- Review and audit employee and student timesheets for payroll processing.
- Communicate with university staff regarding questions about timesheets.

- Facilitate the entire payroll process, including the manual check process.
- Prepare leave reports.
- Troubleshoot payroll problems related to employee set-up.
- Review payroll reports for errors.
- Process and transmit direct deposit and positive pay files.
- Set up employee deductions and direct deposit information.
- Prepare check request for deductions.
- Gather information for auditing purposes.
- Assist in the development of new procedures to enhance the efficiency and effectiveness of the payroll process.

LaSonia Morris

(318)-286-5165

lasoniamorris@hotmail.com

(318)-286-5165

Education: GRAMBLING STATE UNIVERSITY, Grambling, Louisiana2005 Graduate
Master of Public Administration
 • Concentration Human Resource Management

GRAMBLING STATE UNIVERSITY, Grambling, Louisiana2002 *Cum Laude Graduate*
Bachelor of Science Degree
 • Major in Accounting; Minor in Management

COTTON VALLEY HIGH SCHOOL, Cotton Valley, Louisiana.....1998 Graduate
 • Graduate Salutatorian

References: Available upon request

Taishiaka Davis
11959 Nicholson Dr. Apt. 2302
Baton Rouge, La. 70810
Cell: 225-892-3042
Office: 225-771-2012
taishiaka_davis@subr.edu
shiek1999@yahoo.com

September 17, 2021

To Whom It May Concern,

I am writing to you to recommend LaSonia Morris for the Director of Accounting position at your institution. LaSonia has a history of working closely with team members on the development of plans and understands her role to assist and promote favorable outcomes. She actively seeks upward and peer feedback and recognizes its importance in an organization's success.

LaSonia combines a range of experience with her ability to be a compassionate, enthusiastic, intelligent supervisor. She is one who will make a positive contribution to your institution. In addition, LaSonia has excellent verbal and written communication skills, is extremely organized, can work independently, and is able to follow through to ensure that the job is completed on or before time.

LaSonia is always willing to offer her assistance and has an excellent rapport with the constituents she has had the opportunity to serve clients, employees, and other professional organizations. She would be an asset to any employer and I recommend her for any endeavor she chooses to pursue.

Yours truly,

Taishiaka Davis
Director of Financial Aid

Alicia Griffin
3121 Catherine Street
(318) 525-2101
agriffin@ballysshreveport.com

September 17, 2021

To Whom It May Concern:

I highly recommend LaSonia Morris as candidate for the Director of Accounting position. LaSonia has excellent communication skills. In additions, she is extremely organized, reliable and computer literate. LaSonia can work independently and is able to follow through to ensure that the job gets done. She is flexible and willing to work on any project that is assigned to her. LaSonia is quick to volunteer to assist in other areas as well.

I have had the opportunity to observe LaSonia's professional skills as well as interpersonal style. She is consistently pleasant, and takes on all assignments with enthusiasm and dedication.

LaSonia would be a tremendous asset for your school and has my highest recommendation.

If you have any further questions with regard to her background or qualifications, please do not hesitate to call me.

Sincerely,

Alicia Griffin
Accounts Payable Supervisor
Eldorado
(318)525-2101

SOUTHERN UNIVERSITY AT SHREVEPORT

POSITION ANNOUNCEMENT

DIRECTOR OF ACCOUNTING

SUMMARY:

Reporting to the Chief Finance Officer (CFO), the **Director of Accounting** manages and may develop a comprehensive accounting program which integrates Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standards, statutory accounting requirements and departmental fiscal policies and procedures for a multi-location institution. The Director of Accounting analyzes financial statistics and other accounting data to identify trends impacting the fiscal position of the college (e.g., cash flow analysis, budget analysis, forecasts and projections), and advises management on findings and recommendations. The Director of Accounting supervises subordinate employees in work involving financial and accounting operations (i.e., processing cash receipts, accounts payable/receivable, bank reconciliations, etc.), and provides ongoing feedback throughout the review period. The Director of Accounting applies generally accepted accounting principles in the recording of financial activity in the Banner accounting system. Prepares or directs the preparation of financial reports in both standard and specialized formats. Reviews or delegates the review of report contents; corrects discrepancies in information and submits final reports. Coordinates with the Department of Facilities and Risk Management to maintain property inventory financial records for the college. May represent the Chancellor and/or Chief Finance Officer relative to the financial interests of the college in accounting-related interactions/negotiations with other parties, such as banks, vendors, external auditors and management staff of other governmental entities. As part of the CFO's leadership team, the Director of Accounting assists in supporting and promoting innovation; improving the quality of financial services; building strategic budgets; exploring resource development alternatives; utilizing technology; allocating adequate fiscal resources; establishing fiscal soundness; and maintaining compliance with all financial regulations. Displays a high level of effort and commitment to performing work; operates effectively within the organizational structure; demonstrates trustworthiness and responsible behavior. Follows established procedures for the periodic written evaluation of each employee's performance. Maintains up-to-date knowledge of proposed and current higher education legislation, and trends in higher education practice. Maintains up-to-date knowledge of proposed and current legislation, and trends in accounting and financial practice. Collaborates in the development and maintenance of the accounting and finance website.

Duties and Responsibilities:

- Manages and develops a comprehensive accounting program for the college;
- Assists in the development and updating of the college's Accounting Department Strategic Plan and assures their integration with other major planning efforts within the college;
- Assists in the development and monitoring of college budgets consistent with College goals and applicable laws;
- Assists in the preparation, editing, managing, and reconciling all unit budgets;
- Ensures fiscal control and oversight of college finances;
- Analyzes financial statistics and other accounting data;
- Records financial activity in the Banner accounting system;
- Prepares or directs the preparation of financial reports;
- Coordinates with Facilities and Risk Management the maintenance of property inventory financial records;

- Responds to inquiries, resolve issues and conflicts and provides detailed and technical information concerning financial and accounting standards, requirements, practices, procedures, laws, regulations and policies;
- Assists in the development of finance and accounting brochures/handouts and compiles information for future use by students and the general public according to established guidelines;
- Supervises and evaluates the performance of assigned personnel; coordinates the work assignments of assigned personnel; reviews work to assure compliance with established standards, requirements and procedures; takes the necessary steps to ensure smooth and timely service to employees as well as to prospective employees;
- Motivates staff to improve quantity and quality of work performed and provides training and development opportunities as appropriate;
- Works closely with the Southern University System Office of Finance and Accounting;
- Insures compliance with rules, regulations, procedures, and policies applicable to Finance and Accounting;
- Confers and consults with legislative auditors in the performance of a variety of fiscal and operational audits, and alerts appropriate management personnel regarding related issues, findings, and concerns;
- Collaborates with college leadership in the development and implementation of plans, strategies, goals and objectives for the college and prepare reports to assist with college planning and decision-making;
- Maintains current knowledge on Finance and Accounting laws, regulations, policies and best practices on national, state, and local levels to enable the College to establish and implement appropriate policies and practices;
- Regularly attends seminars, special conferences and professional meetings as time and budget permit;
- Regularly reads professional publications, articles, books, etc. to maintain knowledge of finance and accounting operations, best practices, policies, laws and regulations;
- Strengthens an environment that fosters creativity, innovation, and professional development among staff;
- Monitors Finance and Accounting website pages to make sure it is accurate and current;
- Manages procedures for financial and accounting record retention and disposal;
- Assure all financial and accounting practices and records of the College comply with local, state, federal and accrediting body (COE, SACS, etc.) regulations;
- Occasional evening and weekend work and overnight travel may be required; and
- Performs other duties as assigned.

Required Knowledge, Skills and Abilities:

Knowledge of:

- Applicable laws, codes, regulations, policies, and procedures
- Generally Accepted Accounting Principles (GAAP)
- Principles, theories, and concepts of financial management
- Principles of risk management
- Principles and practices of internal control and auditing
- The Family Educational Rights and Privacy Act (FERPA)
- National and Regional Accreditation standards related to Finance and Accounting
- Federal, state and local laws, ordinances, codes, and regulations relevant to the financial management in Louisiana
- Principles and practices of budget preparation, administration and revenue control

- Sources and bases of funding for post-secondary educational institutions and programs in the State of Louisiana
- Principles and practices of administration and supervision

Demonstrated Ability to:

- Direct and Lead Accounting operations and services
- Acquire, allocate, and manage resources
- Analyze and interpret financial markets, conditions, and trends;
- Manage complex projects
- Mentor staff and advance a culture of service and collaboration with all constituencies
- Assess the effectiveness and efficiency of the Accounting Department
- Think "outside the box" and to lead and manage change involving faculty and staff in positive and inclusive ways
- Keep current with, interpret and apply applicable rules, regulations, policies and procedures relating to Finance and Administration functions
- Provide effective technical expertise on Accounting regulations, and policies
- Apply knowledge of and experience in accreditation processes, specifically related to budget development, planning and management;
- Function in a multi-site educational organization to promote the goals of the College
- Effectively use technology and computer software programs, including MS Office
- Collect, evaluate and analyze data relating to Accounting functions; recommends options;
- Promote excellence in employees' job performances
- Work collaboratively with other administrative departments and government agencies
- Provide excellent customer service to faculty, staff, current students, prospective students, alumni, business and industry partners, community representatives and other stakeholders

Skills:

- Excellent written, oral presentation, and interpersonal communication skills
- Management, organizational, and supervisory skills
- Superior team-building skills to build trust with others in a rapidly changing environment
- Excellent organization, planning, and prioritization skills are essential

Required Minimum Qualifications:

- Bachelor's degree in Business Administration, Accounting, Finance, Economics or related field from an accredited college or university
- Three or more years of full-time work experience supervising accounting functions in an education, business, industry or government environment
- Strong analytical and problem solving abilities
- Knowledge of the planning and budgeting process within an organization
- Commitment to integrated management and systems thinking
- Commitment to staff diversity, learning and development
- Proficiency in Microsoft applications (Word, Excel and PowerPoint)

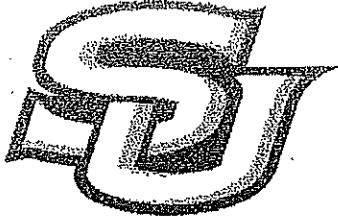
Preferred (Desired) Qualifications:

- Master's degree in Business Administration, Accounting, Finance, Economics or related field from an accredited college or university
- Seven or more years of full-time work experience supervising accounting functions at a postsecondary educational institution

- Experience in managing the budgeting and planning process
- An in-depth working knowledge of the rules, regulations and principles of the Council on Occupational Education (COE) and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
- Knowledge of and working experience with Ellucian's Banner Finance or other major postsecondary education financial management system
- Project management experience

Compensation:

Salary Range is **\$50,000** to **\$65,000**. Compensation will be within this range and commensurate with education and work experience.



