



SOUTHERN UNIVERSITY SYSTEM
BOARD OF SUPERVISORS

MEETING

9 a.m.

Friday, April 27, 2018

2nd Floor

J.S. Clark Administration Building
Southern University and A&M College
Baton Rouge, Louisiana

Academic Affairs Committee

ACADEMIC AFFAIRS COMMITTEE

9:00 AM

Friday, April 27, 2018

2nd Floor J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

AGENDA

1. Call to Order and Invocation
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentation(s)
 - A. Recognition of Southern University Laboratory School Academic Achievers
 - B. Recognition of Southern University Laboratory School Choir
 - C. Recognition of Participants of the 2018 Marshall-Brennan National High School Moot Court Competition (SULC)
 - D. Recognition of United Restoration Enhancement Corporation Pre-Law Pipeline and Entrepreneurship Pipeline Programs (SULC)
6. Action Item(s)
 - A. Request approval of Certification of Candidates for Spring 2018 Graduation, SUBR, SUNO, SULC & SUSLA
 - B. Request approval to award an Honorary Juris Doctor degree to Reverend-Dr. Joseph Haden Sr. (SULC)
 - C. Request approval to award an Honorary Doctorate of Humane Letters to Attorney Johnnie Jones (SUBR)
7. Informational Item(s)
 - A. Dual Enrollment Update by Campus
8. Other Business
9. Adjournment

MEMBERS

Dr. Curman L. Gaines – Chair, Mr. John L. Barthelemy – Vice Chair
Atty. Tony M. Clayton, Dr. Leroy Davis, Mr. Armond Duncan, Dr. Leon R. Tarver II,
Mrs. Ann A. Smith- Ex Officio



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

April 9, 2018

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


RE: Recognition of Participants of the 2018 Marshall-Brennan National High School Moot Court Competition

Dear Dr. Belton:

Please add as a special agenda item, the recognition of participants of the 2018 Marshall-Brennan National High School Moot Court Competition for the April 27, 2018 Southern University System Board of Supervisors' meeting. The team from Baton Rouge, coached by Professors Russell Jones and Virginia Listach did extremely well in the National Competition, and are worthy of recognition.

I respectfully request that the students are briefly recognized during this meeting.

Sincerely,


John K. Pierre
Chancellor

and Vanue B. Lacour Endowed Professor



SOUTHERN LAB[®]
SOUTHERN UNIVERSITY
LABORATORY SCHOOL

RECEIVED

APR 09 2018

Office of the Executive Vice President
for Academic Affairs and Provost

Date: Friday, April 06, 2018

To: James H. Ammons, Ph.D.
Executive Vice President & Executive Vice Chancellor
3rd Floor, J.S. Clark Administration Building
Baton Rouge, LA 70813

From: Herman R. Brister
Director, SULS

Re: Southern University Laboratory School Recognizes Academic Achievers

Please accept this recommendation to acknowledge the following students at the April 2018 Southern University Board of Supervisors Meeting. The following students placed 1st or 2nd in the 2018 District Rally competition hosted by Southern University. Over 430 of the top students from the East Baton Rouge Area participated this year. These students competed against students from, Baton Rouge Magnet, McKinley, East Ascension, Robert E. Lee, Port Allen, Brusly and other area high schools. They will compete against the best students from around the state on April 21, 2018 at the State Rally held at Louisiana State University.

Advanced Math Functions and Statistics

Tiana Martin 1st Place

Algebra II

Maurice Blanchard: 2nd Place

English II

Ann Walker: 1st Place

English IV

Kaela Moore: 1st Place

World Geography

Tiffany Poydras: 2nd Place

Next, I would like to formally recognize Kelsie Tillage for being selected to represent Southern University Laboratory School in the Duke Tip program at Duke University. Kelsie is among the select students being honored by the Duke University Talent Identification Program (Duke TIP) for their exceptional scores on the ACT or SAT. She will be recognized at a ceremony at Northwestern State University, Natchitoches on May 6, 2018. Duke TIP's 7th Grade Talent Search identifies students across the United States who have scored at or above the 95th percentile on a grade-level standardized test. As part of the program, these academically talented students take above-level college-entrance exams to learn more about their abilities. Duke TIP then hosts annual recognition ceremonies to honor the seventh graders who scored the highest on these ACT (22+) or SAT exams.

Kelsie Tillage has also qualified to attend the collegiate style Summer Studies Program. The Duke TIP Academy for Summer Studies offers an exceptional academic and social experience for those students who are among the top 5 percent of academically talented students in their grade level.

Finally, we would like to recognize Chelsea Johnson (11th) and Joseph Delaney (11th). They participated in the Urban Restoration Enhancement Corporation College and Career Ready Pre-Law Institute. The students recently completed the institute with both of them earning the [American Bar Association's Civic and Law Honor Roll recognition](#) from their sponsor, the Baton Rouge Bar Association. Their culminating event was a mock trial held in Southern University Law Center's Moot Courtroom.

Please assist us in recognizing the academic accomplishments of these wonderful students. If you have any questions please contact me at (225) 771-3490 or via email herman_brister2@subr.edu.

Respectfully,



Herman R. Brister

Director



James H. Ammons, Ph.D.

Executive Vice President & Executive Vice Chancellor



Ray Belton, Ph.D.
President-Chancellor



SOUTHERN UNIVERSITY LAW CENTER

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OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

April 9, 2018

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

Dear Dr. Belton:


RE: Recognition of United Restoration Enhancement Corporation Pre-Law Pipeline and Entrepreneurship Pipeline Programs

The United Restoration Enhancement Corporation (UREC) has been a positive force in transforming communities by investing in people, and restoring neighborhoods in Baton Rouge. One of the signature programs of UREC is its College and Career Ready Initiative (CCR). This program prepares high school students for colleges and careers. CCR provides opportunities and resources throughout the academic year which allows high school students to develop a roadmap for their future. The student participants acquire: (1) ACT and test taking skills are reinforced, (2) college admissions process is mastered, and (3) explore career and entrepreneurship opportunities. This is all accomplished at Southern University through the ACT & College Admissions Pre-Institute, Pre-Law Institute, Emergency Medical Responder Institute, and the Ignite Fellowships & Entrepreneurship Institute.

The Southern University Law Center and the Southern University College of Business have hosted the aforementioned institutes, and I am thoroughly impressed with the efforts of UREC in bringing these pipeline programs to Southern University.

I respectfully request that UREC work be recognized at the April 27, 2018 Southern University System Board of Supervisors' meeting.

Sincerely,



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

Southern University and A&M College at Baton Rouge

Resolution

Whereas, Spring Commencement Exercises are scheduled for the campus of Southern University and A&M College at Baton Rouge on Friday, May 11, 2018 at 9:30 a. m. in the F. G. Clark Activity Center; and

Whereas, there are approximately **643** prospective graduates at Southern University at Baton Rouge, who are to receive Bachelor's degrees, Master's degrees and Ph.D. degrees.

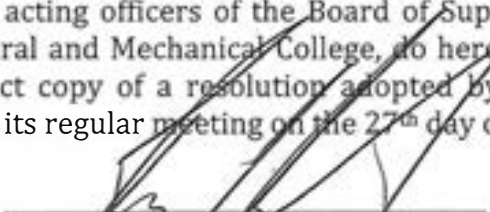
Now, therefore be it resolved that the degrees conferred upon the candidates for graduation at the Commencement Exercises at Southern University and A&M College at Baton Rouge submitted by President-Chancellor Ray L. Belton, upon the approval and recommendation of the Faculty, Council of Academic Deans, and appropriate administration be, and they are hereby approved.

Be it further resolved that the list of graduates may be supplemented or modified as is necessary to carry out the intent of this resolution.

Certificate

We, the duly qualified and acting officers of the Board of Supervisors of the Southern University and Agricultural and Mechanical College, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Southern University Board of Supervisors as its regular meeting on the 27th day of April, 2018.




Ray L. Belton, Secretary
Board of Supervisors, Southern University
and Agricultural and Mechanical College

Ann A. Smith, Chair
Board of Supervisors, Southern University
and Agricultural and Mechanical College

Resolution

Whereas, Spring Commencement Exercises are scheduled for the campus of Southern University at New Orleans on Saturday, May 12, 2018 at 4:00p.m. at the UNO Lakefront Arena, 6801 Franklin Avenue, New Orleans, LA 70126; and

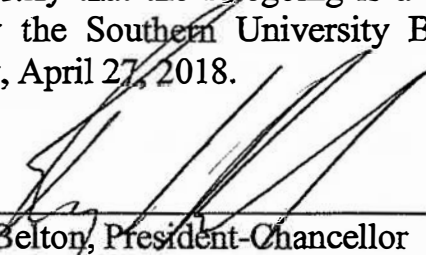
Whereas, there are approximately 450 prospective graduates at Southern University at New Orleans, who are to receive Associate degree, Bachelor's degrees, and Master's degrees.

Now, therefore be it Resolved that the degrees conferred upon the candidates for graduation at the Commencement Exercises at Southern University at New Orleans submitted by President-Chancellor Ray Belton and Chancellor Lisa Mims-Devezin, upon approval and recommendation of the Faculty, Council of Academic Deans, and appropriate administration be, and they are hereby approved.

Be it Further Resolved that the list of graduates may be supplemented or modified as is necessary to carry out the intent of this resolution.

Certificate

We, the duly qualified and acting officers of the Board of Supervisors of the Southern University System, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Southern University Board of Supervisors at its regular meeting on Friday, April 27, 2018.



Ray Belton, President-Chancellor
Southern University System
Secretary, Southern University Board of
Supervisors

Ann A. Smith, Chairperson
Board of Supervisors, Southern University
System



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

April 2, 2018

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

Dear Dr. Belton:

The Southern University Law Center has enclosed a resolution to confer Juris Doctor Degrees to candidates on May 12, 2018.

The faculty of the Law Center has approved the candidates. Therefore, in order to grant the degrees at the Southern University Law Center's Commencement Ceremony, we are requesting your approval and the Southern University Board of Supervisors.

Sincerely,


John K. Pierre
Chancellor



RESOLUTION

WHEREAS, *Law Center Commencement Exercises is scheduled on the campus of Southern University and A&M College at Baton Rouge on Saturday, May 12, 2018 at 10:00 a.m. in the F. G. Clark Activity Center; and*

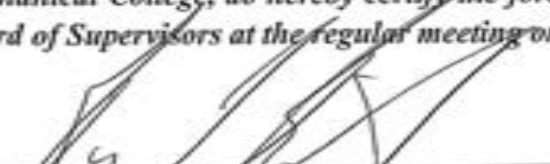
WHEREAS, *there are approximately 115 prospective graduates at Southern University Law Center at Baton Rouge, who are to receive the Juris Doctor degree; and*

NOW, THEREFORE IT IS RESOLVED *that the degree conferred upon the candidates for graduation at the Commencement Exercises for Southern University Law Center at Baton Rouge submitted by President Chancellor Ray Belton and Chancellor John K. Pierre, upon the approval and recommendation of the Faculty, and appropriate administration officers be, and they are hereby approved.*


BE IT FURTHER RESOLVED *that the list of graduates may be supplemented and modified as is necessary to carry out the intent of this resolution.*

CERTIFICATE

We the duly qualified and acting officers of the Board of Supervisors of the Southern University and Agricultural and Mechanical College, do hereby certify the foregoing is a true and correct copy of a resolution adopted by the Southern University Board of Supervisors at the regular meeting on the 27th day of April 2018.



*Ray L. Belton, Ph.D. President, Secretary Board of Supervisors
Southern University and Agricultural and Mechanical College*



*Ann A. Smith, Chair
Board of Supervisors*



2018 SPRING COMMENCEMENT

Whereas, Southern University at Shreveport Louisiana 2018 Spring Commencement is scheduled on Tuesday, May 15, 2018 at 7:00 p.m. at the Shreveport Convention Center, 400 Caddo Street, Shreveport, La 71101, and

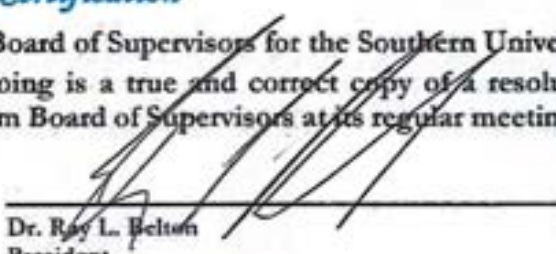
Whereas, there are approximately 412 prospective candidates for graduation who expect to receive 265 prospective Associate Degrees, 136 Certificates, and 11 Diplomas from Southern University at Shreveport Louisiana.

Now Therefore Be It Resolved that the degrees and certificates will be conferred upon the candidates for graduation during the 2017 Spring Commencement of SUSLA presented by Dr. Ray L. Belton., President for the Southern University System, Dr. Rodney A. Ellis, Chancellor for Southern University at Shreveport Louisiana, upon the approval and recommendations of the Vice Chancellor of Academic Affairs, the Faculty, and the appropriate administrative staff, and they are hereby approved, and;

Be It Further Resolved that the list of graduates may be supplemented or modified as necessary to carry out the intent of this resolution.

Certification

We, the duly qualified officers of the Board of Supervisors for the Southern University System, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Southern University System Board of Supervisors at its regular meeting on the 27th day of April 2018.



Dr. Ray L. Belton
President
Southern University System

Ms. Ann A. Smith
Chairman of the Board
Southern University System Board of Supervisors



SOUTHERN UNIVERSITY LAW CENTER

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(225) 771-2552

FAX (225) 771-2474

April 9, 2018

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

RE: Permission for the Southern University Law Center to award an Honorary Juris Doctor Degree to Reverend /Dr. Joseph Haden, Sr.

The Southern University Law Center's faculty unanimously voted on March 21, 2018 at its monthly faculty meeting to bestow on Reverend/ Dr. Joseph Haden, Sr. an honorary Juris Doctor degree, at the Law Center's May 12, 2018 commencement ceremony.

The Southern University Law Center was introduced to Reverend/Dr. Haden in 2001 by Dr. Leon Tarver, Sr., who was then, the President of the Southern University System. Dr. Tarver and Southern University was featured in a magazine, Educational Pathways. This magazine was founded by Haden in 1997. Highlighted in this magazine was the Historically Black Colleges and Universities (HBCUs), and issues unique to African-American and Hispanic students. The magazine is very beneficial in helping to educate minority students and their families, concerning resources available to access higher education opportunities at HBCUs.

Haden graduated in 1967 with a Bachelor's degree from Virginia Union University. He later earned a Master's degree in Elementary and Secondary School Administration from the University of Virginia in Charlottesville, Virginia. He earned a Master's Degree in Divinity from the Richmond Virginia Seminary. Richmond Seminary has also awarded him an Honorary Doctor of Divinity degree. Haden retired in 1997, after spending 30 years in various administrative leadership positions in Virginia public school counties of Charles City, Henrico, Goochland, and King George.

After his retirement in 1997, he began devoting his energy to developing an HBCU college tour program for minority Virginia middle school and high school students. He created the program to provide a self-motivational setting, and self-esteem to low and moderate income middle and

high school students, who might not otherwise have had a chance to see that there was hope for their lives through education and advanced career planning.

In 1999, he launched Aunt Berta's Kids-In-Need Education Foundation. The nonprofit foundation sponsors in-school tutorial programs and college entrance exam workshops on the SAT and ACT. For nearly 20-years, students have been provided exposure to college entrance exam testing strategies.

In 2001, Haden established the Minority Law and Research Institute (MLARI). Because of his visit with Dr. Tarver; the Southern University Law Center has hosted a two week summer residential institute since 2002. This institute has accommodated high school students from Virginia, North Carolina, South Carolina, the District of Columbia, Georgia, Alabama, Mississippi, and Louisiana. MLARI is significant because it is one of the nation's first law school pipeline programs that reached out to high school students. The Law Center has received exposure because of MLARI and has tapped into venues that had previously been untapped. The funding for MLARI comes totally from the Aunt Bertha Foundation and private fundraising efforts of Haden. He has raised approximately \$600,000 to support MLARI activities since 2001. The MLARI has served as a model for other law pipeline programs for high school students. Based on the success of MLARI, the Law Center has been able to model lessons learned to establish an award winning Marshall Brennan Constitutional Literacy Program. This program is led by Professors Russel Jones and Virginia Listach.

The MLARI program teaches students constitutional law principles, civil rights law, advocacy skills, writing skills, how to prepare and conduct opening and closing statements, examine witnesses in a criminal trial, and introduce evidence in a mock criminal trial.

Professors at the Law Center have volunteered their time during the two week summer program to teach legal concepts to the MLARI students, and have provided an audience for research proposals and ideas by the MLARI participants. MLARI has also enhanced the development of Law Center students who help run the MLARI. They learn about the value of being social justice advocates and social engineers, as well as learning the value of mentorship to high school students, who are MLARI participants.

MLARI has had over 600 participants come to Southern and learn about civil rights, human rights, criminal justice, and the structure of law. Over a dozen of those students have eventually returned to the Law Center as students. Over 50% of the MLARI participants have gone on to attend and earn college degrees.

One significant unanticipated consequence of the partnership between Haden and the Law Center, is the creation of a sustained relationship with Haden's daughter-in-law, Laurie Haden. She is a senior corporate counsel for CBS and founder of the Corporate Counsel Women of Color. This organization promotes opportunities for women of color who are pursuing in-house corporate counsel career opportunities. Law Center students have benefitted greatly from this relationship.

There are approximately a dozen or so female alums that have been able to leverage opportunities with corporation such as Amazon, Verizon, Exxon Mobil, Deloitte, British Petroleum, Shell, Nike, Hershey's, Price Waterhouse, Macy's, John Deere, and NCR, just to name a few.

Dr. Haden has committed his life to uplifting the lives of young minority students, and has exposed hundreds of high school students to the idea of aspiring to become a legal professional. He has advocated for civil and human rights as an educator, and a pastor for over 50-years.

Therefore, I respectfully ask that you allow this request to be considered by the Southern University Board of Supervisors' at their meeting scheduled for April 27, 2018.

Sincerely,

A handwritten signature in blue ink that reads "John K. Pierre". The signature is fluid and cursive, with a large initial "J" and "P".

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



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

Office of the Executive Vice President/Executive Vice Chancellor

J. S. Clark Administration Building, Third Floor
Baton Rouge, LA 70813
Phone: (225) 771-4582

April 26, 2018

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

RE: Honorary Degree Recipient

Dear President-Chancellor Belton:

The faculty of the Nelson Mandela College of Government and Social Sciences recently recommended the awarding of an honorary degree to Attorney Johnnie A. Jones, Sr. The Academic Council fully supported the recommendation and voted to award Attorney Jones with the honorary degree of Doctor of Humane Letters.

I propose that the Board of Supervisors consider awarding the honorary degree to this distinguished civil rights attorney, NAACP activist, United States veteran, and son of Southern University. As an alumnus, Mr. Jones has demonstrated excellence and we believe his accomplishments and contributions merit such an esteemed honor.

I respectfully await your approval. Thank you for your consideration.

Sincerely,

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

James H. Ammons, Jr., Ph.D.
Executive Vice President/Executive Vice Chancellor

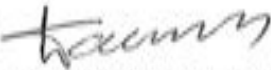
Approved:

A handwritten signature in blue ink that reads "Ray L. Belton" with a small circular mark to the right.
President-Chancellor Ray L. Belton, Ph.D.



"We must empower our youth through strengthening their capacity to engage positively and successfully in every aspect of life." - Nelson Mandela

TO: Dr. James Ammons, Executive Vice Chancellor
Executive Vice President & Executive Vice Chancellor

FROM: Damien Ejigiri, Dean 
Nelson Mandela College of Government and Social Sciences

DATE: April 25, 2018

RE: Attorney Johnnie A. Jones

I write to support the letter from the faculty recommending the awarding of The Honorary Doctor of Humane Letters degree to Attorney Johnnie Jones. As his long list of services to humanity shows, he is more than deserving of the award. I ask for approval from the Academic Affairs Office and for onward transmittal.

Thank you for your support.

Office of the Dean

Department of Public Administration
Nelson Mandela School of Public Policy
& Urban Affairs
P.O. Box 9656
Phone: [225] 771-3103
Fax: [225] 771-4386

April 25, 2018

Dr. Damien D. Ejigiri, Dean
Rodney G. Higgins Hall Suite 410
Baton Rouge, LA 70813

Dean Ejigiri:

After convening with the faculty of the Nelson Mandela College of Government and Social Sciences, it is our recommendation that Attorney Johnnie A. Jones who has served humanity for over 100 years be awarded the Honorary Doctor of Humane Letters.

The list of his accomplishments in public service will take several volumes to enumerate. Just to mention a few, Attorney Jones served in the Louisiana Legislature from 1968-1972. He was honorably discharged as a warrant officer Two (W2), was the first African American to join the Baton Rouge Bar Association. Attorney Jones organized an NAACP entity during his first year of law school at Southern with consent and support of Dr. Felton Clark. Attorney Jones record is replete with many outstanding cases he litigated and won. A few examples are listed below.

- Paynes vs. Dan Dee Lee (Voter Harassment)
- Chase vs. Point Coupe Parish School Board (Worker's comp applied to school employees)
- Sandra Dowel vs. Con Agra Poultry Company (Employment)
- Fields vs. Re Bowe (License Violation / Scotlandville_
- Stewart vs. Calcasieu Parish School District (Employee Rights to Transfer Life Insurance upon retirement)
- Anderson vs. Martin 1964 (Race ID on ballots)
- Davis vs. East Baton Rouge Parish

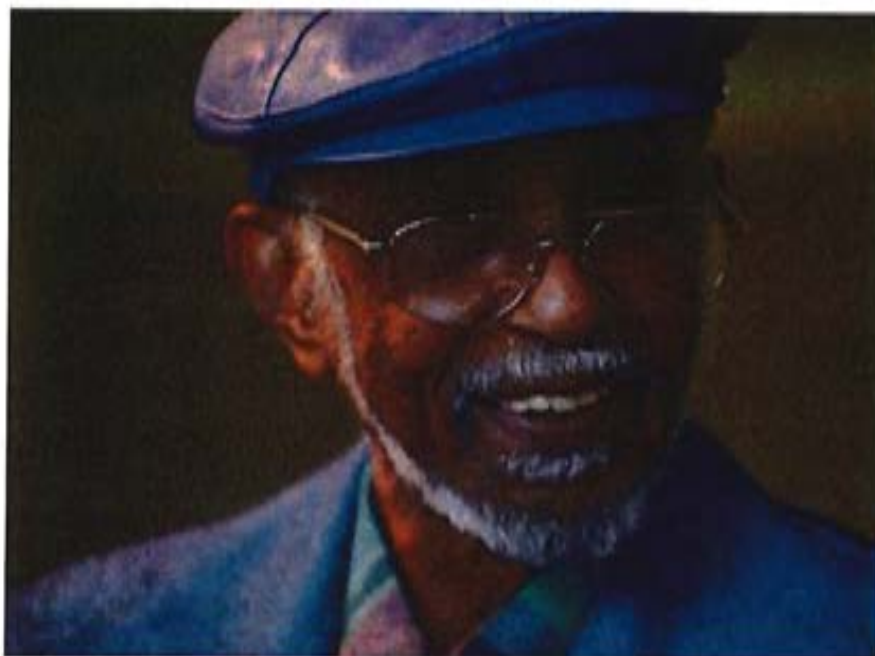
Attorney Jones' legacy of service, defender of his race and humanity will remain an eternal example for generations to come, especially his admonition and his example to us to always serve those whose needs are greater than ours. Attorney Jones is a special gift to humanity and deserves to be awarded the Honorary Doctor of Humane Letters by the Nelson Mandela College

of Government and Social Sciences. We are confident that you will agree with our recommendation.

Regards,

A handwritten signature in black ink, appearing to read 'Kingsley Esono', written in a cursive style.

Kingsley Esono, Chair
Public Administration and Public Policy



SUSLA WELCOMES CIVIL RIGHTS ICON AND ATTORNEY JOHNNIE A. JONES, SR.

Southern University at Shreveport (SUSLA) welcomes civil rights attorney, NAACP activist, veteran and SU alumnus Johnnie A. Jones, Sr. as the keynote speaker at the **Celebration of Men's Ministry Month at Calvary Missionary Baptist Church, 5823 Ledbetter Street, Shreveport, Louisiana on Sunday, September 20, 2015 at 5:45pm.** Calvary Missionary Baptist Church is pastored by the Reverend Joe R. Gant, Jr., former three-time Chairman and current member of the Southern University Board of Supervisors. The public is invited and encouraged to attend.

An alumnus of Southern University Laboratory School, Southern High, Southern University and Southern University School of Law, the Southern University system has played an integral part in shaping and preparing Attorney Jones for his lifetime commitment to service. Born in 1919, in Laurel Hills, Louisiana, Attorney Jones' passion for law began at an early age. His interest in law remained as he attended Southern Laboratory School and Southern High. After graduation, Attorney Jones enrolled at Southern University in Baton Rouge before being drafted in to the United States Army during War World II. A decorated veteran, he served in some of the country's most notable war efforts, including D-Day and the Battle of the Bulge.

Athletics Committee

ATHLETICS COMMITTEE

(Following Academic Affairs Committee)

Friday, April 27, 2018

9:00 AM

2nd Floor J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item(s)
 - A. Request approval of Employment Contract for Sean Woods –Men’s Head Basketball Coach (SUBR)
6. Other Business
7. Adjournment

MEMBERS

Atty. Tony M. Clayton – Chair, - Mr. Raymond Fondel – Vice Chair,
Rev. Donald R. Henry, Atty. Patrick Magee, Atty. Domoine Rutledge, Mr. Mike Small
Mrs. Ann A. Smith- Ex Officio

EXECUTIVE SUMMARY
OF THE EMPLOYMENT CONTRACT FOR
HEAD BASKETBALL COACH
SEAN WOODS

- **TERM** – Three (3) year term to June 30, 2021
With a One (1) year option

- **COMPENSATION** –
 - Effective May 1, 2018, **HEAD BASKETBALL COACH** shall receive
One hundred and twenty-five thousand dollars. (\$125,000.00)

**EMPLOYMENT CONTRACT OF HEAD BASKETBALL COACH
SEAN WOODS**

This agreement is made and entered into on the 27th day of April 2018 between Southern University at Baton Rouge (SUBR), through its management board, the Southern University System Board of Supervisors (“Board”) and Sean Woods (Head Basketball Coach). This agreement constitutes the employment contract and appointment of the Head Basketball Coach at Southern University in Baton Rouge, Louisiana. This agreement shall be effective on May 1, 2018 and shall remain in effect through June 30, 2021.

EMPLOYMENT OF HEAD BASKETBALL COACH

I. Employment

- a. Board does hereby employ Head Basketball Coach as the head basketball coach, and Head Basketball Coach does hereby accept employment and agrees to perform all of the services pertaining to basketball program that are required of Head Basketball Coach as well as other services as may be contemplated hereunder. All appointments are subject to applicable polices and regulations of the Board, and all employees are required to adhere to Board and/or administrative policies as they relate to them.
- b. Head Basketball Coach shall be responsible to, and shall report, directly to SUBR’s Athletic Director.
- c. Head Basketball Coach shall supervise and manage the basketball team and shall perform such other duties in SUBR’s athletic department as the Athletic Director and/or Chancellor may assign, provided such other services are consistent with the services and duties of a NCAA Division I head basketball coach.
- d. Head Basketball Coach agrees to represent Southern University System positively in public and private forums and shall perform his duties and personally handle himself in a manner consistent with good sportsmanship and in accordance with high moral, ethical and academic standards of the Southern University System and its athletic programs.

II. Term

- a. The term of this agreement is for three (3) years commencing on May 1, 2018, and terminating on April 30, 2021. The Board has the option to extend this agreement for one (1) additional year. This option to extend must be extended by the Board and Head Basketball Coach has the option to accept such extension.
- b. All options to extend and/or renewals of this agreement must be offered by the Board and Head Basketball Coach has the option to accept such extension. Such extension and renewals shall be in writing and signed by both parties.

III. Compensation and Employee Benefits

- a. For services and satisfactory performance of this agreement, SUBR shall pay Head Basketball Coach a base salary for the term of this agreement, on a monthly basis the following amounts:
 - i. May 1, 2018 through April 30, 2019: \$125,000.00;
 - ii. May 1, 2019 through April 30, 2020: \$125,000.00; and
 - iii. May 1, 2020 through June 30, 2021: \$125,000.00.

**SOUTHERN UNIVERSITY SYSTEM
SOUTHERN UNIVERSITY AT BATON ROUGE
HEAD BASKETBALL COACH CONTRACT**

Page 2

- b. SUBR will provide Head Basketball Coach the opportunity to participate in the benefit plans for health insurance, dental insurance, retirement, disability, and life insurance, subject to eligibility requirements, normally provided by SUBR to its regular non-academic unclassified full-time employees.

IV. Outside Income-Subject to Compliance with Board Rules

- a. Head Basketball Coach shall be authorized to earn other revenue while employed by SUBR but such activities are independent of his SUBR employment and SUBR shall have no responsibility for any claims arising there from. All outside income will be subject to approval in accordance with the Board's policies.
- b. Head Basketball Coach shall report annually in writing to the Athletic Director and Chancellor all income from athletically related sources outside of the SUBR including but not limited to income from sports camps, housing benefits, television and radio programs, endorsement or consultation contracts with athletic shoe, apparel or equipment manufacturers or sellers, and SUBR shall have reasonable access to records of Head Basketball Coach to verify this report.

V. Performance Incentives

- a. As an incentive for exemplary performance and additional work that is required for season and post-season games and events and as an incentive for Head Basketball Coach to achieve the goals described below, SUBR agrees to pay the following performance incentives:

i. SWAC Regular Season Championship

- 1. Head Basketball Coach One Month Salary
- 2. Full-Time Assistant Coaches \$1,000.00

ii. SWAC Tournament Championship

- 1. Head Basketball Coach One Month Salary
- 2. Full-time Assistant Coaches \$1,000.00

iii. Advance to Second Round of the NCAA Tournament

- 1. Head Basketball Coach One Month Salary
- 2. Full-time Assistant Coaches One Month Salary

iv. Advancing to each subsequent round of the NCAA Tournament

- 1. Head Basketball Coach One Month Salary
- 2. Full-time Assistant Coaches One Month Salary

v. Advance to the Final Round (Final Four) of the NCAA Tournament

- 1. Head Basketball Coach \$25,000.00
- 2. Full-time Assistant Coaches \$10,500.00

vi. NCAA Championship

- 1. Head Basketball Coach \$ 50,000.00
- 2. Full-time Assistant Coaches 20,000.00

**SOUTHERN UNIVERSITY SYSTEM
SOUTHERN UNIVERSITY AT BATON ROUGE
HEAD BASKETBALL COACH CONTRACT**
Page 3

vii. LBCA and LSWA Coach of the Year

- | | |
|------------------------------|------------------|
| 1. Head Basketball Coach | One Month Salary |
| 2. Full-time Assistant Coach | \$1000.00 |

viii. Other NCAA Post-Season appearances (NIT, CBI, CIT)

- | | |
|--------------------------------|------------------|
| 1. Head Coach | ½ Month's Salary |
| 2. Full-Time Assistant Coaches | \$1,000.00 |

ix. Win twenty (20) games in one (1) season

- | | |
|--------------------------------|------------|
| 1. Head Coach | \$5,000.00 |
| 2. Full-Time Assistant Coaches | \$1,000.00 |

x.

1. If four hundred and twenty-five thousand dollars (\$425,000.00) or more in game guarantees are collected of this agreement. Head Men's Basketball Coach shall receive a distribution of up to thirty thousand dollars (\$30,000.00) toward salary and ten thousand dollars (\$10,000.00) toward vehicle stipend. The Men's Basketball program will receive sixty thousand dollars (\$60,000.00) used at Head Men's Basketball Coach's discretion as well as approval from the Director of Athletics, on any basketball related programs and activities, including recruiting, travel, equipment, salary supplements for assistant coaches, tutors, or other such personnel to assist the basketball program. Three hundred and twenty-five thousand dollars (\$325,000.00) will be retained by the athletic department budget. The basketball program must first satisfy the state budget requirement before allowing any other expenditures.
2. Anything that is brought in over the four hundred and twenty-five thousand dollars (\$425,000.00) will be split 50/50 between the basketball program and the athletic department.
3. If the Head Coach can assist with helping the Director of Athletics fund raise fifty thousand dollars (\$50,000.00) they will get 10% which can be used towards his salary.

b.

1. In order for Head Basketball Coach to receive above-mentioned performances incentives, Men's Basketball team shall meet all NCAA APR standards and Men's Basketball team shall be eligible for post-season play.
2. Within forty-five (45) days of the last contest, Head Basketball Coach shall be provided an annual report of all performances incentives attained and game guarantees collected for the season. The incentive funding described in section (V) (a) shall be based upon revenues collected by the 30th day following the last contest of the season. All incentives payments and salary supplements shall be paid no later than the 60th day following the last contest of the season, including post-season play.

VI. Compliance with NCAA, Conference and University Rules

**SOUTHERN UNIVERSITY SYSTEM
SOUTHERN UNIVERSITY AT BATON ROUGE
HEAD BASKETBALL COACH CONTRACT**

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- a. Head Basketball Coach shall be responsible for being knowledgeable of and in compliance with all rules and regulations of the NCAA, SWAC and University. If Head Basketball Coach or the men's basketball program is found to be in violation of NCAA regulations, Head Basketball Coach shall be subject to disciplinary or termination for cause as defined below. Head Basketball Coach may be suspended for a period of time, without pay, if Coach is found to be personally guilty of deliberate and serious violations of NCAA, SWAC or University regulations.
- b. Head Basketball Coach shall abide by state and federal laws, the State of Louisiana Code of Government Ethics, and the policies and regulations of Southern University System.

VII. Coaching Staff

Head Basketball Coach shall have the authority to recruit and to extend offers of employment to four (4) Assistant Coaches upon final approval by the Athletic Director, SUBR Chancellor and the President. The employment for all Assistant Coaches will terminate annually and will be renewed only on the recommendation of the Head Basketball Coach and the approval of the Athletics Director.

VIII. Termination

- A. Termination for Cause.** The Board shall have the right to terminate this agreement for cause prior to its expiration, and such right shall exist notwithstanding any rights available under Section VI hereof, and in addition to the examples listed in SUBR Personnel Handbook, the term for cause shall include but not be limited to any one or more of the following;
 - i. Negligent or inattention by Head Basketball Coach of the standards, duties or responsibilities expected by Southern University System employees, after written notice thereof has been given to Head Basketball Coach by Athletic Director and Head Basketball Coach has continued such neglect or inattention during a subsequent period for not less than thirty (30) days;
 - ii. Material, intentional, or reckless breach or violation by Head Basketball Coach of the agreement, including without limitation governing athletic rules and Southern University System rules; or
 - iii. Conviction of Head Basketball Coach of any criminal violation (does not include minor traffic offenses or non-criminal offenses); or
 - iv. Fraud or dishonesty of Head Basketball Coach in the performance of his duties or responsibilities hereunder; or
 - v. Actively engaging in any conduct or committing any act that brings SUBR, Southern University System and Head Basketball Coach into public disrepute, contempt, embarrassment, scandal or ridicule and that negatively impacts the reputation or the high moral or ethical standards of the Southern University System;
 - vi. Conduct of Head Basketball Coach constituting a major violation, or a pattern of conduct that may constitute or lead to a major violation, of any NCAA or other governing athletic association rule or Southern University System interpretation thereof, that may, in the reasonable and good faith judgment of the Southern University System negatively and significantly impact and reflect adversely upon the Southern University System or its athletic programs;
 - vii. Any NCAA or SWAC rules violation by the men's basketball program that results or could result in the University being placed on probation by the NCAA or the SWAC;
 - viii. Conduct by members of Head Basketball Coach's coaching or basketball

**SOUTHERN UNIVERSITY SYSTEM
SOUTHERN UNIVERSITY AT BATON ROUGE
HEAD BASKETBALL COACH CONTRACT**

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staff or others under his supervision or subject to his control or authority that may constitute a major violation or a pattern of conduct that may constitute or lead to a major violation of any NCAA or other governing athletic rule or Southern University System interpretation thereof of which Head Basketball Coach had knowledge and failed to act reasonably to prevent, limit or mitigate, which may, in the reasonable and good faith judgment of the Southern University System negatively and significantly impact and reflect adversely upon SUBR or its athletic program;

- ix. Conduct that the Athletic Director, Chancellor, President and/or the Board of Supervisors agree is not in the best interest of SUBR and Southern University System and such conduct would be detrimental to the SUBR and Southern University System.
- x. Failure of the men's basketball program to meet the academic benchmarks established by the NCAA (including Academic Progress Rate (APR) benchmarks) which results in penalties or sanctions being imposed by the NCAA or other athletic governing authority..

In the event this Agreement is terminated for cause in accordance with the provisions of Section VIII hereof, then effective as of the termination date, Head Basketball Coach shall not be entitled to receive any further payments of base salary, and any other compensation or benefits otherwise payable under Section III hereof, except Head Basketball Coach will be entitled to continue such life or health insurance benefits at Head Basketball Coach's expense as required by law, and subject to any deductions permitted by Section III c. Head Basketball Coach will be paid any earned outstanding payments owed by SUBR as of the effective termination date pursuant to the terms of the Agreement. Head Basketball Coach will be given notice of the cause and an opportunity for a hearing before the Board's Athletic Committee. The Athletic Committee will make a recommendation to Board on whether to terminate the Head Basketball Coach for cause for their final approval.

B. Termination Without Cause. In the event this agreement is terminated without cause, Head Basketball Coach and SUBR will be required to provide thirty (30) days notice to the other party. However, Head Basketball Coach may not terminate this agreement thirty (30) days prior to the first scheduled basketball game of the basketball season through the date of the last game of the basketball season. In the event the agreement is terminated without cause, Head Basketball Coach will be paid any earned outstanding payments owed by SUBR as of the effective termination date pursuant to the terms of the agreement. The parties agree that if this agreement is terminated without cause, Head Basketball Coach may be given a hearing at the sole discretion of the Board of Supervisors' Athletic Committee. If SUBR terminates the agreement without cause, as permitted by Section VIII hereof, SUBR shall pay, and Head Basketball Coach agrees to accept as liquidated damages, an amount equal to the sum of the annual base salary for the remaining term of the agreement. If Head Basketball Coach terminates this agreement, the Head Basketball Coach will not be entitled to liquidated damages.

C. Buy-Out Provision. In the event Head Basketball Coach terminates the agreement without cause to become a Head or Assistant Basketball Coach, the Head Basketball Coach would be liable to University for liquidated damages of seventy-five thousand dollars (\$75,000.00). The liquidated damages shall be due and payable over three (3) months in three (3) equal payments from the date of the termination. If the Head Basketball Coach terminates this agreement for any other reason other than becoming employed as a Head or Assistant Basketball Coach including without limitation, retirement, health or personal reasons, disability, employment in another profession, then the Head Basketball Coach shall have no responsibility obligation, or liability to SUBR.

**SOUTHERN UNIVERSITY SYSTEM
SOUTHERN UNIVERSITY AT BATON ROUGE
HEAD BASKETBALL COACH CONTRACT**

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IX. Miscellaneous

- a. This agreement may be amended at any time only by a written instrument duly signed by SUBR through its designated representative and Head Basketball Coach. All amendments must be in writing.
- b. The agreement shall be governed by and construed in accordance with the laws of the State of Louisiana.
- c. Head Basketball Coach's rights and interests under this Agreement may not be assigned, pledged or encumbered by Head Basketball Coach.
- d. The agreement constitutes the full and complete understanding and agreement of the parties with respect to the employment of Head Basketball Coach by SUBR and supersedes all prior understandings and agreements, oral and written, regarding Head Basketball Coach's employment by SUBR.
- e. Head Basketball Coach acknowledges that he has read and understands the foregoing provisions are reasonable and enforceable, and Head Basketball Coach agrees to abide by this agreement and the terms and conditions set forth herein.
- f. All notices, requests, demands and other communication hereunder may be given by personal delivery, delivery via expedited delivery or mail service such as Federal Express and United States mail with first class postage prepaid or facsimile/telecopier. Notices shall be sent to the names below:

If to Head Basketball Coach

If to SU-Baton Rouge

Roman Banks
Athletic Director
Southern University-Baton Rouge
F. G. Clark Activity Center
Harding Blvd
Baton Rouge, La. 70813

With copies to
Tracie J. Woods
General Counsel
Office of President
J. S. Clark Administration Bldg.
4th Floor
Baton Rouge, LA 70813
225-771-4680 (p)
225-771-5522 (f)

- g. The invalidity or enforceability of any provision of this agreement has no effect on the validity or enforceability of any other provisions.