SOUTHERN UNIVERSITY

AGRICULTURAL & MECHANICAL COLLEGE

DEPARTMENT OF ATHLETICS

SOUTHERN JAGUARS | PO BOX 9942 | BATON ROUGE, LA 70813

GOJAGSPORTS.COM | #1 / SOUTHERN JAGUARS | #5 SOUTHERN SPORTS

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

CAMPUS

Dear Dr. Belton—

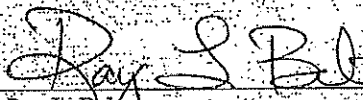
We are requesting that the position announcement be waived at this time for the position of the Assistant Football Coaches. This position comes at a critical juncture as we have begun a transition within the Football area of the department. Therefore, there is heightened urgency to fill this position as soon as possible. Thank you for your consideration.

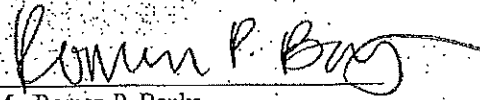
- Devin Fosselman
- Jonathan Williams
- Mark Frederick
- Alvin Fosselman III
- LaAllen Clark
- Ryan Burton
- Ricky Jackson
- Henry Miller
- Damon Nivens
- Richard Jackson

If you have any questions germane to this request, please contact me as soon as possible. Thanks so much.

Best,

Roman P. Banks
Director of Athletics
Southern University and A&M College
Baton Rouge Campus


 Dr. Ray L. Belton
 President-Chancellor
 Southern University and A&M College
 Baton Rouge Campus


 Mr. Roman P. Banks
 Director of Athletics
 Southern University and A&M College
 Baton Rouge Campus

AND BLUE

POS CLASS					
EMP CLASS					
HI		RT		LV	

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	2	M	9	3	1	0

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

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

TYPE OF APPOINTMENT:

_____ Academic (Fac)	<u>X</u> Non-Academic (Uncl)	_____ Civil Service
_____ Temporary	_____ Part-time (<u>100</u> % of Full Time)	_____ Restricted
_____ Tenured	(must be indicated if less than 100%)	_____ Detail # of mos _____
_____ Tenured Track	_____ Undergraduate Student	_____ Job Appointment
_____ Other (Specify)	_____ Graduate Assistant	_____ Probationary
	_____ Retiree Return To Work	_____ Permanent Status

Previous Employee Ryan Pugh Reason Left New Coaching Staff
 Date Left 12/31/2021 Salary Paid \$61,880.00

Profile of Person Recommended

Length of Employment July 1, 2021 To June 30, 2022
 Effective Date of Employment January 1, 2022

Name Damon Nivens SS# 4166 Sex M Race* B
(Last 4 digits only)

Position Title: Assistant Football Coach Department: Athletics

Check One X Existing Position *Visa Type (See Reverse Side):
 _____ New Position Visa 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 10+ Southern University Experience 5+
 Degree(s): Type/Discipline (BA-Science): Institution/Location (Lake Charles, LA) Year:
Associate Degree - Law Enforcement Southern University A&M College 2000
Bachelor of Science- Criminal Justice Southern University A&M College 2003

Current Employer Prairie View A&M College

Personnel Action

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

Annual Salary \$65,000 Salary Budgeted \$65,000.00 Hourly Rate, if applicable: _____

Pay Cycle: _____ Biweekly X Monthly _____ Faculty

Source of Funds: State Identify Budget: 218900-21802-61002-29000 Location: _____

Change of:

	<u>From</u>	<u>To</u>
Position:	_____	_____
Status:	_____	_____
Salary Adjustment:	_____	_____

List total funds currently paid this employee by Southern University: *See Reverse Side Comments: (Use back of form)	Financial Aid signature (if, applicable):	
	Source of Funds (Current)	Amount
	218900-21802-61002-29000	\$65,000.00

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

<u>Roman P. Bony</u> Supervisor <u>12/16/21</u> Date	<u>Roman Bony</u> Dean/Unit Head <u>12/16/21</u> Date
_____ Vice Chancellor Date	_____ Chancellor Date

John Kim's Kim Weeks 12/16/21
Director/Personnel Date

Florian M... ..
Vice President/Finance Date
Business Affairs/Comptroller

Buf
President Date
12/16/21

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:

Damon Nivens will be hired as the Assistant Football Coach receiving \$65,000 effective January 1, 2022.

Must be completed by hiring supervisor:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 AM – 5:00 PM M-S

EMPLOYEE DIRECT SUPERVISOR: Roman Banks

SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-5908

NUMBER OF EMPLOYEES SUPERVISED, (if any) None

HR USE ONLY: STATUS (check 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/I-20. The latter seven (7) 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”)

UNIVERSITY SYSTEM
I certify that the above purchase(s) is (are) allowable under the terms and conditions of the appropriation, budget or award agreement and in accordance with federal, state, local, and university policies and procedures required for fiscal compliance.
CODE _____
Allowability/Compliance Verified By: [Signature]
/EUSmbered/Funds Available Date: 12/16/12
ORA I.D. # _____ **EXPIRES**

Do Not Write Below This Area - For Human Resource Use Only

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below, the forms are located at Downloadable Forms on the HR website at www.subr.edu/humanresources).

- _____ 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)
- _____ Reference Check Form (reference check performed by hiring supervisor)
- _____ Authority to Release (signed by employee) (submitted to HR with Verification of Fingerprints form signed by State Police)
- _____ Criminal/Background Check Process (forms completed by employee/ submitted to State Police)
- _____ Exemptions Survey Form (signed by employee and budget head)
- _____ Proposed Employee Appointment Form (completed by hiring supervisor)
- _____ Proposed Employee Clearance Form (completed by hiring supervisor)
- _____ Letter of Justification for Restricted/ Job Appointment/Detail/CS Rule 6.5g appointments
- _____ Citizenship/Visa Status Verified, I-20/I-94 provided, if applicable

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Assistant Football Coach / OFFENSIVE COORDINATOR AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Athletics (Department or Unit)

- | | | | |
|---|--|---------------------------------------|--|
| <input checked="" type="checkbox"/> Replacement | <input type="checkbox"/> New Position | <input type="checkbox"/> Unclassified | <input 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).

Assistant Football Coach, Budget # 218900-21802-61002-29000
OFFENSIVE COORDINATOR (ml)

2M9310

Salary/Range: \$40,000-\$80,000 Previous Incumbent (if replacement): Ryan Pugh 11/19/21

Approved Disapproved Roman P. Baur 11/19/21
 Department Head Date

Approved Disapproved [Signature] 11/19/21
 Dean/Director/Supervisor of Budget Unit Date

2M9310

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u>[Signature]</u>	11/21/21
Budget Number	218900-21802-29000

HUMAN RESOURCES OFFICE ONLY			
Existing/Approved Position			
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		
Employee Class:	MV	Job Class:	24310
Verified By:	<u>Michael Williams</u>	Date:	11/22/21

Approved Disapproved [Signature] 11/30/21
 Vice Chancellor Date

Approved Disapproved [Signature] _____
 Chancellor/Vice President Date

Approved Disapproved [Signature] _____
 President Date

An Equal Opportunity Employer

Damon Nivens

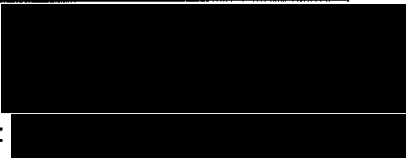
To Whom it May Concern;

I was born in Brooklyn, New York June 19, 1975, to the proud parents Lionel and Dorothy Nivens however at the age of five we migrated to Queens, New York. I am the oldest of my parents as to the first to attend college. I am a man of faith that put God first in my life as well as in my family. Throughout my years in school the love for football and basketball was deep rooted within my mind, body and spirit. I attended Andrew Jackson High School where my love for the game was able to be forefeel through both playing and the knowledge that was taught by the coaches. Signed with Troy State 1994 as Defensive Lineman and then later transfer to Southern University where I played offensive lineman for four years of college. In 1999 I was signed as an un-drafted free agent to the Chicago Bears. Later that year I was released by the Bears however shortly after was drafted to Scotland Claymores, NFL Europe. Upon my return to the USA I was signed by the Baltimore Ravens, allocated to the Amsterdam Admirals NFL Europe were I started all games both years of playing. The following the season after, I signed with the New Orleans Saints and finish my career with Dallas Cowboys. I later re-enter school in 2003 at Southern University to finish my degree in Criminal Justice. While working on my graduate degree, I assisted Coach Pete Richardson with the offensive and defensive staff. I graduated in June 2003 and became a Graduate Assistant with Pete Richardson, the fall of 2003 working with offensive tackles, running backs, and tight ends. Now I am working at Arkansas Pine Bluff as the Offensive Line Coach and running game Coordinator, where we have out right won the 2012 National Historical Black College University Championship, Western Division, South Western Atlantic Conference Championship in school history. I have enjoyed a reputation as someone who can work hard and get the job done as well as my relationships with both players and fellow coaches. Coaching and playing has given me the chance to work with many talented players and coaches, and I am always looking for opportunities to acquire new knowledge from all coaches whether rivals or not. I have always had the ability to look at challenges as opportunities and I believe my professionalism and enthusiasm will add to the success of your program.

Sincerely,

Damon Nivens

Damon
Nivens

E-mail: 

Objective: To attain a position that will help utilize my tact's of strategic planning of offense plays that reflects fundamentals providing spread offense, zone blocking and power offensive schemes. With fellowship between your coaching staff and myself growth as well as upward mobility will be achieved. Through history I've been able to help bridge the gap of young men to assist on and off the field to become successful men in today's society and would to like bring all my attributes to your staff.

Coaching
Experience:

University of Arkansas Pine Bluff, Pine Bluff, Arkansas
2012 - current

2012 SWAC Conference Champions: Assistant Coach- Offensive Line and Tight End

Responsibilities: Assignments of offensive personnel, preparation of game and practice plans, evaluation of offensive, organize and conduct staff and team meetings, creation of playbook and schemes, recruiting as assigned by head coach (areas recruited: Alabama, Florida, Louisiana, Mississippi, Tennessee, Texas and Arkansas), Blocking schemes, Route running and learning defenses. Three All American SWAC players as well as one FCS I-AA All American player and one NFL draft pick (Terron Armstead-highest draft pick in UAPB history). During the season coached: 2012 (10-2) and number one in total rushing offensive and least amount of sacks given up in the conference.

New York Giants, East Rutherford, New Jersey
2017

Internship for Offensive Line

Worked under the leadership of renowned coaches to obtain the quality control in which it takes to run an effective line. While at the quest diagnostics training center a diverse amount of drills was run as to while my interaction within the team in such a short

while made effective impact to young players newly assigned to the team and with great efforts could one day run the team.

Southern University, Baton Rouge, Louisiana
2006 thru 2010

2009 SWAC Conference: Assistant Coach- Offensive Line and Interim Head Coach

Responsibilities: Assignments of offensive personnel, preparation of game and practice plans, evaluation of offensive personnel, organize and conduct staff and team meetings, creation of playbook and schemes, recruiting as assigned by the head coach as well as during my Interim as the head coach (areas recruited: Alabama, Florida, Louisiana, Mississippi and Texas), Assisted a unit that established five first team All American's during a span of three years. Converted a seasoned Quarter Back into a First Team Black College All American Tight End, as well as the conversion of another player from the position of a Tight End to an Offensive Tackle whom accomplished All American status. During the seasons coached: 2007 (8 – 3), 2008 (7- 4) and 2009 (6 -5).

Istrouma High School, Baton Rouge, Louisiana

2005 thru 2006

Varsity Assistant Coach: Offensive Line and Running Game Coordinator

Responsibilities: Coordination of offense (School Records: touchdown scored in a game (8), Rushing yards in a game (395), and Carries in a game (38).), Practice and Game planning, Scouting reports and a strength and condition program. Accomplished six First team All District, three out of six achieved First Team All State, with one out of the six Daniel Porter held the all time school record with two thousand sixty-nine rushing yards and thirty-nine touchdowns in a season, in which he signed to Louisiana Tech. Another player named Dallas Thomas which held First team All State as well as All District, he signed with Tennessee Volunteers with the ranking of top twenty

Offensive Line men in the Nation later signed with the Miami Dolphins as a third round NFL draft pick. During the seasons coached: 2005 (10- 1) and 2006 (10 – 1) District Champions.

Southern University, Baton Rouge, Louisiana

2003 thru 2004

2003 SWAC Conference: Offensive Graduate Assistant and Running Back Coach

Responsibilities: Coaching the offensive tackles and running backs, Practicing and Game planning, Scouting reports, as well as monitoring blocking schemes. Film evaluation, traveling arrangements for players as well as staff, campus tours, home visits, strength and conditioning, special teams and student development. Accomplished an All American status player in which he enjoyed a career in the NFL- Mymia Smith (Houston Texans and NY Giants).

**Professional
Playing
Experience:**

Dallas Cowboys (NFL), Dallas, Texas
2003- Offensive Lineman

New Orleans Saints (NFL), New Orleans, Louisiana
2002- Offensive Lineman

Amsterdam Admirals (NFL Europe), Amsterdam, Netherlands
2002- Offensive Lineman

Baltimore Ravens (NFL), Baltimore, Maryland
2001- Offensive Lineman

Scotland Claymores (NFL Europe), Scotland
2001- Offensive Lineman

Chicago Bears (NFL), Chicago Illinois
2000- Offensive Lineman

Awards:

- 1999- First Team Black College All American
- 1999- First Team All Conference
- 1999- First Team Diamond in a Rough
- 1999- First Team All Louisiana
- 1999- Three time SWAC Champion
- 1999- National Championship
- 1998- First Team All Conference
- 1998- Four time Player of the week
- 1998- First Team Pre-season All American

Education:

Southern University A&M College, Baton Rouge, Louisiana
Bachelor of Science Degree in Criminal Justice, Graduated 2003

Southern University A&M College, Baton Rouge, Louisiana
Associates Degree in Law Enforcement, Graduated 2000

Kansas City Academy High School, Fort Scott, Kansas
High School Diploma, Graduated 1995

Charitable Contributions:

- Go Pine Bluff Community clean-up, Pine Bluff, Arkansas 2016-2017
- Salvation Army, Pine Bluff, Arkansas 2012-2017
- Boys and Girls club Summer softball league, Pine Bluff, Arkansas 2013-2017
- Blue Cross Red Shield, Baton Rouge, Louisiana 2007-2008
- FEMA, Baton Rouge, Louisiana 2007-2009

References

Pete Richardson



Jeremiah Davis



Lunda Wells



Elvis Joseph



JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER									
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CAMPUS: SUS SUBR SULAC SUAREC SUNO X SUSLA

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

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

Previous Employee Reason Left
 Date Left Salary Paid

Profile of Person Recommended

Length of Employment July 1, 2021 To June 30, 2022

Effective Date November 1, 2021

Name Kelly Smith SS# xxx-xx- Sex Female Race* Black

Position Title: Assistant Professor Nursing Department: Office of the Chancellor

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

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 Southern University Experience

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	Bachelor of Arts	Dillard University New Orleans, LA	1982
	Bachelor of Science - Nursing	Dillard University New Orleans, LA	1995
	Master of Nursing	LSU Health Science New Orleans, LA	2002
	Doctor of Nursing	Loyola University New Orleans, LA	2016

Current Employer LSU Health Sciences-School of Public Health

Personnel Action

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

Recommended Salary \$125,000.00 Salary Budgeted \$125,000.00

Source of Funds

Identify Budget: Location
 Form Code: Page Item #

Change of:

	<u>From</u>	<u>To</u>
Position	<u> </u>	<u> </u>
Status	<u> </u>	<u> </u>
Salary Adjustment	<u> </u>	<u> </u>

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Source of Funds	Amount
411001 42185 61002 46000	\$125,000.00

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

<p>DocuSigned by: <u> </u> 12/15/2021 <u> </u> <i>Gregory D. Ford</i> Supervisor</p> <p>DocuSigned by: <u> </u> 12/15/2021 <u> </u> <i>Gregory D. Ford</i> Vice Chancellor</p> <p>DocuSigned by: <u> </u> 12/15/2021 <u> </u> <i>Brittany M. Day</i> Director/Personnel</p> <p><u> </u> <u> </u> President</p>	<p style="text-align: right;">Date</p> <p>Dean/Unit Head <u> </u> <u> </u> <i>James H. Ammon</i> 12/15/2021 Chancellor <u> </u> <u> </u> <i>Dr. Teresa Harder</i> 12/15/2021 Vice President/Finance <u> </u> <u> </u> Business Affairs/Comptroller</p> <p>Chairman/S.U. Board <u> </u> <u> </u> Of Supervisor</p>
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This information is requested solely for the purpose of determining compliance with Federal Civil Rights Laws and does not affect employment considerations.

ETHIC ORGIN (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 recognitions.

COMMENTS: :

EMPLOYEE REGULAR WORK SCHEDULE:

 M-F, 8:00 am TO 5:00 pm

EMPLOYEE DIRECT SUPERVISOR:

 James H. Ammons, Jr. Ph.D.

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

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

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

- _____ Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
- _____ Position Vacancy Announcement (position advertised before processing PAF, if applicable)
- _____ Pre-Employment Application Form (Civil Service Application for classified employees)
- _____ Supervisory Criminal/Background Check Forms and Authority to Release (signed by employee)
- _____ Exemptions Survey Form
- _____ Proposed Employee Appointment
- _____ Proposed Employee Clearance
- _____ Restricted/ Job Appointment/CS Rule 6.5g Letter of Justification (for classified, if applicable)

URSULA W. SQUARE

- Instructed 3rd grade curriculum, designing and developing lessons to meet the academic and intellectual and social needs of students. Differentiated instruction was used to develop and implement lessons in the classroom. Data from formative and summative assessments was used to drive instruction. Monitored student progress thru assessment, observation and student conferencing. Additional responsibilities included:
 - Write From the Beginning and Beyond Trainer
 - LSU Geaux Teach Mentor

Fourth/Fifth Grade Teacher

2009-2012

**Scotlandville Elementary, East Baton Rouge Parish School Board
Baton Rouge, LA**

- Instructed 4th and 5th grade curriculum, using Strategic Design to design and develop lessons to meet the academic, intellectual and social needs of students. Differentiated instruction was used to develop and implement lessons in the classroom. Data from formative and summative assessments was used to drive instruction. Monitored student progress thru assessment, observation and student conferencing. Additional responsibilities and achievements included the following:
 - Grade Level Chair – 2010-2011, 2011-2012 and 2012-2013, School Leadership Team, Literacy Leadership Team, Lead Math Teacher, School Improvement Team, New Teacher Mentor, LEAP After School Tutoring Coordinator, School Whiteboard Technology Trainer, Professional Learning Communities Coach and Superintendent's Teacher Advisory Pan

Third Grade Teacher

2008-2009

**Cohn Elementary, West Baton Rouge Parish School System
Port Allen, LA**

- Instructed 3rd grade curriculum, designing and developing lessons to meet the academic and intellectual and social needs of students. Differentiated instruction was used to develop and implement lessons in the classroom. Data from formative and summative assessments was used to drive instruction. Monitored student progress thru assessment, observation and student conferencing.

NON-TEACHING EXPERIENCE

STATE OF LOUISIANA

- Special Assistant to Executive Vice President, University of Louisiana System
- Executive Assistant to Deputy Chief of Staff, Office of the Governor

PROFESSIONAL AFFILIATIONS

- Association for Supervision and Curriculum Development
- Achieve the Core: Core Advocate

LEADERSHIP DEVELOPMENT

- West Feliciana Leadership Academy – 2013-2014

URSULA W. SQUARE

- East Baton Rouge Parish Schools Instructional Leaders for Tomorrow Cohort – 2015-2016

PROFESSIONAL DEVELOPMENT

- Present information using a variety of instructional techniques, including simulations, team exercises, role playing, and group discussions to directly influence the professional development of teachers. Examples of presentations are as follows:
 - Square, Ursula (2017) Progression of Fractions – Presented to 3rd – 5th grade teachers at District Eureka Math Institute, Baton Rouge, LA
 - Square, Ursula (2018) 5E and Science: A Recipe for Success – Presented to Louisiana Teachers at LDOE Teacher Leader Summit, New Orleans, LA
 - Square, Ursula (2018) Implementing the EL Education Curriculum, Presented to K-2 Teachers, Baton Rouge, LA
 - Square, Ursula (2019) Math: Off to a Good Start – Presented to 3rd – 5th grade Teachers, Baton Rouge, LA
 - Square, Ursula (2020) Small Group Instructional Framework – Presented to K-5 Teachers via Microsoft Teams, Baton Rouge, LA
 - Square, Ursula (2020) Workstations in Support of EL Education and Guidebook Instruction – Presented to K-5 Teachers via Microsoft Teams, Baton Rouge, LA
 - Square, Ursula (2020) Planning When the Planning is Done: Wit and Wisdom – Presented to K-5 Teachers via Microsoft Teams, Baton Rouge, LA
 - Square, Ursula (2020) Making the Most of Screen Time – Presented to K-5 Teachers via Google Meets, Baton Rouge, LA
 - Square, Ursula (2020) K-2 EL Skills Block Benchmark Assessment Guidance – Presented to K-2 Teachers via Google Meets, Baton Rouge, LA
 - Square, Ursula (2020) SPIRE Reading Intervention Program – Presented to SPIRE Pilot Schools via Google Meets, Baton Rouge, LA.
 - Eureka Math Review: Lesson Structure and Purpose – Presented to K- 5 Teachers via Google Meets, Baton Rouge, LA
 - Square, Ursula (2021) Working on the Right Work: Expressing Mathematical Reasoning – Presented to 3rd – 5th grade Teachers via Google Meets, Baton Rouge, LA

HONORS

- 2012 Scotlandville Elementary Teacher of the Year
- LSU/SU Regional Collaborative STAR Teacher

URSULA W. SQUARE



PROFESSIONAL SUMMARY

Insightful and highly knowledgeable Instructional Specialist eager to leverage a skill for catering to varied learning modalities through innovative training tools. Passionate about professional development and adult learning facilitation. Expertise in instructional design and delivery and the application of Adult Learning Theory and Principles. Confident, dedicated and self-motivated. Well-qualified and results oriented with a proven ability to perform.