**SOUTHERN UNIVERSITY SYSTEM
SOUTHERN UNIVERSITY AT BATON ROUGE
HEAD BASKETBALL COACH CONTRACT**

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IN WITNESS WHEREOF, the parties hereto have executed this agreement, or caused this agreement to be executed on the date shown below.

Head Coach, Sean Woods

Date

Athletic Director, Roman Banks

Date

System President, Ray Belton

Date

Chairlady, Ann A. Smith

Date

Facilities and Property Committee

FACILITIES AND PROPERTY COMMITTEE

(Following the Athletics Committee)

Friday, April 27, 2018

9:00 AM

2nd Floor J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item(s)
 - A. Request approval to use prior year funds for two (2) Facility Projects (SULC)
 1. Oliver B. Spellman Library \$134,000
 2. A.A. Lenoir Building \$101,000
5. Informational Item(s)
 - A. Priority Projects Updates, by Campuses
6. Other Business
7. Adjournment

MEMBERS

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



SOUTHERN UNIVERSITY LAW CENTER

261 A. A. LENOIR HALL
POST OFFICE BOX 9294
BATON ROUGE, LOUISIANA 70813-9294

RECEIVED
OFFICE OF THE CHANCELLOR
PRESIDENTIAL COUNSEL
2018 APR -9 PM 2:21
SOUTHERN UNIVERSITY
SYSTEM

OFFICE OF THE CHANCELLOR

(225) 771-2552

FAX (225) 771-2474

April 9, 2018

VIA HAND DELIVERY

Dr. Ray Belton

System President and Chancellor

Southern University System

J. S. Clark Administration Bldg., 4th Floor

Baton Rouge, Louisiana 70813

RE: Use of Prior Year Funds

Dear Dr. Belton:

The Law Center desires to use prior year funds for two (2) facility projects:

1. Oliver B. Spellman Law Library: \$134,400

The purpose of this project is to create an environment that encourages more access and use of the existing Library facility. These goals will be accomplished by, replacing existing lights with new LED lights, install compact shelving units, upgrade computer rooms, create a more secure circulation/receptionist desk area, create additional study rooms, and install new doors and upgrade existing doors, which will allow library personnel to observe activities in all study areas.

2. A. A. Lenoir Building: \$101,700

The purpose of this project is to continue to enhance security at the Law Center with the purpose of providing as safe of an environment as possible for students, faculty, and staff. Considering recent incidents that have occurred around the country these measures are overdue. This project entails replacing 56 (fifty-six) Analog Cameras and four (4) Recorders with 55 (fifty-five) Digital Cameras and 7 (seven) Recorders, with the purpose of clearly identifying intruders in and around the facility, including the Law Clinic Annex. In addition, we will install key card readers on all doors which are used for both entrance and exit to and from the facility. Key cards will be issued to students, faculty, and staff for their continued access. All Non-Law Center Personnel, who do not have key cards, will be directed to the front entrance of the facility, where they will be logged in as visitors.

We will fund these projects from Surplus Funds (Act 971) and Building Use Fee (Act 426), which will require approximately \$236,100 from prior year funds. The fund balances are more than sufficient to fund this request. This request must be approved by the Southern University System Board of Supervisors.

I respectfully request your approval to place this item on the April 27, 2018 Board of Supervisors Agenda.

Southern University Law Center

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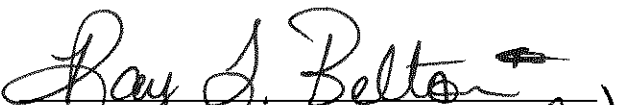

Thank you and with kind regards, I am

Sincerely,



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

Attachment: Form BOR-7, SU Law Center Budget FY 2017-2018

APPROVED: 
Dr. Ray L. Belton, President-Chancellor 

**Board of Regents
Form BOR-7
Report on Special Funds**

Institution: Southern University Law Center

I. Building Use Fees or Fees Used Specifically for Educational and General Capital Purposes:	Estimated Revenues
Fund Balance 6/30/16	\$32,134
Revenues in FY 2016-17	11,871
Total Revenues Available for FY 2016-17	44,005
Less Funds Expended in FY 2016-17	
Projected Revenue Available for FY 2017-18	10,500
Less Previous Commitments	
Estimated Amount Available for FY 2017-18 Projects & Operations	\$54,505
Name & Brief Description of Anticipated Projects	Estimated Cost
1. Weather Stripping of Buildings	\$5,000
2.	
3.	
4.	
5.	
Use Continuation Sheet if Necessary.	
II. Parking Fees & Revenues:	Estimated Revenues
Fund Balance 6/30/16	
Revenues in FY 2016-17	
Total Revenues Available for FY 2016-17	0
Less Funds Expended in FY 2016-17	
Projected Revenue Available for FY 2017-18	
Less Previous Commitments	
Estimated Amount Available for FY 2017-18 Projects & Operations	0
Name & Brief Description of Anticipated Projects	Estimated Cost
1.	
2.	
3.	
4.	
5.	
Use Continuation Sheet if Necessary.	
III. Student Technology Fees - ACT 1450 of 1997:	Estimated Revenues
Fund Balance 6/30/16	\$275,851
Revenues in FY 2016-17	71,578
Total Revenues Available for FY 2016-17	347,429
Less Funds Expended in FY 2016-17	94,928
Projected Revenue Available for FY 2017-18	59,340
Less Previous Commitments	
Estimated Amount Available for FY 2017-18 Projects & Operations	\$311,841

**Board of Regents
Form BOR-7
Report on Special Funds**

Institution: Southern University Law Center

Name & Brief Description of Anticipated Projects	Estimated Cost
1. Audio Visual Upgrades for all Classrooms	\$279,927
2. Network Maintenance and Upgrades	\$40,000
3.	
4.	
5.	
Use Continuation Sheet if Necessary.	
IV. Surplus Funds - RS 17:3386	Estimated Revenues
Fund Balance 6/30/16	\$1,179,907
Revenues in FY 2016-17	
Total Revenues Available for FY 2016-17	1,179,907
Less Funds Expended in FY 2016-17	486,236
Projected Revenue Available for FY 2017-18	
Less Previous Commitments	
Estimated Amount Available for FY 2017-18 Projects & Operations	\$693,671
Name & Brief Description of Anticipated Projects	Estimated Cost
1. Vistor Information Center	\$229,515
2. Library Renovations	\$175,000
3.	
4.	
5.	
Use Continuation Sheet if Necessary.	
V. Building Use Fee - Act 426 of 2013 Regular Session	Estimated Revenues
Fund Balance 6/30/16	\$120,886
Revenues in FY 2016-17	44,658
Total Revenues Available for FY 2016-17	165,544
Less Funds Expended in FY 2016-17	
Projected Revenue Available for FY 2017-18	36,730
Less Previous Commitments	
Estimated Amount Available for FY 2017-18 Projects & Operations	\$202,274
Name & Brief Description of Anticipated Projects	Estimated Cost
1. Building and Library Lighting	\$72,000
2. Building Maintenance	\$50,000
3.	
4.	
5.	
Use Continuation Sheet if Necessary.	

Southern University System

Office of Facilities Planning

FACILITIES PROJECT UPDATES

April 6, 2018

SU Baton Rouge

Capital Outlay New Projects part 1:

- SU System Campus Major Repairs and Deferred Maintenance Projects - Projects are in progress by campus Facility Director
 - **Benjamin Kraft Physical Plant Mechanical Rooftop Equipment** upgrades: \$25,000 budget w/ pending bids
 - **Rodney G. Higgins Hall Mechanical Rooftop Equipment** upgrades: \$90,000 budget w/ pending bids
 - **Mechanical System HAVC** repairs to Lee Hall, Fisher Hall, Stewart Hall and Seymour Gym. Buildings (**\$123,535**) work in progress by Watson Mechanical Services, Inc.- time duration to complete the project October 2017 to November 2017 / Feb 2018 – 100% complete.
 - **J. S. Clark Adm. Building Roof Replacement** – AFC \$143,205 Mougeot Architecture; were contracted to prepare construction bid documents by FP&C. in planning phase to bid

Mechanical System Upgrades Capital Outlay part 2 projects:

JW Fisher Hall State I.D. 02142 / 90:

Scope of Work – Upgrade exiting Mechanical Classrooms/Office Fan Coil Units, make repairs to existing C.W. & H.W branch piping and flushing of existing coils & main piping system. Estimated Cost: \$100,000 less FP&C Admin. Cost \$3,000 3%.

The State Project No. 19-615-16-01, F.19002158 A/E and AFC Budget: \$97,000

- David Mougeot / Thompson Luke A/E – Planning Phase for bidding

J. Lee Hall State I.D. 02164 / 153 & Health Research State I.D. 02213 / 153A:

Scope of Work - Upgrade exiting Mechanical Classrooms Fan Coil Units / Office Fan Coil Units, make repairs to existing C.W. & H.W branch piping and flushing of existing coils & main piping system. Some isolation valves on main lines and fresh air A/H unit for (Health Research) may need replacing etc. (V.O.J.) Estimated Cost: \$100,000 less FP&C Admin. Cost \$3,000 3%. The State Project No. 19-615-16-01, F.19002159

A/E and AFC Budget: \$97,000

- MEL INC Engineering, Mr. Morgan Watson, PE – Planning Phase for bidding

W W Stewart Hall State I.D. 02170 /160

Scope of Work – Upgrade Mechanical units for the following locations (2) air handling units in the (Auditorium), ceiling A/H unit in (Mass Communication) area TV network room, upgrade Mechanical fan coil floor units in classrooms 103 &104, 342 and main lobby area. Estimated Cost: \$100,000 less FP&C Admin. Cost \$3,000 3%.

The State Project No. 19-615-16-01, F.19002160 A/E and AFC Budget: \$97,000

- GIS Engineering Mr. Seneca Toussant, P.E. – out for bidding

T A Debose Music Hall State I.D. 02143 / 91

Scope of Work – Upgrade Mechanical HVAC and dehumidifying system for proper operation. Estimated Cost: \$125,000 less FP&C Admin. Cost \$3,750 3%.

The State Project No. 19-615-16-01, F.19002161 A/E and AFC Budget: \$121,250

- GIS Engineering Mr. Seneca Toussant, P.E. – Planning Phase for bidding

W. H. James Hall State I.D. 02169 / 159

Scope of Work – Upgrade Mechanical Air Handling Unit located in the basement which supplies air to the entire building. New VFD's will be installed along with an Open Protocol Automated Control system (v.o.j.).

Estimated Cost: \$ 100,000 less FP&C Admin. Cost \$3,000 3%

The State Project No. 19-615-16-01, F.19002162 A/E and AFC Budget: \$97,000

- David Mougeot / Thompson Luke A/E– Planning Phase for bidding

A O. Williams Hall State I. D. 12846 / 183

Scope of Work – Upgrade/repair existing Mechanical HAVC system Variable Air Volume air reheat units, air handling unit, boilers, energy management system components and temperature controls. Estimated Cost: \$ 100,000 less FP&C Admin. Cost \$3,000 3%.

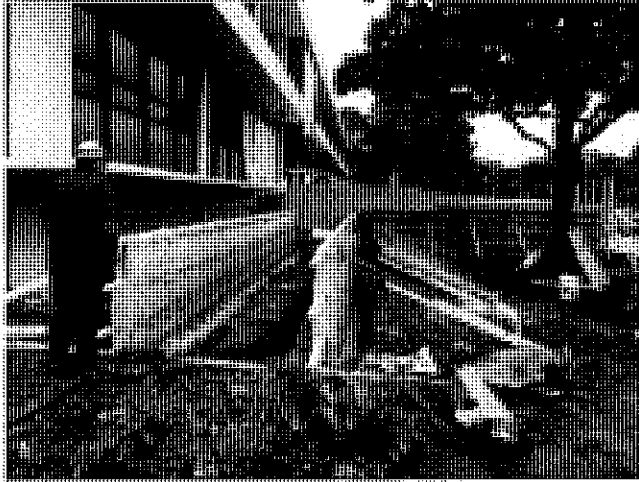
The State Project No. 19-615-16-01, F.19002163 A/E and AFC Budget: \$97,000

- MEL INC Engineering, Mr. Morgan Watson, PE– Planning Phase for bidding

ADA Compliance projects:

- **A. W. Mumford Stadium ADA Compliance and Upgrades**
\$7,900,000 for planning and construction. March 2017 planning phase, bidding 12 March 2018, construction completion set for April 2019
- **F. G. Clark Activity Center ADA Compliance and Upgrades** – \$7,450,000
planning & construction. April 2017 planning phase, bidding April 2018, construction completion set for March 2019.

- **T. T. Allain Hall ADA Compliance and Upgrades** – \$1,010,000 planning and construction. March 2017 planning phase: Design Development 21July17, bidding December 2017, construction completion set for December 2018. Kelly Construction Group, LLC - Notice to Proceed @ \$744,100 March 8, 2018 and complete work on September 22, 2018.



SUBR Infrastructure project for *Mechanical and Electrical system upgrades*

The evaluation committee has submitted questions to the purchasing director pertaining to ***Bernhard company*** proposal for responses. The final approval to execute a contract to proceed with the infrastructure project is pending approval by SUBR Vice Chancellor of finance and SU System Vice President of finance.

SUBR Title 9 Projects

Athletic project upgrades are in design planning and assessment cost phase (*Mougeot Architecture*).

- Soccer, Volley Ball, Softball, and Track/Field events

Hurricane Gustav repairs for various buildings

- Office of Risk Management (**ORM**) AFC Budget approved by ORM and FP&C
- ***Remaining projects*** in progress with the State Office of Risk Management and SUBR Physical Plant Department and out for bid advertisement. (a list of projects & status of completion to be provided by FP&C and SUBR Physical Plant % of Completion)

SUBR Title III funded projects:

ADA E. C. Harrison Street Upgrades

The Luster Group, LLC bid \$388,808 construction duration time is set for July 24, 2017 to December 31, 2017. - 98% Completed
-pending completion of concrete sidewalk westside of T. T. Allain

Frank Hayden Hall ADA Restrooms at main Lobby

Pending design/CD's and set budget amount for upgrades (\$56,000)

John B. Cade Library 4th floor S/E ceiling tile and lighting upgrades

Project is out for bids January 2018 (\$125,000 AFC budget) Integrity Builders low bidder at \$84,700.

J. B. Moore Hall Smart Classroom Renovation

General Contractor, Honore Companies LLC (\$250,000 AFC budget) low bidder at \$209,000. construction duration time is set for June 26, 2018.

Southern University New Police Station

Design programing and assessment planning phase by SUBR and SUPD staff in progress to set a construction budget.

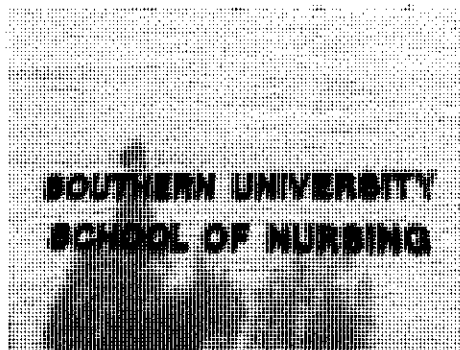
Disaster Event Dec 8-11, 2015 to August 2016: Mississippi River Flooding / sloughing-off of the Ravine, Bluff, various locations and building a new Bridge.

- Pending assessment review report by GOHSEP, ORM & FEMA to fund the project.
- Ravine/Bluff - State Capital Outlay Request for funding (\$8,000,000) FY 17-18. pending approval for FY 2018-19.
- **Bridge / Ravine** - State Capital Outlay Request for funding (\$7,800,000) FY 17-18, funding was approved in conjunction with DOTD office for \$10,000,000.
 - Topographic Survey: December 2017
 - Preliminary Plans: February 2018
 - Final Bid Plans: April 2018
 - Advertise for bids in May or June 2018
 - Construction timeline 6 to 9 months pending update from Mr. Corey Landry of DOTD **July 2018 to March 2019.**
 - *Review designing a Water Lake (3 ft. deep) apart of the ravine system just West of the New Bridge Site that will be for student gathering to appreciate the beautiful natural terrain and landscaping, as recommended by **the Honorable SU board member Mr. Tony Clayton.** A wooden platform walking trail would be incorporated into this design.*



Inclement Weather issues

John B. Cade Library –January 18th freeze causing water pipe leak w/ major flooding on each of the four floors. Building dry-out was completed on February 1 by Guarantee Restoration Services. State Risk Management Department to proceed with planning and bidding to make the required repairs – in progress.



School of Nursing signage:



SU Foundation projects on SUBR campus

- The “Tony Clayton Championship Plaza”
Stuart’s Construction Pre-construction conference set for March 19, 2018 and completion set for September 2018 (AFC \$465,000)



Construction in progress

- SUBR Master Plan “Imagine 20,000 students” - pending advertisement for RFP March 2018.

SU New Orleans

Capital Outlay New Projects:

- SU System Campus Major Repairs and Deferred Maintenance Projects, in progress by campus Facility Director
 - **SUNO University Center** Roof Replacement (\$437,979) – Bid opening November 28, 2017 – bid at \$418,275.00 w/ pending Low bidder: Rycars Construction. The pre-construction Feb. 6, 2018 to Sept 2018



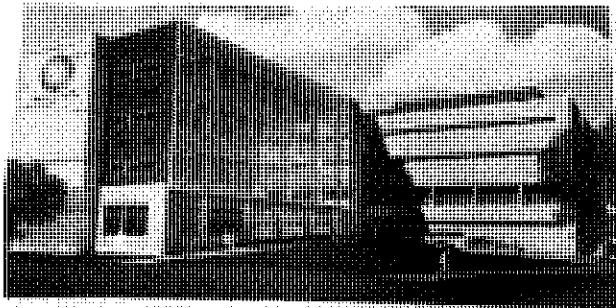
- **University Center** HVAC 3 air handling unit upgrades (\$236,264) Bid opening November 15, 2017. Bid at \$224,900 and low bidder was Gallo Mechanical – work in progress and duration for completion is July/Aug, 2018.
- **Electrical System repairs** (\$40,000 budget) bids are under review to proceed with repairs.
- **Mechanical system and underground piping repairs** (\$50,000 budget) bids are under review to proceed with repairs.

- **University Center Parking lot repairs** (\$60,000 budget) bids are under review to proceed with construction. A-1 Asphalt low bidder and work to proceed on 26March2018. Parking lot is completed. Pending sidewalks upgrades are pending planning and cost.



SUNO New Natural Science Building – completion set for Oct. 2018

- Architect Selections were made on Wednesday, May 15, 2013.
- FP&C project manager: Mr. David Van Alstine 504 568 2414
- Architects: Sizzler Thompson Brown – Awarded Natural Science Building. Science building will change from 3 to 4 stories to house Science, Sch. of Nursing, Math, Physics, Health Information Management Systems, Biology, Chemistry and Forensic Science. It will consist of a total of 107,435 sq. ft. and will be located on the Park Campus. Construction Document Phase complete. Budget increased to \$27,750,000.
- Bid Advertisement: September 2016
- Bid Opening set for October 27, 2016
- General Contractor: Roy Anderson Corporation \$26,609,000
- Notice to Proceed: January 2, 2017. Construction in progress.
- Construction duration time: 558 days /18.6 months July 2018



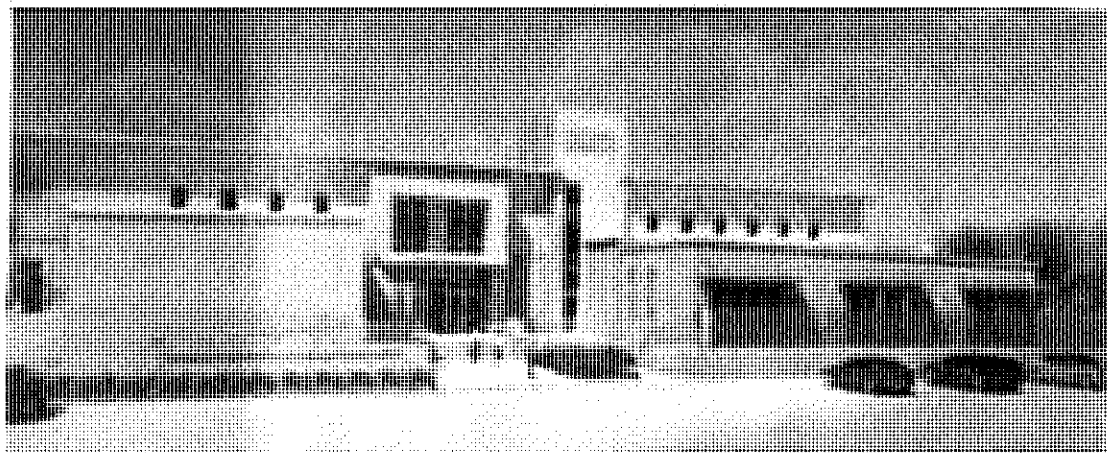
SUNO New Education and Human Development Building (*lake campus*)

- FP&C project manager: Mr. David Van Alstine 504 568 2414
- Verges Rome Architects – Awarded Education and Human Development Building,

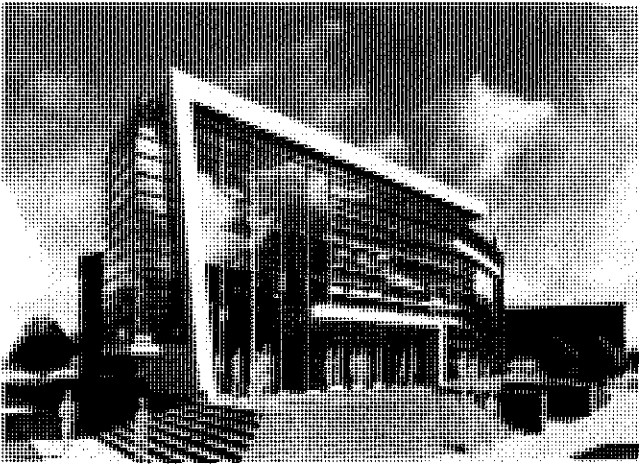
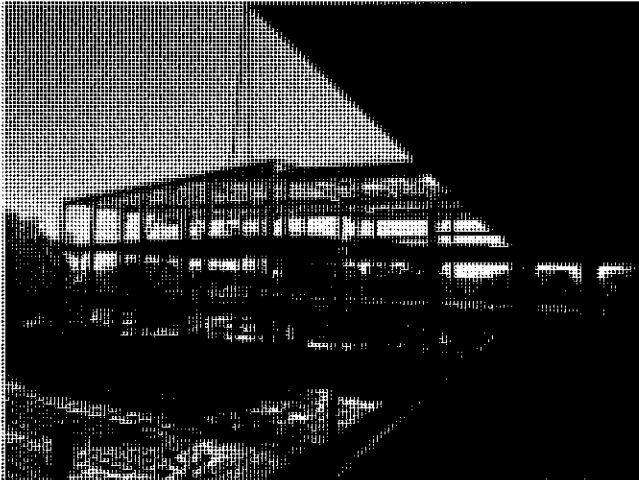
This building will be two stories in height and have a total of 49,114 square feet.

Project will be located on the Lake Campus. Construction Documents 100% complete. Cost of the project is budgeted at \$11, 608,000.

- Bid Advertisement: bids open December 13, 2017
- General Contractor: Frank A. Anzalone General Contractors, Inc.
- Bid amount: \$10,480,000
- Notice to Proceed: January 2018. Construction in progress.
- Construction duration time: 18 months



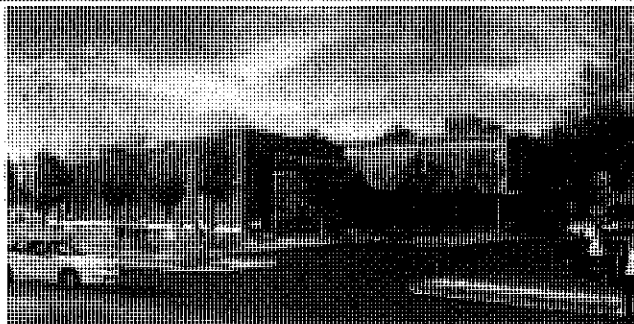
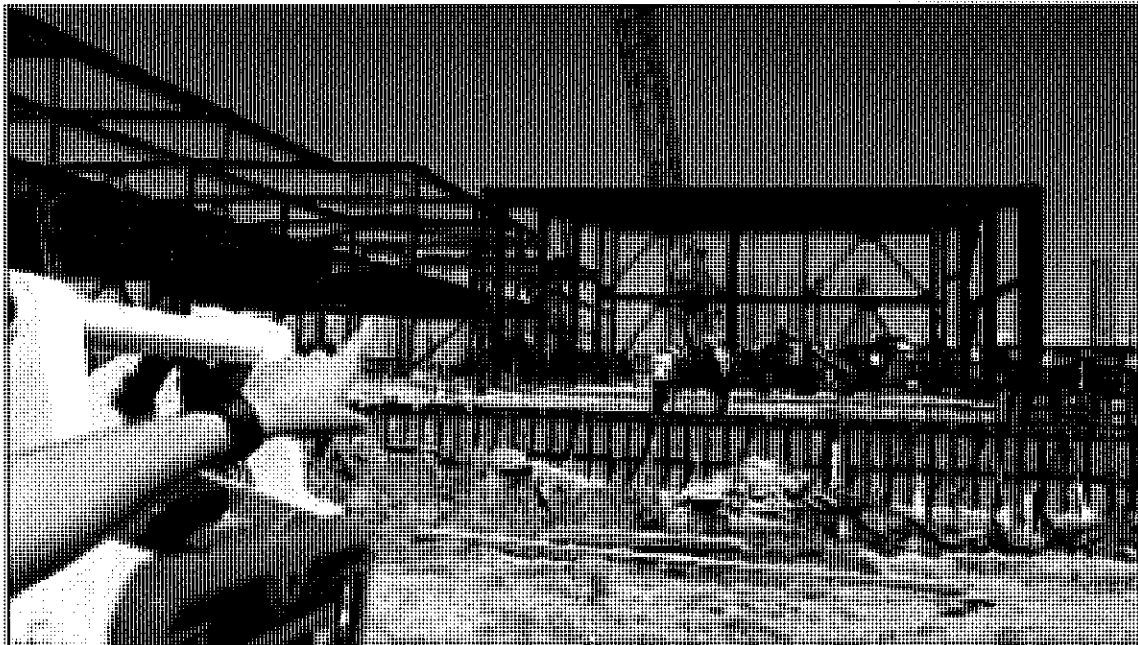
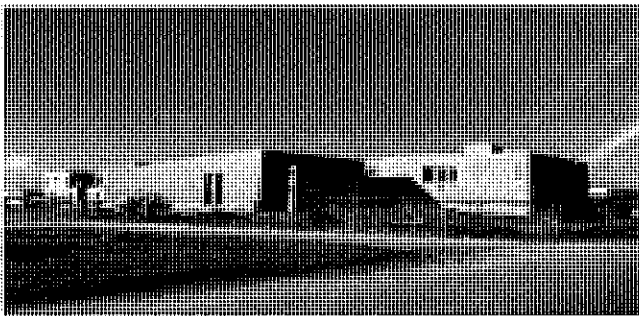
SUNO New Arts, Humanities and Social Sciences Building - completion set for October 2018



- FP&C project manager: Mr. David Van Alstine 504-568-2414
- Chasm + Fusion Architects – Awarded Arts & Humanities and Social Science Bldg.
Project will be located on the Park Campus. Building will consist of a three (3) story office and lab wing with the auditorium and proscenium tower extending to nearly five stories. The building will have 70,640 square feet. Estimated cost of the project is \$21,200,000.
- Construction Bid Documents completed: March 2016
- Bid Advertisement: September 2016
- Bid Opening: October 18, 2016
- Low Bidder: Roy Anderson Corporation at \$24,197,000 / \$21,200,000
- General Contractor: Roy Anderson Corporation – Approval from FP&C April 2017
- Construction duration time: 558 days /18.6 months Oct. 2018
- Pre-Construction meeting: 12 April 2017
- Under Construction (set up for groundbreaking ceremony June 16, 2017)

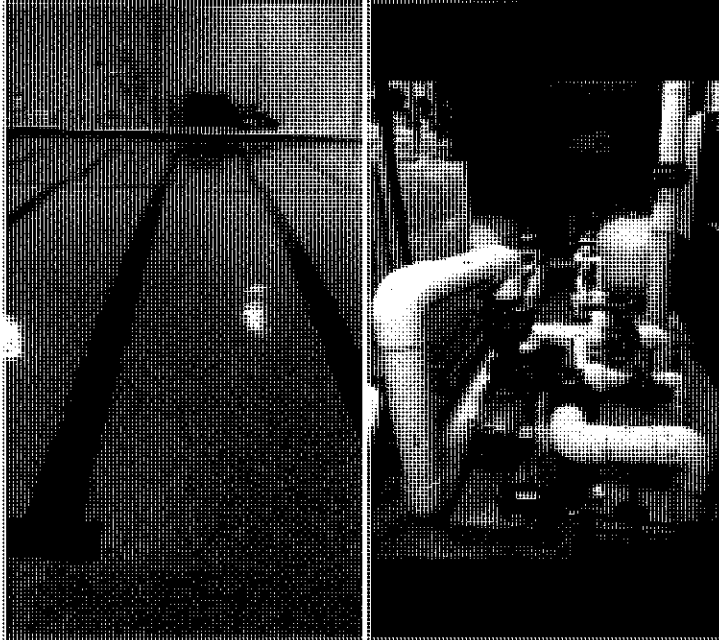
SUNO New School of Social Work- completion set for January 2018

- FP&C project manager: Mr. David Van Alstine 504 568 2414
- Architect: Waggoner & Ball Architects
- AFC budget is \$10, 257,000
- Pre-bid meeting scheduled for October 15, 2015
- General Contractor: Lamar Contractors LLC
- Bid amount: \$9,910,000
- Construction has started: November 2015
- Completion scheduled for October 2017 / November 2017 – delays in construction by G.C. – pending punch list items pending completion:



SUNO University Center Swimming Pool repairs

- FP&C project manager: Mr. David Van Alstine 504-568-2414
- Executed Contract/Notice to proceed Date: 14 Aug 2017 w/ JH Refrigeration, LLC for \$59,800 pool repairs + \$64,000 c.o. 1 re-coating pool + \$35,000 c.o. 2 replacement of existing mechanical duct system
- Construction duration time set for January 2018. project completed



Notes: (pool is losing water) pool underground drainage piping system may have a leak and a pending investigation to be performed by FP&C and SUNO.

SUNO Campus lighting site inspection notes:

- *Planning and bidding is underway (meeting with electrical contractor for estimated cost and troubleshooting existing underground and building wiring/fixture issues)*
- *FP&C approved \$50,000 for repairs/upgrades - great progress!*



SU Shreveport

Capital Outlay New Projects:

- SU System Campus Major Repairs and Deferred Maintenance Projects –in progress by campus Facility Director
 - **Campus HVAC** system repairs, \$98,786 – 95% complete
 - **Campus sidewalk** Safety Compliance, \$95,000 – Walker Landscape Low bidder for \$37,410.
 - **Gymnasium** roofing repairs, AFC \$155,000 – Pintail Roofing low bidder for \$82,649.
 - **Gymnasium** Roofing Gutter system (AFC see above) Rain Pro low bidder for \$38,122.
 - **ADA** Compliance for doors and walkways, (AFC \$125,000) – Pro-Door low bidder at \$51,738 work in-progress.
 - **Lighting** upgrades, (AFC \$25,000) – 100 % completed

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

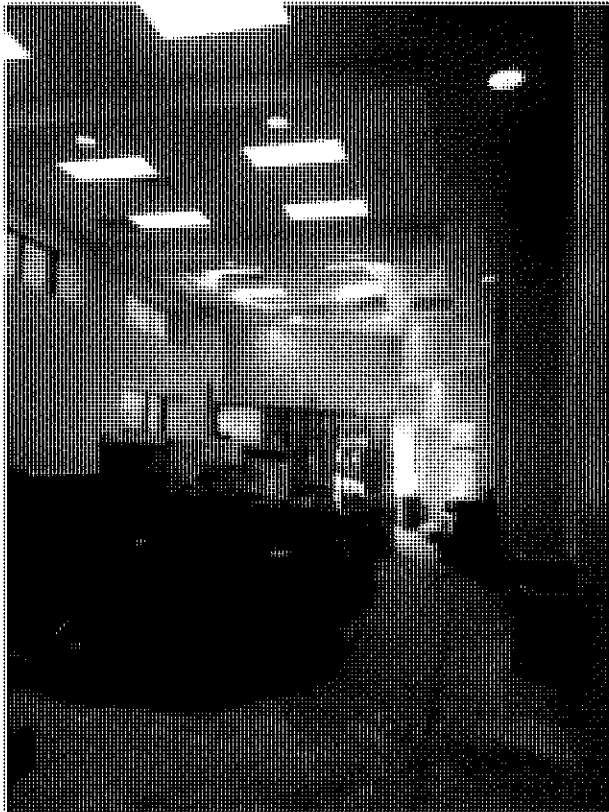
- FP&C project manager: Stephen Losavio 225-342-0832 / Sara McCann
- FP&C Funding of \$6,300,000 available to begin the New Classroom Building.
- Architect: KSA, Inc.
- Project bid October 8, 2014,
- General Contractor: ELA Group, Inc.
- Bid amount: \$6,159,076
- Executed Contract/Notice to proceed Date: February 11, 2015.
- Construction project completion date: January/Feb/April/June 2017/August 2017/January 2018
- Furnishing budget \$420,000 by FP&C (SUSLA to provide list of furnishings and IT equipment, phone system at D-Mark) – Completed



**SUSLA Renovation to Allen Building / School of Nursing - 600 Texas Street,
Shreveport, LA (Downtown) - completion set for March 2018/ April/May/June, 2018**

- FP&C project manager: Sara McCann 318-676-7984 or 318-469-6658 cell
- Project No.: 19-618-07S-01, Part 01 – State ID S28020 – Site Code: 7-09-025
- AFC: \$3,500,000
- Architects: KSA, Inc. (John Selmer 318-344-8443 cell)
- Bid date: April 19, 2016
- General Contractor: ELA Group, Inc.
- Bid amount: \$3,350,000 *base bid*
- Executed Contract/Notice to proceed Date: September 12, 2016
- Duration time to complete the project: 420 days / September to November 7, 2017

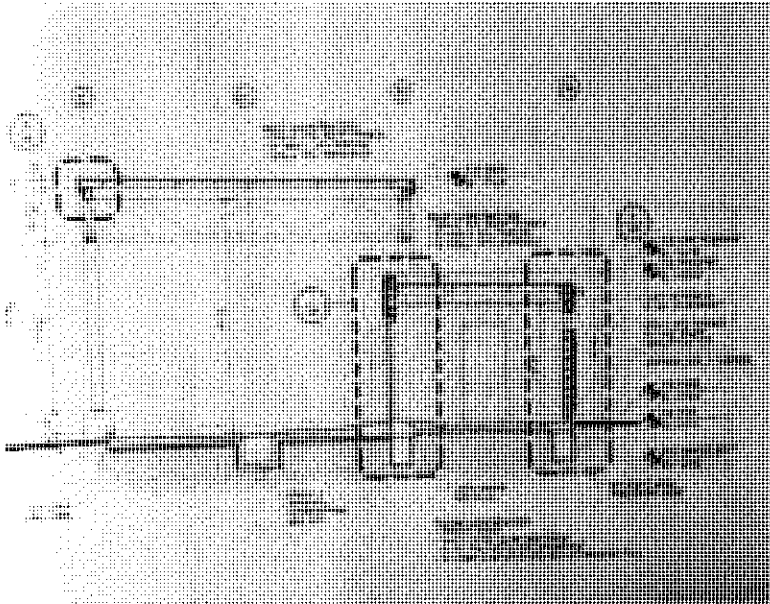
Notes: Funding required for Furnishing and Equipment (F&E) FP&C to follow-up.