EDUCATION

Southern University And
A&M College
Baton Rouge, LA • Expected
in 12/2021

M.Ed: Educational Leadership

Southern University And A &
M College
Baton Rouge, LA • 05/2007

*Master of Science: Criminal
Justice*

Southern University And
A&M College
Baton Rouge, LA • 05/2001

*Bachelor of Science:
Sociology*

CERTIFICATIONS

State of Louisiana Teaching
Certificate Level 3, Number
518514

HIGHLIGHTS

WORK HISTORY

East Baton Rouge, Parish School System - District
Instructional Specialist
Baton Rouge, LA • 01/2015 - Current

- Supports schools to improve quality of instruction in order for teachers to be more effective in teaching practices.
- Observe content area teachers and provided feedback and specific strategies to improve instructional delivery.
- Use observation and student performance data to identify professional learning needs to design and deliver site-based professional learning.
- Facilitate professional learning communities to assist teachers with analysis of student data to inform instruction.
- Monitor students' progress and arranged academic interventions based on formative and summative assessments.
- Assist teachers with planning lessons and activities based on Louisiana State Standards.
- Conduct lesson demonstrations and/or co-teach with teachers, as needed.
- Plan and facilitate research-based district wide professional development and attend national, regional, state and local conferences and workshops.
- Complete other duties as assigned by Elementary Executive Director and Associate Superintendent.

- Strategic thinker
- Adult Learning theories
- Team building
- Project management
- Excellent verbal and written communication skills
- Complex problem solving

**Bains Elementary, West Feliciana Parish School System -
Fifth Grade Teacher**

St. Francisville, LA • 01/2013 - 01/2015

- Instructed 5th grade Math and Science curriculum, designed and developed lessons to meet academic and intellectual and social needs of students.
- Differentiated instruction was used to develop and implement lessons in the classroom.
- Data from formative and summative assessments was used to drive instruction.
- Monitored student progress thru assessment, observation and student conferencing.
- Was responsible for designing grade level common math assessments.
- Also was responsible for facilitating 5th grade PLC and STEM enrichment activities.

**Lukeville Upper Elementary, West Baton Rouge Parish
School System - Third Grade Teacher**

Port Allen, LA • 01/2012 - 01/2013

- Instructed 3rd grade curriculum, designing and developing lessons to meet academic and intellectual and social needs of students.
- Differentiated instruction was used to develop and implement lessons in the classroom.
- Data from formative and summative assessments was used to drive instruction.
- Monitored student progress thru assessment, observation and student conferencing.
- Additional responsibilities included:.
- Write From the Beginning and Beyond Trainer and LSU Geaux Teach Mentor.

**Scotlandville Elementary, East Baton Rouge Parish School
Board - Fourth/Fifth Grade Teacher**

Baton Rouge, LA • 01/2009 - 01/2012

- Instructed 4th and 5th grade curriculum, using Strategic Design to design and develop lessons to meet academic, intellectual and social needs of students.
- Differentiated instruction was used to develop and implement lessons in the classroom.
- Data from formative and summative assessments was

- used to drive instruction.
- Monitored student progress thru assessment, observation and student conferencing.
- Additional responsibilities and achievements included the following:.
- Grade Level Chair - 2010-2011, 2011-2012 and 2012-2013, School Leadership Team, Literacy Leadership Team, Lead Math Teacher, School Improvement Team, New Teacher Mentor, LEAP After School Tutoring Coordinator, School Whiteboard Technology Trainer, Professional Learning Communities Coach and Superintendent's Teacher Advisory Pan.

Cohn Elementary, West Baton Rouge Parish School System - Third Grade Teacher

Port Allen, LA • 01/2008 - 01/2009

- Instructed 3rd grade curriculum, designing and developing lessons to meet academic and intellectual and social needs of students.
- Differentiated instruction was used to develop and implement lessons in the classroom.
- Data from formative and summative assessments was used to drive instruction.
- Monitored student progress thru assessment, observation and student conferencing.

AFFILIATIONS

- National Council of Teachers of Mathematics
- International Literacy Association
- Association for Supervision and Curriculum Development
- Achieve the Core: Core Advocate

LEADERSHIP DEVELOPMENT

- West Feliciana Leadership Academy - 2013-2014
- East Baton Rouge Parish Schools Instructional Leaders for Tomorrow Cohort - 2015-2016

Date Left _____

Salary Paid _____

Profile of Person Recommended

Length of Employment 12mon

To Present

Effective Date January 08, 2022

Name Ursula Square

SS# _____

1286

Sex _____

B

Race* _____

F

(Last 4 digits only)

Position Title: Director of Literacy

Department: Southern University Laboratory School

Check One Existing Position

*Visa Type (See Reverse Side):

New Position

Expiration Date: _____

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

Years Experience _____

Southern University Experience _____

Degree(s): Type/Discipline (BA-Education):

Institution/Location (SU-Baton Rouge):

Year:

Sociology

Southern University Baton Rouge

2001

Criminal Justice

Southern University Baton Rouge

2007

Current Employer East Baton Rouge Parish School

Personnel Action

Check One New Appointment
 Transfer

Continuation
 Replacement

Sabbatical
 Other (Specify) _____

Leave of Absence

Recommended Salary \$65,000

Salary Budgeted \$65,000

Source of Funds State

Identify Budget: 293022-222281-24100

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):

Supervisor _____

Date

12/13/21

Vice Chancellor _____

Date

12/13/21

Director/Personnel _____

Date

12/14/2021

President _____

Date

Dean/Unit Head _____

Date

12/13/21

Chancellor _____

Date

Vice President/Finance

Business Affairs/Comptroller _____

Date

Chairman/S.U. Board

of Supervisors _____

Date

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: Monday-Friday

EMPLOYEE DIRECT SUPERVISOR: Herman R. Brister

SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-3490

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)



Vladimir A. Appeaning, Ph.D.
Interim Chancellor
December 16, 2021

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

RE: Approval of Quiana Skidmore-Interim Director of Human Resources

Dear Dr. Belton:

Please accept this request for **approval of the position of Interim Director of Human Resources**. This request comes at the recommendation of Tracie J. Woods, Esq, Associate Vice President for Human Resources, "Southern University System.

Ms. Quiana B. Skidmore has worked in the SUSLA HR Department for over four (4) years. During this time, she has been trained and knows most of the HR Director's functions and responsibilities accordingly. She has worked closely with the System's office HR department and is well respected for her efforts.

Thank you for your consideration and approval of this request and submission to the Southern University Board of Supervisors at their next scheduled meeting.

Respectfully Submitted

Vladimir A. Appeaning, Ph. D.
Office Of The Chancellor

Approved:

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

Approved:

Atty. Domoine D. Rutledge
Chairman
Southern University System

Attachments

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 AND A&M COLLEGE SYSTEM

J.S. CLARK ADMINISTRATION ANNEX BUILDING
1ST FLOOR
BATON ROUGE, LOUISIANA 70813

HUMAN RESOURCES OFFICE
P. O. Box 10400
BATON ROUGE, LA 70813

OFFICE: (225) 771-2680
FAX: (225) 771-5617

December 16, 2021

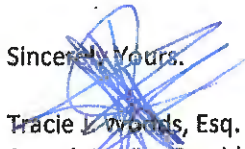
Dr. Vladimir A. Appeaning
Interim Chancellor
Southern University at Shreveport
3050 Martin Luther King, Jr. Drive
Shreveport, La. 71101

RE: SUSLA Interim Human Resources Director Appointment

Dear Dr. Appeaning:

As you know, effective January 3, 2022, Wayne Bryant, SUSLA Human Resources Director, resigned for a new opportunity. As such, it is my recommendation that we appoint Qulana B. Skidmore as the Interim Human Resources Director. Ms. Skidmore has worked in the SUSLA Human Resources Department for over four (4) years. During such time, she has been trained and knows most of the HR Director's functions. She has assisted and continues to assist the SU System's HR department with several projects. This along with her previous HR experience makes her uniquely qualified to assist SUSLA through this transition. During Ms. Skidmore's interim role, it is my recommendation that her salary be increased to \$67,703.00. This is ninety (90%) percent of Mr. Bryant's salary. Thanks in advance for your favorable consideration on this matter.

Sincerely Yours,


Tracie L. Woods, Esq.
Associate Vice President for Human Resources
Southern University System

Approved: 

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

WWW.SUS.EDU

JOB CLASS				
JOB CODE				
CAL ID				

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

EMPLOYMENT CATEGORY: 9-MONTH ___ 12-MONTH 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 Wayne Bryant Reason Left Resigned
 Date Left January 2, 2022 Salary Paid \$75,225.28

Profile of Person Recommended

Length of Employment January 3, 2022 To June 30, 2022
 Effective Date 1/03/2022

Name Quiana Skidmore SS# xxx-xx-6796 Sex F Race* B
 (Last 4 digits only)

Position Title: Interim Director of Human Resources & Department: Human Resources
Professional Development

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 10 Southern University Experience 4.5

Degree(s):	Type/Discipline:	Institution/Location:	Year:
	<u>Bachelor's/Technical Management</u>	<u>DeVry University</u>	<u>2008</u>
	<u>Masters/ Human Resource Management</u>	<u>Keller School of Management</u>	<u>2010</u>

Current Employer _____

Personnel Action

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

Recommended Salary \$67,702.75 Salary Budgeted \$68,000

Source of Funds State General Fund

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

Source of Funds	Amount
511001-56410-61001-56000	67,702.75

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor _____ Date _____

Vice Chancellor _____ Date _____

Director/Personnel _____ Date _____

President _____ Date _____

Dean/Unit Head _____ Date _____

Chancellor _____ Date _____

Vice President/Finance Business Affairs/Comptroller _____ Date _____

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

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: _____

EMPLOYEE DIRECT SUPERVISOR: _____

SUPERVISOR/DEPARTMENT CONTACT NUMBER: _____

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):

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- 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: Director of Human Resources & Professional Development

Employee Name: Wayne H. Bryant	Department Name: Office of Human Resources
Reports To (Supervisor's Name and Title): Tracie Woods, Assoc. Vice President of HR	Physical Work Location of Incumbent: 3050 Dr. Martin Luther King Jr. Drive Shreveport, LA 71107

POSITION SUMMARY:

The **Director of Human Resources and Professional Development** at Shreveport is responsible for supervision of all Human Resource functions including the processing and transmitting of personnel matters for all employees on campus. Responsibilities include personnel matters such as appointments (hiring), in-service training, Faculty and Staff Development, promotions, upgrades, details to special duty, removals, disciplinary actions (suspensions, terminations, etc.) payroll, leave records, insurance, state retirement, workers' compensations, direct supervision of the Academy of Excellence, etc.

PRIMARY RESPONSIBILITIES:

The Director will be responsible for ensuring that all actions are in accordance with the statutes and rules set forth by the Southern University System, Louisiana State Civil Service, and Federal and State laws. This includes:

1. Supervision of all personnel actions including recruitment, appointments, promotions, upgrades, training, performance evaluations and disciplinary actions such as suspensions and terminations, develop and enforce organizational policies and procedures
2. Completion, submission and dissemination of the annual Affirmative Plan for the respective campus
3. Act as the Equal Opportunity Officer on campus, responsibilities include formal hearings, Sexual Harassment complaints, and oversee Grievance procedures
4. Represent the University at Civil Service hearings, Unemployment Compensations Hearings, Civil Court Proceedings and Workers' Compensation Hearings
5. Act as an Advisor on campus to supervisors on personnel matters and concerns related to University and Civil Service matters

6. Periodically review state and federal updates to policies and procedures and occasionally assure that the University complies with federal and state regulations
7. Providing faculty and staff a readily available, robust, structured, systematic and ongoing professional development program that will support the needs of instructional and non-instructional units of Southern University at Shreveport
8. Performs other duties as assigned

REQUIRED EDUCATION AND EXPERIENCE:

1. Bachelor’s Degree in Business, Human Resources or related field
2. 3-5 years of experience in managing and directing a Human Resource Department for a multi-million dollar operation
3. Highly proficient and effective in written and oral communications
4. Possess excellent interpersonal skills

PREFERRED QUALIFICATIONS:

1. Advanced degree

UNIVERSAL PERFORMANCE STANDARDS:

1. **Completes** all assigned duties by established deadlines and in accordance with established or defined protocols, policies, and procedures.
2. **Apprises** supervisor of issues that might impede timely completion of assigned duties and/or departmental projects.
3. **Exercises** sound judgment and discretion at all times and maintains cooperative working relationships with both internal and external constituencies and co-workers.
4. **Exhibits** a willingness to perform other duties as requested or required efficiently and timely.
5. **Complies** with all policies and procedures as stipulated in the Employee Handbook.

Note: This job description is not an employment contract and may be modified at any time at the discretion of the department or university.

Reasonable accommodations may be made to enable individuals with disabilities to perform the duties.

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

Employee Signature: _____ Date: _____

Approved by: _____ Date: _____

Reviewed by: _____ Date: _____

Equal Opportunity Employer



Position Vacancy Authorization

SUS SULC SUNO SUBR SUAREC SUSLA

Request that the position title Interim Director of Human Resources & Professional D. as described below Interim Director of Human Resources & Professional D. be authorized as a vacancy for Human Resources (Department/Unit)

Position Type

- Replacement New Position Unclassified
 Civil Service Temporary Faculty
 Tenured Probationary (For Faculty this is same as tenure track)

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

Responsible for supervision of all Human Resource functions including the processing and transmitting of personnel matters for all employees on campus. Responsibilities include personnel matters such as appointments (hiring), in-service training, faculty and staff development, promotions, upgrades, details to special duty, removals, disciplinary actions (suspensions, terminations, etc.) payroll, leave records, insurance, state retirement, workers' compensations, direct supervision of the Academy of Excellence, etc.

Document upload:

Salary Range: \$ 65,000.00 - \$ 76,000.00 Budget Number 511001-56410-61002-56000 Previous Incumbent (if replacement): Wayne Bryant

For your convenience, please click here to find the list of faculty "sus.edu" email addresses.

Department Head Approval

First Name Vladimir Last Name Appeaning SUS Email Address appeaning@sus.edu

- Approve
 Disapprove

Department Head's Signature Date

Dean/Director/Supervisor of Budget Unit Approval

First Name: Vladimir Last Name: Appeaning SUS Email Address: appeaning@sus.edu

- Approve
 Disapprove

Dean/Director/Supervisor of Budget Unit's Date
Signature Signature

FINANCE/BUDGET OFFICE ONLY

Funds Available Position Number Verified By:
* Yes * No _____

Verified By:			
<i>Brandy Jacobsen</i>		12/16/21	
Signature		Date	
HUMAN RESOURCES			
Existing Position	Approved Position	Employee Class	Job Class
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="text"/>	<input type="text"/>
Verified By:			
Signature		Date	

Vice Chancellor's Approval

First Name:	Last Name:	SUS Email Address:
<u>Vladimir</u>	<u>Appeaning</u>	<u>appeaning@sus.edu</u>
<input type="checkbox"/> Approve	<input type="checkbox"/> Approve	
<input type="checkbox"/> Disapprove	<input type="checkbox"/> Disapprove	
Signature _____		Date _____

Vice Chancellor of Fiscal Affairs

Approve

Disapprove

Signature _____ Date _____

Chancellor's Approval

Approve

Disapprove

Chancellor's Signature _____ Date _____

...3131363039

Brandy Jacobsen
Requestor's Signature



Vacancy Announcement System (VAS) Position Vacancy Announcement Request

Date: Department:

SUS
 SULC
 SUNO
 SUBR
 SUAREC
 SUSLA

Deadline Date: Date Position to be filled:

Position Title: Civil Service Pay Level:

Salary (annual): or Salary Range: -

Please check all categories that apply to this position:

Status	Faculty Position	Unclassified Position	Source of Funds
<input type="checkbox"/> Part-Time	<input type="checkbox"/> Temporary	<input type="checkbox"/> Administrative	<input type="checkbox"/> Probationary
<input checked="" type="checkbox"/> Full-Time	<input type="checkbox"/> Tenure	<input checked="" 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	CS Job Code: <input type="text"/>
	<input type="checkbox"/> Contract	<input type="checkbox"/> Contract	

Contact Person: Telephone No:

Contact Email Address:

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]

Responsible for supervision of all Human Resource functions including the processing and transmitting of personnel matters for all employees on campus. Responsibilities include personnel matters such as appointments (hiring), in-service training, faculty and staff development, promotions, upgrades, details to special duty, removals, disciplinary actions (suspensions, terminations, etc.) payroll, leave records, insurance, state retirement, workers' compensations, direct supervision of the Academy of Excellence, etc.

Minimal qualifications [Maximum 12 lines @250 characters (including spaces) per line]

Bachelor's Degree in Business, Human Resources or related field
 3-5 years of experience in managing and directing a Human Resource Department for a multi-million dollar operation
 Highly proficient and effective in written and oral communications
 Possess excellent interpersonal skills

Remarks/How To Apply (letter of application, curriculum vita, resume', references, etc)/Mailing Address
 [Maximum 12 lines @250 characters(including spaces) per line]:

Send cover letter, resume, unofficial transcript(s), and three reference letters to: Wayne H. Bryant, Director of Human Resources Southern University at Shreveport 3050 Martin Luther King, Jr. Drive Shreveport, LA 71107 OR EMAIL TO: HRresource@susla.edu

Note: Approved Position Vacancy Authorization form(s) must be received in the Office of Human Resources before vacant positions will be announced.

Please upload any supporting documents *HR Director job description.pdf

Department Head Signature	<input type="text" value="Electronic Signature Pending"/>
Dean/Director/Supervisor of Budget Unit Signature	<input type="text" value="Electronic Signature Pending"/>
Vice Chancellor Signature	<input type="text" value="Electronic Signature Pending"/>
Human Resources 1 Signature	<input type="text" value="Electronic Signature Pending"/>
Human Resources 2 Signature	<input type="text" value="Electronic Signature Pending"/>
Budget Office Signature	<input type="text" value="Electronic Signature Pending"/>

QUIANA B. SKIDMORE

• 2988 GRASSMERE STREET, SHREVEPORT, LA 71108
PHONE (318) 934-3760
• E-MAIL QBSKIDMO@GMAIL.COM

EDUCATION

DeVry University

Bachelor's Degree-Technical Management 2008

Keller School of Management

Master's Degree- Human Resource Management 2010

PROFESSIONAL EXPERIENCE

July 2017- Present Southern University at Shreveport
Human Resource Analyst C

- Full responsibility for all recruitment and selection processes while maintain compliance with EEOC, Federal, State and University requirements including background checks & Louisiana Workforce requirements.
- Coordinate new hire orientation
- Provide tracking data for Affirmative Action Plan
- Provides assistance to management team on routine university policies and procedures, civil service rules, Federal and State laws, and department policies and procedures
- Maintain proper maintenance of human resources files and database while remaining in compliance with government and company requirements for record keeping/retention
- Processes pay/promotion adjustments as dictated by company
- Creates and compile reports/statistical data to support the needs of the university
- Assist and advises in the proper application of regulatory issues, including but not limited to FMLA, ADA, FLSA, etc.
- Processes request and investigates employee issues in the grievance/fair treatment review process
- Coordinate required training, Comprehensive Public Training Program (CPTP), and maintain associated records
- Assists with routine Visa processes as needed (e.g. working with legal, applications, maintain files
- Participates in planning special events, communications, foster employee participation

- Assist with terminations, process terminal pay, etc
- Supervises student workers/ front desk coordinator
- Assist with the training of incoming HR staff
- Works with the finance department ensure that payroll is accurate and processed in a timely manner. Reviews electronic payment authorization. Enters employee deductions.
- Serves as the liaison between SUSLA, the Louisiana Department of Compensation, the agency's HR Consultants and Civil Service.
- Completes verifications of employment for both active and separated
- Maintains office, keeping track of departmental supplies & other needs
- Reach effective solutions while balancing the needs of the organization against the expectation of individual employees

December 2011- July 2017 Department of Children and Family Services
Social Service Analyst II

- Determines initial and ongoing eligibility for SNAP (supplemental nutrition assistance program). LaCap (Louisiana combined application project) FITAP (Family Independence Temporary Assistance Program), STEP (Strategies to Empower People), Kinship, and CCAP (Child Care Assistance Program) programs.
- Recognizes customer needs and determines the appropriate programs and/or referrals to assist customers
- Interprets and applies complex federal, state and agency policies and procedures
- Maintains each case so that ongoing benefits are provided at the correct level by processing, redeterminations, semi-annual reporting reviews, changes and other case activities.
- Cooperates and works collaboratively with people from different divisions and different departments and performs duties across division and department lines, as may be assigned.
- Served as a lead analyst in my unit assisting with the training of new analyst

December 2006- December 2011 Office of Behavioral Health
Regional Purchasing/ Payroll Coordinator

- Primary function was to purchase all goods and services and monitor all expenditures for all of the Louisiana Department of Health and Hospitals Office of Behavioral Health clinics (6) in northern Louisiana.
- Secondary function was to serve as the time administrator of all employees hired within Region VII OMH. Which included, keeping track of employee's hours worked, leave and the necessary documentation, verifying information and entering that information into the payroll system.
- Participated in regional management team meetings, regional informational meetings and regional performance improvement meetings to maintain documentation of planning/ongoing activities through meeting minutes.