SU Ag Center (Southern University Agricultural Research and Extension Center)

1. SUAG New Pesticide Storage Shed Building– SUAG Experimental Lab Farm

- Budget: \$242,522
- Architect: Williams and Williams Architecture - designer fees \$25,400
- AFC: \$217,122
- Construction Bid Documents and Spec's completed April 28, 2017
- Bid Advertisement: Set for December 2017.
- Pre-Bid meeting 2Feb2018- ANR Construction Low bidder at \$207,900

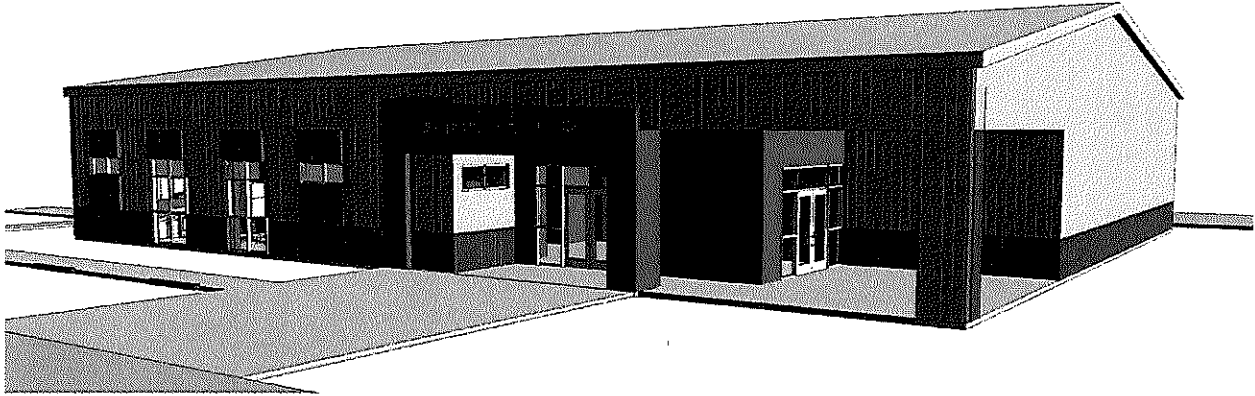


2. A.O. Williams Hall Renovation

- FP&C project manager: Tony Palotta 225.342.0827
- Budget amount is \$2,764,630
- Project was awarded to Engineer – Quebedeaux Engineers / Architect – Crump Wilson and Associates
- Estimated cost is approximately \$2,300,000.00
- Design phase started 4/27/2016
- Design team is working with FP&C to finalize a design solution within the budget amount - pending completion February/April/May/June 2017.
- Duration time of bidding and construction-August 2017 bidding / Nov. 2017 to November 2018 construction. Bid open 19Dec2017
- ~~Sienna Construction LLC – low bidder \$1,847,000~~



3. New Multipurpose Building, Agriculture Research & Extension Center at the Experimental Lab Farm/North Campus - Completion set for JULY 2018



- FP&C project manager: Alan Antoine 225.342.3443
- Waiting on FP&C to have the building re-designed within the AFC budget of \$1,300,000 and Fee \$113,873 + \$3,700 reimbursable expense.
- LA Architectural Selection Board: September 22, 2016
- Designer selected by the FP&C/LAAS Board: Domain Architecture
- Design Planning and Construction Bid Document Phase- November 2, 2016 to May 2017
- State Fire Marshal /IBC/FP&C/NFPA/ADA reviews: May 10, 2017 (2 to 3 weeks for review)
- Bid Date: pending June 2017 (30 days) Contract Award (July 2017 (30 days))-
- Pre-bid meeting is set for August 2, 2017 and bid opening August 16, 2017
- Construction time (allow for 7 months / 210 days + 45days) Sept / Oct. 2017 to March /April/June 2018
- Low Bidder: **Blount General Contractors, LLC - \$1,199,000**
- Pre-construction December 14, 2017

Concrete Foundation in progress:



Prepared By:

Eli G. Guillory III

Director

Southern University System

Office of Facilities Planning

225-771-2786 office 225-573-0811 cell

SU System

Tracie Woods JD, GC	SUS	225-771-2211
Cedric Upshaw JD, ADA	SUS	225-771-5565
Flandus McClinton Jr. V.P.	SUS	225-771-6278
Gloria Matthews	SUS	225-771-3476
Kimberly Knighton	SUS	225-771-5372

SU Baton Rouge

Benjamin Pugh, VC	SUBR	225-771-5021
Frank Maurice Pitts	SUBR	225-771-2488
Henry L. Thurman III	SUBR	225-771-2413
Kim Ross	SUBR	225-771-3491
Kestee Weir III	SUBR	225-771-6235
Tracie A. Abraham	SUBR	225-771-3590
Linda Antoine	SUBR	225-771-4580

SU Law Center

Terry Hall, VC	SULC	225-771-2506
Angela Gaines	SULC	225-771-4931

SU Agricultural Center

Linda M. Batiste, VC	SUAG	225-771-5707
James L. Mahomes	SUAG	225-771-2242
Christopher Rogers	SUAG	225-771-5669
Eugene Runles	SUAG	225-771-2262
Oscar Udoh	SUAG	225-771-2090

SU New Orleans

Jullin Renthropoe, VC	SUNO	504-286-5117
Shaun Lewis	SUNO	504-286-5295
Tracey Webster	SUNO	504-286-5297
Marilyn Manuel	SUNO	504-286-5020
Harry Doughty	SUNO	504-286-5117

SU Shreveport

Brandy Jacobsen, VC	SUSLA	318-670-9371
Janice Sneed, VC	SUSLA	318-670-9471
Leslie McClellon	SUSLA	318-670-9300
Darrell Street	SUSLA	318-670-9378
Sophia Lee	SUSLA	318-670-9355

Southern Strategy Group

Rodney Braxton	SSG	255-381-0166
Kevin Cunningham	SSG	255-381-0166

Finance Committee

FINANCE COMMITTEE

(Following the Facilities and Property Committee)

Friday, April 27, 2018

2nd Floor J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item(s)
 - A. Request approval of BA7's for SU System
 - B. Request approval of Affiliation Agreement between SU Alumni Federation and SUBR
6. Informational Item(s)
 - A. Interim Financial Report as of March 2018
7. Other Business
8. Adjournment

MEMBERS

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

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

Mrs. Ann A. Smith- Ex Officio

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 Supervisors		OPB LOG NUMBER		AGENDA NUMBER			
SCHEDULE NUMBER: 19-615		Approval and Authority:					
SUBMISSION DATE: 4/12/2018							
AGENCY BA-7 NUMBER: 1							
HEAD OF BUDGET UNIT: Dr. Ray Belton							
TITLE: System President-Chancellor							
SIGNATURE <small>(Certifies that the information provided is correct and true to the best of your knowledge):</small>							
MEANS OF FINANCING		CURRENT FY 2017-2018	ADJUSTMENT (+) or (-)	REVISED FY 2017-2018			
GENERAL FUND BY:							
DIRECT	\$41,490,381	\$0	\$41,490,381				
INTERAGENCY TRANSFERS	\$3,411,787	\$0	\$3,411,787				
FEES & SELF-GENERATED	\$85,447,627	\$3,749,568	\$89,197,195				
STATUTORY DEDICATIONS	\$4,705,283	\$0	\$4,705,283				
Support Education in Louisiana First Fund (G10)	\$2,905,283	\$0	\$2,905,283				
Tobacco Tax Health Care Fund (E32)	\$1,000,000	\$0	\$1,000,000				
Subtotal of Dedications from Page 2	\$800,000	\$0	\$800,000				
FEDERAL	\$3,654,209	\$0	\$3,654,209				
TOTAL	\$138,709,287	\$3,749,568	\$142,458,855				
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		DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:							
SU Board of Supervisors	\$2,959,185	0	\$0	0	\$2,959,185	0	
SU Agricultural & Mechanical Coll	\$77,381,991	0	\$2,299,568	0	\$79,681,559	0	
SU Law Center	\$13,765,075	0	\$600,000	0	\$14,365,075	0	
SU New Orleans	\$20,421,730	0	\$850,000	0	\$21,271,730	0	
SU Shreveport	\$15,271,872	0	\$0	0	\$15,271,872	0	
SU-Agri Research/Extension Cntr	\$8,909,434	0	\$0	0	\$8,909,434	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	\$138,709,287	0	\$3,749,568	0	\$142,458,855	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 Supervisors	OPB LOG NUMBER	AGENDA NUMBER
SCHEDULE NUMBER: 19-615		
SUBMISSION DATE: 4/12/2018	ADDENDUM TO PAGE 1	
AGENCY BA-7 NUMBER: 1		

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

MEANS OF FINANCING	CURRENT FY 2017-2018	ADJUSTMENT (+) or (-)	REVISED FY 2017-2018
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
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$800,000	\$0	\$800,000



**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 self-generated funds as a result of increased enrollment and/or fees. The funds will be used to support the general operations of the campuses.

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

MEANS OF FINANCING OR EXPENDITURE	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022
GENERAL FUND BY:					
DIRECT	\$0	\$0	\$0	\$0	\$0
INTERAGENCY TRANSFERS	\$0	\$0	\$0	\$0	\$0
FEES & SELF-GENERATED	\$3,749,568	\$0	\$0	\$0	\$0
STATUTORY DEDICATIONS	\$0	\$0	\$0	\$0	\$0
FEDERAL	\$0	\$0	\$0	\$0	\$0
TOTAL	\$3,749,568	\$0	\$0	\$0	\$0

3. If this action requires additional personnel, provide a detailed explanation below:
Action does 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 current activities and operations of the 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 2017-2018	ADJUSTMENT (+) OR (-)	REVISED FY 2017-2018

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?)

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

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

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: SU Board of Supervisors

MEANS OF FINANCING:	CURRENT FY 2017-2018	REQUESTED ADJUSTMENT	REVISED FY 2017-2018	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022
GENERAL FUND BY:							
Direct	\$2,959,185	\$0	\$2,959,185	\$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	\$2,959,185	\$0	\$2,959,185	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$1,329,500	\$0	\$1,329,500	\$0	\$0	\$0	\$0
Other Compensation	\$52,500	\$0	\$52,500	\$0	\$0	\$0	\$0
Related Benefits	\$648,415	\$0	\$648,415	\$0	\$0	\$0	\$0
Travel	\$142,500	\$0	\$142,500	\$0	\$0	\$0	\$0
Operating Services	\$114,500	\$0	\$114,500	\$0	\$0	\$0	\$0
Supplies	\$76,811	\$0	\$76,811	\$0	\$0	\$0	\$0
Professional Services	\$178,000	\$0	\$178,000	\$0	\$0	\$0	\$0
Other Charges	\$306,959	\$0	\$306,959	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$110,000	\$0	\$110,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$2,959,185	\$0	\$2,959,185	\$0	\$0	\$0	\$0
POSITIONS							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	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	0	0	0	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

**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: SU Board of Supervisors

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 POSITIONS	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: SU Agricultural & Mechanical College

MEANS OF FINANCING:	CURRENT FY 2017-2018	REQUESTED ADJUSTMENT	REVISED FY 2017-2018	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2019-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022
GENERAL FUND BY:							
Direct	\$19,378,311	\$0	\$19,378,311	\$0	\$0	\$0	\$0
Interagency Transfers	\$3,411,787		\$3,411,787	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$52,689,631	\$2,299,568	\$54,989,199	\$0	\$0	\$0	\$0
Statutory Dedications *	\$1,902,262	\$0	\$1,902,262	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$77,381,991	\$2,299,568	\$79,681,559	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$37,167,030	\$1,935,634	\$39,102,664	\$0	\$0	\$0	\$0
Other Compensation	\$213,477	\$0	\$213,477	\$0	\$0	\$0	\$0
Related Benefits	\$17,693,096	(\$498,403)	\$17,194,693	\$0	\$0	\$0	\$0
Travel	\$230,000	\$0	\$230,000	\$0	\$0	\$0	\$0
Operating Services	\$7,846,728	(\$594,339)	\$7,252,389	\$0	\$0	\$0	\$0
Supplies	\$909,661	\$0	\$909,661	\$0	\$0	\$0	\$0
Professional Services	\$886,871	\$401,256	\$1,288,127	\$0	\$0	\$0	\$0
Other Charges	\$8,960,040	\$1,055,420	\$10,015,460	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$3,293,907	\$0	\$3,293,907	\$0	\$0	\$0	\$0
Acquisitions	\$181,181	\$0	\$181,181	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$77,381,991	\$2,299,568	\$79,681,559	\$0	\$0	\$0	\$0
POSITIONS							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	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	0	0	0	0	0	0	0
* Statutory Dedications:							
Support Education in Louisiana First Fund (G10)	\$1,902,262	\$0	\$1,902,262	\$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 2 NAME: SU Agricultural & Mechanical College

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$2,299,568	\$0	\$0	\$2,299,568
EXPENDITURES:						
Salaries	\$0	\$0	\$1,935,634	\$0	\$0	\$1,935,634
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	(\$498,403)	\$0	\$0	(\$498,403)
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	(\$594,339)	\$0	\$0	(\$594,339)
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$401,256	\$0	\$0	\$401,256
Other Charges	\$0	\$0	\$1,055,420	\$0	\$0	\$1,055,420
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	\$2,299,568	\$0	\$0	\$2,299,568
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
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 POSIT	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: SU Law Center

MEANS OF FINANCING:	CURRENT FY 2017-2018	REQUESTED ADJUSTMENT	REVISED FY 2017-2018	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022
GENERAL FUND BY:							
Direct	\$4,016,328	\$0	\$4,016,328	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$9,541,075	\$600,000	\$10,141,075	\$0	\$0	\$0	\$0
Statutory Dedications *	\$207,672	\$0	\$207,672	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$13,765,075	\$600,000	\$14,365,075	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$7,367,094	\$268,144	\$7,635,238	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$2,817,337	\$101,856	\$2,919,193	\$0	\$0	\$0	\$0
Travel	\$150,000	\$25,000	\$175,000	\$0	\$0	\$0	\$0
Operating Services	\$1,611,193	\$50,000	\$1,661,193	\$0	\$0	\$0	\$0
Supplies	\$100,000	\$10,000	\$110,000	\$0	\$0	\$0	\$0
Professional Services	\$609,241	\$30,000	\$639,241	\$0	\$0	\$0	\$0
Other Charges	\$538,957	\$0	\$538,957	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$271,253	\$0	\$271,253	\$0	\$0	\$0	\$0
Acquisitions	\$300,000	\$50,000	\$350,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$65,000	\$65,000	\$0	\$0	\$0	\$0
UNALLOTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$13,765,075	\$600,000	\$14,365,075	\$0	\$0	\$0	\$0
POSITIONS							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	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	0	0	0	0	0	0	0
* Statutory Dedications:							
Support Education in Louisiana First Fund (G10)	\$207,672	\$0	\$207,672	\$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: SU Law Center

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$600,000	\$0	\$0	\$600,000
EXPENDITURES:						
Salaries	\$0	\$0	\$268,144	\$0	\$0	\$268,144
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$101,856	\$0	\$0	\$101,856
Travel	\$0	\$0	\$25,000	\$0	\$0	\$25,000
Operating Services	\$0	\$0	\$50,000	\$0	\$0	\$50,000
Supplies	\$0	\$0	\$10,000	\$0	\$0	\$10,000
Professional Services	\$0	\$0	\$30,000	\$0	\$0	\$30,000
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	\$50,000	\$0	\$0	\$50,000
Major Repairs	\$0	\$0	\$65,000	\$0	\$0	\$65,000
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$600,000	\$0	\$0	\$600,000
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
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 POSIT	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 at New Orleans

MEANS OF FINANCING:	CURRENT FY 2017-2018	REQUESTED ADJUSTMENT	REVISED FY 2017-2018	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022
GENERAL FUND BY:							
Direct	\$6,169,908	\$0	\$6,169,908	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$13,658,083	\$850,000	\$14,508,083	\$0	\$0	\$0	\$0
Statutory Dedications *	\$593,739	\$0	\$593,739	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$20,421,730	\$850,000	\$21,271,730	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$11,127,757	\$0	\$11,127,757	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$5,167,226	\$0	\$5,167,226	\$0	\$0	\$0	\$0
Travel	\$60,000	\$0	\$60,000	\$0	\$0	\$0	\$0
Operating Services	\$2,188,045	\$0	\$2,188,045	\$0	\$0	\$0	\$0
Supplies	\$168,500	\$0	\$168,500	\$0	\$0	\$0	\$0
Professional Services	\$53,820	\$0	\$53,820	\$0	\$0	\$0	\$0
Other Charges	\$1,253,954	\$850,000	\$2,103,954	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$402,428	\$0	\$402,428	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$20,421,730	\$850,000	\$21,271,730	\$0	\$0	\$0	\$0
POSITIONS							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	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	0	0	0	0	0	0	0
* Statutory Dedications:							
Support Education in Louisiana First Fund (310)	\$543,739	\$0	\$543,739	\$0	\$0	\$0	\$0
Parl-mutuel Live Racing Facility Gaming Control Fund (909)	\$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 at New Orleans

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$850,000	\$0	\$0	\$850,000
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	\$0	\$0	\$850,000	\$0	\$0	\$850,000
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	\$0	\$0	\$850,000	\$0	\$0	\$850,000
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
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 POSIT	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 5 NAME: Southern University at Shreveport

MEANS OF FINANCING:	CURRENT FY 2017-2018	REQUESTED ADJUSTMENT	REVISED FY 2017-2018	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2019-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022
GENERAL FUND BY:							
Direct	\$5,518,427	\$0	\$5,518,427	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated	\$9,558,838	\$0	\$9,558,838	\$0	\$0	\$0	\$0
Statutory Dedications *	\$194,607	\$0	\$194,607	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$15,271,872	\$0	\$15,271,872	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$7,749,116	\$0	\$7,749,116	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$3,447,393	\$0	\$3,447,393	\$0	\$0	\$0	\$0
Travel	\$44,200	\$0	\$44,200	\$0	\$0	\$0	\$0
Operating Services	\$2,132,213	\$0	\$2,132,213	\$0	\$0	\$0	\$0
Supplies	\$224,100	\$0	\$224,100	\$0	\$0	\$0	\$0
Professional Services	\$11,000	\$0	\$11,000	\$0	\$0	\$0	\$0
Other Charges	\$886,342	\$0	\$886,342	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$773,508	\$0	\$773,508	\$0	\$0	\$0	\$0
Acquisitions	\$4,000	\$0	\$4,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$15,271,872	\$0	\$15,271,872	\$0	\$0	\$0	\$0
POSITIONS							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	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	0	0	0	0	0	0	0
* Statutory Dedications:							
Support Education in Louisiana First Fund (G10)	\$194,607	\$0	\$194,607	\$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 at Shreveport

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
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 POSIT	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 5 NAME: Southern University Agricultural Research and Extension Center

MEANS OF FINANCING:	CURRENT FY 2017-2018	REQUESTED ADJUSTMENT	REVISED FY 2017-2018	ADJUSTMENT OUTYEAR PROJECTIONS			
				FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022
GENERAL FUND BY:							
Direct	\$3,448,222	\$0	\$3,448,222	\$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 *	\$1,807,003	\$0	\$1,807,003	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$3,654,209	\$0	\$3,654,209	\$0	\$0	\$0	\$0
TOTAL MOF	\$8,909,434	\$0	\$8,909,434	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$4,266,666	\$0	\$4,266,666	\$0	\$0	\$0	\$0
Other Compensation	\$51,500	\$0	\$51,500	\$0	\$0	\$0	\$0
Related Benefits	\$2,008,099	\$0	\$2,008,099	\$0	\$0	\$0	\$0
Travel	\$121,843	\$0	\$121,843	\$0	\$0	\$0	\$0
Operating Services	\$377,500	\$0	\$377,500	\$0	\$0	\$0	\$0
Supplies	\$116,888	\$0	\$116,888	\$0	\$0	\$0	\$0
Professional Services	\$33,000	\$0	\$33,000	\$0	\$0	\$0	\$0
Other Charges	\$793,200	\$0	\$793,200	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$1,115,738	\$0	\$1,115,738	\$0	\$0	\$0	\$0
Acquisitions	\$25,000	\$0	\$25,000	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$8,909,434	\$0	\$8,909,434	\$0	\$0	\$0	\$0
POSITIONS							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	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	0	0	0	0	0	0	0
* Statutory Dedications:							
Support Education in Louisiana First Fund (G10)	\$57,003	\$0	\$57,003	\$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 5 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
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 POSIT	0	0	0	0	0	0
NON-TO FTE POSITIONS	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

UNIVERSITY PROJECT SUPPORT AGREEMENT

THIS UNIVERSITY PROJECT SUPPORT AGREEMENT (this “**Agreement**”), dated as of the ____ day of _____, 2018 (the “**Effective Date**”) is entered into by and between the Southern University Alumni Federation, a Louisiana non-profit corporation (the “**Federation**”), and the Board of Supervisors of Southern University and Agricultural and Mechanical College System (the “**Board**”) for and on behalf of Southern University and Agricultural and Mechanical College at Baton Rouge (“**Southern University**” and, together with the Board, the “**University**”).

RECITALS

WHEREAS, the Federation is a Louisiana non-profit corporation whose primary mission is to support the goals and objectives of the University through recruitment, financial support, public relations, community outreach, talent, loyalty, dedication, and commitment to the highest standards thereof (its “**Mission**”); and

WHEREAS, pursuant to that certain Student Housing Analysis in the City of Baton Rouge, Louisiana, prepared for the Federation by Danter and Associates, LLC, and dated January 8, 2018, as amended or supplemented from time to time (the “**Housing Study**”), the Federation believes the University and community of North Baton Rouge is experiencing a shortage of reasonably convenient, suitable, and affordable housing accommodations for students, faculty, and staff; and

WHEREAS, pursuant to that certain Market Feasibility Analysis in the City of Baton Rouge, Louisiana, prepared for the Federation by Novogradac & Company, LLC, and dated _____, 2018 (the “**Conference Facilities Study**”), the Federation believes the University and community of North Baton Rouge is experiencing a shortage of reasonably convenient, suitable, and affordable conference facilities; and

WHEREAS, the Federation wishes to further its Mission by financing the acquisition, design, development, equipping, renovation, reconstruction and/or construction of an alumni center, including conference facilities (the “**Conference Facilities**”), approximately 501-bed residential housing facilities (the “**Housing Facilities**”), retail space and related parking (collectively, the “**Project**”) on land it owns adjacent to the University (the “**Property**”); and

WHEREAS, the Federation has requested that the Louisiana Public Facilities Authority, a public trust and public corporation of the State of Louisiana (the “**LPFA**”) issue (i) \$ _____ aggregate principal amount of Louisiana Public Facilities Authority Tax-Exempt Revenue Bonds (Southern University Alumni Federation Project) Series 2018A (the “**Series 2018A Bonds**”) and (ii) \$ _____ aggregate principal amount of Louisiana Public Facilities Authority Taxable Revenue Bonds (Southern University Alumni Federation Project) Series 2018B (the “**Series 2018B Bonds**” and, together with the Series 2018A Bonds, the “**Bonds**”), the proceeds of the sale of such Bonds to be loaned to the Federation pursuant to that certain Loan and Assignment Agreement dated the date hereof by and between the Federation and the

LPFA (together with all other documents related to the issuance of the Bonds and the construction of the Project, the “**Project Documents**”), to be used for, among other things, financing the Project; and

WHEREAS, in consideration of the Federation undertaking the Project, the University wishes to show its appreciation and support by making certain commitments to the Federation as set forth herein;

NOW, THEREFORE, for and in consideration of the foregoing recitals, the covenants and agreements as set forth hereinafter, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Federation and the University hereto agree as follows.

AGREEMENT

Section 1. Duties of Federation. The Federation agrees to do the following in connection with this Agreement (the “**Federation Obligations**”):

- (a) Enter into such agreements and other documents as required by the LPFA for the issuance of the Bonds and financing of the Project;
- (b) Provide for the development and construction of the Project in accordance with the terms and conditions of that certain Development Agreement between the Federation and EPIK Development Group of Baton Rouge, LLC (the “**Development Agreement**”) and to use its best efforts to ensure that the Project is completed and ready for move-in by tenants on or before _____;
- (c) Provide for the operation and management of the Project in a high quality, first rate manner for a project of its type (i) in accordance with the terms of that certain Management Agreement (the “**Management Agreement**”) among the Federation, _____ (the “**Management Consultant**”), and other interested parties, and (ii) in compliance with any student life plan prepared by the Federation that is consistent with the University’s student life plan for its student housing facilities;
- (d) The Housing Facilities shall be made available as housing to anyone (i) who is a student enrolled in classes at the University, the Law Center or other non-profit higher educational institution acceptable to the University and the Law Center, (ii) who is attending a program presented and conducted by or on behalf of the University or the Law Center in furtherance of their educational missions, or (iii) who is a member of the faculty or staff of the University, Law Center or other non-profit higher educational institution acceptable to the University and the Law Center;
- (e) Charge such rental rates as required for the payment of debt service on the Bonds and operating costs of the Project;

- (f) Not transfer any interest in the Project or the Property other than as provided in the Project Documents or as otherwise allowed hereunder; and
- (g) Not encumber the Project or the Property with any additional debt other than as specifically contemplated in the Project Documents.

Section 2. Duties of the University. The University agrees to do the following in connection with this Agreement to the extent such obligation does not conflict with any other agreement entered into by the University (the “**University Obligations**”):

- (a) Assist Southern University Law Center (the “**Law Center**”) in its review of annual budgets for the Project in conjunction with that certain Law Center Project Support Agreement by and between the Federation and the Law Center;
- (b) Provide the Federation with a mailing list of the University’s students, faculty, and staff to the extent such a list is maintained and the University is permitted by law to disclose such to the Federation;
- (c) Allow the Federation to advertise the availability of the Project on the University’s campus and on its website, and to post reasonably sized advertising literature on bulletin boards in the University’s facilities that are available for public announcements;
- (d) Permit the Federation to maintain space on the University’s campus at a site determined by the University for a staffed leasing display;
- (e) Provide certain services in coordination with the Law Center for the life of the Bonds, including providing security services to the Project by the Southern University Police Department and assisting the Law Center and the Federation in preparing a student life plan under which it will offer various student life programs to the residents of the Project. The University will have the right to review and approve the student life plan. The University will also have the right, at its expense, to provide information to residents of the Project concerning additional student life programs offered by the University;
- (f) To the extent permitted by law, assist the Federation in the collection of rent;
- (g) Facilitate the use of financial aid provided to students to pay eligible housing expenses at the Project;
- (h) To the extent permitted by law, allow the Federation, at its expense and if mechanically possible, to provide access to the computer network of the University to students, faculty, and staff of the University who are residents of the Housing Facilities;
- (i) For so long as the University provides shuttle bus service between the University campus and any off-campus locations, provide the Project with regular shuttle bus service

between the Project and the University's main campus on such schedule as may be determined by the University;

- (j) To the extent areas of mutual cooperation exist or are later discovered, work together to effectuate such mutual benefits;
- (k) Allow the Federation to advertise the availability of the Conference Facilities for rental to the University, including but not limited to its students, administrators, faculty, staff, and alumni, on the University's campus and on its website, and to implement procedures to assist students, administrators, faculty, staff, and alumni in renting the Conference Facilities; and
- (l) When utilizing off-campus facilities for its conference, reception and meeting space needs, consider renting the Conference Facilities to the extent the Conference Facilities are sufficient to meet such needs, subject to the availability of such space.

Section 3. Relationship of Parties. It is hereby acknowledged that this Agreement does not create any partnership, joint venture, or other common enterprise between the Federation and the University, it being fully understood that the University has no right or responsibility regarding the operation of the Federation or the operation and management of the Project, both of which are completely independent of University.

Section 4. Term. The term of this Agreement shall commence on the Effective Date and shall continue for as long as the Bonds are outstanding.

Section 5. Notice. All notices under this Agreement shall be in writing and delivered by registered first class mail to the addresses shown below, which notices shall be deemed delivered upon receipt:

If to Federation: Southern University Alumni Federation
 124 Roosevelt Steptoe Drive
 Baton Rouge, Louisiana 70813
 Attn: President

If to University: Southern University and Agricultural and Mechanical College
 124 Roosevelt Steptoe Drive
 Baton Rouge, Louisiana 70813
 Attn: _____

Section 6. Assignment; Amendment. This Agreement may not be assigned or amended without the other party's prior written consent.

Section 7. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Louisiana.

Section 8. Execution of Agreement; Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same document.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

FEDERATION:

Southern University Alumni Federation

By: _____

Name: _____

Its: _____

UNIVERSITY:

**Southern University and Agricultural and
Mechanical College at Baton Rouge**

By:

**Board of Supervisors of Southern University and
Agricultural and Mechanical College System**

By: _____

Name: _____

Its: _____

LAW CENTER PROJECT SUPPORT AGREEMENT

THIS LAW CENTER PROJECT SUPPORT AGREEMENT (this “**Agreement**”), dated as of the ____ day of _____, 2018 (the “**Effective Date**”) is entered into by and between the Southern University Alumni Federation, a Louisiana non-profit corporation (the “**Federation**”), and the Board of Supervisors of Southern University and Agricultural and Mechanical College System (the “**Board**”) for and on behalf of the Southern University Law Center (the “**Law Center**”).

RECITALS

WHEREAS, the Federation is a Louisiana non-profit corporation whose primary mission is to support the goals and objectives of Southern University and Agricultural and Mechanical College at Baton Rouge (the “**University**”) through recruitment, financial support, public relations, community outreach, talent, loyalty, dedication, and commitment to the highest standards thereof (its “**Mission**”); and

WHEREAS, pursuant to that certain Student Housing Analysis in the City of Baton Rouge, Louisiana, prepared for the Federation by Danter and Associates, LLC, and dated January 8, 2018, as amended or supplemented from time to time (the “**Housing Study**”), the Federation believes the University and community of North Baton Rouge is experiencing a shortage of reasonably convenient, suitable, and affordable housing accommodations for students, faculty, and staff; and

WHEREAS, pursuant to that certain Market Feasibility Analysis in the City of Baton Rouge, Louisiana, prepared for the Federation by Novogradac & Company, LLC, and dated _____, 2018 (the “**Conference Facilities Study**”), the Federation believes the University and community of North Baton Rouge is experiencing a shortage of reasonably convenient, suitable, and affordable conference facilities; and

WHEREAS, the Federation wishes to further its Mission by financing the acquisition, design, development, equipping, renovation, reconstruction and/or construction of an alumni center, including conference facilities (the “**Conference Facilities**”), approximately 501-bed residential housing facilities (the “**Housing Facilities**”), retail space and related parking (collectively, the “**Project**”) on land it owns adjacent to the University (the “**Property**”); and

WHEREAS, the Federation has requested that the Louisiana Public Facilities Authority, a public trust and public corporation of the State of Louisiana (the “**LPFA**”) issue (i) \$ _____ aggregate principal amount of Louisiana Public Facilities Authority Tax-Exempt Revenue Bonds (Southern University Alumni Federation Project) Series 2018A (the “**Series 2018A Bonds**”) and (ii) \$ _____ aggregate principal amount of Louisiana Public Facilities Authority Taxable Revenue Bonds (Southern University Alumni Federation Project) Series 2018B (the “**Series 2018B Bonds**”) and, together with the Series 2018A Bonds, the “**Bonds**”), the proceeds of the sale of such Bonds to be loaned to the Federation pursuant to that certain Loan and Assignment Agreement dated the date hereof by and between the Federation and the

LPFA(together with all other documents related to the issuance of the Bonds and the construction of the Project, the “**Project Documents**”), to be used for, among other things, financing the Project; and

WHEREAS, in consideration of the Federation undertaking the Project, the Law Center wishes to show its appreciation and support by making certain commitments to the Federation as set forth herein;

NOW, THEREFORE, for and in consideration of the foregoing recitals, the covenants and agreements as set forth hereinafter, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Federation and the Law Center hereto agree as follows.

AGREEMENT

Section 1. Duties of Federation. The Federation agrees to do the following in connection with this Agreement (the “**Federation Obligations**”):

- (a) Enter into such agreements and other documents as required by the LPFA for the issuance of the Bonds and financing of the Project;
- (b) Provide for the development and construction of the Project in accordance with the terms and conditions of that certain Development Agreement between the Federation and EPIK Development Group of Baton Rouge, LLC (the “**Development Agreement**”) and to use its best efforts to ensure that the Project is completed and ready for move-in by tenants on or before _____;
- (c) Provide for the operation and management of the Project in a high quality, first rate manner for a project of its type (i) in accordance with the terms of that certain Management Agreement (the “**Management Agreement**”) among the Federation, _____ (the “**Management Consultant**”), and other interested parties, and (ii) in compliance with any student life plan prepared by the Federation that is consistent with the University’s student life plan for its student housing facilities;
- (d) The Housing Facilities shall be made available as housing to anyone (i) who is a student enrolled in classes at the University, the Law Center or other non-profit higher educational institution acceptable to the University and the Law Center, (ii) who is attending a program presented and conducted by or on behalf of the University or the Law Center in furtherance of their educational missions, or (iii) who is a member of the faculty or staff of the University, Law Center or other non-profit higher educational institution acceptable to the University and the Law Center;
- (e) Charge such rental rates as required for the payment of debt service on the Bonds and operating costs of the Project;

- (f) Not transfer any interest in the Project or the Property other than as provided in the Project Documents or as otherwise allowed hereunder; and
- (g) Not encumber the Project or the Property with any additional debt other than as specifically contemplated in the Project Documents.

Section 2. Duties of the Law Center. The Law Center agrees to do the following in connection with this Agreement to the extent such obligation does not conflict with any other agreement entered into by the Law Center (the “**Law Center Obligations**”):

- (a) Consider the Housing Facilities as its primary on-campus housing stock regularly made available to its students;
- (b) Direct and assign its students seeking housing to the Project on a priority basis over any other housing alternatives;
- (c) Assist in the review of annual budgets, rental rates and capital expenditures for the Project as requested by the Federation;
- (d) Provide the Federation with a mailing list of the Law Center’s students, faculty, and staff to the extent such a list is maintained and the Law Center is permitted by law to disclose such to the Federation;
- (e) Allow the Federation to advertise the availability of the Project on the Law Center’s campus and on its website, and to post reasonably sized advertising literature on bulletin boards in the Law Center’s facilities that are available for public announcements;
- (f) Permit the Federation to maintain space on the Law Center’s campus at a site determined by the Law Center for a staffed leasing display;
- (g) Implement procedures to assist students, faculty, and staff in applying for residence at the Project;
- (h) Provide certain management services in coordination with the Management Consultant and other interested parties pursuant to the Management Agreement for the life of the Bonds;
- (i) To the extent permitted by law, assist the Federation in the collection of rent;
- (j) Facilitate the use of financial aid provided to students to pay eligible housing expenses at the Project;
- (k) To the extent permitted by law, allow the Federation, at its expense and if mechanically possible, to provide access to the computer network of the Law Center to students, faculty, and staff of the Law Center who are residents of the Housing Facilities;

- (l) For so long as the Law Center provides shuttle bus service between the Law Center campus and any off-campus locations, provide the Project with regular shuttle bus service between the Project and the Law Center on such schedule as may be determined by the Law Center;
- (m) To the extent areas of mutual cooperation exist or are later discovered, work together to effectuate such mutual benefits;
- (n) Allow the Federation to advertise the availability of the Conference Facilities for rental to the Law Center, including but not limited to its students, administrators, faculty, staff, and alumni, on the Law Center's campus and on its website, and to implement procedures to assist students, administrators, faculty, staff, and alumni in renting the Conference Facilities; and
- (o) When utilizing off-campus facilities for its conference, reception and meeting space needs, consider renting the Conference Facilities to the extent the Conference Facilities are sufficient to meet such needs, subject to the availability of such space.

Section 3. Relationship of Parties. It is hereby acknowledged that this Agreement does not create any partnership, joint venture, or other common enterprise between the Federation and the Law Center, it being fully understood that the Law Center has no right or responsibility regarding the operation of the Federation or the operation and management of the Project, both of which are completely independent of Law Center.

Section 4. Term. The term of this Agreement shall commence on the Effective Date and shall continue for as long as the Bonds are outstanding.

Section 5. Notice. All notices under this Agreement shall be in writing and delivered by registered first class mail to the addresses shown below, which notices shall be deemed delivered upon receipt:

If to Federation: Southern University Alumni Federation
 124 Roosevelt Steptoe Drive
 Baton Rouge, Louisiana 70813
 Attn: President

If to University: Southern University Law Center

 Baton Rouge, Louisiana 70813
 Attn: _____

Section 6. Assignment; Amendment. This Agreement may not be assigned or amended without the other party's prior written consent.

Section 7. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Louisiana.

Section 8. Execution of Agreement; Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same document.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

FEDERATION:

Southern University Alumni Federation

By: _____

Name: _____

Its: _____

UNIVERSITY:

Southern University Law Center

By:

**Board of Supervisors of Southern University and
Agricultural and Mechanical College System**

By: _____

Name: _____

Its: _____

Southern University System
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2018
As of March 31, 2018

	Actual as of 3/31/2018	Projected	Total FY 2017-18	Budget FY 2017-18	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$34,168,885	\$7,321,496	\$41,490,381	\$41,490,381	82.4%	0
Statutory Dedicated	1,797,308	2,664,975	4,462,283	4,705,283	38.2%	(243,000)
Funds Due From BOR						
Federal	1,137,857	2,516,352	3,654,209	3,654,209	31.1%	0
Self Generated						
Tuition - Fall 2017	32,400,083	227,914	32,627,997	33,135,133	97.8%	(507,136)
Tuition - Spring 2018	29,818,600	179,987	29,998,587	30,593,884	97.5%	(595,297)
Tuition - Summer	2,171,720	2,206,972	4,378,692	4,083,158	53.2%	295,534
Out-of-State Fees	8,391,653	278,793	8,670,446	7,727,543	108.6%	942,903
Other	6,158,029	6,283,730	12,441,759	9,907,909	62.2%	2,533,850
InterAgency Transfer	2,420,955	589,576	3,010,531	3,411,787	71.0%	(401,256)
Total Revenues	\$118,465,090	\$22,269,795	\$140,734,885	\$138,709,287	85.4%	\$2,025,598
Expenditures by Object						
Salaries	\$53,757,430	\$16,899,673	\$70,657,103	\$69,017,312	77.9%	\$1,639,791
Other Compensation	198,434	131,043	329,477	329,477	60.2%	0
Related Benefits	23,657,773	6,861,377	30,519,150	31,785,123	74.4%	(1,265,973)
Total Personal Services	\$77,613,637	\$23,892,093	\$101,505,730	\$101,131,912	76.7%	\$373,818
Travel	\$388,890	\$369,051	\$757,941	\$743,637	52.3%	\$14,304
Operating Services	\$9,301,056	\$4,142,610	\$13,443,666	\$14,269,679	65.2%	(826,013)
Supplies	1,046,451	528,352	1,574,803	1,587,960	65.9%	(13,157)
Total Operating Expenses	\$10,347,507	\$4,670,962	\$15,018,469	\$15,857,639	65.3%	(\$839,170)
Professional Services	\$1,150,797	\$779,478	\$1,930,275	\$1,771,932	64.9%	158,343
Other Charges	1,539,443	5,333,208	6,872,651	6,100,158	25.2%	772,493
Debt Services	0	0	0	0	0.0%	0
Interagency Transfers	4,241,072	1,969,856	6,210,928	6,164,373	68.8%	46,555
Total Other Charges	\$6,931,312	\$8,082,542	15,013,854	\$14,036,463	49.4%	\$977,391
General Acquisitions	\$49,713	\$112,440	\$162,153	\$165,032	30.1%	(2,879)
Library Acquisitions	234,514	253,135	487,649	437,649	53.6%	50,000
Major Repairs	0	90,000	90,000	25,000	0.0%	65,000
Total Acquist. & Major Repairs	\$284,227	\$455,576	\$739,802	\$627,681	45.3%	\$112,121
Scholarships	\$7,425,838	\$273,250	\$7,699,088	\$6,311,955	117.6%	\$1,387,133
Total Expenditures	\$102,991,410	\$37,743,474	\$140,734,885	\$138,709,287	74.2%	\$2,025,598

Southern University Board and System Administration
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2018
As of March 31, 2018

	Actual as of 3/31/2018	Projected	Total FY 2017-18	Budget FY 2017-18	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$2,437,612	\$521,573	\$2,959,185	\$2,959,185	82.4%	\$0
Statutory Dedicated						
Funds Due To/ From Mgmt						
Federal						
Self Generated						
Tuition - Fall 2017						
Tuition - Spring 2018						
Tuition - Summer						
Out-of-State Fees						
Other						
InterAgency Transfer						
Total Revenues	\$2,437,612	\$521,573	\$2,959,185	\$2,959,185	82.4%	\$0
Expenditures by Object						
Salaries	\$991,691	\$347,958	\$1,339,649	\$1,339,649	74.0%	\$0
Other Compensation	48,000	16,500	64,500	64,500	74.4%	0
Related Benefits	318,580	333,392	651,972	651,972	48.9%	0
Total Personal Services	\$1,358,271	\$697,850	\$2,056,121	\$2,056,121	66.1%	\$0
Travel	\$46,409	\$91,185	\$137,594	\$137,594	33.7%	\$0
Operating Services	\$55,853	\$58,147	\$114,000	\$114,000	49.0%	\$0
Supplies	20,018	48,793	68,811	68,811	29.1%	0
Total Operating Expenses	\$75,871	\$106,940	\$182,811	\$182,811	41.5%	\$0
Professional Services	\$99,000	\$79,000	\$178,000	\$178,000	55.6%	\$0
Other Charges	0	236,753	236,753	236,753	0.0%	0
Debt Services	0	0	0	0	0.0%	0
Interagency Transfers	0	0	0	0	0.0%	0
Total Other Charges	\$99,000	\$315,753	\$414,753	\$414,753	23.9%	\$0
General Acquisitions	\$2,575	\$89,925	\$92,500	\$92,500	0.0%	\$0
Library Acquisitions	0	0	0	0	0.0%	0
Major Repairs	0	25,000	25,000	25,000	0.0%	0
Total Acquist. & Major Repairs	\$2,575	\$114,925	\$117,500	\$117,500	0.0%	\$0
Scholarships	34,529	\$15,877	\$50,406	50,406	68.5%	\$0
Total Expenditures	\$1,616,655	\$1,342,530	\$2,959,185	\$2,959,185	54.6%	\$0

Southern University - Baton Rouge
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2018
As of March 31, 2018