- Organized minutes and maintained files necessary to ensure efficient operation and communication of activities within the region.
- Was responsible for printing and processing monthly encumbrance reports and expenditure reports.
- Provided coverage for front desk and mail clerk.
- Transcribed the minutes at the regional meetings; creates informational packets need for the meetings.
- Typed dictation for the physicians

Apr 2006- November 2006

Jean Simpson, Shreveport, LA

Administrative Assistant/ Data Entry Clerk –UOP & Printpack

- Worked in Human Resource Department at UOP assisting Payroll Coordinator, Training Coordinator, Operations Coordinator and HR Manager.
- Inputted vacation time into timekeeping database
- Maintained employees files
- Created database for terminated employee files
- Sent out applicant rejection letters
- Distributed company mail
- Worked in the Materials Management Department at Printpack inputting work orders into the database, filing job folders and job jackets.

April 2005-March 2006
GA

Officeteam, Atlanta,

Administrative Assistant –International Catastrophe Solutions

- Used access database to keep track/ inventory more than 5,000 pieces of company equipment
- Created and maintained a report that tracked mileage on all company vehicles monthly
- Scheduled routine maintenance and repair for all vehicles
- Sent weekly reports to CEO about vehicle and equipment location
- Implemented a corporate rental car account program
- Typed letters and correspondences for the CEO, VP, General Manager
- Operations Manager.
- Kept track of gas card usage to track misuse



Office of Facility Services

Physical Plant
Custodial Services
Landscaping Services
Fire & Life Safety
Risk Management & Insurance

Benjamin Kraft Building
James L. Hunt St.
P.O. Box 11815
Baton Rouge, LA 70813

Office: 225.771.4740
Fax: 225.771.2378

July 12, 2021

Mr. Benjamin Pugh,
Vice Chancellor for Finance
SUBR Campus

RE: Facility Services

Dear Mr. Pugh:

The office of Facility Services is seeking approval to create *an unclassified position (Director of Operations and Maintenance)* to work with all units assigned this department.

The duties of this position will involve the following:

- Makes decisions in the absence of the Executive Director and Assistant Director regarding the department's workload as it relates to purchasing, hiring, meeting with clients, payroll and inspecting on-campus projects performed by outside construction companies, etc.
- Coordinate with Foreman's, Supervisor's and employees as needed to solve problems or any concerns that the staff may encounter during work hours.
- Monitor the Superintendent of Operations and the Superintendent of Grounds work performance and duties assigned. Responsible for monthly reports relative to work productivity on campus projects, etc.
- Make recommendations as needed for overtime and cost effectiveness that may be beneficial for the department.
- Perform duties as deemed necessary requested by the Director of Facility Services

Therefore, I am requesting your approval in waiving the position to the public. It is my desire to hire someone who is familiar with this department. The funds for this created position can be funded from vacant positions assigned this unit and defunding the Facility Manager position and using those funds as well.

Your attention to this matter will be greatly appreciated and if you have any questions, please contact my office.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Maurice Pitts', written over a circular blue stamp.

Maurice Pitts
Executive Director

APPROVED: Benjamin Pugh Mr. Benjamin Pugh, V/C

APPROVED: _____ Dr. Ray L Belton, President-Chancellor



POS CLASS					
EMP CLASS					
HI		RT		LV	

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

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

TYPE OF APPOINTMENT:

_____ Academic (Fac)	X Non-Academic (Uncl)	_____ Civil Service
_____ Temporary	_____ Part-time (_____ % of Full Time)	_____ Restricted
_____ Tenured	(must be indicated if less than 100%)	_____ Detail #of mos _____
_____ Tenured Track	_____ Undergraduate Student	_____ Job Appointment
_____ Other (Specify)	_____ Graduate Assistant	_____ Probationary
	_____ Retiree Return To Work	_____ Permanent Status

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

Profile of Person Recommended

Length of Employment _____ December 1, 2021 _____ To _____ Ongoing _____
Effective Date of Employment 12/1/21

Name Jimmie Wade SS# xxx-xx-4567 Sex M Race* AA
(Last 4 digits only)

Position Title: Director of Operations & Maintenance Department: Facilities Operations Support

Check One _____ Existing Position *Visa Type (See Reverse Side):
X New Position Visa 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 19 yrs. Southern University Experience 4 hrs.

Degree(s): Type/Discipline (BA-Education): Associate in Science Institution/Location (SU-Baton Rouge): Remington College / Baton Rouge Year: October 2016

Current Employer Southern University Baton Rouge Campus

Personnel Action

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

Annual Salary \$72,000 Salary Budgeted \$63,656.70 Hourly Rate, if applicable: _____

Pay Cycle: _____ Biweekly X Monthly _____ Faculty

Source of Funds: 211001-26352 Identify Budget: _____ Location: General Funds

Change of:

	From	To
Position:	Facility Assistant Manager	Director of Operations & Maintenance
Status:	Classified	Unclassified
Salary Adjustment:	\$63,656.70	\$72,000

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:


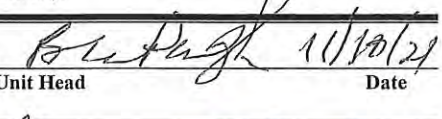
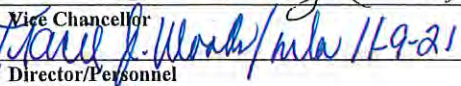

Source of Funds (Current)	Amount
211001-26352	\$63,656.70

*See Reverse Side

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor  11/10/21	Dean/Unit Head  11/10/21
Vice Chancellor  11/9/21	Chancellor  11/10/21
Director/Personnel _____	Vice President/Finance _____
President _____	Business Affairs/Comptroller _____
	Chairman/S.U. Board of Supervisors _____

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

Must be completed by hiring supervisor:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00a - 5:00p (Monday - Friday)

EMPLOYEE DIRECT SUPERVISOR: Maurice Pitts

SUPERVISOR/DEPARTMENT CONTACT NUMBER: 771-6241

NUMBER OF EMPLOYEES SUPERVISED, (if any) _____

HR USE ONLY: STATUS (check 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/I-20. The latter seven (7) 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 Use Only

PAF APPROVAL PROCESS CHECKLIST (Must have the information outlined below, the forms are located at Downloadable Forms on the HR website at www.subr.edu/humanresources).

- 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)
- Reference Check Form (reference check performed by hiring supervisor)
- Authority to Release (signed by employee) (submitted to HR with Verification of Fingerprints form signed by State Police)
- Criminal/Background Check Process (forms completed by employee/ submitted to State Police)
- Exemptions Survey Form (signed by employee and budget head)
- Proposed Employee Appointment Form (completed by hiring supervisor)
- Proposed Employee Clearance Form (completed by hiring supervisor)
- Letter of Justification for Restricted/ Job Appointment/Detail/CS Rule 6.5g appointments
- Citizenship/Visa Status Verified, I-20/I-94 provided, if applicable

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Director of Operations and Maintenance AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR FACILITY SERVICES
 (Department or Unit)

- | | | | |
|--|--|--|--|
| <input type="checkbox"/> Replacement | <input checked="" type="checkbox"/> New Position | <input checked="" type="checkbox"/> Unclassified | <input 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).

Approval to fill a newly created unclassified position assigned to the department of Facility Services.
Effective immediately. Funds are available.

Salary/Range: \$72,000

Previous Incumbent (if replacement):

Approved Disapproved

[Signature]
 Department Head

11/1/21
 Date

Approved Disapproved

[Signature]
 Dean/Director/Supervisor of Budget Unit

11/10/21
 Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u>2M8693</u>	
<i>[Signature]</i>	<u>11/10/21</u>
Signature	Date
Budget Number	<u>211001-26352-6100127000</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>23275</u>
Verified By:			<u>11/10/21</u>
<i>[Signature]</i>			Date:

Approved Disapproved

[Signature]
 Vice Chancellor

11/10/21
 Date

Approved Disapproved

[Signature]

Chancellor/Vice President

Date

Approved Disapproved

President

Date

An Equal Opportunity Employer

Jimmie Louis Wade, Jr.



EDUCATION

10/2016 Associates in Science
Business/Process Technology - Remington College- Baton Rouge, LA

1995 – 2000 Certified and Licensed Plumber
Local 198 Piping and Drafting Trade School

1993 – 1995 Degree seeking
Southern University – Baton Rouge, LA

05/1993 Academic Diploma
Capitol High School – Baton Rouge, LA

EXPERIENCE

2017 – Present

Facility Manager – Southern University, Baton Rouge, LA

Manages and oversee total operation of several crafts/areas assigned, such as; Plumbers, Electrical, Carpentry, Painters, Custodial and Landscaping Services and Mechanical Access Control. Directly supervises twenty-three (23) employees and indirectly supervise fifty-seven (57) employees. Maintains records on staff, conducts meetings, meet with contractors, schedules daily maintenance checks on equipment, making sure all crafts are equipped with tools/equipment needed. Supervises/oversees all academic and administrative buildings with over one million square footage of property to maintain daily. Ensures budget remains in tack with proper funding.

2007 – 2017

Assistant Facility Manager – Louisiana State University, Baton Rouge, LA

Prepares budgets and maintains fleet for entire section, prepares and order supplies, keep daily reports, schedule work in coordination with other trades and suppliers. Maintains all building codes and installation requirements are met by performing scheduled maintenance service on systems and fixtures. Ensures all requirements as specified by the manufacturer are met. Performs other related duties relating to construction and drafting as required.

2002 - 2007

Metro Area Supervisor - City of Baton Rouge, Baton Rouge, LA

Review building plans and specifications to determine the layout for all trades and related material. Requisition supplies and equipment from vendors. Ensure all installations and repairs meet the requirements of the appropriate codes. Maintain vehicle fleet. Supervise employees on jobsites.

1995 to 2002

Journeyman Plumber - Louis Mechanical, Baton Rouge, LA

Responsible for installing, repairing and maintaining pipes, fixtures and other plumbing used for water distribution and waste water disposal in residential, commercial and industrial buildings. Worked in coordination with other trades and laborers to ensure that all specifications, legislation and policies were met the standards of building codes and safety requirements and ensured efficient completion of projects.

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

January 5, 2022

Via Electronic Mail Only

Dr. Rodney Ellis
Southern University at Shreveport
1909 E. Kings Hwy
Shreveport, LA 71105

Re: Tenured Faculty Position

Dear Dr. Ellis:

This letter comes to confirm your interest and my agreement for you to assume your tenured position in the Division of Arts, Humanities, Social Sciences and Education at Southern University at Shreveport with a nine (9) month salary of \$93,600. Further, you requested a six (6) month sabbatical effective, January 1, 2022. Therein, please know that I accept the same and will advance these requests for consideration by the Southern University Board of Supervisors.

On behalf of the Southern University System and the Southern University Board of Supervisors, I'd like to take this opportunity to thank you for your years of service and dedication.

Sincerely,

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

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



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

January 5, 2022

Southern University Board of Supervisors
J.S. Clark Administration Building
Fourth Floor
Baton Rouge, LA 70813

Dear Honorable Members of the Board:

This communication comes to inform you that Dr. Rodney Ellis has opted to assume a tenured faculty position in the Division of Arts, Humanities, Social Sciences and Education at Southern University at Shreveport with a 9-month salary of \$93,600. Effective January 1, 2022, he is also requesting a six-month sabbatical to prepare for his instructional load which is to commence with the fall 2022 semester. I have both accepted and approved all of Dr. Ellis's aforementioned requests, and submit this to the Board for consideration at this month's meeting.

I appreciate Dr. Ellis's leadership throughout his tenure as Chancellor and wish him continued success in his new capacity. I ask for the Board's consideration and approval.

Sincerely,

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

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

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following Personnel Committee)

Friday, January 7, 2022

**Southern University System Board Room
J. S. Clark Administration Building 2nd Floor
Baton Rouge, LA 70813**

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentation
 - A. Above and Beyond Award
6. Action Items:
 - A. Request Approval of Minutes of the December 10, 2021, SUS Board of Supervisors Meeting
 - B. Request Approval of Committee Reports and Recommendations
 - C. Request Approval of Memorandum of Understanding between the Southern University Law Center and Pensole Lewis College (SULC)
(This MOU offers no-cost opportunities to engage with Pensole Lewis College, therewith advancing career pathways in the fashion and design industry.)
 - D. Request Approval of Dissolution of Agreement between SUSLA and Texas A&T (SUSLA)
(Dissolution of the MOU between SUSLA and third-party entity which created the Southern University Shreveport Jaguars.)
 - E. Request Approval of Resolution for CEA between Southern University A&M College and the Louisiana Leadership Institute (SUBR)
7. Resolutions

8. Informational Items:
 - A. Medical Marijuana Update
 - B. President's Report
 - C. Chancellor's Reports
9. Other Business
10. Adjournment

**SOUTHERN UNIVERSITY BOARD OF SUPERVISORS MEETING
COMMITTEE OF THE WHOLE
Board of Supervisors' Meeting Room
J. S. Clark Administration Bldg. 2nd Floor
Baton Rouge, LA.
December 10, 2021
1:00 p.m.**

MINUTES

The Committee as a Whole meeting of the Southern University Board of Supervisors was called to order by board Chairman Atty. Domoine Rutledge.

The Invocation was provided by Rev. Gerard Robinson, pastor of McKowen Missionary Baptist Church.

Everyone repeated the Pledge of Allegiance.

Roll Call by Dr. Ray Belton.

Present: Atty. Domoine Rutledge, Atty Edwin Shorty, Atty. Jody Amedee, Mr. John Barthelemy, Dr. Leroy Davis, Mr. Raymond Fondel, Jr., Mr. Richard Hilliard, Ms. Ann Smith, Dr. Leon Tarver II, Mr. Kevin Taylor-Jarrell, II and Mrs. Arlanda Williams.

Absent: Mr. Sam Gilliam, Ms. Christy Reeves, Rev. Samuel Tolbert, and Dr. Rani Whitfield

AGENDA ITEM 5: ADOPTION OF THE AGENDA

Upon the motion by Attorney Edwin Shorty and second by Mr. Richard Hilliard the agenda was recommended for adoption with addition of Resolution being added under informational items.

Motion passed.

AGENDA ITEM 6: PUBLIC COMMENTS

NONE

AGENDA ITEM 7: ACTION ITEM(s):

There was a motion by Mr. John Barthelemy and Second by Ms. Ann Smith to approve item A.

Motion passed.

- A. Approval of Minutes of the November 26, 2021, SUS Board of Supervisors Meeting

There was a motion by Mr. Myron Lawson and Second by Dr. Leon Tarver, II to approve in global items B (1-3).

Motion passed.

- B. Request Approval for Internal Audit Items (SUS)
 - 1. Charter for the Internal Audit Department
 - 2. Audit Schedule
 - 3. Internal Audit Quality Improvement Plan

There was a motion by Mr. John Barthelemy and Second by Ms. Ann Smith to approve item C.

Motion passed.

- C. Request Approval for Memorandum of Understanding between Southern University at Baton Rouge and Southern University Ag Center and Terra Vega, Inc. (SUBR/SUAREC)

There was a motion by Mr. John Barthelemy and Second by Mr. Myron Lawson to approve in global items D & E. Note: Chairman Rutledge did not participate in the voting – Vice Chairman called for the motion.

Motion passed.

- D. Request Approval of Cooperative Endeavor Agreement Between the Southern University Law Center, the Louisiana Housing Cooperation, and the Office of Community Development (SULC)
- E. Request Approval to Utilize Prior Year Funds for Student Transit (SUBR)

There was a motion by Mr. John Barthelemy and Second by Ms. Arlanda Williams to approve item F.

Motion passed.

Chairman of Athletic committee, Mr. John Barthelemy introduced AD Roman Banks who introduced Coach Dooley to the board members and gave brief comments of Coach Dooley success at Prairie View. Coach Dooley thanked everyone for their support. He thanked President Belton and Chairman Rutledge and he mention that he is looking forward to the new beginnings and new season.

- F. Request Approval of Head Football Coach Contract (SUBR)

There was a motion by Mr. Myron Lawson and Second by Dr. Leon Tarver, II to approve in global items G (1-7). Note: Chairman Rutledge did not participate in the voting – Vice Chairman called for the motion.

Motion passed.

G. One-Year Salary Adjustment for Additional Duties Assigned through the Housing Eviction and Diversion Project Funded by the LCH and DOA Grant (SULC)

Name	Position/Campus	Salary	Funding Source
1. Marla Dickerson	Project Director Additional Duties (SULC)	\$151,000.00	State
2. Alycia Grace-O’Bear	Project Manager Additional Duties (SULC)	\$109,900.00	State
3. Keegel Henderson	Administrative Additional Duties (SULC)	\$61,000.00	State
4. Jasmine Hunter	Public Relations Additional Duties (SULC)	\$85,000.00	State
5. Gloria Jones	Administrative Additional Duties (SULC)	\$61,000.00	State
6. Paula Matthews	Administrative Additional Duties (SULC)	\$91,000.00	State
7. Alvin Washington	Attorney Additional Duties (SULC)	\$119,800.00	State

There was a motion by Atty Edwin Shorty and Second by Ms. Arlanda Williams to approve in global items H (1-9).

Motion passed.

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

Name	Position/Campus	Salary	Funding Source
1. Krystle Allen	Assistant Specialist/Program Leader (CED) Salary Adjustment (SUAREC)	\$68,000.00	Federal
2. Zanetta Augustine	Assistant Specialist/Program Leader (ANR) Salary Adjustment (SUAREC)	\$70,000.00	Federal
3. Tambria Bradford	Associate Director of Academics New Appointment (SUBR)	\$65,000.00	State/NCAA Grant
4. Phillippe Carter	Director of Athletic Compliance New Appointment (SUBR)	\$75,000.00	State
5. Ajeanne Dillon	Director of Student Athlete Academic Services Additional Duties (SUBR)	\$68,165.00	NCAA Grant
6. Allison Ezidore-Tassin	Graphic Artist and Web Content Specialist Salary Adjustment (SUAREC)	\$60,000.00	Federal

7. Marlin Hollins	Director of Development New Appointment (SUBR)	\$75,000.00	State
8. Tamika Porter	Program Manager Salary Adjustment (SUAREC)	\$65,000.00	Federal
9. Jeremiah Sams	Associate General Counsel for Procurement, Contracts, Leases and Public Records New Appointment (SUS)	\$80,000.00	State

There was a motion by Dr. Leon Tarver, II and Second by Ms. Ann Smith to approve in global items I & J.

Motion passed.

Chancellor Pierre gave a summary of items I & J.

- I. Clarification of Personnel Action for Charles Rice, SULC Program Manager and Consultant (\$119,700.00)
- J. Clarification of Personnel Action for Samantha Thompson, SULC Analyst for Institutional Effectiveness (72,000.00)

8. Informational Item(s)

A. Resolutions

Dr. Katara Williams, Chief of Staff read resolutions for the following:

- Mr. Russell Eugene Cooks, Sr.
- Mr. Theodore Fountaine, Jr.
- Mr. Roy Dene Stallworth, Sr.

There was a motion by Mr. Myron Lawson to approve the read resolutions and Mr. John Barthelemy second the motion.

Motion approved.

A. President's Report

Dr Belton expressed appreciation to board members for their participation in the Fall Commencement this morning where 450 students received diploma. He thanked the faculty and staff as well. He extended Season's Greetings to everyone and wished them a Happy Holiday. He wanted to inform the members that the civil service has approved the salary increase for all the hourly employees who will now receive \$10/hr and/or more. Those that are making less than \$10 will be increase to \$10. He thanked Atty Tracie Woods for all her hard work and diligence in meeting with civil service to make sure the employees get an increase. He also thanked the leaders on the campuses. The employees will receive 5% increase. This has been long time coming. He thanked everyone for their support.