	Actual as of 3/31/2018	Projected	Total FY 2017-18	Budget FY 2017-18	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$15,957,447	\$3,420,864	\$19,378,311	\$19,378,311	82.3%	\$-00
Statutory Dedicated	872,134	1,030,128	1,902,262	1,902,262	45.8%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2017	19,541,856	227,914	19,769,770	20,230,630	96.6%	\$(460,860)
Tuition - Spring 2018	17,966,406	179,987	18,146,393	18,104,445	99.2%	41,948
Tuition - Summer	1,233,556	1,319,134	2,552,690	2,552,690	48.3%	0
Out-of-State Fees	5,873,044	159,188	6,032,232	4,810,043	122.1%	1,222,189
Other	3,656,847	4,826,522	8,483,369	6,991,823	52.3%	1,491,546
InterAgency Transfer	2,420,955	589,576	3,010,531	3,411,787	71.0%	(401,256)
Total Revenues	\$67,522,245	\$11,753,313	\$79,275,558	\$77,381,991	87.3%	\$1,893,567
Expenditures by Object						
Salaries	\$29,691,602	\$9,411,061	\$39,102,663	\$37,167,030	79.9%	1,935,633
Other Compensation	112,934	100,543	213,477	213,477	52.9%	0
Related Benefits	14,521,409	2,613,284	17,134,693	17,693,096	82.1%	(558,403)
Total Personal Services	\$44,325,945	\$12,124,888	\$56,450,833	\$55,073,603	80.5%	\$1,377,230
Travel	\$80,280	\$149,720	230,000	\$230,000	34.9%	(\$0)
Operating Services	5,301,440	2,012,527	7,313,967	7,846,728	67.6%	(532,761)
Supplies	620,379	289,282	909,661	909,661	68.2%	0
Total Operating Expenses	\$5,921,819	\$2,301,809	\$8,223,628	\$8,756,389	135.8%	(\$532,761)
Professional Services	702,403	184,468	\$886,871	\$886,871	79.2%	\$0
Other Charges	583,599	3,091,572	3,675,171	3,475,171	16.8%	200,000
Debt Services	0	0	0	0	0.0%	0
Interagency Transfers	2,041,163	1,252,744	3,293,907	3,293,907	62.0%	0
Total Other Charges	\$3,327,165	\$4,528,784	\$7,855,949	\$7,655,949	43.5%	\$200,000
General Acquisitions	38,413	5,119	\$43,532	\$43,532	88.2%	\$0
Library Acquisitions	107,397	30,252	137,649	137,649	78.0%	0
Major Repairs	0	0	0	0	0.0%	0
Total Acquist. & Major Repairs	\$145,810	\$35,371	\$181,181	\$181,181	80.5%	\$0
Scholarships	\$6,090,520	\$243,446	\$6,333,966	\$5,484,869	111.0%	\$849,097
Total Expenditures	\$59,891,538	\$19,384,019	\$79,275,558	\$77,381,991	77.4%	\$1,893,567

Southern University Law Center
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2018
As of March 31, 2018

	Actual as of 3/31/2018	Projected	Total FY 2017-18	Budget FY 2017-18	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$3,307,840	\$708,488	\$4,016,328	\$4,016,328	82.4%	0
Statutory Dedicated	94,648	113,024	207,672	207,672	45.6%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2017	3,174,727	0	3,174,727	2,940,403	108.0%	234,324
Tuition - Spring 2018	2,899,870	0	2,899,870	2,830,085	102.5%	69,785
Tuition - Summer	237,162	462,838	700,000	700,000	33.9%	0
Out-of-State Fees	1,588,075	0	1,588,075	1,417,500	112.0%	170,575
Other	1,606,225	169,720	1,775,945	1,653,087	97.2%	122,858
InterAgency Transfer						
Total Revenues	\$12,908,547	\$1,454,070	\$14,362,617	\$13,765,075	93.8%	\$597,542
Expenditures by Object						
Salaries	\$5,803,158	\$1,830,271	\$7,633,429	\$7,367,094	78.8%	\$266,335
Other Compensation			0	0	0.0%	0
Related Benefits	1,845,003	1,073,541	2,918,544	\$2,817,337	65.5%	101,207
Total Personal Services	\$7,648,161	\$2,903,812	\$10,551,973	\$10,184,431	75.1%	\$367,542
Travel	\$129,119	\$45,881	\$175,000	\$150,000	86.1%	\$25,000
Operating Services	\$1,476,316	\$184,877	\$1,661,193	\$1,611,193	91.6%	\$50,000
Supplies	\$98,598	11,402	110,000	100,000	98.6%	10,000
Total Operating Expenses	\$1,574,914	\$196,279	\$1,771,193	\$1,711,193	92.0%	\$60,000
Professional Services	\$162,309	\$476,932	\$639,241	\$609,241	26.6%	\$30,000
Other Charges	183,089	105,868	288,957	288,957	63.4%	0
Debt Services			0	0	0.0%	0
Interagency Transfers	131,324	139,929	271,253	271,253	48.4%	0
Total Other Charges	\$476,722	\$722,729	\$1,199,451	\$1,169,451	40.8%	\$30,000
General Acquisitions	\$0	\$0	\$0	\$0	0.0%	\$0
Library Acquisitions	127,117	222,883	350,000	300,000	42.4%	50,000
Major Repairs		65,000	65,000	0	0.0%	65,000
Total Acquist. & Major Repairs	\$127,117	\$287,883	\$415,000	\$300,000	42.4%	\$115,000
Scholarships	\$236,073	\$13,927	\$250,000	\$250,000	94.4%	\$0
Total Expenditures	\$10,192,106	\$4,170,511	\$14,362,617	\$13,765,075	74.0%	\$597,542

Southern University at New Orleans
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2018
As of March 31, 2018

	Actual as of 3/31/2018	Projected	Total FY 2017-18	Budget FY 2017-18	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$5,080,724	\$1,089,184	\$6,169,908	\$6,169,908	82.3%	\$0
Statutory Dedicated	263,640	330,099	593,739	593,739	44.4%	0
Funds Due From Mgmt or BOR			0	0	0.0%	0
Federal			0	0	0.0%	0
Self Generated						
Tuition - Fall 2017	6,107,289		6,107,289	6,086,247	100.3%	21,042
Tuition - Spring 2018	5,761,615		5,761,615	5,967,599	96.5%	(205,984)
Tuition - Summer	185,403	195,000	380,403	300,000	61.8%	80,403
Out-of-State Fees	489,395	110,605	600,000	600,000	81.6%	\$0
Other	630,582	993,101	1,623,683	704,237	89.5%	919,446
InterAgency Transfer						
Total Revenues	\$18,518,648	\$2,717,989	\$21,236,637	\$20,421,730	90.7%	\$814,907
Expenditures by Object						
Salaries	\$8,751,308	\$2,376,449	\$11,127,757	\$11,127,757	78.6%	\$0
Other Compensation			0	0	0.0%	0
Related Benefits	3,385,152	1,178,542	4,563,694	5,167,226	65.5%	(603,532)
Total Personal Services	12,136,460	3,554,991	15,691,451	16,294,983	74.5%	(\$603,532)
Travel	\$25,189	\$34,811	\$60,000	\$60,000	42.0%	\$0
Operating Services	\$1,512,143	\$688,628	\$2,200,771	\$2,188,045	69.1%	\$12,726
Supplies	184,852	20,000	204,852	168,500	109.7%	36,352
Total Operating Expenses	\$1,696,995	\$708,628	\$2,405,623	\$2,356,545	72.0%	\$49,078
Professional Services	\$29,613	\$4,207	\$33,820	\$53,820	55.0%	(\$20,000)
Other Charges	686,012	1,153,310	1,839,322	977,274	70.2%	862,048
Debt Services			0	0	0.0%	0
Interagency Transfers	206,267	196,161	402,428	402,428	51.3%	0
Total Other Charges	\$921,892	\$1,353,678	\$2,275,570	\$1,433,522	64.3%	\$842,048
General Acquisitions	0	0	\$0	\$0	0.0%	\$0
Library Acquisitions	0	0	0	0	0.0%	0
Major Repairs	0	0	0	0	0.0%	0
Total Acquist. & Major Repairs	\$0	\$0	\$0	\$0	0.0%	\$0
Scholarships	\$803,993	\$0	\$803,993	\$276,680	290.6%	\$527,313
Total Expenditures	\$15,584,529	\$5,652,108	\$21,236,637	\$20,421,730	76.3%	\$814,907

Southern University at Shreveport
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2018
As of March 31, 2018

	Actual as of 3/31/2018	Projected	Total FY 2017-18	Budget FY 2017-18	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$4,544,966	\$973,461	\$5,518,427	\$5,518,427	82.4%	\$0
Statutory Dedicated	94,648	99,959	194,607	194,607	48.6%	0
Funds Due From Mgmt or BOR						
Federal						
Self Generated						
Tuition - Fall 2017	3,576,211	0	3,576,211	3,877,853	92.2%	(301,642)
Tuition - Spring 2018	3,190,709	-00	3,190,709	3,691,755	86.4%	(501,046)
Tuition - Summer	515,599	230,000	745,599	530,468	97.2%	215,131
Out-of-State Fees	441,139	9,000	450,139	900,000	49.0%	(449,861)
Other	264,375	294,387	558,762	558,762	47.3%	0
InterAgency Transfer						
Total Revenues	\$12,627,647	\$1,606,807	\$14,234,454	\$15,271,872	82.7%	(\$1,037,418)
Expenditures by Object						
Salaries	\$5,570,609	\$1,616,330	\$7,186,939	\$7,749,116	71.9%	(\$562,177)
Other Compensation	0	0	0	0	0.0%	0
Related Benefits	2,418,918	823,230	3,242,148	3,447,393	70.2%	(205,245)
Total Personal Services	\$7,989,527	\$2,439,560	\$10,429,087	\$11,196,509	71.4%	(\$767,422)
Travel	\$28,504	\$5,000	\$33,504	\$44,200	64.5%	(\$10,696)
Operating Services	\$680,268	\$1,095,967	\$1,776,235	\$2,132,213	31.9%	\$(355,978)
Supplies	59,012	105,579	164,591	224,100	26.3%	(59,509)
Total Operating Expenses	\$739,280	\$1,201,546	\$1,940,826	\$2,356,313	31.4%	(\$415,487)
Professional Services	\$144,343	\$15,000	\$159,343	\$11,000	1312.2%	\$148,343
Other Charges	86,590	549,752	636,342	636,342	13.6%	0
Debt Services			0	0	0.0%	0
Interagency Transfers	392,486	381,022	773,508	773,508	51%	0
Total Other Charges	\$623,419	\$945,774	\$1,569,193	\$1,420,850	43.9%	\$148,343
General Acquisitions	\$1,121	\$0	\$1,121	\$4,000	28.0%	(\$2,879)
Library Acquisitions	0		0	0	0.0%	0
Major Repairs	0		0	0	0.0%	0
Total Acquist. & Major Repairs	\$1,121	\$-00	\$1,121	\$4,000	28.0%	(\$2,879)
Scholarships	\$260,723	\$-00	\$260,723	\$250,000	0.0%	\$10,723
Total Expenditures	\$9,642,574	\$4,591,880	\$14,234,454	\$15,271,872	63.1%	(\$1,037,418)

Southern University Agricultural Research and Extension Center
Comparison of Actual Expenditures to Budgeted Amounts
For Fiscal Year Ending June 30, 2018
As of March 31, 2018

	Actual as of 3/31/2018	Projected	Total FY 2017-18	Budget FY 2017-18	Actual as % of Budget	Over (Under) Budget
Revenues						
General Fund Direct	\$2,840,296	\$607,926	\$3,448,222	\$3,448,222	82.4%	\$0
Statutory Dedicated	472,238	1,091,765	\$1,564,003	1,807,003	26.1%	(243,000)
Funds Due From Mgmt or BOR						0
Federal	1,137,857	2,516,352	\$3,654,209	3,654,209	31.1%	0
Self Generated						
Tuition - Fall 2017						
Tuition - Spring 2018						
Tuition - Summer						
Out-of-State Fees						
Other						
InterAgency Transfer						
Total Revenues	\$4,450,391	\$4,216,043	\$8,666,434	\$8,909,434	50.0%	(\$243,000)
Expenditures by Object						
Salaries	\$2,949,062	\$1,317,604	\$4,266,666	\$4,266,666	69.1%	\$0
Other Compensation	37,500	14,000	\$51,500	51,500	72.8%	0
Related Benefits	1,168,711	839,388	\$2,008,099	2,008,099	58.2%	0
Total Personal Services	\$4,155,273	\$2,170,992	\$6,326,265	6,326,265	65.7%	\$0
Travel	\$79,389	\$42,454	\$121,843	\$121,843	65.2%	\$0
Operating Services	\$275,036	\$102,464	\$377,500	\$377,500	72.9%	\$0
Supplies	63,592	53,296	116,888	116,888	54.4%	0
Total Operating Expenses	\$338,628	\$155,760	\$494,388	\$494,388	68.5%	\$0
Professional Services	\$13,129	\$19,871	\$33,000	\$33,000	39.8%	\$0
Other Charges	153	195,953	\$196,106	485,661	0.0%	(289,555)
Debt Services			0	0	0.0%	0
Interagency Transfers	1,469,832		\$1,469,832	1,423,277	103.3%	46,555
Total Other Charges	\$1,483,114	\$215,824	\$1,698,938	\$1,941,938	76.4%	(\$243,000)
General Acquisitions	\$7,604	\$17,396	\$25,000	\$25,000	30.4%	\$0
Library Acquisitions			0	0	0.0%	0
Major Repairs			0	0	0.0%	0
Total Acquist. & Major Repairs	\$7,604	\$17,396	\$25,000	\$25,000	30.4%	\$0
Scholarships	\$0	\$0	\$0	\$0	0.0%	\$0
Total Expenditures	\$6,064,008	\$2,602,426	\$8,666,434	\$8,909,434	68.1%	(\$243,000)

Governance Committee

GOVERNANCE COMMITTEE

(Following the Finance Committee)

Friday, April 27, 2018

2nd Floor J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item(s)
 - A. Approval of SU Board Self-Evaluation Policy and Instrument (per SACSCOC requirement)
6. Other Business
7. Adjournment

MEMBERS

Dr. Leroy Davis-Chair, Rev. Joe R. Gant-Vice Chair

Mr. John L. Barthelemy, Mr. Armond Duncan, Rev. Samuel C. Tolbert,

Mrs. Ann A. Smith- Ex Officio



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

March 26, 2018

The Honorable Mrs. Ann A. Smith
Chair, Southern University Board of Supervisors
J.S. Clark Administration Building – 4th Floor
Baton Rouge, LA 70813

The Honorable Dr. Leroy Davis
Chair, Governance Committee
J.S. Clark Administration Building – 4th Floor
Baton Rouge, LA 70813

RE: SACS-COC Section 4.2g – Governing Board Self-Evaluation

Dear Board Chair Smith and Governance Committee Chair Davis:

As you know, three institutions within the Southern University System – Southern University and A&M College (SUBR), Southern University at New Orleans (SUNO), and Southern University Law Center (SULC), are part of the 2020 Reaffirmation Class by the Southern Association of Schools and Colleges, Commission on Colleges (SACS-COC). In December 2017, the 2018 Edition of the SACS-COC Principles of Accreditation – Foundations for Quality was adopted by the College Delegate Assembly. Section 4 of the Principles of Accreditation addresses SACS-COC expectations of the Governing Board.

I have attached the entire Section 4 for your review (attachment 1). SACS-COC Principle 4.2.g. states – the *Governing Board defines and regularly evaluates its responsibilities and expectations (Board Self-Evaluation)*. I have attached a draft copy of the newly-developed Board's Self-Evaluation Policy and Instrument (attachments 2 and 3) for your review and consideration. Implementation of the attached policy and instrument is of critical importance to ensure Board compliance with SACS-COC Principle 4.2.g.

Per protocol, I respectfully ask that the three (3) attachments be shared with all Board members for their review and consideration. The goal is to have this policy and instrument approved during the April or May Board Meetings, thereby allowing for implementation at the end of the fiscal year in July. If this implementation schedule is followed, we are positioned to collect two cycles of data – FY 2017-2018 and FY 2018-2019, for inclusion in the narratives of SUBR, SUNO, and SULC.

I am available at all times by cell phone (225-931-2433) and by email (apeaning@sus.edu) to receive input, feedback, and offer clarification.

I remain yours truly,

A handwritten signature in black ink that reads 'Vladimir Alexander Apeaning'.

Vladimir Alexander Apeaning, Ph.D.

Vice President, Strategic Planning, Policy, and Institutional Effectiveness

- Attachments:
1. SACS-COC Section 4 – Governing Board
 2. Board Self-Evaluation Policy (Draft)
 3. Board Self-Evaluation Instrument (Draft)

C: Dr. Ray L. Belton, President-Chancellor
Dr. Katara Williams, Chief-of-Staff

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RESOURCE MANUAL

for the Principles of Accreditation:
Foundations for Quality Enhancement

1866 Southern Lane
Decatur, GA 30033-4097
www.sacscoc.org



Third Edition: 2018
First Printing

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SECTION 4: Governing Board

- 4.1** The institution has a governing board of at least five members that
- (a) is the legal body with specific authority over the institution.
 - (b) exercises fiduciary oversight of the institution.
 - (c) ensures that both the presiding officer of the board and a majority of other voting members of the board are free of any contractual, employment, personal, or familial financial interest in the institution.
 - (d) is not controlled by a minority of board members or by organizations or institutions separate from it.
 - (e) is not presided over by the chief executive officer of the institution.
- (Governing board characteristics)* [CR]

Rationale and Notes

The institution's governing board holds in trust the fundamental autonomy and ultimate well-being of the institution. As the corporate body, the board ensures both the presence of viable leadership and strong financial resources to fulfill the institutional mission. Integral to strong governance is the absence of undue influence from external sources.

The authority of the board is established in official documentation. The board is aware of its fiduciary responsibilities and carries them out based on accurate information about the operations of the institution. Members of the governing board act with authority only as a collective entity.

In order to ensure the objectivity of the board's collective interests, care is taken to restrict the potential for conflicts of interest to affect decisions and to ensure that the board's independence is maintained. This is especially important when it comes to the role of the presiding officer of the board.

NOTE

An institution is required to provide narrative and supporting documentation for each of the expectations embedded in the requirement above. Institutions may want to include subheadings in their narratives to ensure all parts of the standard are covered. The size of the board can be included under part 4.1(a).

For military institutions authorized and operated by the federal government to award degrees, responses to Standard 4.1 should address the following:

- 4.1(a) The institution has a public board of at least five members that which has broad and significant influence on the institution's programs and operations and plays an active role in policy-making.*

- 4.1(b) *The board ensures that the financial resources of the institution are used to provide a sound educational program.*
- 4.1(c) *The board ensures that both the presiding officer and a majority of the other members are neither civilian employees of the military nor active/retired military. Both the presiding officer of the board and a majority of other voting board members are free of any contractual, employment, personal or familial financial interest in the institution.*
- 4.1(d) *The board is not controlled by a minority of board members or by organizations or interests separate from the board except as specified by the authorizing legislation.*
- 4.1(e) *The board is not presided over by the chief executive officer of the institution.*

Questions to Consider

- What is the structure of the governing board and its committees?
- How are governing board members and the presiding officer elected or appointed?
- How are board members apprised of their responsibilities, including fiduciary responsibilities?
- What evidence is there that the governing board controls the institution?
- How often do the governing board members meet and is their agenda appropriate for their responsibilities?
- What is the process to vet board members for their possible financial interests in the institution? Who keeps track of this information?
- Is there an executive committee? If so, how does the executive committee report to the full board?
- How is a quorum defined?
- What safeguards are in place to prevent control of the board by a minority of members?
- How is the board's presiding officer selected, and who is the presiding officer?
- What is the relationship between the institution's chief executive officer and the institution's governing board?

Sample Documentation

- Organizational chart that shows the relationship of the governing board to the institution. This is especially important when board functions do not reside within a single board.
- Bylaws, charter, articles of incorporation, enabling statute, or other documentation to establish the legal authority of the governing board.
- A list of the names of all board members with their occupations, terms of office, and their contractual, employment, personal, or familial financial interests in the institution.
- For private, for-profit institutions, a list of individual stockholders who hold more than 5% of the stock, or the top 20 stockholders.

- Minutes of governing board meetings and executive committee meetings.
- Documents used in ethics training and for conflict of interest disclosures of board members.
- Evidence on how board members receive orientation to their duties.

Reference to SACSCOC Documents, If Applicable

SACSCOC Policies: [Integrity and Institutional Obligations to SACSCOC](#)
[Governing, Coordinating, and Other State Agencies: Representation on Evaluation Committees](#)

SACSCOC Position Statement:

[The Impact of Budget Reductions on Higher Education](#)

Cross-References to Other Related Standards/Requirements, If Applicable

- Standard 4.2.a (*Mission review*)
- Standard 4.2.b (*Board/administration distinction*)
- Standard 4.2.c (*CEO evaluation/selection*)
- Standard 4.2.d (*Conflict of interest*)
- Standard 4.2.e (*Board dismissal*)
- Standard 4.2.f (*External influence*)
- Standard 4.2.g (*Board self-evaluation*)
- Standard 4.3 (*Multi-level governance*)
- CR 13.1 (*Financial resources*)

4.2.a The governing board ensures the regular review of the institution's mission. *(Mission review)*

Rationale and Notes

The institution's governing board formally approves and periodically reviews the institution's mission statement. The board, in its review, reaffirms the mission statement and whether changes are made, thereby maintaining a cognizance of the previously agreed-upon scope of institutional activities and ensuring that institutional policies, procedures, and activities remain compatible with and included in the mission statement.

Questions to Consider

- Is review of the mission statement a regular expectation of the governing board?
- What is the process for mission review and approval of changes?
- What event or events trigger a review of the mission of the institution?

Sample Documentation

- Governing board minutes documenting review.
- A schedule of periodic review consistent with the minutes.

Reference to SACSCOC Documents, If Applicable

None noted.

Cross-References to Other Related Standards/Requirements, If Applicable

CR 2.1 *(Institutional mission)*

- 4.2.b** The governing board ensures a clear and appropriate distinction between the policy-making function of the board and the responsibility of the administration and faculty to administer and implement policy.
(Board/administrative distinction)

Rationale and Notes

Effective governance includes clearly defining the roles and responsibilities of the governing board, administration, and faculty and ensuring that each of these groups adheres to their appropriate roles and responsibilities. While it is important that the overall mission and overarching policies of the institution are approved by the board, the administration and implementation of the general direction set by the board are carried out by the administration and faculty in order to prevent the board from undercutting the authority of the president and other members of the administration and faculty, thereby creating an unhealthy and unworkable governance structure. To ensure a clear understanding of separate roles and responsibilities, the distinctions should be delineated in writing and disseminated to all appropriate constituents.

Questions to Consider

- Does the organizational structure of the institution reflect a distinction in lines of authority?
- Do board materials (bylaws, manuals, etc.) reflect the distinction in roles and responsibilities? Do administrative materials also reflect this distinction?
- Are there clear examples in practice of the distinction between the board setting direction and the administration and faculty implementing policies?
- If this board/administrative distinction has been blurred, what steps were taken to address concerns?

Sample Documentation

- Governing board bylaws, policy manuals, orientation materials, or other formal documents that can demonstrate that this distinction exists in writing.
- Administrative or faculty handbooks that demonstrate the distinction.
- Governing board minutes that reflect practice.
- Administrative minutes (e.g., CEO's cabinet).
- Faculty meeting minutes.

Reference to SACSCOC Documents, If Applicable

None noted.

Cross-References to Other Related Standards/Requirements, If Applicable

- CR 4.1 *(Governing board characteristics)*
Standard 4.2.g *(Board self-evaluation)*
Standard 5.2.a *(CEO control)*
Standard 5.2.b *(Control of intercollegiate athletics)*
Standard 5.2.c *(Control of fund-raising activities)*
Standard 10.4 *(Academic governance)*
Standard 13.4 *(Control of finances)*

4.2.c The governing board selects and regularly evaluates the institution's chief executive officer. *(CEO evaluation/selection)*

Rationale and Notes

One of the key responsibilities of the governing board is to select the institution's chief executive officer and to evaluate the CEO's performance. Few trustee activities are as consequential to the institution's future and wellbeing as selecting the best possible CEO, and few activities provide a better opportunity for assessing the institution's present condition and future needs. While some aspects of this responsibility may be delegated within a complex system of higher education institutions, the board retains its obligation for knowledge of CEO effectiveness, overseeing these processes, and ultimately making decisions regarding CEO retention, contract renewal, and dismissal.

NOTE

The Commission expects that a reasonable periodic evaluation would occur at least every three years.

Questions to Consider

- Is there a formal process or outline of a process for selection of a CEO? If so, was that process followed in prior CEO searches?
- Is the process for evaluation of the CEO published? If so, is that process followed?
- If processes for selecting and evaluating the CEO are not formalized, how does the governing board manage these obligations?
- If aspects of these processes are delegated to others (e.g., within a system of institutions), how does the governing board ensure they are carried out, and what is the governing board's oversight role?

Sample Documentation

- Governing board documents that outline the CEO selection and evaluation role of the board.
- The two most recent evaluations of the CEO, or evidence of their completion (e.g., board minutes).
- If a recent presidential search has occurred, details on the process used for the selection.
- Board minutes dealing with selection of the CEO.

Reference to SACSCOC Documents, If Applicable

None noted.

Cross-References to Other Related Standards/Requirements, If Applicable

CR 4.1 (*Governing board characteristics*)

4.2.d The governing board defines and addresses potential conflict of interest for its members. (*Conflict of interest*)

Rationale and Notes

To maintain the integrity of the educational enterprise, the governing board—responsible for establishing broad institutional policies—should be free of inappropriate influence. Although potential conflicts cannot be eliminated, they should be effectively managed to avoid even the appearance of any conflict of interest as board members carry out their duties. This standard assumes publication and consistent implementation of a conflict of interest policy for board members. There is an expectation of some structure and *a priori* thought about what constitutes a conflict of interest (note the term “defines” in the standard).

NOTE

While it would be very unusual to have a situation where no board issue ever reflected a conflict of interest situation for at least one board member, if that is the case, the institution should say so.

Questions to Consider

- Has the board defined in writing what is considered a conflict of interest?
- How are governing board members informed of the existence of the policy?
- What are the expectations of board members if there is a conflict of interest on a board issue?
- Does the governing board consistently apply its conflict of interest policy?
- How does the policy protect the integrity of the institution?

Sample Documentation

- A copy of the governing board's policy and process regarding board member conflicts of interest.
- Details as to how board members are informed of the policy.
- Governing board minutes or other evidence of the implementation of the policy (e.g., relevant board orientation materials).
- Filled-out forms or statements (not blank ones) if used by board members to note known conflicts.

Reference to SACSCOC Documents, If Applicable

This standard requires a policy or procedure. See Appendix A of this Manual for implications. See also:

SACSCOC good practices: [Developing Policy and Procedures Documents](#)

Cross-References to Other Related Standards/Requirements, If Applicable

CR 4.1 (Governing board characteristics)

Standard 4.2.f (External influence)

Standard 4.2.g (Board self-evaluation)

4.2.e The governing board has appropriate and fair processes for the dismissal of a board member. (*Board dismissal*)

Rationale and Notes

Members of the governing board need to exercise their responsibilities without fear of retaliatory measures, such as removal from office by arbitrary or capricious means. Substantive and procedural processes protect the interests of the institution and the members of the governing board. A fair process, in most cases, should include some mechanism for board members to have their response to charges for dismissal heard.

The removal of board members at public institutions is often subject to statutory language. In such cases, any institutional policies and procedures for dismissal of a board member should be consistent with the statutes, as should any actions taken to remove a board member or to replace an entire board.

NOTE

If the institution has had no cause to dismiss a governing board member and, therefore, has not applied its policy, it should indicate that examples of implementation are unavailable because no such dismissals have taken place.

Questions to Consider

- What is the institutional policy that governs the removal of a governing board member from office?
- Who elects/appoints governing board members? Who has the authority to remove board members?
- If board member removal is subject to statutory procedures, is board policy consistent with legal requirements?
- Does the policy or procedure offer specific grounds for potential board dismissal?
- Does the policy or procedure specify a process for dismissal?
- Would a reasonable person find that process to be fair?

Sample Documentation

- Governing board documents (e.g., bylaws, manuals) that outline the grounds and process for board member dismissal.
- Details on how board members access this information.
- Examples of how the policy has been implemented, if applicable.

Reference to SACSCOC Documents, If Applicable

This standard requires a policy or procedure. See Appendix A of this document for implications. See also:

SACSCOC good practices: [Developing Policy and Procedures Documents](#)

Cross-References to Other Related Standards/Requirements, If Applicable

None noted.

4.2.f The governing board protects the institution from undue influence by external persons or bodies. (*External influence*)

Rationale and Notes

Effective governing boards adhere to the laws and regulations that underpin the institution's legitimacy while championing its right to operate without unreasonable intrusions by governmental and nongovernmental agencies and entities. This applies to any governing board, whether public, private not-for-profit, or private for-profit. The board protects and preserves the institution's independence from outside pressures.

"Undue" influence does not mean "no" influence. Elected officials, corporate officers, alumni associations, and religious denominational bodies are examples of persons or bodies that appropriately have interests in the activities of related colleges and universities. However, the governing board of the institution has been vested with the authority to make decisions regarding the institution, and no outside person, board, or religious or legislative body should be in a position to interfere with the governing board's ultimate authority to fulfill its responsibilities or to interfere in the operations of the institution.

Questions to Consider

- How and to what extent are governing board members educated regarding their responsibilities?
- What safeguards are in place to protect the institution from undue influence of external bodies or persons?
- In cases where undue external influence was sought by external bodies or individuals, what actions were taken by the governing board?

Sample Documentation

- Bylaws, operating manuals or handbooks, and/or orientation materials that outline board member duties and responsibilities.
- Details on board training.

- Details on board member selection processes.
- Documents and reports of board actions to resolve cases of undue external pressures, if appropriate.

Reference to SACSCOC Documents, If Applicable

None noted.

Cross-References to Other Related Standards/Requirements, If Applicable

CR 4.1 (Governing board characteristics)

Standard 4.2.d (Conflict of interest)

Standard 4.2.g (Board self-evaluation)

4.2.g The governing board defines and regularly evaluates its responsibilities and expectations. *(Board self-evaluation)*

Rationale and Notes

As the body that holds in trust the fundamental autonomy and ultimate well-being of the institution, the governing board of the institution is a critical element in the success of the institution. Good institutional governance requires that the board systematically asks itself, “How are we doing? What are we doing? Are we as effective as a board as we can be?” The process of institutional improvement underlies the *Principles of Accreditation*. While the means by which a governing board participates in that process may be different in scope, tone, and detail than that of the rest of the institution, it is still a necessary element in institutional leadership.

A good starting place is a self-reflective examination of the issues that underlie the governance standards of the *Principles of Accreditation* and the “Questions to Consider” in this section of this *Resource Manual*. How this is done is something best determined by a governing board itself. Some institutions use a board retreat format. Some boards build self-reflection into an annual orientation/reorientation of the board. Some boards facilitate this process by using external resources such as a facilitator or a book, although that is not a requirement of this standard. What is expected of this standard is something more substantive than a statement that “the board conducted a self-evaluation.”

NOTE

If the institution has multiple governing boards [see Standard 4.3 (Multi-level governance)], then the institution should address the self-evaluation process for all relevant boards.

Questions to Consider

- What are the legal obligations of board members? Does each member of the board understand these expectations?
- Do bylaws and other written documents for board procedures make clear the role of and limits of board actions?
- Do bylaws and other written documents for board distinguish the roles between the board (policy-making) and the CEO (administrative)?
- Is the board structure working well? Are committee responsibilities well defined?
- Is the orientation of new board members effective?
- How does the board stay informed as to the financial health of the institution?
- How does the board maintain its focus on the institutional mission?
- Is review of the mission statement a regular expectation of the governing board?
- What is the relationship between the institution's chief executive officer and the institution's governing board?
- What protections are built into the board structure to ensure the board is not subject to undue influence by a minority of members or by external forces?
- Are board minutes clear and accurate? Do they provide sufficient detail to capture the results of deliberations?
- Do board procedures regarding protection from internal conflicts of interest work appropriately?
- Does the board have a functioning self-evaluation process?
- Are procedures for CEO succession clear?
- If the governing board interacts with other boards (e.g., system boards, foundation boards, alumni boards), are duties and expectations clear?

Sample Documentation

- Statements of board responsibilities and expectations.
- Schedule used by the board for self-review.
- Board policies and procedures regarding board self-evaluation.
- Board minutes or reports detailing the findings of board self-evaluation.
- Materials used as part of the self-examination process (e.g., excerpts from board books, retreat handouts, summaries).

Reference to SACSCOC Documents, If Applicable

None noted.

Cross-References to Other Related Standards/Requirements, If Applicable

Section 4 (Governing Board)—all standards

Standard 7.1 (Institutional Planning)

- 4.3** If an institution's governing board does not retain sole legal authority and operating control in a multiple-level governance system, then the institution clearly defines the following areas within its governance structure: (a) institution's mission, (b) fiscal stability of the institution, and (c) institutional policy. (*Multi-level governance*)

Rationale and Notes

The governing board of an institution typically has legal authority and responsibility for the institution's mission, its financial stability, and institutional policies. When the governing board does not retain sole legal authority and operating control, this standard calls for the institution to clearly outline the active control of these functions by other entities and how the multiple levels of governance relate to the governing board's responsibilities pertaining to institutional mission, financial operations, and/or institutional policies.

Examples of when this standard would be applicable would include:

- Public institutions where there may be a state or district board that retains legal authority over these functions, but may delegate partial or full authority to a local board.
- A private for-profit corporate structure where the parent institution may or may not delegate some authority to subsidiary units.
- A private not-for-profit institution where a religious denomination or order maintains some authority over local board functions.

There are numerous other examples where multiple-level governance may need more explanation (e.g., branch campuses, merger situations, hospital boards with an educational component, other systems or relationships where the same board serves multiple institutions). In these cases, the institution uses this standard to explain how the governance structure operates with regard to mission, fiscal affairs, and institutional policies.

NOTE

If the institution's governance structure does not have multiple levels, the institution can state that point and this standard can be "not applicable."

Questions to Consider

- Are there bodies other than the institution's own governing board that maintain certain legal authority or operating control for this institution?

- Is the governing board “shared” with other institutions, whether SACSCOC accredited or not?
- In the above cases, are adequate definitions of legal authority and operating responsibility clearly stated in the rules and regulations, policy manuals, and/or bylaws of the institution’s governing board?
- What entity (or entities) regularly examines the mission of the institution?
- What is the nature of the fiscal responsibilities among the multiple levels of control? Is this clearly stated?
- Does the institution maintain sufficient autonomy for separate accreditation by SACSCOC?

Sample Documentation

- Bylaws, policy manuals, other board documents, state codes, or statutes that define legal authority and operating control.
- Organizational charts that help define the relationships.
- Meeting minutes pertaining to review of the mission (perhaps from multiple levels of governance).
- Institutional correspondence among levels of governance.

Reference to SACSCOC Documents, If Applicable

SACSCOC policies: [Governing, Coordinating, and Other State Agencies: Representation on Evaluation Committees](#)
[Separate Accreditation for Units of a Member Institution](#)

Cross-References to Other Related Standards/Requirements, If Applicable

CR 4.1 *(Governing board characteristics)*
 Standard 4.2.a *(Mission review)*
 Standard 4.2.c *(CEO evaluation/selection)*
 Standard 4.2.d *(Conflict of interest)*
 Standard 4.2.e *(Board dismissal)*
 Standard 4.2.f *(External influence)*
 Standard 4.2.g *(Board self-evaluation)*
 CR 13.1 *(Financial resources)*
 Standard 14.5 *(Policy compliance)*



POLICY TITLE
Board Self-Evaluation Policy

POLICY NUMBER
1-002

<p>Responsible Unit: <i>Strategic Planning, Policy, and Institutional Effectiveness</i></p> <p>Responsible Official: <i>Vice President for Strategic Planning, Policy, and Institutional Effectiveness</i></p> <p>Policy Classification: <i>Governance</i></p>	<p>Effective Date: <i>03/23/2018</i></p> <p>Last Reviewed Date: <i>03/23/2018</i></p> <p>Origination Date: <i>03/23/2018</i></p>
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I. POLICY STATEMENT AND RATIONALE

The Board of Supervisors of the Southern University and A&M College System (Board) is committed to establishing and advancing an evidence-based planning and assessment culture that is focused on continuous improvement. The Board is committed to closing the assessment loop by: 1) conducting an Annual Self-Evaluation, 2) analyzing the results, and 3) using the results to identify areas for improvement. Implementation of this policy will allow the Board to strengthen its policy-making role and function. A select list of expected outcomes of the Board’s Annual Self-Evaluation shall include:

- Identification of Board accomplishments
- Identification of Board strengths
- Identification of Board weaknesses
- Identification of strategies to enhance Board performance
- Identification of Board goals, objectives, and priorities for the coming year
- Identification of Board expectations in its policy-making role

This policy reinforces the Board’s expectation that its five campuses will continue to engage students, faculty, staff, and administrators in a planning and assessment model that is systematic, integrated, research-based, ongoing and comprehensive. The goal of this institutional effectiveness effort is academic and administrative excellence.

Ultimately, the implementation of this policy shall provide the Board with an opportunity to assess its performance, contributions and establish a strategic forward-looking policy priorities agenda. Working in concert with the System's President-Chancellor, clear expectations of the administration will be determined on an annual basis by identifying agreed-upon goals and objectives that are specific, measurable, achievable, results-driven and time-bound (S.M.A.R.T). The outcome of this collaborative effort will best serve the interests of Southern University A&M College System.

II. POLICY SCOPE AND AUDIENCE

This policy applies to the sixteen (16) members of the Board of Supervisors of the Southern University and A&M College System.

III. POLICY COMPLIANCE

In December 2017, the 2018 Edition of the Southern Association of Schools and Colleges, Commission on Colleges (SACS-COC) Principles of Accreditation – Foundations for Quality was adopted by the College Delegate Assembly. Implementation of this Board Self-Evaluation Policy shall ensure that the Board is in compliance with SACS-COC Principle 4.2.g. that states the *Governing Board defines and regularly evaluates its responsibilities and expectations (Board Self-Evaluation)*.

IV. POLICY DEFINITIONS

Board of Supervisors of the Southern University and A&M College System. The Board is vested with the responsibility via the Louisiana State Constitution of 1974 and specific Louisiana Revised Statutes for the management and supervision of its institutions, statewide agricultural programs and other programs which comprise the Southern University and A&M College System.

Southern Association of Schools and Colleges, Commission on Colleges (SACS-COC). SACS-COC is the regional body for the accreditation of degree-granting higher education institutions in the Southern states. The Commission's mission is the enhancement of education quality throughout the region and the improvement of the effectiveness of institution by ensuring that they meet standards established by the higher education community that address the needs of society and students. It serves as the common denominator of shared values and practices among the diverse institutions in Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Texas, Virginia, Latin America, and other international sites approved by SACS-COC that award associate, baccalaureate, master's, or doctoral degrees. SACS-COC also accepts applications from other international institutions of higher education.

Accreditation by SACS-COC signifies that the institution (1) has a mission appropriate to higher education, (2) has resources, programs, and services sufficient to accomplish and sustain that mission, and (3) maintains clearly specified educational objectives that are consistent with its mission and appropriate to the degrees it offers, and that indicate whether it is successful in achieving its stated objectives.

Policy Classification. Within the proposed Board Policy Manual, policies shall be classified as follows:

- Academic Affairs & Support Services
- Enrollment Management
- External Affairs & Public Relations
- Facilities
- Finance
- **Governance**
- Human Resources
- Information Technology
- Institutional Advancement
- Legislative Affairs and Legal
- Safety & Security
- Student Affairs & Support Services
- Workforce & Economic Development

Institutional Effectiveness. Effective institutions demonstrate a commitment to principles of continuous improvement, based on a systematic and documented process of assessing institutional performance with respect to its mission in all aspects of the institution. An institutional planning and effectiveness process involves all programs, services, and constituencies; is linked to the decision-making process at all levels; and provides a sound basis for budgetary decisions and resource allocations.

Responsible Unit. The unit charged with oversight for the development, review, update, archive, and implementation of this Board policy.

Responsible Official. The official that is responsible for the implementation of this Board policy.

Policy Implementation Procedures. A series of interrelated steps or guidelines necessary to implement Board policies.

V. POLICY IMPLEMENTATION PROCEDURES

The implementation of this policy involves the annual administration and analysis of a Board-approved Self-Evaluation Instrument.

- Each Board member shall participate in the Annual Self-Evaluation process by completing a Board approved Self-Evaluation Instrument.
- Board Self-Evaluations shall occur annually, either at the end of the fiscal year in July.
- Each Board member shall be involved in the discussion of results and shall participate in charting a path-forward for improving and strengthening the Board's policy-making role and function.
- The System's Vice President for Strategic Planning, Policy, and Institutional Effectiveness is charged with facilitating an Annual Board Self-Evaluation Process that:

- o Underscores confidentiality and integrity.
- o Creates a customized Board Self-Evaluation Instrument that is flexible and user friendly.
- o Administers the Board's Annual Self-Evaluation Instrument at the end of the fiscal year in July.
- o Analyzes the results of the Board's Self-Evaluation and identifies areas of strength and areas of concern for Board members.
- o Provides an assessment report which:
 - Gives the Board an opportunity to engage in constructive dialog on how to close the "gaps" between expectations and performance.
 - Sets the stage for strategic improvements.
 - Establishes S.M.A.R.T policy goals and priorities for the upcoming year.

VI. POLICY RELATED INFORMATION

SACS-COC Principle 4.2.g. that requires a Board Self-Evaluation, which is contained in the 2018 Edition of the SACS-COC Principles of Accreditation – Foundations for Quality located at www.sacs.org.

VII. POLICY HISTORY AND REVIEW CYCLE

This is a new policy. The effective date of this policy is determined by the approval date of the Board Chair. This policy is subject to a four-year policy review cycle.

VIII. POLICY URL

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

IX. POLICY APPROVAL - SIGNATURE, NAME, TITLE, AND DATE OF OFFICIAL

The Honorable Mrs. Ann A. Smith
 Chair - Southern University System Board of Supervisors

Effective Date of Policy



Board Annual Self-Evaluation Instrument

Year: _____

SECTION I

Instructions: Please indicate your level of agreement with each statement below

<i>Board Policy-Making Role and Function</i>		LEVEL OF AGREEMENT				
		Strongly Agree	Agree	Disagree	Strongly Disagree	Uncertain
1	The Board understands that its primary role and function is policy-making.					
2	The Board's policy-making process is clear, public, and inclusive.					
3	The Board periodically reviews its policies to ensure that both its Bylaws and Policy Manual are current, relevant, and useful.					
4	Board members uphold the final majority decision of the Board.					
5	The Board regularly reviews the role, scope and mission of its institutions.					

<i>Board Organization and Operation</i>		LEVEL OF AGREEMENT				
		Strongly Agree	Agree	Disagree	Strongly Disagree	Uncertain
6	Board officer responsibilities are clearly defined in the Board's Bylaws.					
7	Board committees have clear and appropriate responsibilities to effectively assist the Board in its policy-making role and function.					
8	Board meetings are effectively conducted to advance the Board's policy-making role and function.					
9	Board meeting agendas are relevant to the Board's policy-making role and function.					
10	Board minutes effectively capture and summarize Board actions.					

<i>Board Leadership and Accountability</i>		LEVEL OF AGREEMENT				
		Strongly Agree	Agree	Disagree	Strongly Disagree	Uncertain
11	The Board understands and adheres to its legal responsibilities as defined in its Bylaws.					
12	The Board adheres to the Louisiana Code of Ethics for public officials.					
13	Board members are well-prepared for Board meetings.					
14	The Board has an active Board development program that includes new Board members receiving a comprehensive orientation to the Board its institutions.					
15	The Board periodically evaluates itself to assess its performance, contributions and to establish a strategic forward-looking policy priorities agenda.					

<i>Board Expectations</i>		LEVEL OF AGREEMENT				
		Strongly Agree	Agree	Disagree	Strongly Disagree	Uncertain
16	The Board engages in long-range strategic planning evidenced by a current Board Strategic Plan and expects its institutions to do like-wise.					
17	The Board expects the development and implementation of an institutional effectiveness model across the System designed to establish an evidence-based planning and assessment culture focused on continuous improvement that will further elevate academic and administrative excellence.					
18	The Board monitors the effectiveness of the universities in fulfilling their stated missions by routinely examining performance data for established expected outcomes for the System and individual campuses.					
19	The Board expects the development and implementation of a financial health index across the System.					
20	The Board expects to be informed of all relevant accomplishments, issues and concerns across the System.					

<i>Board – CEO Relations</i>		LEVEL OF AGREEMENT				
		Strongly Agree	Agree	Disagree	Strongly Disagree	Uncertain
21	The Board sets clear expectations for the President-Chancellor/Chief Executive Officer (CEO) of the Southern University and A&M College System.					
22	The CEO's job description is current and accurate.					
23	The Board effectively evaluates the CEO.					
24	The Board maintains open communication with the CEO.					
25	The Board provides the highest level of support to the CEO.					

SECTION II

Instructions: Indicate your overall rating of Board performance and provide responses to the open ended questions

- My overall rating of Board Performance is: *(Circle Your Response)*
 - 5 – Outstanding
 - 4 – Above Average
 - 3 – Average
 - 2 – Below Average
 - 1 – Poor

- What are the Board's greatest strengths? *(List at least 3 examples)*
 -
 -
 -

- What are the areas in which the Board could improve? *(List at least 3 examples)*
 -
 -
 -

- What are the major accomplishments of the Board in the past year? *(List at least 3 examples)*
 -
 -
 -

- As a Board member, I am most pleased about:
 -

- As a Board member, I am most concerned about:
 -

- Given this is the first year to establish baseline assessment data; I recommend that the Board adopt the following three (3) Goals for the coming year. *The analysis and discussion of Board-Self Evaluation results will serve as the basis for establishing future Goals.*
 -
 -
 -

Personnel Affairs Committee

PERSONNEL AFFAIRS COMMITTEE

(Following the Governance Committee)

Friday, April 27, 2018

2nd Floor J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Action Item(s)
 - A. Request Approval of Personnel Action on Positions greater than \$60,000

Name	Position/Campus	Salary
1. Tamiko K. Brown Chatman	Academic Support Counselor and Instructor (SULC) <i>(additional duties)</i>	\$77,600.00
2. Marla L. Dickerson	Academic Support Counselor/Director of Prelaw Programs/ADA Coordinator (SULC) <i>(additional duties)</i>	\$87,000.00
3. Regina Ramsey James	Associate Vice Chancellor for Evening Division & Emerging Programs (SULC) <i>(additional duties)</i>	\$138,000.00
4. Kimberly LaMotte	Academic Counselor (SULC) <i>(new appointment)</i>	\$67,600.00
5. Dr. Toni Manogin	Executive Director of Planning, Policy & Institutional Effectiveness (SUS) <i>(new appointment)</i>	\$105,000.00
6. Carolyn Miller	Deputy CIO-Enterprise Systems Services (SUBR) <i>(new appointment)</i>	\$80,371.00
8. Courtney Richardson	Academic Coordinator and Instructor (SULC) <i>(additional duties)</i>	\$64,800.00
9. Deidre Robert	General Counsel (SUS) <i>(new appointment)</i>	\$147,000.00
10. Rahim A. Smith	Academic Support Counselor and Instructor (SULC) <i>(additional duties)</i>	\$77,600.00
11. Sean Woods	Men's Head Basketball Coach (SUBR) <i>(new appointment)</i>	\$125,000.00
12. Tracie Woods	Associate Vice President for Human Resources (SUS) <i>(new appointment)</i>	\$132,000.00

- B. Request approval for leave of absence(s) greater than 3 months
 - 1. Krystal Sugulleh
- 6. Dorothy Jackson Appeal (Executive Session maybe required)
- 7. Informational Item
 - A. SUS Salary Compensation Study
- 8. Other Business
- 9. Adjournment

MEMBERS

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



SOUTHERN UNIVERSITY LAW CENTER

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April 16, 2018

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

RE: Enhancement of SULC Office of Academic Support

Dear Dr. Belton:

The Southern University Law Center (SULC) is enhancing its Office of Academic Support in a manner to improve student performance during law school and on the bar exam. The American Bar Association (ABA), Association of American Law Schools (AALS), and Southern Association of Colleges and Schools (SACS) currently accredit SULC. Each of these accrediting bodies evaluates, among other things, how effective an institution's program of education impacts student learning outcomes. As it relates to SULC students, the most notable student outcome measured is whether they gain admission to the practice of law.

SULC is currently preparing for its 2020 SACS Reaffirmation review. Recently, the ABA has commenced a data collection process concerning the percentage of graduates who pass the bar exam upon their first attempt, and the percentage of graduates who pass the bar exam within two years of graduation. The Council has not yet established a new policy; however, they have initiated efforts to require a law school to meet an ultimate passage rate of 75% within two years of graduation for its graduates.

Based upon recently released data by the ABA, 76.76% of 2015 SULC graduates passed the bar exam within two years of graduation. If the 75% ultimate bar passage had been in place, SULC would have met the standard. A review of SULC's cumulative passage rate for classes graduating in 2016 and 2017 indicate that SULC will probably meet the Council's suggested cumulative bar passage rate, if the standard is adopted. However, I believe that SULC needs to create more space between the standard and the ultimate pass rates for its graduates within two years of graduation.

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The application pool for law schools has dramatically dropped over the last decade. In fact, the average score for African-American applicants on the Law School Admission Test (LSAT) is 142 (LSAT scores range from 120 to a 180). The median LSAT score for the 2012, 2013, and 2014 incoming classes at SULC was 145, 144, and 144 respectively. Comparatively, the median LSAT score for the 2012, 2013, 2014 incoming classes at Louisiana State University was 157, 156, and 155 respectively. The average LSAT score for Caucasian and Asian students exceed 150, while the average LSAT score for Hispanics is 143.

While it is true that the bar passage rates achieved by SULC graduates out-perform the predictors for classes that have similar indicators and the passage rates are compliant with the standards currently in place, the new proposed ultimate bar passage standards require SULC to be proactive, if it desires to be a leading "access and opportunity" law school. It is important for us to reshape student support initiatives and indeed, it is imperative that we ensure students will receive assistance that will maximize their ability to perform in law school and beyond. We believe that an enhancement of the Office of Academic Support will aid SULC in providing the needed assistance to its students.

Currently the staff of the Office of Academic Support consists of three Academic Counselors and one Academic Coordinator. The staff members are available to meet with students to address and ameliorate deficiencies in skills necessary for success in law school. While every incoming student is assigned an Academic Counselor and/or Coordinator there is no method to mandate that students utilize the services being provided by the Counselor and/or Coordinator. We are requesting that our staff members be granted the academic rank of Instructor and be allowed to teach a new first-year course by SULC called Lawyering Process. The staff members will maintain their status as a 12-month employee and continue to receive funding primarily from Title III funds. The current staff members are Marla Dickerson, Tamiko Chatman, Rahim Smith and Courtney Richardson.

The Lawyering Process course was recently created by the faculty and is designed to expose students to the skills necessary for successful matriculation through law school and bar passage. The goal was to have full-time faculty members teach the course; however, due to a decade of significant cuts to higher education and the exacerbation of budgetary constraints, we are not able to hire additional full-time tenure-track faculty members. By allowing the staff members to teach the Lawyering Process course – as opposed to Adjunct Professors – we can increase the contact time that the Academic Counselors/Coordinator would have with all first-year students. Additionally, by creating the faculty-student relationship we can increase the likelihood that students will meet with the Academic Counselors/Coordinator.

SULC is implementing other actions to increase the ultimate two year bar passage rates of its graduates. Under the leadership of our recently appointed Associate Vice Chancellor of Academic Support, Counseling and Bar Preparatory programs, the Office of Academic Support is expanding the reach of our supplemental bar review activities to all SULC students. As such, first-year

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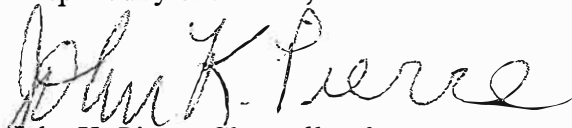
students are informed of all legal topics that are tested on the bar, exam and where those topics are covered in law school. The Office of Academic Support is initiating a "cradle-to-career" approach to bar preparation where the Academic Counselors/Instructors and Academic Coordinator/Instructor will take on an increased role in assisting students through law school and preparation for the bar exam.

The Academic Counselors/Instructors and Academic Coordinator/Instructor will be focused on the correlation between the skills necessary for successful law school matriculation and the skills needed to pass the bar exam. They will begin working with incoming students in our Pre-law program, our week-long Lawyering Fundamentals Orientation program, and during the first year of academic study via the Lawyering Process course. The Academic Counselor/Instructor will also work with our Supplemental Bar Review programs as sessions are conducted for both second and third year students in the form of Early Bird Bar Review sessions. Finally, the Academic Coordinator/Instructor and the Academic Counselors/Instructors will also serve as Writing Fellows in our internal bar review program by reviewing and providing feedback to students' written answers to practice bar exam questions in preparation for the February and July bar exams.

In light of the substantial increase in workload, we are requesting an increase in salary to cover the additional duties of the Academic Counselors and the Academic Coordinator. The requested increase (\$10,000.00) is substantially less than the cost of hiring Adjunct professors to teach the fall and spring Lawyering Process courses and Writing Fellows to work within our internal bar review programs. SULC will experience a savings by implementing the aforementioned enhancements while also increasing student-learning outcomes. The \$10,000 increases for Chatman and Smith will move their salaries to \$77,600 and \$64,800 to Richardson.

In addition to reclassifying the aforementioned positions, I am seeking permission to hire an additional Academic Counselor/Instructor, namely Attorney Kimberly Lamotte, who has been an excellent Adjunct Professor for SULC and Writing Fellow at a salary of \$67,600.00. Furthermore, I hereby seek permission to promote Marla Dickerson; our most experienced Academic Counselor to the position of Director of Pre-Law at a salary of \$87,000, a \$12,000.00 increase. In conjunction with this request, I respectfully request an opportunity to present results from recently released ABA data showing ultimate bar pass rates within two years of graduation for the 2015 cohort, and the first time bar pass rates for the 2016 and 2017 cohorts classes. I hereby ask that you allow this item to be placed on the Board agenda for the April 27, 2018 board meeting.

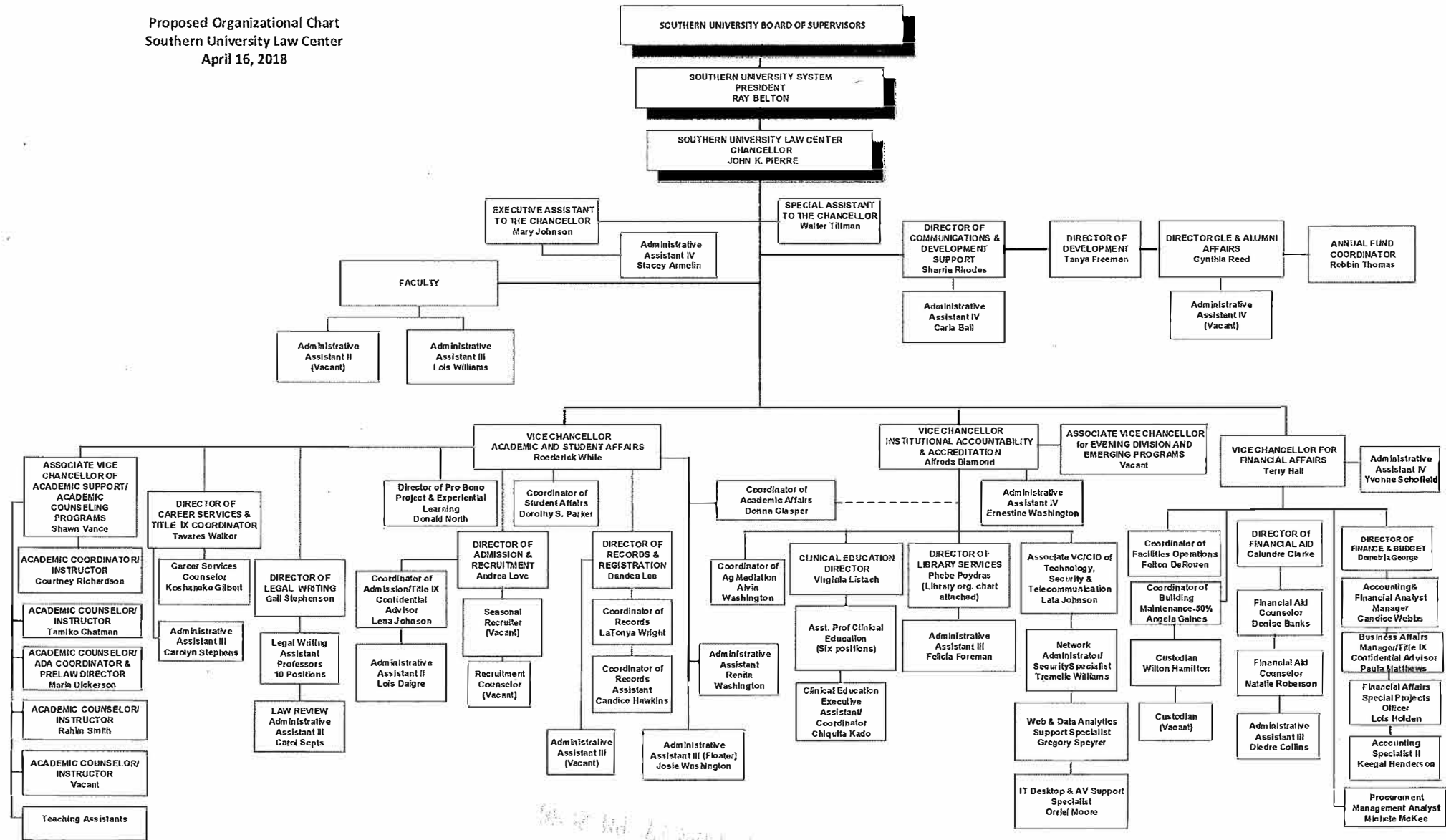
Respectfully submitted,



John K. Pierre, Chancellor &
Vanue B. Lacour Endowed Professor

SOUTHERN UNIVERSITY LAW CENTER

Proposed Organizational Chart
Southern University Law Center
April 16, 2018





SOUTHERN UNIVERSITY
LAW CENTER
LOUISIANA

JOHN K. PIERRE
CHANCELLOR

April 16, 2018

VIA HAND DELIVERY

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

Re: Position Vacancy Announcement Waiver Request

Dear Dr. Belton:

The Law Center is mandated by its accrediting agencies, the American Bar Association (ABA), the American Association of Law Schools (AALS), and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), to provide adequate academic support to students within its program of legal education. The Law Center's Office of Academic Support provides various forms of academic assistance and counseling to students as they pursue their degree.

The Law Center previously sought and obtained Board approval for the appointment of an Academic Counselors in the Office of Academic Support. We are now seeking to have the title of Instructor added to that position. By so doing, we can ensure that the staff person will have student interaction to remediate identified academic deficiencies. The position will not have promotion potential into a tenure track position. The staff person will also work with our Supplemental Bar Review program.

We are seeking an increase of salary, in the amount of \$10,000.00, to cover the additional duties. This will bring the occupant of the position, Tamiko Chatman, to a salary of \$77,600.00. The effective date of the aforementioned appointment would be August 1, 2018. We request your approval of our request to waive the announcement of this position vacancy. I would appreciate if you would place this item on the Board of Supervisors' agenda for consideration.

Sincerely,

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

APPROVED: _____

Dr. Ray L. Belton, President/Chancellor

"Producing Lawyer-Leaders Around the Globe"

JOB CLASS 3	2	5	0	0
JOB CODE	M			
CAL ID	U			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	M	9	9	2	7
-----------------	---	---	---	---	---	---

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

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

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

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

Profile of Person Recommended

Length of Employment 08/01/2018 To 09/30/2018

Effective Date 08/01/2018

Name Tamiko K. Brown Chatman SS# [REDACTED] Sex* F Race* B
 (Last 4 digits only)

Position Title: Academic Support Counselor And Instructor Department: Law Center - Academic Support

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 17 Southern University Experience 3
 Degree(s): Type/Discipline (BA-Education): B.S. Institution/Location (SU-Baton Rouge): Xavier University of Louisiana Year: 1993
JD Southern University Law Center 1997

Current Employer Southern University Law Center

Personnel Action

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

Recommended Salary \$77,600 Salary Budgeted \$77,600

Source of Funds Title III 320141 (83.8%), GF 311001(3.30%) and Student Success(392007(12.9%)32030-61002-34100

Identify Budget: Grant Location ___
 Form Code: 1 Page 1 Item # 1

Change of: From Academic Support Counselor To Academic Support Counselor And Instructor
 Position Academic Support Counselor Academic Support Counselor And Instructor
 Status ___
 Salary Adjustment \$67,600.00 \$77,600.00

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
320141-32030-61002-34100	\$67,600

*See Reverse Side

Graduate School signature (if, applicable):

[Signature] 4/17/18 Date
 Supervisor
[Signature] 4/17/18 Date
 Vice Chancellor
[Signature] 4-17-18 Date
 Director/Personnel
[Signature] 4/17/18 Date
 President
[Signature] 4/17/18 Date
[Signature] 4-17-18 Date
 Vice Chancellor for Finance
[Signature] 4-17-18 Date
 Chancellor
[Signature] 4-17-18 Date
 Vice President/Finance
 Business Affairs/Comptroller
 Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

New Position for Academic Support Counselor and Instructor at the Law Center, effective date, August 01, 2018.

EMPLOYEE REGULAR WORK SCHEDULE:

8:00 am – 5:00 pm Monday thru Friday

EMPLOYEE DIRECT SUPERVISOR:

Associate Vice Chancellor, Shawn Vance

NUMBER OF EMPLOYEES SUPERVISED, (if any)

0

HR USE ONLY:

STATUS (circle one):

EXEMPT

NON-EXEMPT

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

SOUTHERN UNIVERSITY LAW CENTER
CODE _____ EXPIRES _____
ENCUMBERED / FUNDS AVAILABLE
DOC I.D # _____
US _____
DATE 4/17/18
BY DMcCoy
H1 _____
J1 _____
F1 _____
F0 _____

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

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

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

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Academic Support Counselor and Instructor AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Southern University Law Center
 (Department or Unit)

Replacement
 Civil Service
 Tenured

New Position
 Temporary
 Probationary (For Faculty this is same as tenure track)

Unclassified
 Faculty

Source of Funds
 State
 Grant -in-Aid
 System Revenue
 Agency Fund State

VACANCY DESCRIPTION AND JUSTIFICATION

(Include rank (for faculty) and approximate salary; initiator of form must have prior approval of salary/salary range with the appropriate Vice-Chancellor, Chancellor and/or President. Salaries for classified positions must be approved through Human Resources). *Academic Support Counselor and Instructor replaces The Academic Support Coordinator*
 The Academic Support Coordinator is a full-time, 12-month, non-faculty position. The Academic Support Coordinator will report directly to the SULC Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparation. The Academic Support Coordinator will collect and process data regarding academic assistance and bar preparation services for assessment, accreditation, and other academic purposes. The Academic Support Coordinator will also work with students to enhance analytical, exam writing, and other academic skills. The Coordinator will work in the Supplemental Bar Review program and also teach Lawyering Process I and II as an Instructor without promotion potential. (A more detailed job description is attached.)

Salary/Range: \$75,000.00 - \$95,000.00 Previous Incumbent (if replacement): n/a

Approved Disapproved [Signature] Department Head 4-13-18 Date

Approved Disapproved [Signature] Dean/Director/Supervisor of Budget Unit 4-16-18 Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u>[Signature]</u>	<u>4/16/18</u>
Signature	Date
Budget Number	<u>* See below</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>31007</u>
<u>[Signature]</u>	<u>4/17/18</u>
Verified By:	Date:

Approved Disapproved [Signature] Vice Chancellor 4/16/18 Date

Approved Disapproved [Signature] Chancellor/Vice President 4/16/18 Date

Approved Disapproved [Signature] President 4/17/18 Date

An Equal Opportunity Employer

* 320141-32030-61002-34100 83.89%
 311001-32030-61002-34100 3.30%
 392007-32030-61002-34106 12.9%



SOUTHERN UNIVERSITY
LAW CENTER
LOUISIANA

JOHN K. PIERRE
CHANCELLOR

April 16, 2018

VIA HAND DELIVERY

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

Re: Position Vacancy Announcement Waiver Request

Dear Dr. Belton:

The Law Center is mandated by its accrediting agencies, the American Bar Association (ABA), the American Association of Law Schools (AALS), and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), to provide adequate academic support to students within its program of legal education. The Law Center's Office of Academic Support provides various forms of academic assistance and counseling to students as they pursue their degree.

The Law Center previously sought and obtained Board approval for the appointment of an Academic Counselors in the Office of Academic Support. We are now seeking to have the title of Instructor added to that position. By so doing, we can ensure that the staff person, Marla Dickerson, will have student interaction to remediate identified academic deficiencies. The position will not have promotion potential into a tenure track position.

I also hereby seek permission to promote Ms. Dickerson, our most experienced Academic Counselor, to the position of Director of Pre-Law at a salary of \$87,000, an overall \$12,000.00 increase. The effective date of the aforementioned appointment would be August 1, 2018. We request your approval of our request to waive the announcement of this position vacancy. I would appreciate if you would place this item on the Board of Supervisors' agenda for consideration.

Sincerely,


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

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

"Producing Lawyer-Leaders Around the Globe"

JOB CLASS 3	2	5	0	0
JOB CODE	M			
CAL ID	U			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	M	9	9	5	9
-----------------	---	---	---	---	---	---

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

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

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

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

Profile of Person Recommended

Length of Employment 08/01/2018 To 09/30/2018
 Effective Date 08/01/2018

Name Marla L. Dickerson SS# Sex F Race* B
 (Last 4 digits only)

Position Title: Academic Support Counselor/Instructor/Director of Prelaw Programs/ADA Coordinator Department: Southern University Law Center

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

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

Years Experience 10 Southern University Experience 6

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>BA - Agricultural Economics</u>	<u>North Carolina A&T State University</u>	<u>2001</u>
	<u>MS - Agricultural Economics</u>	<u>Texas A&M University</u>	<u>2003</u>
	<u>JD</u>	<u>Southern University Law Center</u>	<u>2007</u>

Current Employer Southern University Law Center

Personnel Action

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

Recommended Salary \$87,000.00 Salary Budgeted \$87,000.00

Source of Funds Title III 320141(74.7%), GF 311001(11.5%) and Student Success 392007(13.8%) 32030-61002-34100

Identify Budget: Grant Location
 Form Code: BOR10 Page Item #

Change of:

	<u>From</u>	<u>To</u>
Position	<u>Academic Counselor/ADA Coordinator</u>	<u>Academic Support Counselor/Instructor/Director of Prelaw Programs/ADA Coordinator</u>
Status	<u> </u>	<u> </u>
Salary Adjustment	<u>\$75,000.00</u>	<u>\$87,000.00</u>

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Source of Funds	Amount
<u>320141-32030-61002-34100</u>	<u>\$75,000.00</u>

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

[Signature] 4/17/18
 Supervisor Date
[Signature] 4/17/18
 Vice Chancellor Date
[Signature] 4/17/18
 Director/Personnel Date
[Signature]
 President Date

[Signature] 4-19-18
 Vice Chancellor of Finance Date
[Signature]
 Chancellor Date
[Signature] 4/17/18
 Vice President/Finance Date
 Business Affairs/Comptroller Date
[Signature]
 Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

New Position for Academic Support Counselor/Instructor/Director of Prelaw Programs/ADA Coordinator at the Law Center, effective date, August 01, 2018.

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 am – 5:00 pm Monday thru Friday
EMPLOYEE DIRECT SUPERVISOR: Associate Vice Chancellor, Shawn Vance
SUPERVISOR/DEPARTMENT CONTACT NUMBER 225-771-4900
NUMBER OF EMPLOYEES SUPERVISED, (if any) 0

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

SOUTHERN UNIVERSITY LAW CENTER
ENCUMBERED / FUNDS AVAILABLE
CODE EXPIRES
DOC ID # _____
DATE 4/17/18
BY: JI DTH/George
F1
F0

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

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

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

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Academic Support Counselor/Instructor/ AS DESCRIBED BELOW
Director of Prelaw Programs/ADA Coordinator
 BE AUTHORIZED AS A VACANCY FOR Southern University Law Center
 (Department or Unit)

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> Replacement | <input checked="" type="checkbox"/> New Position | <input checked="" type="checkbox"/> Unclassified | Source of Funds |
| <input type="checkbox"/> Civil Service | <input type="checkbox"/> Temporary | <input type="checkbox"/> Faculty | <input type="checkbox"/> State |
| <input type="checkbox"/> Tenured | <input type="checkbox"/> Probationary (For Faculty this is same as tenure track) | | <input checked="" type="checkbox"/> Grant -in-Aid |
| | | | <input type="checkbox"/> System Revenue |
| | | | <input type="checkbox"/> Agency Fund State |

VACANCY DESCRIPTION AND JUSTIFICATION

(Include rank (for faculty) and approximate salary; initiator of form must have prior approval of salary/salary range with the appropriate Vice-Chancellor, Chancellor and/or President. Salaries for classified positions must be approved through Human Resources). *The Academic Support Counselor/INSTRUCTOR REPLACES THE Academic Support Coordinator.*

The Academic Support Coordinator is a full-time, 12-month, non-faculty position. The Academic Support Coordinator will report directly to the SULC Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparation. The Academic Support Coordinator will collect and process data regarding academic assistance and bar preparation services for assessment, accreditation, and other academic purposes. The Academic Support Coordinator will also work with students to enhance analytical, exam writing, and other academic skills. The Coordinator will work in the Supplemental Bar Review program and also teach Lawyering Process I and II as an Instructor without promotion potential. As Director of SULC's Prelaw program, incumbent will implement the program under the supervision of the Associate Vice Chancellor of Academic Support, Counseling and Bar Prep.

Salary/Range: \$85,000.00 - \$105,000.00 Previous Incumbent (if replacement): n/a

Approved Disapproved *[Signature]* Department Head 4-13-18 Date

Approved Disapproved *[Signature]* Dean/Director/Supervisor of Budget Unit 4-16-18 Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input type="checkbox"/> Yes	<input type="checkbox"/> No
Signature	Date
Budget Number	<i>* See below</i>

HUMAN RESOURCES OFFICE ONLY			
Existing/Approved Position			
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		
Employee Class:	<u>NU</u>	Job Class:	<u>31007</u>
Verified By: <u><i>[Signature]</i></u>			Date: <u>4/17/18</u>

Approved Disapproved *[Signature]* Vice Chancellor 4/16/18 Date

Approved Disapproved *[Signature]* Chancellor/Vice President 4/16/18 Date

Approved Disapproved *[Signature]* President Date

An Equal Opportunity Employer

<i>* 320141-32030 - 61002 - 34100</i>	<i>74.7%</i>
<i>311001-32030 - 61002 - 34100</i>	<i>11.5%</i>
<i>392007-32030 - 61002 - 34100</i>	<i>13.8%</i>



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

April 9, 2018

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

RE: Associate Vice Chancellor for Evening Division and Emerging Programs

Dear Dr. Belton:

The Southern University Law Center (SULC) is up for reaccreditation from the Southern Association of Colleges and Schools (SACS) in 2020 and the American Bar Association (ABA) in 2021, as well as being up for membership renewal with the Association of American Law Schools (AALS). SULC must be able to demonstrate institutional effectiveness in order to be reaccredited and it must also develop an effective QEP document as part of the SACS process. Currently the Law Center has a Vice Chancellor for Academic and Student Affairs, undergirded by an Associate Vice Chancellor for Academic Support and Bar Preparation and a Vice Chancellor for Institutional Accountability and Accreditation. Due to the significant changes in accreditation standards related to SACS and the ABA, it has come to my attention that the responsibilities related to institutional accountability require that issues associated with managing the evening division and other potential emerging programs should be borne by a new associate vice chancellor position designed to undergird the Vice Chancellor for Institutional Accountability and Accreditation, in the same way that the Associate Vice Chancellor Academic Support and Bar Preparation undergirds the Vice Chancellor for Academic and Student Affairs.

I am therefore proposing the creation of a new position entitled Associate Vice Chancellor for Evening Division and Emerging Programs. A position description for the new position is attached to this letter. The Associate Vice Chancellor for Evening Division and Emerging Programs will bring leadership, focus, and nurturing to the Evening Division and other Emerging Post Traditional Legal Education Programs. This new Associate Vice Chancellor position will work under the supervision of Vice Chancellor Alfreda Diamond and me and will interact and coordinate with all other vice chancellors and associate vice chancellors at the Law Center. The

SOUTHERN UNIVERSITY
HUMAN RESOURCES
2018 APR 10 AM 11:21

Dr. Ray Belton
April 9, 2018
Page -2-

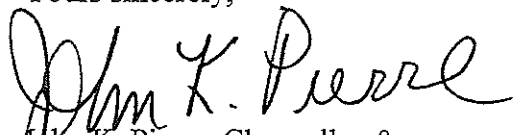
new Associate Vice Chancellor will be heavily involved with strategic planning, with an emphasis on determining how the possible development of emerging programs may affect accreditation and institutional accountability. The Associate Vice Chancellor will be another key player in bolstering SULC reaccreditation efforts and understanding emerging trends and the strategic priorities of the Law Center.

After giving much thought with respect to creating this new position, I began to ponder as to the qualities needed to fill the position I have envisioned. The person I believe that would be the best individual to fill such a position, if the position is approved, would be Professor Regina L. Ramsey. Professor Ramsey is an Associate Professor of Legal Writing and Analysis that is currently serving as the Law Center's Strategic Planning Committee co-chair. She also serves on the Law Center's Quality Enhancement Plan (QEP) Committee, the Louisiana State Bar Association (LSBA) Bar Process Committee, and as a Supplemental Bar Review Lecturer and Writing Fellow. She also serves as the chair of the Performance after Graduation Committees for the Law Center and served for seven years as the Director of Placement and Career Services Office, now known as the Career Counseling and Development Office.

Professor Ramsey has been employed at the Law Center since 2000 and it is my belief that she has the skills, temperament, diligence, experience, and drive needed to assume the position that I am seeking to create. A copy of her CV is attached for your review. I would seek to fill the position, if approved by the Southern University Board of Supervisors, without the need for a search. Therefore, I am requesting a waiver of the search if the Board of Supervisors approves the creating of this new position. The salary for the position would be \$138,000 for a 12-month position. When I reviewed the compensation paid to Professor James as a nine-month employee coupled with summer and overload pay for essentially a ten month period her compensation for the 2017-2018 academic year will be \$119,000. Her pay if annualized for 12 months would be approximately \$144,000. Hence, setting the pay at \$138,000 is a fair amount that will promote efficiency at the Law Center, while increasing our capacity to deal with strategic priorities needed to be a leading "access and opportunity" law school, that can have a high impact transformative effect.

I therefore respectfully request that you place this item on the agenda for the Board of Supervisors to consider at its April 27, 2018 board meeting. The position if approved and the appointment if approved would become effective August 1, 2018. Thank you for your due consideration if this request.

Yours sincerely,



John K. Pierre, Chancellor &
Vanue Lacour Endowed 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

April 9, 2018

RECEIVED
OFFICE OF THE
PRESIDENT
2018 APR -9 PM 2:20
SOUTHERN UNIVERSITY
SYSTEM

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

RE: Associate Vice Chancellor for Evening Division and Emerging Programs

Dear Dr. Belton:

The Southern University Law Center (SULC) is up for reaccreditation from the Southern Association of Colleges and Schools (SACS) in 2020 and the American Bar Association (ABA) in 2021, as well as being up for membership renewal with the Association of American Law Schools (AALS). SULC must be able to demonstrate institutional effectiveness in order to be reaccredited and it must also develop an effective QEP document as part of the SACS process. Currently the Law Center has a Vice Chancellor for Academic and Student Affairs, undergirded by an Associate Vice Chancellor for Academic Support and Bar Preparation and a Vice Chancellor for Institutional Accountability and Accreditation. Due to the significant changes in accreditation standards related to SACS and the ABA, it has come to my attention that the responsibilities related to institutional accountability require that issues associated with managing the evening division and other potential emerging programs should be borne by a new associate vice chancellor position designed to undergird the Vice Chancellor for Institutional Accountability and Accreditation, in the same way that the Associate Vice Chancellor Academic Support and Bar Preparation undergirds the Vice Chancellor for Academic and Student Affairs.

I am therefore proposing the creation of a new position entitled Associate Vice Chancellor for Evening Division and Emerging Programs. A position description for the new position is attached to this letter. The Associate Vice Chancellor for Evening Division and Emerging Programs will bring leadership, focus, and nurturing to the Evening Division and other Emerging Post Traditional Legal Education Programs. This new Associate Vice Chancellor position will work under the supervision of Vice Chancellor Alfreda Diamond and me and will interact and coordinate with all other vice chancellors and associate vice chancellors at the Law Center. The

Dr. Ray Belton
April 9, 2018
Page -2-


new Associate Vice Chancellor will be heavily involved with strategic planning, with an emphasis on determining how the possible development of emerging programs may affect accreditation and institutional accountability. The Associate Vice Chancellor will be another key player in bolstering SULC reaccreditation efforts and understanding emerging trends and the strategic priorities of the Law Center.

After giving much thought with respect to creating this new position, I began to ponder as to the qualities needed to fill the position I have envisioned. The person I believe that would be the best individual to fill such a position, if the position is approved, would be Professor Regina L. Ramsey. Professor Ramsey is an Associate Professor of Legal Writing and Analysis that is currently serving as the Law Center's Strategic Planning Committee co-chair. She also serves on the Law Center's Quality Enhancement Plan (QEP) Committee, the Louisiana State Bar Association (LSBA) Bar Process Committee, and as a Supplemental Bar Review Lecturer and Writing Fellow. She also serves as the chair of the Performance after Graduation Committees for the Law Center and served for seven years as the Director of Placement and Career Services Office, now known as the Career Counseling and Development Office.

Professor Ramsey has been employed at the Law Center since 2000 and it is my belief that she has the skills, temperament, diligence, experience, and drive needed to assume the position that I am seeking to create. A copy of her CV is attached for your review. I would seek to fill the position, if approved by the Southern University Board of Supervisors, without the need for a search. Therefore, I am requesting a waiver of the search if the Board of Supervisors approves the creating of this new position. The salary for the position would be \$138,000 for a 12-month position. When I reviewed the compensation paid to Professor James as a nine-month employee coupled with summer and overload pay for essentially a ten month period her compensation for the 2017-2018 academic year will be \$119,000. Her pay if annualized for 12 months would be approximately \$144,000. Hence, setting the pay at \$138,000 is a fair amount that will promote efficiency at the Law Center, while increasing our capacity to deal with strategic priorities needed to be a leading "access and opportunity" law school, that can have a high impact transformative effect.

I therefore respectfully request that you place this item on the agenda for the Board of Supervisors to consider at its April 27, 2018 board meeting. The position if approved and the appointment if approved would become effective August 1, 2018. Thank you for your due consideration if this request.

Yours sincerely,



John K. Pierre, Chancellor &
Vanue Lacour Endowed Professor

CLASS				
JOB CODE	M			
CAL ID	U			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

Position

3

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

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

<input checked="" type="checkbox"/> Academic	<input checked="" type="checkbox"/> Non-Academic	___ Civil Service
___ Temporary	___ Part-time (<u>33</u> % 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 08/1/2018 To 06/30/2019

Effective Date 08/1/2018

Name Regina Ramsey James SS# [REDACTED] Sex F Race* B
(Last 4 digits only)

Position Title: Associate Vice Chancellor for Evening Division and Emerging Programs Department: Law Center - Instruction

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 19 Southern University Experience 14

Degree(s): Type/Discipline (BA-Education): J.D. Institution/Location (SU-Baton Rouge): Southern University Law Center Year: 1996

Current Employer Southern University Law Center

Personnel Action

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

Recommended Salary \$138,000 Salary Budgeted \$138,000

Source of Funds General Appropriation

Identify Budget: State 311001-31120-61002-36000 Location 311001-31120-61002-36000
 Form Code: BOR10 Page 1 Item # 1

Change of:

	<u>From</u>	<u>To</u>
Position	<u>Assistant Professor</u>	<u>Assoc V Chan - Evening Div. & Emerging Prog</u>
Status	___	___
Salary Adjustment	<u>\$87,999.60</u>	<u>\$138,000</u>

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
311001-31120-61002-36000	\$87,999.60

*See Reverse Side

Graduate School signature (if, applicable):

[Signature] Supervisor Date 4/9/18
[Signature] Vice Chancellor Date 4/17/18
[Signature] Director/Personnel Date 4/17/18
[Signature] President Date 4/17/18

[Signature] Vice Chancellor for Finance Date 4-9-18
[Signature] Chancellor Date 4-17-18
[Signature] Vice President/Finance Date 4-17-18
 Business Affairs/Comptroller
 Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

Promotion effective August 1, 2018

EMPLOYEE REGULAR WORK SCHEDULE:

Daily

EMPLOYEE DIRECT SUPERVISOR:

John Pierre

NUMBER OF EMPLOYEES SUPERVISED, (if any)

0

HR USE ONLY:

STATUS (circle one):

EXEMPT

NON-EXEMPT

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

SOUTHERN UNIVERSITY LAW CENTER
ENCUMBERED / FUNDS AVAILABLE
CODE
EXPIRES
DOC. I.D. #
 US
 DATE 4-9-18
 BY Gerry Hall
 H1
 F1
 F0

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

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

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

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Assoc V Chan - Evening Div & Emerging Prog AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Southern University Law Center
 (Department or Unit)

- | | | | |
|--|--|---------------------------------------|--|
| <input type="checkbox"/> Replacement | <input checked="" 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 |

2018 APR 17 6:04:09
 SOUTHERN UNIVERSITY
 HUMAN RESOURCES

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).