B. Chancellor's Reports

(SUNO) Dr. Ammons extended Season's Greetings to everyone and wished them a Happy Holiday. He mentions the holiday season has started early at SUNO. The SACSCOC has

reaffirmed SUNO accreditation for ten years without further reporting. SUNO won't have to provide any additional information to SACSCOC. Also, the Gulf Coast Athletics will readmit SUNO pending NAIA approval. Received a call that the NAIA membership committee voted to approve the application. The next step is to send a site visit team to SUNO in February and based on the site visit, there will be recommendations to the council of presidents who will vote in April on SUNO athletics. In closing, Dr. Ammons said "SUNO Athletics are coming back."

(SUSLA) Dr. Appeaning mentioned he has been in the interim position for one month. He mentioned it has been a productive one month. He's spent time being engaged with faculty, staff, and students to discuss Spring 2022 vision. He thanked everyone for their support and gave a shoutout to Dr. Belton and Chairman Rutledge for all their support. Dr. Appeaning thanked the foundation and the Shreveport Community for celebrating SUSLA. They collected \$100k donation from the community. He thanked Dr. Belton and Mr. Sam Gilliam for supporting the community event.

(SUAREC) Dr. McMeans discussed the 1890 Center of Excellence. He mentioned they received \$1.68 million from the center. He also announced that Walmart Foundation has awarded the Center of Excellence \$500k to support the advancement. Dr. McMeans acknowledged the project director and other team members who were in attendance today.

(SULC) Chancellor Pierre acknowledged SULC tech. He mentioned the Caddo Parish voted on December 1 and approved an additional \$700k for technology. Professor Deleso Alford will be leading the effort and has 30 days to get everything ready by the time class start around January 10. He mentioned on the 20th of December, Congressman Troy Carter will be on campus at the Valdry Center. He wants to come in to see what we're doing with the minority business development center. There will be a reception around 1230. Chancellor Pierre was asking for the board support at the event.

(SUBR) Dr. Sahoo thanked the board members for attending the commencement today. He mentioned the meeting he had with the PhD Faculty. He thanked the faculty and staff. He gave kudos to Dr. Johnson who leads freshman 1st year Experience Student Success.

9. Other Business

Chairman Rutledge reminded the members of the January 2022 Board meeting. It will be held on January 7, 2022, in the SU Board of Supervisors Board Room on Baton Rouge Campus at 9am.

10. Adjournment

Mr. Myron Lawson made a motion to adjourn.

C. Chancellor's Reports

9. Other Business

10. Adjournment



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL

POST OFFICE BOX 9294

BATON ROUGE, LOUISIANA 70813-9294

December 16, 2021

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

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

RE: Memorandum of Understanding with Pensole Lewis College

Dear Dr. Belton:

I am presenting for your consideration and the Southern University System Board of Supervisors' consideration the Pensole Lewis College Memorandum of Understanding (MOU) that engages all the constituent Higher Education Institutions (HEIs) of the Southern University System. Pensole Lewis College located in Detroit, Michigan will begin operations in March 2022. The Pensole Lewis College will offer free tuition educational programs in design, fashion, arts, sustainability, business, STEM, and creative interdisciplinary disciplines for multiple industries. This will lead to the awarding of industry-based certifications in partnership with corporate entities such as Target, Timberland, Nike, Allbirds, Adidas, The North Face, Gucci, Jimmy Choo, and Vans "Off the Wall".

The MOU inures to the benefit of students and alumni of the Southern University Law Center (SULC), Southern University-Baton Rouge (SUBR), Southern University-New Orleans (SUNO), Southern University-Shreveport (SUSLA), and Southern University Agricultural Research and Extension Center (SUAREC), who are interested in pursuing careers in fashion and design, as well as other creative industry opportunities and entrepreneurship opportunities at no cost to the alumni and students with respect to tuition, fees, and housing. Alumni will also be mentored about career pathways and opportunities in fashion, design, and the creative industry where African Americans are sorely underrepresented.

It is my hope that you and the board will review this MOU and deliberate on its merits at the January 7, 2022, board meeting. If you have any questions, please feel free to contact me.

Sincerely,

John K. Pierre

Chancellor and Vanue B. Lacour Endowed Law Professor



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

Memorandum of Understanding Between Pensole Lewis College (Pensole Lewis) and the Southern University Law Center (SULC), the Southern University Agricultural Research and Extension Center (SUAREC), Southern University and A&M College (SUBR), Southern University New Orleans (SUNO), and Southern University Shreveport (SULSA)

I.

This Memorandum of Understanding (MOU) is made and entered into by and between Pensole Lewis College (Pensole Lewis) located in Detroit, Michigan and the Southern University Law Center (SULC), the Southern University Agricultural Research and Extension Center (SUAEC), Southern University and A&M College (SUBR), Southern University New Orleans (SUNO), and Southern University Shreveport (SUSLA), all constituent Higher Education Institutions (HEIs) of the Southern University System located in the State of Louisiana.

II.

Pensole Lewis College will begin operations in March 2022, offering free tuition and educational programs in design, fashion, arts, sustainability, business, STEM, and creative interdisciplinary disciplines across multiple industries that will lead to the awarding of industry-based certifications in partnership with corporate entities such as Target, Timberland, Nike, Allbirds, Adidas, The North Face, Gucci, Jimmy Choo, and Vans, “off the wall”.

III.

Pensole Lewis and the constituent institutions of the Southern University System are interested in working together on mutually beneficial collaborations, programs, and projects designed to educate students and alumni from the constituent institutions of the Southern University System and to provide experiential learning opportunities encouraging those students to pursue careers in fashion and design, as well as other creative industry and entrepreneurship opportunities.

IV.

The purpose of this MOU is to outline the general parameters of the collaborative working relationship being established between Pensole Lewis and the constituent institutions of the Southern University System.

V.

Pensole Lewis will use its best efforts to:

- Develop curricular and experiential learning opportunities that students and alumni from constituent institutions who are interested in pursuing careers in fashion and design, as well as other creative industry opportunities and entrepreneurship opportunities at no cost with respect to tuition, fees, and housing to those interested students and alumni;
- Identify internships and career opportunities that students and alumni from constituent institutions of the SU System may pursue;
- Inform students and alumni from constituent institutions of the Southern University System of career pathways, and opportunities in fashion, design, and the creative industry;
- Assist in establishing mentorships for students and alumni that would be beneficial to them; and
- Support other projects and initiatives as mutually agreed to by Pensole Lewis and constituent institutions of the Southern University System.

VI.

Constituent institutions of the Southern University System will use their best efforts to:

- Identify students and alumni who are interested in pursuing careers in fashion and design, as well as other creative industry and entrepreneurship opportunities;
- Informing students and alumni of no-cost curricular training and experiential learning opportunities at Pensole Lewis College in Detroit, Michigan;
- Collaborate to create and develop, where appropriate, certificate programs in conjunction with Pensole College; and
- Support other projects and initiatives as mutually agreed to by the constituent institutions and Pensole Lewis College.

VII.

This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of Pensole Lewis College and the Southern University Law Center (SULC), the Southern University Agricultural Research and Extension Center (SUAREC), Southern University and A&M College (SUBR), Southern University New Orleans (SUNO) and Southern University Shreveport (SUSLA) and approved by the Southern University Board of Supervisors. The MOU shall remain in full force and effect for no longer than five-years unless otherwise agreed to in



Vladimir A. Appeaning, Ph.D.
Interim Chancellor

December 16, 2021

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

Re: Dissolution of Relationship between SUSLA and Texas A&T and the Southern Shreveport Jaguars

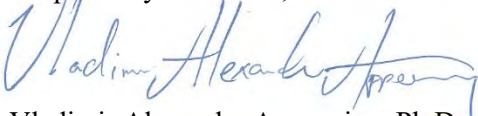
Dear Dr. Belton:

The Southern University System Board of Supervisors approved Southern University at Shreveport (“SUSLA”) to enter into an MOU with Texas A&T during its February 2020 Board Meeting. Since that time, Texas A&T created a team known as the *Southern Shreveport Jags*. The athletes associated with that team are, or became, students of SUSLA.

At this time, I am seeking your approval and approval of the Board to dissolve any such relationship between SUSLA and Texas A&T or any of its related entities (including but not limited to Southern Shreveport Jags).

Upon your approval and approval of the Board at its January 2022 Meeting, a notice will be provided to Texas A&T and any affiliated entity informing them of the dissolution of any relationship post 120 days.

Respectfully submitted,


Vladimir Alexander Appeaning, Ph.D.
Interim-Chancellor, SUSLA

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

APPROVED: _____
The Honorable Attorney Edwin M. Shorty, Jr.
Chairman, Southern University System Board of Supervisors

C: Attorney Corinne Blache
General Counsel, Southern University System

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



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J.S. Clark Administration Building

4th Floor

Baton Rouge, Louisiana 70813

Office of The
President-Chancellor
(225) 771-4680

Fax Number
(225) 771-5522

December 20, 2021

Board of Supervisors
Southern University & A&M College System
P.O. Box 10878
Baton Rouge, LA 70813

Re: Approval of Resolution for CEA between Southern University A&M College and Louisiana Leadership Institution

Dear Honorable Board Members:

I, on behalf of Southern University and A&M College, am requesting approval to enter into a cooperative endeavor agreement with the Louisiana Leadership Institute in fulfillment of its obligations under Act 119 of the 2021 Regular Session of the Louisiana Legislature and Executive Order JBE 2016-38. I present the attached resolution for your consideration and request approval of the same.

Sincerely,

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

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**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SOUTHERN UNIVERSITY
AND A & M COLLEGE AUTHROIZING EXECUTIVE OF COOPERATIVE ENDEAVOR
AGREEMENT AND RELATED DOCUMENTS FOR FUNDS APPROPRIATED PER
ACT 119 OF 2021 REGULAR LEGISLATIVE SESSION**

WHEREAS, Act 119 of 2021 Regular Legislative Session – State Aid to Local Government Entities State General Fund Direct, appropriated from the State General Fund to Southern University for the Louisiana Leadership Institute one million (\$1,000,000.00)

WHEREAS, Executive Order JBE 2016-38 requires a comprehensive cooperative endeavor agreement between the transferring agency and Southern University in order to receive funding from the line item for the Louisiana Leadership Institute and further requires the Board of Supervisors to authorize the President to execute the cooperative endeavor agreement;

WHEREAS, Southern University in compliance with the requirements of Executive Order 2016-38 and Act 119 desires to authorize its President to execute the necessary documents and be granted all authorization and power to complete and draw down the appropriate funds to Southern University for the Louisiana Leadership;

NOW THEREFORE BE IT RESOLVED, The Board of Supervisors of the Southern University and A & M College authorizes its President to execute any and all documents necessary to receive the funding appropriated under Act 119 of 2021 Regular Legislative Session appropriate from the State General Fund to Southern University for the Louisiana Leadership Institute.

Approved: ____ to ____

Chairman

Dr. Ray L. Belton
President and Board Secretary