Due to significant changes in accreditation standards related to SACS and the ABA, it has come to our attention that the responsibilities related to institutional accountability require that issues associated with managing the evening division and other potential emerging programs should be borne by a new associate vice chancellor position designed to undergird the Vice Chancellor for Institutional Accountability and Accreditation, in the same way that the Associate Vice Chancellor for Academic Support and Bar Preparation undergrids the Vice Chancellor for Academic and Student Affairs.

Salary/Range: \$138,000 Previous Incumbent (if replacement):

Approved Disapproved John K. Pierre 4-10-18
 Department Head Date
 Approved Disapproved Gerry K. Hall 4-10-18
 Dean/Director/Supervisor of Budget Unit Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Gerry K. Hall</u>	<u>4-10-18</u>
Signature	Date
Budget Number	311001-31120-61002-36000

HUMAN RESOURCES OFFICE ONLY			
Existing/Approved Position			
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		
Employee Class:	<u>MU</u>	Job Class:	<u>32010</u>
<u>Michelle Williams</u>			<u>4/17/18</u>
Verified By:			Date:

Approved Disapproved [Signature] 4/10/18
 Vice Chancellor Date
 Approved Disapproved John K. Pierre 4-10-18
 Chancellor/Vice President Date
 Approved Disapproved [Signature] 4/17/18
 President Date
 An Equal Opportunity Employer

REGINA L. RAMSEY, ESQ.

rramseyjames@yahoo.com

PROFESSIONAL EXPERIENCE

Southern University Law Center (SULC), Baton Rouge, LA
Associate Professor of Legal Analysis and Writing
Assistant Professor of Legal Analysis and Writing

2014 - Present
Aug. 2007 - 2014

Additional duties, responsibilities and accomplishments during this period include:

Strategic Planning Committee Co-Chair

- Responsible for regularly reviewing the Goals, Objectives, and Strategies of SULC's Strategic Plan to determine whether these Goals, Objectives, and Strategies need to be updated, revised, etc.; collecting information and data related to these Goals, Objectives, and Strategies from responsible persons in order to progress toward achieving Goals and Objectives through the Strategies implemented; and reporting to the Institutional Effectiveness Committee the findings and recommendations of the Strategic Planning Committee.

Quality Enhancement Plan (QEP) Committee

- Developed QEP Intervention Proposal that was approved by the QEP Committee.
- Scheduled to teach the QEP Intervention for the 2018-19 academic year.

Louisiana State Bar Association (LSBA) Bar Process Committee (2016-2018)

- One of two SULC representatives on the Committee established by the LSBA President and comprised of representatives from the four Louisiana law schools.
- Identified problems with and concerns about the current Louisiana State Bar Examination; and proposed and developed changes to recommend that the Louisiana Committee on the Bar Examination implement to improve its quality, validity and fairness of the Bar Examination.

Supplemental Bar Review Lecturer & Writing Fellow - 2003 – Present

- As one of the founders and original organizers of the SULC Supplemental Bar Review, achieved a consistent first-time pass rate of 65% or higher for graduates who "actively embrace" and participate fully in the program's offerings.
- As one of the regular lecturers for three of the nine sections on the Bar Examination, prepared subject matter outlines based on the manner in which the subject matter is tested, conducted live or recorded review sessions of the law and old examination questions, responded to questions from participants submitted either during the sessions or via e-mail, and prepared practice exams and answer keys to administer to all participants.
- As one of the fellows, achieved a consistent group first-time pass rate of 85% or higher since the program's inception.

Marshall-Brennan Project

- Served on the committee that developed the course, the content for the course, and the selection of the participating high schools.
- Served on the committee that developed the application and selection process of Marshall-Brennan fellows and participated in the process of interviewing and selecting the inaugural class of fellows (Spring 2009).
- Served as a Constitutional Law lecturer for the inaugural class of Marshall-Brennan Fellows and coordinated the inaugural Regional High School Moot Court Competition (Fall 2009).

Self-Study Committee, Faculty Section (2007)

- In preparation for the ABA site visit, collected data related to faculty qualifications, credentials, teaching, and scholarship; prepared written statement summarizing the data collected about the faculty; revised and edited the faculty information section of the Report.

Other Committee Service

- Chair, Performance After Graduation
- Chair, Code of Student Conduct Judiciary
- Member, Professional Development
- Member, Graduation
- Member, Legal Analysis & Writing

SULC, Baton Rouge, LA Fall 2009 – Present
Adjunct Professor – Courses have included Law Review Workshop, Constitutional Law I & II, Statutory Analysis I & II, Torts I & II, and Advanced Constitutional Law

SULC, Baton Rouge, LA Jan. 2003 – May 2007
Adjunct Professor – Legal Writing, Advanced Legal Writing, Legal Research

SULC, Baton Rouge, LA Sept. 2000 – Aug. 2007
Director, Career Counseling & Development (formerly Placement & Career Services)

- Managed the day-to-day operations of the office, which included supervising a secretary, a career counselor and other clerical assistants/student workers; assisting law students and alumni in their career development efforts by reviewing and editing resumes, directing them to career development resources, pairing them with mentors, and providing career counseling; posting and sending (via e-mail) job announcements in a timely manner; planning and conducting seminars and workshops on career development skills such as resume writing, interviewing, dressing for success, and displaying professional etiquette; contacting and establishing rapport with legal employers that were not already actively recruiting SULC students; and recruiting legal employers to participate in our on-campus recruitment program.
- Produced and circulated, via hardcopy and e-mail distribution, to students and alumni a monthly job announcement newsletter, the *SULC Career Advocate* notifying them of recent job postings, upcoming events and important deadlines, and congratulating students on employment success.

- Greatly expanded outreach efforts through bar association and legal society memberships, by speaking engagements in and around the community, by volunteering with local groups and religious organizations, by committee service, and through conference participation.
- Expanded the On-campus Recruitment Program to more than three times the number of employers that had previously interviewed and hired SULC students and graduates.
- Streamlined the process of advertising employment opportunities to students and the resume collection process for on-campus recruitment and job fairs by seeking approval to and subscribing to an online database (eAttorney) where job listings were posted for employers, resumes of students were posted and interview dates and times were scheduled.
- Additional duties, responsibilities and accomplishments included:
 - LSBA, Minority Involvement Section, Job Fair
 - Served as Host School and Coordinator (2001) for the Minority Job Fair.
 - As Host School and Coordinator, contacted all employers for registration; prepared master schedule for all interviews of employers with students from the four (4) Louisiana law schools; and secured facilities for interviews, vendor booths, and seminars.
 - Southeastern Minority Job Fair (SEMJF)
 - Chair (2002) & Scheduling Coordinator (2006)
 - SULC Representative as Career Services professional onsite to assist with the operations of the job fair comprised of 50 ABA-credited law schools, with approximately 140 employers interviewing approximately 900 students.
 - Sunbelt Minority Recruitment Program
 - Student Affairs Coordinator (2003, 2005 & 2006)
 - SULC Representative as Career Services professional onsite to assist with the operations of the job fair comprised of 18-member law schools, with approximately 70 employers interviewing approximately 400 students.
 - Louis A. Martinet Legal Society
 - Served on Annual Scholarship GALA Committee for several years.
 - As the Chair of the Scholarship sub-committee, developed application and selection process for scholarship awards.
 - Served as a mentor with the Martinet Mentor Project to fourth graders at North Highlands Elementary and received the Mentor of the Year award.

First Circuit Court of Appeal, Baton Rouge, LA
 Law Clerk to the Honorable John Michael Guidry

Nov. 1997 – Sept. 2000

McGlinchey Stafford, New Orleans, LA
 McGlinchey Stafford, Baton Rouge, LA
 Associate Attorney

August 1996 – July 1997
 July – Nov. 1997

PUBLICATIONS

How to Fulfill a Broken Promise: Revisiting and Reaffirming the Importance of Desegregated Equal Educational Access and Opportunity, 68 Ark. L. Rev. 159 (2015).

How to Mend a Broken Act: Recapturing Those Left Behind by No Child Left Behind, 45 Gonzaga Law Review 683 (2010).

EDUCATION

SULC, Baton Rouge, LA May 1996

Juris Doctorate

- Graduated Magna Cum Laude with a 3.8385 cumulative grade point average
- Class rank: 1 out of 90
 - *Southern University Law Review*, Member 1994-95; Editor-in-Chief, 1995-96
 - Southern University Moot Court Board, Member 1995-96 (Winner of awards for Best Brief and Best Team in the Intraschool Competition, Spring 1995)

Southeastern Louisiana University, Hammond, LA May 1993

Bachelor of Arts

- Major: Business Management
- Graduated Magna Cum Laude with a 3.737 cumulative grade point average
 - Phi Kappa Phi, Member
 - Beta Gamma Sigma, Member
 - Green "S" Service Award Recipient

SERVICE & PRESENTATIONS

- Capital Area CASA Association, CASA Advocate (since April 2017).
- Panelist, *Take a Knee: Athletes Newest Form of Protesting & Implications on the First Amendment*, Symposium sponsored by the Journal of Race, Gender & Poverty at SULC, April 5, 2017.
- Speaker, *Freedom of Expression: the Rights of High School students to Protest*, Pre-Law Club, Nicholls State University, March 13, 2017.
- Speaker, *Persuasive Writing in the Profession*, Training for Southeast Legal Services Corporation, July 29, 2016
- Speaker, *Multitasking for Professional Development: Legal Writing, Constitutional Law & Scholarship*, at the Capital Area Legal Writing Conference at the Carey School of Law in Baltimore, MD (March 2016) and at the Southeastern Legal Writing Conference held at the University of Miami School of Law in Coral Gables, FL (January 2016).
- Speaker, *Professionalism in Social Media* at SULC's Annual Recent Developments CLE, Dec. 2016
- Panelist, *The Role of Lawyers in Structuring Opportunities for Quality Education Access for Children who come from Low-Income and Moderate-Income Families* at the National Bar Association's 25th Annual Wiley A. Branton Issues Symposium, SU Student Union Cotillion Ballroom, October 31, 2014
- Speaker, *Professionalism in Social Media* at SULC's Annual Recent Developments CLE, Dec. 2013
- Speaker, *Professionalism in Social Media* at the Practice in the Public Sector CLE, Nov. 2013
- Speaker, *The Evolving Legal Writing Classroom: Teaching with Technology*, Legal Writing One-Day Workshop at SULC December, 2012.
- Speaker, *Ethics* at SULC's Annual Recent Developments CLE, Dec. 2011
- Speaker, *Professionalism and Ethics: Lawyer Advertising* at SULC's Annual Recent Developments CLE, Dec. 2009
- Guest Lecturer, *First Amendment – Speech and Religion*, Marshall Brennan Project Course, Fall 2009

- Speaker, *Will the Playing Field Ever Be Level? Another Step Back*—Parents Involved in Community Schools versus Seattle School District No. 1, National Association of African American Studies Conference, in Baton Rouge, LA, February 12, 2008
- Speaker, *Professionalism* at the SULC's Annual Recent Developments CLE in Baton Rouge, LA, December 8, 2007
- Speaker, *Professionalism and Ethics* at the SULC's Annual Bayou CLE in New Orleans, LA, November 23, 2007
- Speaker, *Professionalism* at the Louis A. Martinet Legal Society CLE in Baton Rouge, LA, December 12, 2006
- Speaker, *Professionalism and Ethics* at the SULC's Annual Bayou Classic Recent Developments CLE in New Orleans, LA, November 25, 2006
- Speaker, *Professionalism* at the SULC's Annual Bayou Classic Recent Developments CLE in New Orleans, LA November 28, 2003
- Panelist, *Choosing a Career in the Legal Profession* at Southern University and A&M College, History Department, April 9, 2003
- Panelist, *Choosing a Career in the Legal Profession* at the Sherwood Middle School Career Day, April 4, 2003
- Guest Speaker, *Career Planning and Development* at the Young Emerging Leaders of Louisiana, Inc., Word-Up – Defenders of our Youth, Career Prep/Seminar, January 26, 2002
- Guest Speaker, *How to Succeed* at the Southeastern Louisiana University's Office of Multicultural Affairs "Let's Get Acquainted Social" for freshman minority students, August 1996



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

March 26, 2018

RECEIVED
OFFICE OF THE
PRESIDENT
2018 APR 10 AM 8:56
SOUTHERN UNIVERSITY
SYSTEM

VIA HAND DELIVERY

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

Re: Position Vacancy Announcement Waiver Request

Dear Dr. Belton:

The Law Center is mandated by its accrediting agencies, the American Bar Association (ABA), the American Association of Law Schools (AALS), and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), to provide adequate academic support to students within its program of legal education. The Law Center's Office of Academic Support provides various forms of academic assistance and counseling to students as they pursue their degree. It is imperative that the office be staffed with personnel possessing a unique combination of skills which are not always readily available in the employment market.

The Law Center needs an additional Academic Counselor to assist students through their matriculation. An extremely qualified candidate has come to our attention who possesses the unique collection of skills required of the position. The Law Center would like to waive the need to announce and advertise this position and fill the position with this highly qualified candidate. The time associated with advertising the position may result in the candidate no longer being available to fill the position.

Ms. Kimberly LaMotte has been identified for appointment to the position of Academic Counselor and she has agreed to accept the position at an annual salary of \$67,600.00. The effective date of the aforementioned appointment would be July 1, 2018. Please note that the compensation for this position will be derived from Grant proceeds and will not impact the general fund. We request your approval of our request to waive the announcement of this position vacancy. I would appreciate if you would place this item on the Board of Supervisors' agenda for consideration.

Sincerely,

John K. Pierre

Chancellor & Vanue B. Lacour Endowed Professor of Law

APPROVED: _____

Dr. Ray L. Belton, President/Chancellor

SUS SUBR SULAC SUAREC SUNO SUSLA

RECEIVED
OFFICE OF THE
PRESIDENT
2018 APR 10 AM 8:58

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Academic Counselor AS DESCRIBED BELOW
BE AUTHORIZED AS A VACANCY FOR Southern University Law Center
(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 checked="" type="checkbox"/> Grant -in-Aid |
| <input type="checkbox"/> Tenured | <input type="checkbox"/> Probationary (For Faculty this is same as tenure track) | | <input type="checkbox"/> System Revenue |
| | | | <input type="checkbox"/> Agency Fund State |

VACANCY DESCRIPTION AND JUSTIFICATION

(Include rank (for faculty) and approximate salary; initiator of form must have prior approval of salary/salary range with the appropriate Vice-Chancellor, Chancellor and/or President. Salaries for classified positions must be approved through Human Resources).

The Academic Counselor is a full-time, 12-month position. The Academic Counselor will report directly to the SULC Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparation. The Academic Counselor will serve as a professional resource in all areas of academic counseling and advising to law students. They will work with students individually and in group settings to teach and enhance analytical, exam writing, and other academic related skills.

(A more detailed job description is attached.)

Salary/Range: \$65,000.00 - \$75,000.00 Previous Incumbent (if replacement): n/a

X Approved Disapproved [Signature] Department Head 2-23-18 Date

X Approved Disapproved [Signature] Dean/Director/Supervisor of Budget Unit 2-23-18 Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<u>✓</u> Yes	<u> </u> No
<u>[Signature]</u>	<u>2/23/18</u>
Signature	Date
Budget Number <u>320141-32030-61002-34100</u>	

HUMAN RESOURCES OFFICE ONLY			
Existing/Approved Position			
<u>✓</u> Yes	<u> </u> No		
Employee Class:	<u>MU</u>	Job Class:	<u>32500</u>
Verified By:	<u>[Signature]</u>		<u>4/5/18</u>
	Date:		

X Approved Disapproved [Signature] Vice Chancellor 2-23-18 Date

X Approved Disapproved [Signature] Chancellor/Vice President Date

✓ Approved Disapproved [Signature] President Date

An Equal Opportunity Employer

Vacancy Announcement System (VAS)

Position Vacancy Announcement Request

Date: January 31, 2018 Department: Southern University Law Center

SUS SUBR SULC SUAREC SUNO SUSLA

Application Deadline: Until filled Date position to be filled: Until filled

Position Title: Academic Counselor Civil Service Pay Level: n/a

Salary (annual): _____ or Salary Range: \$65,000.00 to \$75,000.00

Please check all categories that apply to this position:

Status:	Faculty Position	Unclassified Position	Classified Position
<input type="checkbox"/> Part-time % of time	<input type="checkbox"/> Temporary	<input type="checkbox"/> Administrative	<input type="checkbox"/> Probationary
<input checked="" type="checkbox"/> Full-Time	<input type="checkbox"/> Tenure	<input type="checkbox"/> Temporary	<input type="checkbox"/> Job Appointment
	<input type="checkbox"/> Tenure Track (Probationary)	<input type="checkbox"/> Permanent	<input type="checkbox"/> Provisional Appointment
	<input type="checkbox"/> Grant	<input checked="" type="checkbox"/> Grant	FOR HR USE ONLY: CS Job Code:
	<input type="checkbox"/> Contract	<input type="checkbox"/> Contract	

Contact Person: Shawn D. Vance Telephone No: 225-771-2552

Contact Email Address: svance@sulc.edu

Contact e-mail address is for:

Human Resources utilization only posting to VAS website

Brief job description [Maximum 12 lines @ 250 characters (including spaces) per line]:

The Academic Counselor is a full-time, 12 month and the selected employee will report directly to the SULC Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparation. The Academic Counselor will serve as a professional resource in all areas of academic counseling and advising to law students. They will work with students individually and in group settings to teach and enhance analytical, exam writing, and other academic related skills.

(A more complete job description is attached)

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

- A. Juris Doctor degree and strong academic credentials;
- B. Ability to work collaboratively and independently;
- C. Possess a creative approach to problem solving;
- D. Possess excellent communication (written and oral) and interpersonal skills;
- E. Experience working with confidential information;
- F. Demonstrated success in collaborating within all levels of an institution;
- G. Proficiency in use of Microsoft Office, including Word, Excel, PowerPoint, and Publisher;
- H. Availability to travel; and
- I. Availability to work during the normal work day and occasionally during evening hours and/or weekend hours.

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

Applicants should send a letter of application, along with a resume, law school transcripts, and contact information for three (3) professional references. Please mail or email all documents to:
Shawn D. Vance
Associate Vice Chancellor
Southern University Law Center
2 Roosevelt Steptoe Drive
Post Office Box 9294
Baton Rouge, Louisiana 70813
svance@sulc.edu

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

SOUTHERN UNIVERSITY LAW CENTER

Position Description

Academic Counselor

FLSA STATUS: Exempt
REPORTS TO: SULC Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparation Program
SUPERVISES: N/A

General Responsibilities:

The Academic Counselor will serve as professional resource in all areas of academic counseling and advising to law students at all levels. The Academic Counselor will report directly to the SULC Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparation. The Academic Counselor will advise students on course selection and schedule requirements. The Academic Counselor will support the mission and vision of the law school by monitoring student learning outcomes, academic performance, and academic support programs and services; working with students individually and in group settings to teach and enhance the analytical and exam writing skills, and other academic related skills through regular written diagnostic and corrective feedback. The Academic Counselor will also provide assistance to students in their preparation to take a bar exam. Such assistance will include providing professors and students with information that is commonly tested on the bar exam and working with SULC's Supplemental Bar Review program.

Minimum Qualifications:

- A. Juris Doctor degree and strong academic credentials;
- B. Ability to work collaboratively and independently;
- C. Possess a creative approach to problem solving;
- D. Possess excellent communication (written and oral) and interpersonal skills;
- E. Experience working with confidential information;
- F. Demonstrated success in collaborating within all levels of an institution;
- G. Proficiency in use of Microsoft Office, including Word, Excel, PowerPoint, and Publisher;
- H. Availability to travel; and
- I. Availability to work during the normal work day and occasionally during evening hours and/or weekend hours.

Preferred Qualifications:

- A. Licensed to practice law;
- B. Bachelor or Masters degree in education (or related degree);
- C. Experience teaching law students (including experience during law school); and
- D. Experience teaching, coaching, or working with at-risk students.

Primary Job Duties and Responsibilities:

- A. Provide support to the Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparation;
- B. Provide academic counseling and advice to students;
- C. Teach courses or conduct workshops to instruct students on the academic skills necessary for successful matriculation through law school and entrance into the practice of law;
- D. Assist in the collection and compiling of academic support, counseling, and bar exam-related data, to include academic assessment information regarding students enrollment in courses designed to assist the students who have exhibited academic difficulties;
- E. Assists with management of student employees who work to provide academic support and/or counseling services;
- F. Assists with the collection of faculty feedback, comments, and/or critiques of bar exams and provide that information to the relevant state committee on bar admissions; and
- G. Assists with the collection of faculty and student feedback about SULC's program of legal education.

Knowledge, Skills, and Abilities Required:

- A. Strong interpersonal, organizational, and analytical skills;
- B. Knowledge of academic programs pertaining to law school students;
- C. Knowledge of educational theories and learning styles/disabilities;
- D. Knowledge of and ability to perform research and statistical analysis;
- E. Ability to collect, compile, and extract data from Excel documents and/or various databases;
- F. Ability to work independently and be a self-starter, and demonstrate initiative; and
- G. Ability to relate to students, faculty, University personnel, and external constituents.

JOB CLASS 3	2	5	0	0
JOB CODE	M			
CAL ID	U			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER 3 M 3 1 1 1

RECEIVED
PRESIDENT'S OFFICE
2018 APR 6 AM 9:30

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSEA

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 N/A Reason Left N/A
Date Left N/A Salary Paid N/A

Profile of Person Recommended

Length of Employment 07/01/2018 To 09/30/2018

Effective Date 07/01/2018

Name Kimberly LaMotte [REDACTED] Sex F Race* B
(Last 4 digits only)

Position Title: Academic Counselor Department: Law Center - Academic Support

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

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

Years Experience 27 Southern University Experience 2

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>J.D.</u>	<u>Southern University Law Center</u>	<u>2012</u>
	<u>Doctorate of Pharmacy</u>	<u>Xavier University of Louisiana, New Orleans</u>	<u>1994</u>
	<u>B.S. in Pharmacy</u>	<u>Xavier University of Louisiana, New Orleans</u>	<u>1991</u>

Current Employer LaMotte Law Firm, LLC

Personnel Action

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

Recommended Salary \$ 67,600.00 Salary Budgeted \$ 67,600.00

Source of Funds General Appropriation

Identify Budget: State _____ Location 320141-32030-61002-34100
Form Code: BOR10 Page 1 Item # 1

Change of: _____
Position _____
Status _____
Salary Adjustment _____

Financial Aid signature (if, applicable):

List total funds currently paid this employee by Southern University:

*See Reverse Side

Comments: (Use back of form)

Source of Funds	Amount

*See Reverse Side

Graduate School signature (if, applicable):

[Signature] 3/28/18
Supervisor Date
[Signature] 3/28/18
Vice Chancellor Date
[Signature] 4/6/18
Director/Personnel Date
[Signature] _____
President Date

[Signature] 3/28/18
Dean/Unit Head Date
[Signature] _____
V/C for Fin. Bus. Affairs Date
[Signature] _____
Chancellor Date
[Signature] 4/5/18
Vice President/Finance Date
Business Affairs/Comptroller
Chairman/S.U. Board of Supervisors Date

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

ETHNIC ORIGIN (Please check one):

_____ Hispanic or Latino _____ 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:

New Position, Academic Counselor, funded under the Title III Grant, effective date, July 01, 2018.

EMPLOYEE REGULAR WORK SCHEDULE:

Daily

EMPLOYEE DIRECT SUPERVISOR:

Shawn Vance

NUMBER OF EMPLOYEES SUPERVISED, (if any)

0

HR USE ONLY: STATUS (circle one):

EXEMPT

NON-EXEMPT

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

United States Citizen/Certificate of Naturalization

Resident Alien

H-1 Visa (Distinguished Merit & Ability)

J-1 Visa (Exchange Visitor Program)

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

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

SOUTHERN UNIVERSITY LAW CENTER

LAW CENTER - TITLE III

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. Received for fiscal compliance.

If Allowability/Compliance Verified By: *[Signature]*

If Encumbered/Funds Available By: *[Signature]*

Doc. I.D. # J1 Date 3/29/18

F1

F0

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

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

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

CONTINGENT UPON AVAILABILITY OF FUNDS



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

April 13, 2018

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

Re: Appointment of Executive Director for Institutional Effectiveness, Policy and Planning (SUS and SUBR)

Dear Dr. Belton:

The position of Executive Director for Institutional Effectiveness, Policy and Planning (SUS and SUBR) was duly advertised on April 3, 2018. Once the advertisement for the position announcement closed on April 10, 2018, a search committee convened a few days later and conducted a phone interview with Dr. Toni Manogin, who currently serves as the Vice Chancellor for Academic and Student Affairs with direct oversight for the Institutional Effectiveness function and staff at the Baton Rouge Community College. Dr. Manogin brings over 21 years of professional experience to the position.

The search committee deemed Dr. Manogin's academic training coupled with her qualifications, professional experience in higher education and most importantly her direct knowledge of academic affairs, student affairs, enrollment management, and institutional effectiveness as highly desirable for the advertised position. As a result, I recommend that we appoint Dr. Toni Manogin to serve as the Executive Director for Institutional Effectiveness, Policy and Planning at an annual salary of \$105,000. Dr. Manogin will provide leadership over SUBR institutional research, planning and assessment staff, while concurrently providing direct support to the System Vice President for Strategic Planning, Policy and Institutional Effectiveness. This position was re-designed to replace the previous position of Director for Institutional Data Governance. Your favorable consideration of this request is deeply appreciated.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Vladimir Alexander Appeaning'.

Vladimir Alexander Appeaning, Ph.D.
Vice President for Strategic Planning, Policy and Institutional Effectiveness

Approved:

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

Dr. Ray L. Belton
President-Chancellor

Five Campuses, One Vision... Global Excellence
WWW.SUS.EDU

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	1	M	8	9	2	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 Shelia D. DeRouen Reason Left Transfer
 Date Left February 1, 2018 Salary Paid 102,440.00

Profile of Person Recommended

Length of Employment July 1, 2017 To June 30, 2018
 Effective Date May 1, 2018

Name Dr. Toni Manogin SS# [REDACTED] Sex F Race* AA
(Last 4 digits only)

Position Title: Executive Director for Institutional Effectiveness Policy and Planning Department: Office of the President-Chancellor VP for Strategic Planning, Policy & IE.

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 21 Southern University Experience 9

Degree(s):	Type/Discipline (BA-Education):	Institution/Location	Year:
Ph.D.	Health Sciences	Nova Southeastern University	2005
M.S.N.	Nursing	Southern University and A&M College	1996
B.S.N.	Nursing	Southern University and A&M College	1989

Current Employer Baton Rouge Community College

Personnel Action

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

Recommended Salary \$105,000.00 Salary Budgeted \$105,000.00

Source of Funds State General Fund

Identify Budget: 111005-11601-61002-16000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____
 Position _____ From _____ To _____
 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
111005-11601-61002-16000	\$105,000.00

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable): _____

<u>[Signature]</u> Supervisor	<u>04/13/2018</u> Date	<u>[Signature]</u> Dean/Unit Head	<u>04/15/18</u> Date
<u>[Signature]</u> Vice Chancellor	<u>04/12/18</u> Date	<u>[Signature]</u> Chancellor	<u>4/15/18</u> Date
<u>[Signature]</u> Director/Personnel	<u>4/13/18</u> Date	<u>[Signature]</u> Vice President/Finance Business Affairs/Comptroller	<u> </u> Date
<u>[Signature]</u> President	<u> </u> Date	<u> </u> Chairman/S.U. Board of Supervisors	<u> </u> Date

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 AM -5:00 PM
EMPLOYEE DIRECT SUPERVISOR: Dr. Vladimir Alexander Appeaning
SUPERVISOR/DEPARTMENT CONTACT NUMBER 225.771.5022
NUMBER OF EMPLOYEES SUPERVISED, (if any) 5

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

<u>TYPE</u>	<u>CODE</u>	FUNDS AVAILABLE <small>EXPIRES</small>
United States Citizen/Certificate of Naturalization	US	OFFICE OF THE VICE PRESIDENT FOR FINANCE & BUSINESS AFFAIRS SOUTHERN UNIVERSITY SYSTEM <u>BRE</u> <u>4/16/18</u> SIGNED DATE <u>111005-11601-61002-16000</u> <u>\$ 105,000</u>
Resident Alien	RA	
H-1 Visa (Distinguished Merit & Ability)	H1	
J-1 Visa (Exchange Visitor Program)	J1	
F-1 Visa (Student Emp. FT Student at S.U.)	F1	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")	F0	

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

- PAF APPROVAL PROCESS CHECKLIST** (Must have the information outlined below):
- Approved Position Vacancy Authorization Form (applicable for new and replacement positions)
 - Position Vacancy Announcement (position advertised before processing PAF, if applicable)
 - 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)

Vacancy Announcement System (VAS) Position Vacancy Announcement Request

Date: 03/27/2018 Department: Office of President-Chancellor, Planning, Policy and Institutional Effectiveness Division

SUS SUBR SULC SUAREC SUNO SUSLA

Application Deadline: 04/10/2018 Date position to be filled: 05/2018 (May 1st)

Position Title: Executive Director for Institutional Effectiveness, Policy and Planning Civil Service Pay Level:

Salary (annual): _____ or Salary Range: 100,000 to 105,000

Please check all categories that apply to this position:

Status:	Faculty Position	Unclassified Position	Classified Position
<input type="checkbox"/> Part-time % of time	<input type="checkbox"/> Temporary	<input checked="" 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 type="checkbox"/> Permanent	<input type="checkbox"/> Provisional Appointment
	<input type="checkbox"/> Grant	<input type="checkbox"/> Grant	FOR HR USE ONLY: CS Job Code:
	<input type="checkbox"/> Contract	<input type="checkbox"/> Contract	

Contact Person: Ms. Michelle Briscoe-Long Telephone No: 225-771-3384

Contact Email Address: Michelle_briscoelong@sus.edu

Contact e-mail address is for:

Human Resources utilization only posting to VAS website

Brief job description [Maximum 12 lines @ 250 characters (including spaces) per line]:

The successful candidate in this position will serve in a dual role, serving as the primary institutional effectiveness, policy and planning executive for the Southern University Baton Rouge Campus, while concurrently assisting the system vice president for strategic planning, policy, institutional effectiveness in establishing a coordinated policy-platform that seamlessly integrates institutional effectiveness, policy and strategic planning designed to measure the health index of the Southern University and A&M College System with respect to established outcomes of student success. The successful candidate will be instrumental in establishing and advancing an evidence-based academic, student services, and administrative planning and assessment culture that is focused on continuous improvement. The successful candidate shall oversee the operations of the institutional research and assessment office and manage the staff. With respect to institutional effectiveness, the successful candidate will provide leadership to ensure the implementation of all (5) phases of the institution's IE Planning and Assessment Model: 1) planning to include the establishment of expected outcomes, 2) resource allocation, 3) implementation, 4) assessment/evaluation of expected outcomes, and 5) use of results for continuous improvement of academic and non-academic units across the SUBR Campus. The successful candidate will work with the leadership in the academic and non-academic areas to ensure that academic, student services and administrative program goals and objectives are aligned with the current SUBR strategic plan. With respect to policies, the successful candidate will facilitate the review, development, and approval of academic and non-academic policies by working with campus and system stakeholders using a Policy on Policies framework. With respect to planning and assessment, the successful candidate will work closely and engage the leadership of the academic and administrative units under an umbrella of a planning and assessment calendar and process to ensure compliance with sections 7 and 8 of the 2018 SACS-COC Principles of Accreditation. Finally, the successful candidate will work closely with the system's Chief Information Officer to transfer SUBR institutional data into user-friendly tools such as dashboards to make the information readily available to campus and system decision-makers. The successful candidate will report directly to the system vice president for strategic planning, policy, institutional effectiveness.

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

Education & Experience:
Required Qualifications

- An earned doctorate.
- A minimum 15 years of progressively responsible leadership positions in higher education, to include a minimum of 3 years of service as an Academic Dean.
- A successful record of supervision that at a minimum includes Department Heads/Academic Chairs, faculty, and staff.
- Leadership experience in academic affairs, student affairs, or administration, that includes academic and non-academic program reviews.
- Oversight of institutional research, planning and assessment functions and staff.
- Experience with the 2018 SACS-COC Principles of Accreditation.
- Experience with a policy on policies process or framework that allows for policy development, review and approval in higher education.
- A record of accountability.

Preferred Qualifications

- Experience as an executive in higher education at the level of Vice Chancellor who has overseen at least one of the following core areas in higher education: academic affairs, student affairs, and/or institutional effectiveness.
- Excellent written and oral communication skills.
- Excellent interpersonal skills.
- Experience with the implementation of faculty and staff professional development workshops.

Remarks/How To Apply (letter of application, curriculum vita, resume', references, etc)/Mailing Address

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

A Letter of Application, Resume, List of (3) Professional References, Completion of SUBR Application Form
Email Completed Application Package to:
Attention:
Ms. Michelle Briscoe-Long Michelle_briscoelong@sus.edu
Office of the President-Chancellor
Southern University A & M College System
J.S. Clark Administration Building, 4th Floor
Baton Rouge, LA 70813

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

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Executive Director for Institutional Effectiveness, Policy & Planning AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Office of President-Chancellor, Planning, Policy & Institutional Effectiveness Division
 (Department or Unit)

- | | | | |
|---|--|--|--|
| <input checked="" type="checkbox"/> Replacement | <input type="checkbox"/> New Position | <input checked="" type="checkbox"/> Unclassified | <input type="checkbox"/> Source of Funds |
| <input type="checkbox"/> Civil Service | <input type="checkbox"/> Temporary | <input type="checkbox"/> Faculty | <input type="checkbox"/> State |
| <input type="checkbox"/> Tenured | <input type="checkbox"/> Probationary (For Faculty this is same as tenure track) | | <input type="checkbox"/> Grant-in-Aid |
| | | | <input type="checkbox"/> System Revenue |
| | | | <input type="checkbox"/> Agency Fund State |

VACANCY DESCRIPTION AND JUSTIFICATION

(Include rank (for faculty) and approximate salary; initiator of form must have prior approval of salary/salary range with the appropriate Vice-Chancellor, Chancellor and/or President. Salaries for classified positions must be approved through Human Resources).

The successful candidate in this position will serve in a dual role, serving as the primary institutional effectiveness, policy and planning executive for the Southern University Baton Rouge Campus, while concurrently assisting the system vice president for strategic planning, policy, institutional effectiveness in establishing a coordinated policy platform that seamlessly integrates institutional effectiveness, policy and strategic planning designed to measure the health index of the Southern University and A&M College System with respect to established outcomes of student success. The successful candidate will be instrumental in establishing and advancing an evidence-based academic, student services, and administrative planning and assessment culture that is focused on continuous improvement. The successful candidate shall oversee the operations of the institutional research and assessment office and manage the staff. With respect to institutional effectiveness, the successful candidate will provide leadership to ensure the implementation of all (5) phases of the institution's IE Planning and Assessment Model: 1) planning to include the establishment of expected outcomes, 2) resource allocation, 3) implementation, 4) assessment/evaluation of expected outcomes, and 5) use of results for continuous improvement of academic and non-academic units across the SUBR Campus. The successful candidate will work with the leadership in the academic and non-academic areas to ensure that academic, student services and administrative program goals and objectives are aligned with the current SUBR strategic plan. With respect to policies, the successful candidate will facilitate the review, development, and approval of academic and non-academic policies by working with campus and system stakeholders using a Policy on Policies framework. With respect to planning and assessment, the successful candidate will work closely and engage the leadership of the academic and administrative units under an umbrella of a planning and assessment calendar and process to ensure compliance with sections 7 and 8 of the 2018 SACS-COC Principles of Accreditation. Finally, the successful candidate will work closely with the system's Chief Information Officer to transfer SUBR institutional data into user-friendly tools such as dashboards to make the information readily available to campus and system decision-makers. The successful candidate will report directly to the system vice president for strategic planning, policy, institutional effectiveness.

Salary/Range:	<u>100,000 - 105,000</u>	Previous Incumbent (if replacement):	<u>Sheila Duplechain</u>
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u>[Signature]</u>	<u>03/27/2018</u>
		Department Head	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u>[Signature]</u>	<u>03/27/2018</u>
		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>3/28/18</u>
Signature	Date
Budget Number	<u>111005-11601-61001-16000</u>

HUMAN RESOURCES OFFICE ONLY	
Existing/Approved Position	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Employee Class:	<u>MU</u>
Job Class:	<u>14970</u>
<u>[Signature]</u>	<u>03/29/18</u>
Verified By:	Date:

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u>[Signature]</u>	<u>3/29/18</u>
		Vice Chancellor	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u>[Signature]</u>	<u>3/29/18</u>
		Chancellor/Vice President	Date
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	<u>[Signature]</u>	<u>3/29/18</u>
		President	Date

An Equal Opportunity Employer

Executive Director for Institutional Effectiveness, Policy and Planning – SUBR and SUS

The successful candidate in this position will serve in a dual role, serving as the primary institutional effectiveness, policy and planning executive for the Southern University Baton Rouge Campus, while concurrently assisting the system vice president for strategic planning, policy, institutional effectiveness in establishing a coordinated policy-platform that seamlessly integrates institutional effectiveness, policy and strategic planning designed to measure the health index of the Southern University and A&M College System with respect to established outcomes of student success. The successful candidate will be instrumental in establishing and advancing an evidence-based academic, student services, and administrative planning and assessment culture that is focused on continuous improvement. The successful candidate shall oversee the operations of the institutional research and assessment office and manage the staff. With respect to institutional effectiveness, the successful candidate will provide leadership to ensure the implementation of all (5) phases of the institution's IE Planning and Assessment Model: 1) planning to include the establishment of expected outcomes, 2) resource allocation, 3) implementation, 4) assessment/evaluation of expected outcomes, and 5) use of results for continuous improvement of academic and non-academic units across the SUBR Campus. The successful candidate will work with the leadership in the academic and non-academic areas to ensure that academic, student services and administrative program goals and objectives are aligned with the current SUBR strategic plan. With respect to policies, the successful candidate will facilitate the review, development, and approval of academic and non-academic policies by working with campus and system stakeholders using a Policy on Policies framework. With respect to planning and assessment, the successful candidate will work closely and engage the leadership of the academic and administrative units under an umbrella of a planning and assessment calendar and process to ensure compliance with sections 7 and 8 of the 2018 SACS-COC Principles of Accreditation. Finally, the successful candidate will work closely with the system's Chief Information Officer to transfer SUBR institutional data into user-friendly tools such as dashboards to make the information readily available to campus and system decision-makers. The successful candidate will report directly to the system vice president for strategic planning, policy, institutional effectiveness.

Required Qualifications

- An earned doctorate.
- A minimum 15 years of progressively responsible leadership positions in higher education, to include a minimum of 3 years of service as an academic dean.
- A successful record of supervision that at a minimum includes department heads, faculty, and staff.
- Leadership and service in academic affairs, student affairs, or administration, that includes academic and non-academic program reviews.
- Oversight of institutional research, planning and assessment functions and staff.
- Experience with the 2018 SACS-COC Principles of Accreditation.
- Experience with a policy on policies process or framework that allows for policy development, review and approval in higher education.
- A record of accountability.

Preferred Qualifications

- Experience as an executive in higher education who has overseen at least one of the following core areas in higher education: academic affairs, student affairs, and/or institutional effectiveness.
- Excellent written and oral communication skills.
- Excellent interpersonal skills.
- Experience with the implementation of faculty and staff professional development workshops.

Toni Manogin DHSc, RN



April 6, 2018

Attention:

Ms. Michelle Briscoe-Long

Michelle_briscoelong@sus.edu

Office of the President-Chancellor

Southern University A & M College System

J.S. Clark Administration Building, 4th Floor

Baton Rouge, LA 70813

Dear Ms. Briscoe-Long,

Please accept this letter as part of my application and formal submission for the position of *Executive Director of Institutional Effectiveness, Planning and Policy*. I bring over 20 years of academic affairs, student affairs, administrative, institutional effectiveness, policy and planning professional level experience for your consideration. My academic credentials include a doctorate in Health Science (D.H.Sc) from Nova Southeastern University, a master's degree in Nursing (M.S.N.) and a bachelor's degree in Nursing (B.S.N.) from my alma mater - Southern University and A&M College. I am also a registered nurse (R.N.).

Currently, I serve as the Vice Chancellor for Academic and Student Affairs at the Baton Rouge Community College (BRCC) with responsibilities over three core functions: Academic Affairs, Student Affairs, and Institutional Effectiveness (IE). For the purpose of this position, I will elaborate briefly on my responsibilities for managing the IE function and operations for BRCC. As a member of the Chancellor's Executive Cabinet, I provide Institutional Effectiveness guidance for BRCC by:

- Working closely with campus and site teams to leverage strategies that promote an Institutional Effectiveness model that utilizes data to inform planning and assessment designed to improve college operations and promote continuous improvement at the macro (institutional) level and micro (unit) level.
- Providing leadership to the following institutional effectiveness divisions:
 - *Institutional Research*
 - *Data Analytics and Reporting*
 - *Institutional Information Processes*
 - *Planning and Assessment*
 - *Institutional Policy Development*
- Ensuring the assessment of program outcomes for academic and non-academic programs on an annual cycle.
- Adopting an IE Model that was implemented by the academic and non-academic/administrative units at BRCC to generate three cycles of assessment data namely: FY 2014-15, FY 2015-16 and FY 2016-17. The IE model serves as the cornerstone for BRCC's response to sections 7 and 8 of the 2018 Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) revised principles of accreditation.
- Annually evaluating the BRCC 2012-2017 Strategic Plan using the framework of the IE Model.
- Directing the academic deans and department heads to submit their annual program level assessment data based on the institution's assessment calendar.
- Providing leadership in completing the institution's annual Program Health Index (PHI) – an academic program inventory assessment initiative by the Louisiana Community and Technical College System (LCTCS) designed to identify the number of high-wage, high-demand (4 and 5 star) programs at BRCC.
- Serving as the institution's Chief Policy Officer.

- Collaborated on the development of the BRCC *Policy on Policies* which was used as the framework to assess existing policies based upon a three-year policy review cycle.
- A select list of academic and student affairs policies that were assessed using the BRCC *Policy on Policies* framework include:
 - 1-4100 Academic Program Review
 - 1-4280 College Catalog
 - 1-7040 Responsibility and Authority of Faculty in Academic and Governance Matters
 - 1-7050 Closing a Program
 - 1-4421 Transfer of Credit
- Maintaining an Annual Reporting Calendar for all external state and federal constituencies.
- Overseeing the College's reporting functions. To date BRCC has maintained 100% compliance with state and federal reporting requirements.
- Overseeing the College's institutional research agenda and maintains a central repository of institutional research data.
- Overseeing the collection, analyses, and publication of institutional data in the BRCC Fact book, etc.
- Evaluating institutional goals on a quarterly, semi-annual, and annual basis regarding the system-wide strategic initiative titled, *Our Louisiana 2020-Building the Workforce of Tomorrow*.
- Providing leadership in supporting the institution-wide strategic planning process by identifying appropriate measures of student access, success and completion.
- Ensuring that the institution's Strategic Plan addresses five (5) key questions:
 - *Who are we?* (identified in well-constructed mission and vision statements, and a set of core values)
 - *Where are we now?* (identified through an environmental scan and a Strengths Weaknesses Opportunities & Threats – S.W.O.T. Analysis)
 - *Where do we want to be?* (identified through data-informed goals, objectives and outcomes that are Specific, Measurable, Achievable, Results Oriented, and Time bound – S.M.A.R.T)
 - *How do we get there?* (identified through well-developed strategies and action plans that contain timelines and responsible individuals for accountability)
 - *How do we measure progress/performance?* (identified through a systematic ongoing, research-based, and comprehensive assessment process that focuses on continuous improvement)

I have enclosed my *Curriculum Vitae* that details the remainder of my professional experiences:

- Vice Chancellor of Academic and Student Affairs at BRCC
- Dean and Professor of the Nursing and Allied Health at BRCC
- Associate Dean and Professor of the Nursing and Allied Health at BRCC
- Chair/Department Head of Nursing at BRCC
- Nursing Faculty at BRCC
- Assistant Professor of Nursing and Course Coordinator, Southern University and A&M College

Thank you for allowing me to submit my application for the advertised position of *Executive Director of Institutional Effectiveness, Planning and Policy*. My experiences in higher education have equipped me with a unique combination of qualifications to successfully fulfill the responsibilities associated with the position. I am excited about the opportunity to contribute to the next evolution of the Southern University System and its flagship campus – Southern University and A&M College. I look forward to an opportunity to further discuss my professional experiences and academic credentials with members of the search committee. I can be reached by mobile phone at 225-803-2737, or by personal email at tmanogin1960@aol.com.

Respectfully submitted,



Toni Manogin, DHSc,
Vice Chancellor for Academic and Student Affairs

C: Curriculum Vitae with contact information for three (3) Professional References
Completed Southern University Application Form

Curriculum Vitae
Toni Manogin DHSc, RN

[REDACTED]
tmanogin1960@aol.com

EDUCATION

- 2005** **Doctor of Health Science (D.H.Sc.)**
Nova Southeastern University, Ft. Lauderdale, FL.
- 1996** **Master of Science in Nursing (M.S.N.)**
Southern University and A & M College, Baton Rouge, LA.
- 1989** **Bachelor of Science in Nursing (B.S.N.)**
Southern University and A & M College, Baton Rouge, LA.

INSTITUTIONAL EFFECTIVENESS, ACADEMIC & STUDENT SERVICES EXPERIENCE

Vice Chancellor for Academic & Student Affairs
2017 – Present
Baton Rouge Community College, Baton Rouge, LA

In my current position, I am responsible for three core institutional functions:

- *Institutional Effectiveness (IE)*
- *Academic Affairs*
- *Student Affairs*

Responsibilities for the Institutional Effectiveness function:

- Ensures the assessment of program outcomes for academic and non-academic programs on an annual cycle.
- Provides leadership to the following institutional effectiveness functional areas:
 - *Institutional Research*
 - *Data Analytics and Reporting*
 - *Institutional Information Processes*
 - *Planning and Assessment*
 - *Institutional Policy Development*
- Serves as a member of the Chancellor's Executive Cabinet to provide Institutional Effectiveness guidance for the entire college. Works closely with campus and site teams to leverage strategies that promote an Institutional Effectiveness model that utilizes data to inform planning and assessment designed to improve college operations and promote continuous improvement at the macro (institutional) level and micro (unit) level.
- The IE model was adopted and implemented by the academic and non-academic/administrative units at BRCC to generate three cycles of assessment data namely: FY 2014-15, FY 2015-16 and FY 2016-17.
- The IE model serves as the cornerstone for BRCC's response to Sections 7 and 8 of the 2018 Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) revised principles of accreditation.
- The IE model is used in evaluating the BRCC 2012-2017 Strategic Plan.
- Collaborates with the Faculty Senate on academic program reviews and assessment activities.

- Directs the academic deans and department heads to submit their annual program level assessment data based on the institution's assessment calendar.
- Provides leadership in completing the institution's annual Program Health Index (PHI) – an academic program inventory assessment initiative by the Louisiana Community and Technical College System (LCTCS) designed to identify the number of high-wage, high-demand (4 and 5 star) programs at BRCC.
- Serves as the institution's Chief Policy Officer.
 - Collaborated on the development of the *BRCC Policy on Policies* which was used as the framework to assess existing policies based upon a three-year policy review cycle.
 - A select list of academic and student affairs policies that were assessed using the *BRCC Policy on Policies* framework include:
 - 1-4100 Academic Program Review
 - 1-4280 College Catalog
 - 1-7040 Responsibility and Authority of Faculty in Academic and Governance Matters
 - 1-7050 Closing a Program
 - 1-4421 Transfer of Credit
- Maintains an Annual Reporting Calendar for all external state and federal constituencies.
- Oversees the College's reporting functions. To date BRCC has maintained 100% compliance with state and federal reporting requirements.
- Oversees the College's institutional research agenda and maintains a central repository of institutional research data.
- Oversees the collection, analyses, and publication of institutional data in the BRCC Fact book, etc.
- Evaluates institutional goals on a quarterly, semi-annual, and annual basis regarding the system-wide strategic initiative titled, *Our Louisiana 2020-Building the Workforce of Tomorrow*.
- Provides leadership in supporting the institution-wide strategic planning process by identifying appropriate measures and outcomes of student access, success and completion.
- Ensures that the institution's Strategic Plan addresses five (5) key questions:
 - *Who are we?* (identified in well-constructed mission and vision statements, and a set of core values)
 - *Where are we now?* (identified through an environmental scan and a Strengths Weaknesses Opportunities & Threats – S.W.O.T. Analysis)
 - *Where do we want to be?* (identified through data-informed goals, objectives and outcomes that are Specific, Measurable, Achievable, Results Oriented, and Time bound – S.M.A.R.T.)
 - *How do we get there?* (identified through well-developed strategies and action plans that contain timelines and responsible individuals for accountability)
 - *How do we measure progress/performance?* (identified through a systematic ongoing, research-based, and comprehensive assessment process that focuses on continuous improvement)

Responsibilities as the Chief Academic Affairs Officer:

- Responsible for the overall operations of Academic Affairs Office that includes both degree granting divisions and academic support units.
 - Degree-Granting Divisions include:
 - Business, Social Sciences and History Division
 - Liberal Arts Division
 - Nursing and Allied Health Division
 - Science, Technology, Engineering and Math (STEM) Division
 - Academic-support units include:
 - Innovative Learning and Academic Support Division (includes, tutorial services, testing, prior learning assessments, e-learning support)
 - Learning Resources Division (the Library)

- **Accreditation, Curriculum and Articulation – Responsible for the accreditation efforts of the college that includes programmatic accreditation and SACSCOC reaffirmation efforts under the SACSCOC 2018 Revised Principles of Accreditation.**
 - **Assembled the Compliance Certificate Team led by the SACS Accreditation Liaison**
 - **Assembled the Quality Enhancement Plan (QEP) led by the QEP Director**
 - **Assembled various committees aligned to the 14 Sections in the SACSCOC 2018 Revised Principles of Accreditation chaired by faculty and staff to support the preparation and completion of the Compliance Certificate and Quality Enhancement Plan**
- **Ensures the assessment of non-academic program outcomes and student learning outcomes for educational programs on an annual cycle.**
- **Academic/Workforce/Business/High School Partnership(s): Developed collaborations with area high schools (Tara, Port Allen, and Brusly) and business partners (IBM and DOW) to establish a brand new Partnership - *Pathways in Technology Early College High School (P-TECH)*, a new education model co-developed by IBM working together with educators, policymakers and elected officials. P-TECH is designed to be both widely replicable and sustainable, as part of a national effort to reform career and technical education. P-TECH students are supported by business partners who help to ensure that students graduate career-ready, providing mentoring, site visits and paid internships. The schools map skills that employer's value into the curriculum, preparing P-TECH graduates to enter the workforce after graduation.**
- **Dual Enrollment Efforts: Launched Dual Enrollment initiatives with Service Area High School Partners (Tara, Port Allen, Brusly, Lavonia, White Castle, East and West Feliciana) where high school students, grades 9 – 12, take BRCC courses, earn college level credit, and upon admission apply the credits to the completion of a program of study at BRCC.**
- **Develops and approves the budget for degree granting programs of study in academic support units.**
- **Oversees the implementation of a faculty development program including a comprehensive orientation program for new faculty.**
- **Chairs the Academic Council comprised of academic deans and directors for the academic support units.**
- **Chairs the Council of Academic Deans.**
- **Advances the strategic priorities for the academic enterprise contained in the current BRCC Strategic Plan.**
- **Promotes a student centered and faculty engaged environment that embraced diversity in all of its forms.**
- **Applies technology to promote teaching and learning across the BRCC Mid-City campus and all instructional sites.**
- **Ensures appropriate fiscal resources are available to support distance learning.**
- **Provides supplemental support to encourage research and scholarship opportunities for BRCC faculty, staff and students in collaboration with business and industry groups, foundations, the federal government, and 4-year universities.**
- **Promotes positive relations by maintaining effective lines of communication with the students, faculty and officers of the Faculty Senate, deans, department heads, staff, administrators, and members of the executive staff.**
- **Serves the chief advocate for the faculty, staff and students.**

Responsibilities as the Chief Student Affairs Officer:

- **Provides executive-level leadership, strategic planning, oversight, and coordination of all units in the Office of Student Affairs and Enrollment Management to support operational programming, policy development, human resources, facilities, and fiscal resource management.**
- **Provides leadership and guidance for the development and implementation of high-quality and student-centered approaches to support student success.**

- Responsible for the overall operations of the Student Affairs and Enrollment Management units.
- Ensures the assessment of program outcomes for non-academic programs on an annual cycle.
 - Oversight of Enrollment Management units include:
 - Office of Admissions and Recruitment
 - Office of Financial Aid
 - Office of the Registrar
 - Oversight of Student Affairs units include:
 - Career Services
 - Student Leadership Development
 - Student Organizations and the Student Government Association (SGA)
 - Phi Theta Kappa (PTK) – Honors society for community college students
 - Student Success Center
 - Upward Bound
 - Counseling Center
 - Carl D. Perkins Basic Grant program
- Co-developed a comprehensive 5-year Enrollment Management Plan (2017 – 2022) for BRCC.
- Coordinates and leads the work of multiple offices in support of institutional enrollment goals.
- Develops and approves the budget for the student affairs and enrollment management units.
- Oversees the implementation of a staff development program including a comprehensive orientation program for new staff.
- Chairs the Academic and Student Affairs Council comprised of academic deans, directors for the academic support units, and directors for the student affairs and enrollment management units.
- Advances the strategic priorities for the student affairs and enrollment management enterprise contained in the current BRCC Strategic Plan.
- Applies technology to improve the operations of the student affairs and the enrollment management units such as the use of Maxient Solutions - a software application package.
- Promotes positive student relations by maintaining effective lines of communication with students, parents/guardians, and staff.
- Serves the chief advocate for the student affairs and enrollment management units.
- Ensures that all programs and services in the student affairs and enrollment management enterprise comply with relevant state and federal laws, and LCTCS policies.

Dean of Nursing and Allied Health Division

2013 – 2017

Baton Rouge Community College, Baton Rouge, LA

- Responsible for day to day operations of the Nursing and Allied Health Division, including but not limited to the following programs of study:
 - Associate of Science in Nursing
 - Associate of Science in Surgical Technology
 - Associate of Applied Science in Diagnostic Medical Sonography
 - Associate of Applied Science in Veterinary Technology
 - Licensed Practical Nurse Diploma
 - Pharmacy Technician Diploma, Patient Care Technician Certificate
 - Nurse Assistant Certificate, and Medical Assistant Certificate
- Served as direct supervisor to department chairs and support staff within the Nursing and Allied Health Division.
- Worked with the Vice-Chancellor for Academic Affairs in advancing the priorities of the Nursing and Allied Health Division.
- Demonstrated positive growth in the NCLEX-RN passage rates during my tenure:

- December 31, 2013 – 90.74%
- December 31, 2014 – 88.14%
- December 31, 2015 – 91.67%
- December 31, 2016 – 97.37%
- Served on SACSCOC Committee in 2015 for the merger between Baton Rouge Community College (BRCC) and Capital Area Technical College (CATC). Worked on CR 2.7A.
- Worked with other academic deans, faculty and college committees during all aspects of program development, program improvement, governance, and professional development.
- Worked with the Louisiana Board of Regents, state regulatory and licensing boards, and national regulatory and accrediting bodies to ensure program compliance.

Associate Dean of Nursing and Allied Health Division

2008 – 2013

Baton Rouge Community College, Baton Rouge, LA

- Provided leadership for Allied Health programs, faculty and staff. Responsibilities included marketing, management, and assisting in curriculum design of educational programs; worked closely with industry partners and advisory committee to determine program development needs; designed innovative curricula to enhanced skills and knowledge and comply with professional accreditation requirements; recruited students and faculty; managed budgets and contracts; served as liaison with outside agencies, community organizations, and other constituencies within the college.
- Served on Quality Enhancement Plan (QEP) committee in 2009 for The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) reaffirmation visit. Worked on sub-committee to identify the QEP mission and focus groups to ultimately identify the QEP topic. Based on the responses received, the QEP committee narrowed its focus to two target areas: Enhancing the first year student experience, and professional development for faculty and staff.

Nursing Department Chair and Faculty

Nursing and Allied Health Division

2006 – 2008

Baton Rouge Community College, Baton Rouge, LA

- Served as one (1) of seven (7) inaugural faculty and department chair for the Nursing program. Duties included development of course and program proposals, subsequently approved by BRCC Curriculum Committee, Louisiana Community and Technical College System and the Louisiana Board of Regents. Ordered equipment and supplies for setup of clinical nursing laboratory. Established clinical affiliation agreements with local healthcare facilities.
- Created class and clinical schedules, observed and evaluated faculty, participated in program review and course assessment planning. Assisted with curriculum and articulation plan development. Initiated the development of clinical affiliation agreements, addressed faculty and student concerns, and assisted in management of the department annual budget.
- Developed departmental advising practices, selective admission procedures, and program admission testing. Ensured the program met Louisiana State Board of Nursing (LSBN) approval standards and National League for Nursing Accrediting Commission (NLNAC) and SACSCOC accreditation standards.

Nursing Course Coordinator and Faculty
School of Nursing
1997 - 2006
Southern University and A&M College

1997 – 2006 **Maternal-Newborn and Women’s Health Nursing**
Assistant Professor and Course Coordinator
Southern University A & M College, Baton Rouge, LA

2002 – 2006 **Orientation to Health and Nursing Careers**
Assistant Professor and Course Coordinator
Southern University A & M College, Baton Rouge, LA

1998 – 2000 **Fundamentals of Nursing**
Assistant Professor
Southern University A & M College, Baton Rouge, LA

COMMITTEES: 2017 - PRESENT

2017 - Present SACSCOC Reaffirmation Steering Committee, Chair
Southern Association of Colleges and Schools Commission on Colleges
Baton Rouge Community College, Baton Rouge, LA

Worked with a team of nine (9) faculty, staff and administrators to review, revise, and evaluate compliance in all 14 Principles of Accreditation for the SACSCOC Reaffirmation Compliance Certification Report. Provided oversight and coordination of activities during preparation of the compliance certification report. Identified and addressed areas of concern relative to compliance with the revised 2018 SACSCOC principles of accreditation.

Collaboratively reviewed and utilized the SACSCOC Resource Manual for Principles of Accreditation to ensure compliance was established and sufficient supporting documentation was provided for each principle. Provided supporting documentation, revised narratives to reduce redundancy, ensure accuracy, and consistency in voice. Formatting, linking of supporting documents, and consistency of voice, and integrity of information included was verified throughout the report. A thorough, comprehensive Compliance Certification report was submitted.

2017 - Present SACSCOC Compliance Certification, Reviewer
Southern Association of Colleges and Schools Commission on Colleges
Baton Rouge Community College, Baton Rouge, LA

Assisted with the review of narratives for the reaffirmation Compliance Certification report using fourteen (14) revised principles of accreditation: Integrity; Mission; Basic Eligibility Standard; Governing Board; Administration and Organization; Faculty; Institutional Planning Effectiveness; Student Achievement; Educational Program Structure and Content; Educational Policies, Procedures and Practices; Library and Learning / Information Resources; Academic and Student Support Services; Financial and Physical Resources and Transparency and Institutional Representation.

Utilized crosswalk from the 2012 accreditation principles to the revised 2018 principles to develop narratives that established and supported compliance in all 14 principles. Composition of the narratives required writing skills, personal and administrative experience, assessment experience, student programing, faculty management, and institutional history, as well as the ability to successfully work with Individuals Campus-wide.

**2017 - Present Academic Program Review (APR) Committee
Baton Rouge Community College, Baton Rouge, LA**

Collaborated with faculty, staff, and administration to develop, evaluate, and memorialize the processes and procedures associated with Academic Program Review (APR). The collaboration produced pathways and timelines for both faculty and administration to effectively execute General Education Learning Outcome Assessment, Academic Program Review, and the Academic Program Health Index. Applied experience in this area to the completion of the SACSCOC Compliance Certification Report.

**2017 – Present Campus-wide Enrollment Management Plan
Baton Rouge Community College, Baton Rouge, LA**

Worked with faculty, staff and administrators to develop a Campus-wide Enrollment Management Plan. Enrollment plans were developed in collaboration with site administrators, faculty and staff. Strategies were customized to address the unique enrollment needs of each program, operational unit, department, and each instructional site: Acadian, New Roads, Port Allen, Jackson, Central, Ardendale and Mid City.

Seven (7) action plans were developed: Enrollment, Conversion, Retention, Persistence, Campus Life, Communication and Marketing. Each action plan consisted of the following components: Goals and targets, strategies, responsible offices and departments, champions, timelines, and budgets. Reporting templates and participate surveys were also developed.

**2017 - Present Faculty Senate Assessment Committee, Ex Officio
Baton Rouge Community College, Baton Rouge, LA**

Participated in a new campus-wide process for academic program review which resulted in the successful review of 22 programs. Faculty participated in professional development sessions to learn how to map Student Learning Outcomes (SLOs) to Program Outcomes (POs). Templates were created for each program review, documents were distributed and the Office of Institutional Effectiveness supplied data and assisted with the completion of the reports. Report findings from each division was reviewed, recommendations made, and final reports submitted to the Vice Chancellor for Academic Affairs.

**2017 - Present General Education Assessment Committee, Ex Officio
Baton Rouge Community College, Baton Rouge, LA**

Collaborated with deans and faculty in the review of a system of institutional, campus-wide assessment of general education outcomes. General education outcomes aligned with the Louisiana Board of Regents Outcomes for student learning were established with a 3-semester cycle of assessment. An assessment form and rubric was created for assessing student achievement, and faculty training sessions were held.

General education committee chair worked with committee members to compile, write, evaluate, and disseminate the data collected. Departments were able to examine the course success rates by outcomes and make appropriate revisions to ensure continuous improvement.

MEMBERSHIP ON SELECT COMMITTEES: 2007 – 2017

- Executive Team
- Executive Council for Institutional Effectiveness
- Academic and Student Affairs Council
- Deans Council

- Office of the Mayor President, Healthy BR Initiative
- EBRP Paramedic Program Advisory Committee
- Associate Nursing Program Advisory Committee
- Practical Nursing Program Advisory Committee
- Veterinary Technology Program Advisory Committee
- Surgical Technology Program Advisory Committee
- Diagnostic Medical Sonography Program Advisory Committee
- Pharmacy Technician Program Advisory Committee
- EBR Career and Technical Education Center Advisory Committee
- Enrollment Taskforce Committee

ACCREDITED PROGRAMS

Provided leadership in the transfer and development, implementation, accreditation and reaffirmation of five (5) academic programs.

- Associate of Science in Nursing program accredited by the Accreditation Commission for Education in Nursing (ACEN).
- Associate of Science in Surgical Technology program accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and the Accreditation Review Council for Education in Surgical Technology and Surgical Assisting (ARC-ST/SA).
- Associate of Applied Science in Paramedic program accredited by the Committee on Educational Programs for the Emergency Medical Services Professions.
- Associate of Applied Science in Diagnostic Medical Sonography program accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and Joint Review Committee on Education in Diagnostic Medical Sonography (JRC DMS).
- Associate of Applied Science in Veterinary Technology program accredited by the American Veterinary Medical Association (AVMA) Committee on Veterinary Technical Education and Activities (CVTEA).
- Certificate of Technical Studies in Pharmacy Technician program

TEACHING EXPERIENCE

2010 – 2012

INTRODUCTION TO HEALTH PROFESSIONS

Explores the healthcare industry, health care regulatory systems, and essential communication and decision-making skills for health care workers. The course introduces health occupations and educational requirements needed for these career choices. It also addresses basic skills and terminology common to health occupations. Introduction to Health Professions

Assistant Professor and Course Coordinator
Baton Rouge Community College, Baton Rouge, LA

2002 – 2006

ORIENTATION TO HEALTH AND SAFETY

A general introductory course emphasizing the history and principles of health and safety and their relation to general education.

Assistant Professor and Course Coordinator
Southern University A & M College, Baton Rouge, LA

- 1998 – 2000 **FUNDAMENTALS OF NURSING RESEARCH**
 Introductory nursing research seminar. Major focus is on valuing nursing research and utilization in clinical nursing care.
 Assistant Professor
 Southern University A & M College, Baton Rouge, LA
- 1997 – 2006 **FAMILY DEVELOPMENT I**
 Focus is on assisting childbearing and childrearing families to maximize health as they experience events related to intrauterine stages of life, the neonatal period, parenting, and issues such as sexuality and reproductive complications.
 Assistant Professor and Course Coordinator
 Southern University A & M College, Baton Rouge, LA

CLINICAL EXPERIENCE

- 2006 – 2001 Staff Nurse, Birth Center, Mother-Baby
 Baton Rouge General Medical Center
 Baton Rouge, LA.
- 1992 – 1998 Staff Nurse, Family Birthing Center, Labor and Delivery
 Woman's Hospital
 Baton Rouge, LA.
- 1989 – 1992 Staff Nurse, Labor and Delivery, Postpartum, Nursery
 West Jefferson Medical Center
 Marrero, LA.
- 1989 Staff Nurse, Medical Surgical Unit
 Earl K. Long Hospital
 Baton Rouge, LA.

PUBLICATIONS AND PRESENTATIONS

- Manogin, T. BRCC New Student Convocation. Presentation (2017)
- Manogin, T. Nursing and Allied Health Pinning Ceremonies. Presentation (2017)
- Manogin, T. Phi Theta Kappa Honor Society Induction Ceremony. Presentation (2017)
- Manogin, T. MLK Unity Celebration. Presentation (2017)
- Manogin, T. and Norton, B. Nursing Simulation Expansion Project. Louisiana Community and Technical College System: 2016 Annual Conference.
- Manogin, T.W., Bechtel, G.A., Rami, J.S. Caring behaviors by nurses: women's perceptions during childbirth. *Journal of Obstetric, Gynecological and Neonatal Nursing*. 29(2): 153-7. (2000).
- Brown, S.C. Geiselman, P.J., Copeland, A.L., Gordon, C., Dudley, M., Manogin, T., Backstedt, C. Cardiac assessment risk evaluation (CARE study) of African American college women. *Health Education Journal*, Vol. 64, No. 1, 13-30. (2005).
- Pourcait, C. and Ghebretatios, G. Cardiac assessment risk evaluation (CARE Study) of African American college women. *Health Education Journal*. 64(1): 13-30. (2005).

AWARDS AND HONORS

- **Phi Theta Kappa Honor Society, Student Club Advisor 2015**
- **National Institute for Leadership Development, Participant. 2008**
- **Teacher of the Year. Southern University School of Nursing. 2003**
- **Business and Industry Cluster, Quality Performance Award Recipient. 2003**

MEMBERSHIPS

- **LCTCS Council of Chief Academic Officers**
- **LCTCS Council of Chief Student Affairs Officers**
- **American Nurses' Association, Member**
- **National League of Nursing, Member**
- **Louisiana State Board of Nursing Registered Nurse, Licensee**
- **The National Organization for Associate Degree Nursing, Member**
- **The Louisiana Council of Administrators of Nursing Education, Member**
- **Sigma Theta Tau International Honor Society of Nursing: Tau Pi Chapter, Member**



SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM
Division of Information Technology

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Baton Rouge, Louisiana 70813

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10 April 2018

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

RE: Appointment: Mrs. Carolyn Miller, Deputy CIO – Enterprise Systems Services

President Belton,

This correspondence comes to request approval to waive the search and appoint Mrs. Carolyn Miller to the position of Deputy CIO, Enterprise Systems Services in continued fulfillment of the SU System IT Transformation/Unification Plan. As you aware, Mrs. Miller currently serve in the same capacity on an interim basis following the Board of Supervisors (BOS) approval in October 2017. Prior to the interim appointment, she was the Director of IT at SUSLA and has over eighteen years of SU experience. Carolyn played a major role in implementing Banner at Shreveport in 2002 and MOODLE LMS in 2010. These years of experiences will prove most valuable as we embark on consolidating Banner and MOODLE applications on a system-wide basis from three (3) separate instances into single installations, respectively.

Please note this appointment is a "Change in Status" only as the incumbent is assuming the role at her current level of compensation. We will address matters of equity adjustments later once the source of funds are ascertained. Given the nature of work ahead and the tight schedule to consolidate our Banner and MOODLE installations, your endorsement of this request and submission for Board approval will be greatly appreciated. Thank you.

Sincerely,

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

Approved: Date: 4/13/18
Vice President for Finance

Approved: Date: 4/07/18
President Chancellor

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

CAMPUS: SUS SUBR SULAC SUAREC SUNO SUSLA

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

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

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

Profile of Person Recommended

Length of Employment July 1, 2017 To June 30, 2018
Effective Date February 1, 2018

Name Carolyn B. Miller SS# [REDACTED] Sex F Race* AA
(Last 4 digits only)

Position Title: Deputy Chief Information Officer Enterprise Systems Services Department: Division of Information Technology

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 22 Years Southern University Experience 18 Years
Degree(s):
Type/Discipline (BA-Education): B.S. Computer Science Institution/Location (SU-Baton Rouge): Grambling State University Year: 1983
Master Education Technology Northwestern State University Hrs Earned _____

Current Employer Southern University at Shreveport

Personnel Action

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

Recommended Salary \$80,371.00 Salary Budgeted \$80,371.00

Source of Funds General Appropriations

Identify Budget: State _____ Location _____
Form Code: 111005-11304-61002-16000 Page _____ Item # _____
Change of: _____ # 8,371

Position _____ From _____ To _____
Status Interim _____ Permanent _____
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
511001 56210 61002 56000	\$80,371.00
111005-11304-61002-16000	8,371.00

Graduate School signature (if, applicable): _____

Supervisor [Signature] Date 3/5/18

Dean/Unit Head [Signature] Date 3/5/18

Vice Chancellor _____ Date _____

Chancellor _____ Date _____

Director/Personnel [Signature] Date _____

Vice President/Finance [Signature] Date _____

President _____ Date _____

Business Affairs/Comptroller _____ Date _____

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

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino Non-Hispanic or Non-Latino

RACE (Please check all that apply):

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

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: Consolidation of IT services.

EMPLOYEE REGULAR WORK SCHEDULE: Daily

EMPLOYEE DIRECT SUPERVISOR: Associate Vice President for IT/CIO

SUPERVISOR/DEPARTMENT CONTACT NUMBER (225) 771-5091

NUMBER OF EMPLOYEES SUPERVISED, (if any) 15-20

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)	HI	
J-1 Visa (Exchange Visitor Program)	F1	
F-1 Visa (Student Emp. FT Student at S.U.)	F0	
OPT (F-1 Visa-INS Prior Approval-"Practical Work Experience")		

FUNDS AVAILABLE
OFFICE OF THE VICE PRESIDENT
FOR FINANCE & BUSINESS AFFAIRS
SOUTHERN UNIVERSITY SYSTEM

SIGNED: [Signature] DATE: 3/15/18
111005-11304-61002-136000
\$8,371

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

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

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



SOUTHERN UNIVERSITY
LAW CENTER
LOUISIANA

JOHN K. PIERRE
CHANCELLOR

April 16, 2018

VIA HAND DELIVERY

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

Re: Position Vacancy Announcement Waiver Request

Dear Dr. Belton:

The Law Center is mandated by its accrediting agencies, the American Bar Association (ABA), the American Association of Law Schools (AALS), and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), to provide adequate academic support to students within its program of legal education. The Law Center's Office of Academic Support provides various forms of academic assistance and counseling to students as they pursue their degree.

The Law Center previously sought and obtained Board approval for the appointment of an Academic Coordinator in the Office of Academic Support. We are now seeking to have the title of Instructor added to that position. By so doing, we can ensure that the staff person will have student interaction to remediate identified academic deficiencies. The position will not have promotion potential into a tenure track position. The staff person will also work with our Supplemental Bar Review program.

We are seeking an increase of salary, in the amount of \$10,000.00, to cover the additional duties. This will bring the occupant of the position, Courtney Richardson, to a salary of \$64,800.00. The effective date of the aforementioned appointment would be August 1, 2018. We request your approval of our request to waive the announcement of this position vacancy. I would appreciate if you would place this item on the Board of Supervisors' agenda for consideration.

Sincerely,

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

APPROVED: _____

Dr. Ray L. Belton, President/Chancellor

"Producing Lawyer-Leaders Around the Globe"

JOB CLASS 3	2	5	0	0
JOB CODE	M			
CAL ID	U			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	M	9	9	6	9
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CAMPUS: SUS _____ SUBR _____ SULAC X SUAREC _____ SUNO _____ SUSLA _____

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

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Academic | <input checked="" type="checkbox"/> 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 | <input checked="" type="checkbox"/> 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 08/01/2018 To 09/30/2018
 Effective Date 08/01/2018

Name Courtney Richardson SS# [REDACTED] Sex F Race* B
 (Last 4 digits only)

Position Title: Academic Support Coordinator and Instructor Department: Southern University Law Center

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

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

Years Experience 5 Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): BA- English Institution/Location (SU-Baton Rouge): Louisiana State University Year: 2009
JD Southern University Law School 2013

Current Employer Southern University Law Center

Personnel Action

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

Recommended Salary \$64,800.00 Salary Budgeted \$64,800.00

Source of Funds Title III 320141(84.6%), and Student Success 392007(15.4%) 32030-61002-34100

Identify Budget: Grant Location _____
 Form Code: BOR10 Page _____ Item # _____

Change of:

Position Academic Coordinator From Academic Support Coordinator/Instructor To
 Status _____
 Salary Adjustment \$54,800.00 \$64,800.00

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
320141-32030-61002-34100	\$54,800.00

*See Reverse Side

Graduate School signature (if, applicable):

<u>[Signature]</u> 4/17/18 Supervisor Date	<u>[Signature]</u> 4-17-18 Vice Chancellor of Finance Date
<u>[Signature]</u> 4/17/18 Vice Chancellor Date	<u>[Signature]</u> 4-17-18 Chancellor Date
<u>[Signature]</u> 4-17-18 Director/Personnel Date	<u>[Signature]</u> 4-17-18 Vice President/Finance Date
<u>[Signature]</u> 4/17/18 President Date	<u>[Signature]</u> Business Affairs/Comptroller Date
	<u>[Signature]</u> 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:

New Position for Academic Support Coordinator/Instructor att the Law Center, effective date, August 01, 2018.

EMPLOYEE REGULAR WORK SCHEDULE:	<u>8:00 am – 5:00 pm Monday thru Friday</u>
EMPLOYEE DIRECT SUPERVISOR:	<u>Associate Vice Chancellor, Shawn Vance</u>
SUPERVISOR/DEPARTMENT CONTACT NUMBER	<u>225-771-4900</u>
NUMBER OF EMPLOYEES SUPERVISED, (if any)	<u>0</u>

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

SOUTHERN UNIVERSITY LAW CENTER
 CODE ENCLUMBERED / FUNDS AVAILABLE
 DOG ID # US
 DATE 4/17/18
 BY JL
 F1
 F0

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

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

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

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Academic Support Coordinator and Instructor AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Southern University Law Center
 (Department or Unit)

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> Replacement | <input checked="" type="checkbox"/> New Position | <input checked="" type="checkbox"/> Unclassified | Source of Funds |
| <input type="checkbox"/> Civil Service | <input type="checkbox"/> Temporary | <input type="checkbox"/> Faculty | <input type="checkbox"/> State |
| <input type="checkbox"/> Tenured | <input type="checkbox"/> Probationary (For Faculty this is same as tenure track) | | <input checked="" type="checkbox"/> Grant -in-Aid |
| | | | <input type="checkbox"/> System Revenue |
| | | | <input type="checkbox"/> Agency Fund State |

VACANCY DESCRIPTION AND JUSTIFICATION

(Include rank (for faculty) and approximate salary; initiator of form must have prior approval of salary/salary range with the appropriate Vice-Chancellor, Chancellor and/or President. Salaries for classified positions must be approved through Human Resources).

The Academic Support Coordinator is a full-time, 12-month, non-faculty position. The Academic Support Coordinator will report directly to the SULC Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparation. The Academic Support Coordinator will collect and process data regarding academic assistance and bar preparation services for assessment, accreditation, and other academic purposes. The Academic Support Coordinator will also work with students to enhance analytical, exam writing, and other academic skills. The Coordinator will work in the Supplemental Bar Review program and also teach Lawyering Process I and II as an Instructor without promotion potential. (A more detailed job description is attached.)

Salary/Range: \$63,000.00 - \$83,000.00 Previous Incumbent (if replacement): n/a

X Approved _____ Disapproved _____ [Signature] Department Head 4-13-18 Date
X Approved _____ Disapproved _____ [Signature] Dean/Director/Supervisor of Budget Unit 4-16-18 Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
_____ Yes	_____ No
Signature	Date
Budget Number	<u>* See below</u>

HUMAN RESOURCES OFFICE ONLY			
Existing/Approved Position			
_____ <input checked="" type="checkbox"/> Yes		_____ No	
Employee Class:	<u>MU</u>	Job Class:	<u>31006</u>
<u>[Signature]</u>		<u>4/17/18</u>	
Verified By:		Date:	

X Approved _____ Disapproved _____ [Signature] Vice Chancellor 4/16/18 Date
X Approved _____ Disapproved _____ [Signature] Chancellor/Vice President 4/16/18 Date
[Signature] Approved _____ Disapproved _____ [Signature] President _____ Date

An Equal Opportunity Employer

* 320141- 32030-61002-34100 84.6
392007- 32030- 61002- 34100 15.4



SOUTHERN UNIVERSITY
LAW CENTER
LOUISIANA

JOHN K. PIERRE
CHANCELLOR

April 16, 2018

VIA HAND DELIVERY

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

Re: Position Vacancy Announcement Waiver Request

Dear Dr. Belton:

The Law Center is mandated by its accrediting agencies, the American Bar Association (ABA), the American Association of Law Schools (AALS), and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), to provide adequate academic support to students within its program of legal education. The Law Center's Office of Academic Support provides various forms of academic assistance and counseling to students as they pursue their degree.

The Law Center previously sought and obtained Board approval for the appointment of an Academic Counselors in the Office of Academic Support. We are now seeking to have the title of Instructor added to that position. By so doing, we can ensure that the staff person will have student interaction to remediate identified academic deficiencies. The position will not have promotion potential into a tenure track position. The staff person will also work with our Supplemental Bar Review program.

We are seeking an increase of salary, in the amount of \$10,000.00, to cover the additional duties. This will bring the occupant of the position, Rahim Smith, to a salary of \$77,600.00. The effective date of the aforementioned appointment would be August 1, 2018. We request your approval of our request to waive the announcement of this position vacancy. I would appreciate if you would place this item on the Board of Supervisors' agenda for consideration.

Sincerely,

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

APPROVED: _____

Dr. Ray L. Belton, President/Chancellor

"Producing Lawyer-Leaders Around the Globe"



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

April 26, 2018

Ann A. Smith
Chairlady
Southern University System Board of Supervisors
J. S. Clark Administration Building, 4th Floor
Baton Rouge, Louisiana 70813

RE: Position Vacancy Authorization and Announcement Waiver Request

Dear Chairlady Smith:

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

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

I am available to clarify any inquiries you may have.

Sincerely,

A handwritten signature in cursive script that reads 'Ray L. Belton'.

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

Approved: _____

Ann A. Smith
Chairlady
SUS Board of Supervisors

Five Campuses, One Vision... Global Excellence

WWW.SUS.EDU

DEIDRE DECULUS ROBERT, ESQ.

EXECUTIVE LEADERSHIP QUALIFICATIONS

Litigation Management	CLE Planning & Presentation	Strategic Planning
Experienced Litigator	Change Management	External Management
Office Management	Professional Integrity	Positive Focus
Talent Management	Visionary Leadership	Diversity & Inclusion
Financial Management	Public Speaking	Wellness & Safety
Public-Private Partnerships	Employee Engagement	Community Involvement

EXECUTIVE EXPERIENCE

DEPUTY DIRECTOR OF THE LITIGATION DIVISION, ASSISTANT ATTORNEY GENERAL

Louisiana Department of Justice, Litigation Division

June 2016 to present

Manage multiple regional offices and sections representing lines of defense coverage and representation on behalf of state agencies and employees. Direct approximately 172 internal employees including attorneys, paralegals, legal secretaries, student workers, law clerks, legal interns, and administrative support staff in the daily operations of the litigation division.

Supervise and manage regional offices in the Lafayette, Alexandria and Shreveport areas. Supervise the statewide defense line of coverage for all general liability claims and medical malpractice claims filed against the state and its actors. Supervise the case administration section, which conducts the intake process of all suits filed against the state for coverage determination, allocation to the appropriate section, office or contract counsel, and facilitation of the case closure process upon completion of litigation. Supervise contract counsel assigned to represent the state. Analyze and present legislation affecting the litigation division. Develop and present staff training and continuing legal education seminars for the entire staff including the annual Continuing Legal Education Seminar for the agency and manager meetings for the division that support professional development. Review and provide recommendations for pro bono opportunities for staff. Review and manage multiple state contracts. Handle special projects at the direction of the litigation director, chief deputy attorney general, and the attorney general.

SPECIAL LITIGATION COUNSEL, ASSISTANT ATTORNEY GENERAL

Louisiana Department of Justice, Litigation Division

February 2016 to June 2016

Served as legal counsel to the judiciary and other special clients. Advised the section chiefs, directors, chief deputy attorney general, and attorney general on human resource matters and sensitive issues. Advised the human resource manager on legal issues. Handled special projects at the direction of the litigation director, chief deputy attorney general, and the attorney general.

**DEPUTY DIRECTOR OF THE PUBLIC PROTECTION DIVISION,
ASSISTANT ATTORNEY GENERAL**

Louisiana Department of Justice, Public Protection Division November 2011 to January 2016

Directed division comprised of various sections that enforce the Louisiana Unfair Trade Practice Act including Consumer Fraud, Elder Fraud, Anti-trust, Tobacco Master Settlement Enforcement, Civil Insurance Fraud, Pharmaceutical, Charity and Business Registration, Consumer Outreach, Civil Insurance Fraud and Insurance Receivership matters. Supervised approximately 40 employees including attorneys, paralegals, mediators, investigators, student workers, law clerks, legal interns and administrative support staff in the daily operations of the division. Served as a member of the legislative liaison and developed outreach programs and publications focused on consumer related issues and education.

Selected Accomplishments:

- Established, created and published the guide for veterans and active servicemembers on behalf of the agency.
- Developed and monitored the agency's public-private partnership with the Louisiana Bar Foundation to administer \$4.5M in grant funds to legal services providers throughout the state with funds received from the National Mortgage Settlement.
- Established, created and published a guide for homeowners regarding mortgage, foreclosure, and general financial matters.
- Presented continuing legal education seminars on behalf of the agency.
- Directly supervised, developed, and expanded statewide outreach initiatives and the mediation partnership with the Southern University Law Center.

**PERSONNEL SECTION CHIEF,
SENIOR ASSISTANT PARISH ATTORNEY**

Office of the Parish Attorney for the City of Baton Rouge,
Parish of East Baton Rouge

January 2003 to November 2011

Held the positions of assistant parish attorney and special assistant parish attorney in the personnel section before being promoted to section chief. Served as defense counsel in the areas of Labor and Employment Litigation. Advised and represented all City-Parish departments and agencies on personnel matters. Drafted, reviewed, and trained personnel on various Human Resources topics, disciplinary matters, and rules and policies for City-Parish departments and agencies. Advised and represented the City-Parish in all employee discipline matters and appeals from issuance through the administrative appeal process, unemployment appeals during the administrative appeal process, and specializing in employment litigation in state and federal court. Served as counsel to the Department of Human Resources, Emergency Medical Services, Constable's Office, Baton Rouge City Court, and Department of Human Development and Services.

Specific Policy Creation and Training Areas:

- City-Parish Progressive Discipline Policy
- City-Parish Performance Management Appraisal System

- City-Parish Workplace Violence Policy
- City-Parish Interviewing Skills and Reference Check
- City-Parish Drug Free Workforce Ordinance
- Ordinances involving personnel matters

DEIDRE D. ROBERT & ASSOCIATES, LLC, OWNER

April 2001 to March 2016

Owned and operated a part-time private law practice specializing in the areas of Labor and Employment, Personal Injury, Construction and Maritime Law.

PROFESSIONAL AFFILIATIONS & SERVICE ACTIVITIES

Admitted to practice:

- State of Louisiana
- United States District Court for the Eastern, Middle and Western Districts of Louisiana
- U.S. Fifth Circuit Court of Appeal

Commissions:

- Notary Public, State of Louisiana

Member:

- Louisiana Bar Foundation – Board Member Current
- Access to Justice Commission – Board Member Current
- Louisiana State Law Institute – Council Member 2015 to 2017
- Louisiana State Bar Association
 - House of Delegates, 18th Judicial District Delegate Current
 - Diversity Committee Co-Chair (2017-2018) Current
 - Unauthorized Practice of Law Committee 2011 to 2016
 - Corporate Counsel and Government Lawyers Task Force Co-Chair 2015
- Baton Rouge Bar Association – Membership Committee Current
- American Bar Association Current
- National Bar Association Current
- Louis A. Martinet Legal Society –
Past Vice President, Past Chairman of Education Committee Current
- Baton Rouge Association of Women Attorney’s – Past Vice President Current
- American Inns of Court, Southern Inn Current
- Alpha Kappa Alpha Sorority, Incorporated Current
- Junior League of Baton Rouge Current
- The Diocese of Baton Rouge School – Board Member
Collaborative Marketing Chair Current

Volunteer:

- Founder of the Louis A. Martinet Legal Society's "Reading From the Start" program, a reading program that places lawyers and law students in classrooms on a monthly basis to read to East Baton Rouge Parish Head Start students.
- Baton Rouge Bar Association Pro Bono Project
- Baton Rouge Bar Association Law Day Program
- Louisiana State Bar Association Professionalism Seminar
- Judge for Moot Court Competition and Mock Trial Competition at Southern University Law Center
- Volunteers of America, Greater Baton Rouge

PREVIOUS PROFESSIONAL EXPERIENCE

ASSISTANT CITY PROSECUTOR – The Baton Rouge City Prosecutor's Office
Baton Rouge, LA (2000 to 2003)

LAW CLERK - Office of the Governor of Louisiana, Executive Counsel's Office
Baton Rouge, LA (1999 to 2000)

LAW CLERK - Louisiana Workers' Compensation Corporation, Legal Division,
Baton Rouge, LA (1998 to 1999)

HUMAN RESOURCES ASSISTANT - Louisiana Workers' Compensation Corporation
Baton Rouge, LA (1996 to 1997)

EDUCATION

JURIS DOCTOR - Southern University Law Center, May 2000

- Moot Court Board
- Student Bar Association, Parliamentarian
- Inns of Court
- Phi Alpha Delta

BACHELOR OF ARTS, HISTORY- Louisiana State University, August 1996

JOB CLASS 3	2	5	0	0
JOB CODE	M			
CAL ID	U			

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

POSITION NUMBER	3	M	9	9	5	9
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CAMPUS: SUS _____ SUBR _____ SULAC X SUAREC _____ SUNO _____ SUSLA _____

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

- | | | |
|--|--|------------------------|
| <input checked="" type="checkbox"/> Academic | <input checked="" type="checkbox"/> 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 08/01/2018 To 09/30/2018
 Effective Date 08/01/2018

Name Rahim A. Smith [REDACTED] Sex M Race* B
 (Last 4 digits only)

Position Title: Academic Support Counselor and Instructor Department: Law Center - Instruction

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

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

Years Experience 17 Southern University Experience 3

Degree(s): Type/Discipline (BA-Education): J.D. Institution/Location (SU-Baton Rouge): Southern University Law Center Year: 2010

Current Employer Southern University Law Center

Personnel Action

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

Recommended Salary \$77,600.00 Salary Budgeted \$77,600.00

Source of Funds Title III 320141 (83.8%), GF 311001(3.3%) and Student Success(392007(12.9%)32030-61002-34100

Identify Budget: Grant Location _____
 Form Code: BOR10 Page 1 Item # 1

Change of:

Position	<u>Academic Counselor</u>	From	<u>Academic Support Counselor and Instructor</u>	To
Status	_____		_____	
Salary Adjustment	<u>67,600.00</u>		<u>\$77,600.00</u>	

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
320141-32030-61002-34100	\$67,600.00

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor [Signature] Date 4/17/18
 Vice Chancellor [Signature] Date 4/17/18
 Director/Personnel [Signature] Date 4-17-18
 President [Signature] Date 4/17/18

Dean/Unit Head [Signature] Date 4-17-18
 Assoc. V/C for Fin. Affairs [Signature] Date 4-17-18
 Chancellor [Signature] Date 4-17-18
 Vice President/Finance [Signature] Date 4-17-18
 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:

New Position for Academic Support Counselor and Instructor at the Law Center, effective date, August 01, 2018.

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

EMPLOYEE DIRECT SUPERVISOR: Associate Vice Chancellor, Shawn Vance

NUMBER OF EMPLOYEES SUPERVISED, (if any) 4

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

SOUTHERN UNIVERSITY LAW CENTER

~~ENCUMBERED / FUNDS AVAILABLE~~

DOC. I.D. # _____

DATE 4/17/18

BY DMcGee

US

J1

F1

F0

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

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

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

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Academic Support Counselor and Instructor AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Southern University Law Center
 (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 checked="" type="checkbox"/> Grant -in-Aid |
| <input type="checkbox"/> Tenured | <input type="checkbox"/> Probationary (For Faculty this is same as tenure track) | | <input type="checkbox"/> System Revenue |
| | | | <input type="checkbox"/> Agency Fund State |

VACANCY DESCRIPTION AND JUSTIFICATION

(Include rank (for faculty) and approximate salary; initiator of form must have prior approval of salary/salary range with the appropriate Vice-Chancellor, Chancellor and/or President. Salaries for classified positions must be approved through Human Resources). *The Academic Support Counselor and Instructor, replaces The Academic Support Coordinator.*

The Academic Support Coordinator is a full-time, 12-month, non-faculty position. The Academic Support Coordinator will report directly to the SULC Associate Vice Chancellor of Academic Support, Academic Counseling, and Bar Preparation. The Academic Support Coordinator will collect and process data regarding academic assistance and bar preparation services for assessment, accreditation, and other academic purposes. The Academic Support Coordinator will also work with students to enhance analytical, exam writing, and other academic skills. The Coordinator will work in the Supplemental Bar Review program and also teach Lawyering Process I and II as an Instructor without promotion potential. (A more detailed job description is attached.)

Salary/Range: \$75,000.00 - \$95,000.00 Previous Incumbent (if replacement): n/a

Approved Disapproved *[Signature]* 4-13-18
 Department Head Date

Approved Disapproved *Gerry R. Hall* 4-16-18
 Dean/Director/Supervisor of Budget Unit Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u><i>D. M. [Signature]</i></u>	<u>4/16/18</u>
Signature	Date
Budget Number	<u>* See below</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>31007</u>
<u><i>Nichole Williams</i></u>	<u>4/17/18</u>
Verified By:	Date:

Approved Disapproved *[Signature]* 4/16/18
 Vice Chancellor Date

Approved Disapproved *[Signature]* 4/16/18
 Chancellor/Vice President Date

Approved Disapproved *[Signature]*
 President Date

An Equal Opportunity Employer

* 320141-32030-61002-34100 83.9%
 311001-32030-61002-34100 3.3%
 392007-32030-61002-34100 12.9%

POS CLASS	2	3	9	1	0
EMP CLASS	mu				
HI		RT		LV	

SOUTHERN UNIVERSITY SYSTEM

Personnel Action Form

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

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

EMPLOYMENT CATEGORY: 9-MONTH _____ 12-MONTH X 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	Part-time (<u>100</u> % of Full Time)	<input type="checkbox"/> Restricted
<input type="checkbox"/> Tenured	(must be indicated if less than 100%)	<input type="checkbox"/> Detail #of mos _____
<input type="checkbox"/> Tenured Track	Undergraduate Student	<input type="checkbox"/> Job Appointment
<input type="checkbox"/> Other (Specify) _____	Graduate Assistant	<input type="checkbox"/> Probationary
	Retiree Return To Work	<input type="checkbox"/> Permanent Status

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

Profile of Person Recommended

Length of Employment May 1, 2018 To June 30, 2018
Effective Date of Employment May 1, 2018

Name Sean Woods SS# [REDACTED] Sex M Race* B
(Last 4 digits only)

Position Title: Head Men Basketball 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 20+ years Southern University Experience 0 years

Degree(s):	Type/Discipline (BA-Education):	Institution/Location (SU-Baton Rouge):	Year:
	<u>B.S.</u>	<u>Kentucky State University</u>	<u>1992</u>

Current Employer Stetson University

Personnel Action

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

Annual Salary \$125,000.00 Salary Budgeted \$125,000.00 Hourly Rate, if applicable: _____

Pay Cycle: Biweekly Monthly Faculty

Source of Funds: _____ Identify Budget: Athletics Location: Men Basketball

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 (Current)	Amount
218900-21808-61002-29000	\$125,000.00

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

Supervisor Roman P. Barks Date _____

Vice Chancellor _____ Date _____

Director/Personnel _____ Date _____

President _____ Date _____

Dean/Unit Head _____ Date _____

Chancellor _____ Date _____

Vice President/Finance _____ Date _____

Business Affairs/Comptroller _____

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

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

ETHNIC ORIGIN (Please check one):

Hispanic or Latino 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:

Sean Woods serve as the new Head Men Basketball Coach for Athletics; effective May 1, 2018.

Must be completed by hiring supervisor:

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

EMPLOYEE DIRECT SUPERVISOR: Roman Banks

SUPERVISOR/DEPARTMENT CONTACT NUMBER 771-2435

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 ^{RECEIVED} ~~SULAC~~ SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Head Men's Basketball Coach AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Athletics

(Department or Unit)

- | | | | |
|--|--|---------------------------------------|--|
| <input type="checkbox"/> Replacement | <input type="checkbox"/> New Position | <input type="checkbox"/> Unclassified | Source of Funds |
| <input type="checkbox"/> Civil Service | <input type="checkbox"/> Temporary | <input type="checkbox"/> Faculty | <input type="checkbox"/> State |
| <input type="checkbox"/> Tenured | <input type="checkbox"/> Probationary (For Faculty this is same as tenure track) | | <input type="checkbox"/> Grant -in-Aid |
| | | | <input type="checkbox"/> System Revenue |
| | | | <input type="checkbox"/> Agency Fund State |

VACANCY DESCRIPTION AND JUSTIFICATION

(Include rank (for faculty) and approximate salary; initiator of form must have prior approval of salary/salary range with the appropriate Vice-Chancellor, Chancellor and/or President. Salaries for classified positions must be approved through Human Resources).

Head Men's Basketball Coach, Budget #218900-21808-61002-29000

Salary/Range: \$115,000-\$145,000 Previous Incumbent (if replacement):

Approved Disapproved Roman P Banks (TS) 4.5.2018
 Department Head Date

Approved Disapproved Lashonda Estigues (TS) 4/9/2018
 Dean/Director/Supervisor of Budget Unit Date

2M9686

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u>James Johnson</u>	<u>4/11/18</u>
Signature	Date
Budget Number	<u>218900-21808-29000</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>23910</u>
<u>Michelle Williams</u>	<u>4/6/17</u>
Verified By:	Date:

Approved Disapproved B. Pugh 4/16/18
 Vice Chancellor Date

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

Approved Disapproved [Signature] 4/17/18
 President Date

An Equal Opportunity Employer

Aux

Vacancy Announcement System (VAS)

Position Vacancy Announcement Request

Date: April 5, 2018 Department: Athletics

SUS SUBR SULC SUAREC SUNO SUSLA

Application Deadline: April 23, 2018 Date position to be filled: May 1, 2018

Position Title: Head Men's Basketball Coach Civil Service Pay Level: _____

Salary (annual): \$ _____ or Salary Range: \$115,000.00 to \$145,000.00

Please check all categories that apply to this position:

Status:	Faculty Position	Unclassified Position	Classified Position
<input type="checkbox"/> Part-time % of time	<input type="checkbox"/> Temporary	<input type="checkbox"/> Administrative	<input type="checkbox"/> Probationary
<input type="checkbox"/> Full-Time	<input type="checkbox"/> Tenure	<input type="checkbox"/> Temporary	<input type="checkbox"/> Job Appointment
	<input type="checkbox"/> Tenure Track (Probationary)	<input type="checkbox"/> Permanent	<input type="checkbox"/> Provisional Appointment
	<input type="checkbox"/> Grant	<input type="checkbox"/> Grant	FOR HR USE ONLY: CS Job Code:
	<input type="checkbox"/> Contract	<input type="checkbox"/> Contract	

Contact Person: Roman Banks Telephone No: 225.771.5930

Contact Email Address: roman_banks@subr.edu

Contact e-mail address is for:

Human Resources utilization only posting to VAS website

Brief job description [Maximum 12 lines @ 250 characters (including spaces) per line]:

The Head Men's Basketball Coach will efficiently and effectively manage and oversee the day-to-day operations of the basketball program; attend daily staff meetings; coach student-athletes in practice sessions and game day prep; maintain ethical relations with all student-athletes; coordinate and assist with oversight of team managers; adherence to laws, bylaws, rules, regulations and constitutional provisions of the federal government, state of Louisiana, NCAA, SWAC, WBCA, Southern University and/or any other governing authority.

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

Bachelor's degree from a 4 year university
 Possess strong, written and oral communication skills and organizational skills
 Must be available to work and travel evenings and weekends
 Must demonstrate successful coaching and/or playing experience at the collegiate level
 Valid driver's license

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

Mail letter of application, Resume' and references to Roman Banks, Athletics Director, Southern University,
 P. O. Box 9942, Department of Athletics, Baton Rouge, LA 70813.

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



SEAN WOODS



MOREHEAD STATE

- Two 20-win seasons – two of only seven in school history
- Most wins by a MSU head coach in first four seasons at the helm
- Post-season berths in 2013-14 & 2015-16
- Team GPA – 3.21 avg. in 2015
- No. 1-rated recruiting class in the OVC in 2013
- Led OVC in rebounding in 2013, 2014 & 2016 and in scoring margin in 2016
- Home attendance has increased 31% since taking over as head coach

“WE ARE GOING TO PLAY HARD AND GUARD YOU TOUGH ALL 94 FEET FOR THE FULL 40 MINUTES.”



MISSISSIPPI VALLEY STATE

- 2012 SWAC Champions
- 2012 NCAA Tournament Appearance
- 17-1 conference record in 2011-12
- League-best 31-7 over last two years
- No. 1 in conference home attendance at 3,940 per game (1,100 more than the second-best in the SWAC)



COACH SEAN WOODS

Personal

Family: Wife, Dashaynia; Sons, Martiese & DeSean

Education

B.S. - University of Kentucky

Coaching Career

2017 - Present	Stetson University, Assistant Coach
2012 - 2016	Morehead State University, Head Coach
2008 - 2012	Mississippi Valley State University, Head Coach
2006 - 2008	Texas Christian University, Director of Ops. / Asst. Coach
2005 - 2006	Texas A&M-Corpus Christi, Assistant Coach
2003 - 2005	High Point University, Assistant Coach

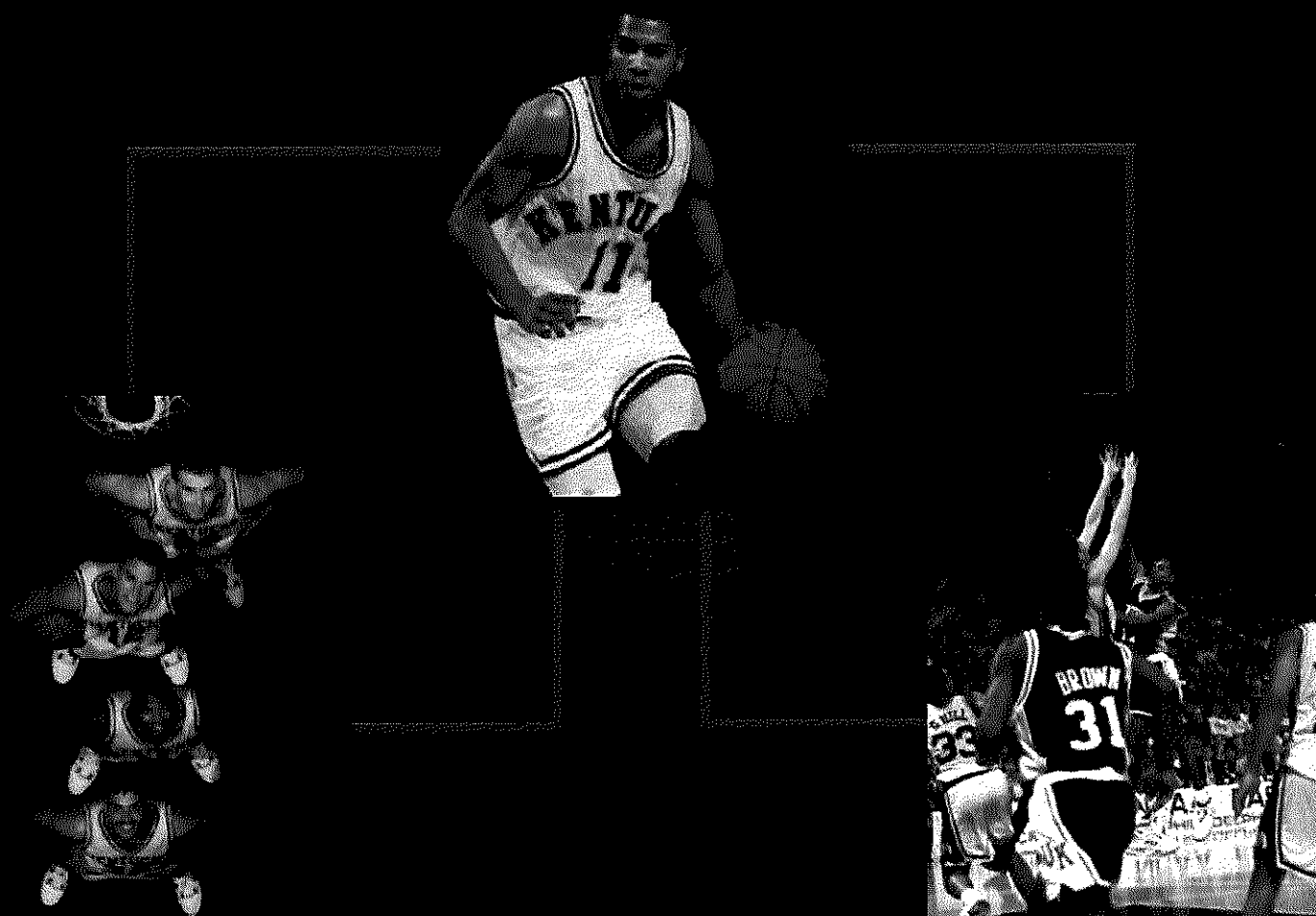
Playing Career

1992	Indiana Pacers
1988 - 1992	University of Kentucky

A LEGENDARY PLAYER ON THE COURT

In the long and storied history of Kentucky basketball, Sean Woods' name still resonates today throughout Big Blue Nation. The point guard was a member of the famed "Unforgettables," Rick Pitino's first NCAA Tournament team in Lexington that led the Wildcats back from probation in 1989 to the brink of the Final Four in the renowned 1992 East Regional final versus Duke. In that game, lauded by many as the greatest college basketball game ever played, Woods poured in 21 points including a 10-foot floater over Christian Laettner to give UK a 103-102 lead with 2.1 seconds remaining. (Laettner would trump Woods' shot, the image of which is relived every March).

During his career at Kentucky, Woods was coached by a Pitino staff that included Tubby Smith, Herb Sendek and Billy Donovan. Pitino, Smith and Donovan all have since won National Championships as head coaches. Following his time at UK, he played briefly for the Indiana Pacers and ran a popular basketball camp that produced future stars such as Derek Anderson, Tony Delk and Antoine Walker.



A RISING STAR IN THE COACHING RANKS



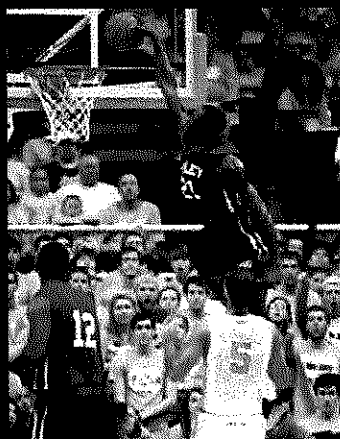
Sean Woods has nine years of experience as a head coach with successful stints at both Mississippi Valley State and Morehead State. He most recently led the Morehead State to two 20-win seasons – just the sixth and seventh 20-win campaigns in school history. MSU earned berths in the CBI in both years and advanced to the CBI championship series in 2016. Morehead finished just as strong in 2014-15 by winning 10 of its last 13 games before falling by three to nationally ranked Murray State in the OVC Tournament. Woods' 72 wins in the first four years at MSU were the most by a new head coach in school history.

He previously led Mississippi Valley State to the 2012 SWAC title and a berth in the NCAA Tournament. Over a four-year span under Woods' leadership, MVSU increased its win total in each season from seven wins in his first season (all in conference play) to a 21-13 mark in his final season despite playing a brutal non-conference schedule with true road games at Notre Dame, DePaul, North Carolina, South Carolina, Arkansas, Northwestern, Ole Miss, Florida, Iowa State and Wisconsin.



Mississippi Valley State's 17-1 record vs. SWAC foes in 2011-12 was the best conference mark in school history.

BUILDING A CHAMPION



PROGRAM FUNDRAISING

As the Head Coach at Mississippi Valley State, Woods was charged with raising a significant portion of the athletic department's \$4.2 million annual budget. In his final season in 2011-12, the Delta Devils played their first 10 games on the road at BCS programs but brought in more than \$800,000 for MVSU Athletics. Over a four-year span, Woods played more than 35 true road games at major opponents raising more than \$2.5 million for the University.

CONSTANT IMPROVEMENT

Under Woods' guidance, Mississippi Valley State improved its overall record and conference mark in each of his four years as head coach. Morehead State had similar gains in each of Woods' four full seasons. Morehead won 20+ games two times during Woods' tenure. MSU took home victories over OVC regular-season champion Belmont and league tournament champion Austin Peay en route to a second-place finish in the conference's regular-season standings and finished as runner-up in the CBI in 2015-16.

MISSISSIPPI VALLEY STATE

2008-09:	7-25 overall	7-11 SWAC
2009-10:	9-23 overall	8-10 SWAC
2010-11:	13-19 overall	12-6 SWAC
2011-12:	21-13 overall	17-1 SWAC

MOREHEAD STATE

2012-13:	15-18 overall	8-8 OVC
2013-14:	20-14 overall	10-6 OVC
2014-15:	17-17 overall	10-6 OVC
2015-16:	23-14 overall	11-5 OVC

REALIZING A DREAM

Woods' vision for Mississippi Valley State was realized in 2012 when the Delta Devils won the SWAC Tournament to earn just the school's fifth NCAA Tournament appearance.

"I think I've proven to everybody in the country that I can coach. If you can get it done here, you can get it done anywhere."



COACHING PHILOSOPHY

CONDITIONING / INDIVIDUAL IMPROVEMENT

The preseason can be defined in two phases – conditioning and individual instruction. Must implement a quality preseason conditioning program that is maintained throughout the season. The “2-hour entire team” preseason provision will be utilized in individual instruction groups of four players for 30 minutes for four days a week. Like conditioning, individual instruction must be maintained throughout the season allowing players to further develop their individual games.

Goals:

- Be the best-conditioned team in the country
- Establish discipline and hard work as the foundation of the culture within our program
- Individual player skill improvement will directly impact our success on the court as a team

OFFENSE

Up-tempo style based on NBA quick-hitting sets, ball reversal, the dribble-drive and the use of pick & roll. Imperative that the offense, which emphasizes the three-point shot, recognizes the first good shot to increase the pace of play. Must still maintain balance between inside and outside attack. We want to create easy baskets from defensive pressure. We want to give our players and our team the best chance to be successful based on what we can control on the floor so we will look to create mismatches to give our players the advantage at any given time.

Goals:

- Average 80.0+ points per game
- 2-to-1 assist-to-turnover ratio
- Shoot greater than 50% from the field and 35% from the three

DEFENSE

With the lack of shooting skills in today’s game, the ball-line defense is a perfect foundation in which to keep teams from scoring easy baskets. To force tempo, multiple full-court press options will be implemented. The result – the opponent is forced into contested or unwanted shots. We want to have five guys communicating and working in unison to take away the opponent’s strengths and wear our opponent down over the course of the game. To achieve our maximum potential on the defensive side, we must recruit talented and athletic players to match our schemes.

Goals:

- Hold opponents under 33% shooting from the field and 25% from the three
- Force 20+ turnovers per game
- Dominate on the boards and outrebound our opponent

LEADING

A TOTAL PROGRAM

ACADEMICS

The most vital aspect of the program will be to graduate players and set them on a successful life track after basketball. Our emphasis is on study hall and individual tutoring sessions throughout the year. Academic progress will be thoroughly tracked and the entire staff will be invested in our players' academic success.

Goals:

- All senior players graduate
- Top 20% APR
- Set players on a track to be successful in life after basketball

RECRUITING

We will recruit a balance of four-year contributors with 1-2 elite "program changers" each year. We must enthusiastically convince young men and their families of the special opportunity to play in our program while competing on a national level.

Goals:

- Immediately increase our talent level through recruiting
- Fully utilize all of the advantages at our disposal
- Treat every visit by a prospect as the most important visit we have ever had

PROGRAM MARKETING

Our objective is to create excitement surrounding the program. We will be tireless in promoting our brand of basketball and must enlist the support of the student body to give us a formidable home-court advantage. We will develop a season-long promotional plan each year and take our program out and into the local community and the region. Ultimately, success on the court will be the key to increasing fan support and donor support.

Goals:

- Increase home attendance
- Schedule a premier non-conference home game each season
- Expand social network presence and utilize digital media to showcase the program
- Foster relationships with current and new donors and increase financial support

PROFESSIONAL REFERENCES

BRIAN HUTCHINSON

Morehead State University Director of Athletics
606.207.5117

DONALD RAY SIMS

Former Mississippi Valley State Director of Athletics
662.379.3729

JOHN CALIPARI

University of Kentucky Head Coach
859.257.1916

TUBBY SMITH

High Point University Head Coach
901.678.2346

C.M. NEWTON

Former University of Kentucky Athletics Director
Naismith Memorial Basketball Hall of Fame member
205.936.8917

RICK PITINO

Former University of Kentucky Head Coach
Former University of Louisville Head Coach
502.852.6651

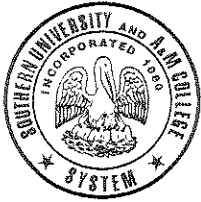
CONTACT

INFORMATION

SEAN WOODS

817.320.8019

slwoods11@hotmail.com



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

April 17, 2018

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

Re: Request to Waive Search /Position Announcement – Associate Vice President for Human Resources

Dear President-Chancellor Belton:

I am respectfully requesting authorization to waive the search for the position of Associate Vice President for Human Resources. It is imperative that this vacancy is filled urgently as it is critical to the overall operation of the University. This position is responsible for promoting, directing, implementing, and coordinating the Human Resources functions for the Southern University System. This position is also responsible for developing policies, coordinating staff diversity and Equal Opportunity programs for the Southern University System. The Associate Vice President for Human Resources advises and counsels campus senior executive administration and the Board on policy and legal requirements. This position is also responsible for representing the campuses in grievances, arbitration and employee related legal actions.

I am recommending Attorney Tracie Woods to serve in this position. Attorney Woods has a Juris Doctorate, Master of Business Administration in Finance and a Bachelor of Science in Accounting. She is also a member of the National Bar Association, Baton Rouge Bar Association, Louisiana State Bar Association and Pennsylvania Bar Association and Chief Operating Officer at several organizations. Attorney Woods has served as General Counsel / Risk Manager / Human Resource Director.

Attorney Woods credentials, experience and knowledge will greatly benefit the Southern University System Human Resources Department. Your favorable consideration of this request will be greatly appreciated.

Sincerely,

A handwritten signature in cursive script, appearing to read "Flandus McClinton, Jr.", written in black ink.

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

Attachment

Approval:

A handwritten signature in cursive script, appearing to read "Ray L. Belton, Ph.D.", written in black ink.

Ray L. 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 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 Lester Pourciau Reason Left Transfer
 Date Left March 31, 2018 Salary Paid \$120,000

Profile of Person Recommended

Length of Employment July 1, 2017 To June 30, 2018
 Effective Date May 1, 2018

Name Tracie J. Woods SS# XXX-XX-_____ Sex F Race* AA
 (Last 4 digits only)

Position Title: Associate Vice President for Human Resources Department: Office of Human Resources

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 26 Southern University Experience 10
 Degree(s): Type/Discipline (BA-Education): Institution/Location Year:
JD Indiana University 1995
MBA in Finance Atlanta University 1986
BS in Accounting Southern University and A&M College 1983

Current Employer Southern University and A&M College System

Personnel Action

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

Recommended Salary \$132,000 Salary Budgeted \$132,000

Source of Funds State General Fund

Identify Budget: 111008-11401-61002-16000 Location _____
 Form Code: _____ Page _____ Item # _____

Change of: _____
 Position _____
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable):

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

Source of Funds	Amount
<u>111008-11401-61002-16000</u>	<u>\$132,000</u>

Comments: (Use back of form)

*See Reverse Side

Graduate School signature (if, applicable):

[Signature] Supervisor Date _____
[Signature] Vice Chancellor Date _____
[Signature] Director/Personnel Date _____
[Signature] President Date 4/17/18

 Dean/Unit Head Date _____

 Chancellor Date _____
[Signature] Vice President/Finance Date _____
 Business Affairs/Comptroller

 Chairman/S.U. Board Date _____
 of Supervisors

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

ETHNIC ORIGIN (Please check one):

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

RACE (Please check all that apply):

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

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

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

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

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

COMMENTS:

EMPLOYEE REGULAR WORK SCHEDULE: 8:00 AM -5:00 PM
EMPLOYEE DIRECT SUPERVISOR: Flandus McClinton, Jr.
SUPERVISOR/DEPARTMENT CONTACT NUMBER 225.771.5550
NUMBER OF EMPLOYEES SUPERVISED, (if any) 9

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

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

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

CLASS OF EMPLOYMENT (VISA STATUS):

TYPE

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

CODE FUNDS AVAILABLE
OFFICE OF THE VICE PRESIDENT
US* FOD FINANCE & BUSINESS AFFAIRS
RA SOUTHERN UNIVERSITY SYSTEM
H1
J1 [Signature] 4/17/18
F1 SIGNED DATE
F0 111008-11401-61002-16000
\$ 132,000

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

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

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

SOUTHERN UNIVERSITY - BATON ROUGE, LA 70813

SUS SUBR SULAC SUAREC SUNO SUSLA

POSITION VACANCY AUTHORIZATION

REQUEST THAT THE POSITION TITLE Associate Vice President for Human Resources AS DESCRIBED BELOW
 BE AUTHORIZED AS A VACANCY FOR Human Resources

(Department or Unit)

Replacement
 Civil Service
 Tenured

New Position
 Temporary
 Probationary (For Faculty this is same as tenure track)

Unclassified
 Faculty

Source of Funds
 State
 Grant -in-Aid
 System Revenue
 Agency Fund State

VACANCY DESCRIPTION AND JUSTIFICATION

(Include rank (for faculty) and approximate salary; initiator of form must have prior approval of salary/salary range with the appropriate Vice-Chancellor, Chancellor and/or President. Salaries for classified positions must be approved through Human Resources).

Reporting to the Vice President for Finance and Business Affairs, directs, and actively leads the administration of Human Resources services, programs and activities for the Southern University System. Promotes, directs, implements, and coordinates staff diversity and Equal Opportunity programs for the Southern University System. Develops, assigns, supervises, and evaluates staff. Advises university senior executive administration and the Board on policy, and legal requirements. Represents the university in grievances, arbitration and employee related legal actions. Evaluates discrimination and sexual harassment complaints, and oversees department issues, such as budget, operations and procedures.

Salary/Range: \$100,000 - \$132,000

Approved Disapproved Flander McClinton 4/17/18
 Department Head Date

Approved Disapproved Flander McClinton 4/17/18
 Dean/Director/Supervisor of Budget Unit Date

FINANCE/BUDGET OFFICE ONLY	
Funds Available	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Flander McClinton</u>	<u>4/17/18</u>
Signature	Date
Budget Number	<u>111008-11401-61002-16000</u>

HUMAN RESOURCES OFFICE ONLY	
Existing/Approved Position	
<input type="checkbox"/> Yes	<input type="checkbox"/> No
Employee Class:	Job Class:
Verified By:	Date:

Approved Disapproved Flander McClinton 4/17/18
 Vice Chancellor Date

Approved Disapproved [Signature] _____
 Chancellor/Vice President Date

Approved Disapproved [Signature] _____
 President Date 4/17/18

An Equal Opportunity Employer

Position Description

OFFICE OF THE SYSTEM VICE PRESIDENT FOR FINANCE AND BUSINESS AFFAIRS

ASSOCIATE VICE PRESIDENT FOR HUMAN RESOURCES

POSITION PROFILE:

Reporting to the Vice President for Finance and Business Affairs, directs, and actively leads the administration of Human Resources services, programs and activities for the Southern University System. Promotes, directs, implements, and coordinates staff diversity and Equal Opportunity programs for the Southern University System. Develops, assigns, supervises, and evaluates staff. Advises and counsels Campus senior executive administration and the Board on policy, and legal requirements. Represents the Campus in grievances, arbitration and employee related legal actions. Evaluates discrimination and sexual harassment complaints, and oversees department issues, such as budget, operations and procedures.

DUTIES AND RESPONSIBILITIES

- Develop and implement an effective Human Resources system including policies and procedures.
- Advises the Vice President for Finance and Business Affairs on policy, legal requirements and compliance.
- Interact with and respond to other employee groups such as Classified and Unclassified to meet needs, develop programs, and respond to problems.
- Coordinate Campus, compliance with equal opportunity rules and regulations.
- Mediate and conciliate employee grievances.
- Intervene in supervisor/employee relations' problems.
- Consult and work closely with legal counsel on various issues, litigation, and compliance issues.
- Direct employment services including recruitment, selection, initial employment, and retention of staff.
- Provide training in effective employment practices.
- Integrate employment goals with diversity goals.
- Provide leadership in planning and administering employee benefits program including medical, dental, life, vision, workers' compensation, and other plans.
- Direct and supervise the activities/services of the Human Resources staff in providing services to faculty, staff, and administration for classification, training, and performance evaluations.
- Assign, evaluate, and provide development opportunities to HR staff.
- Develop and facilitate staff development, training activities, and opportunities.
- Supervises the Human Resources Managers and the Administrative Assistant for Human Resources.

EDUCATION AND WORK EXPERIENCE

1. A bachelor's degree and seven to ten year Human Resources experience or
2. A master's degree in Human Resources Management or related field and five years' experience in the HR field, or
3. Ten to twelve years' experience in the HR field, or
4. Any appropriate combination of education and experience
5. Demonstrated knowledge of federal and state laws and regulations, statutes and court decisions relating to human resources, employer-employee relations and equal employment opportunity.
6. Working knowledge of health and welfare benefits, Worker's Compensation, classification and compensation systems.
7. Senior Professional in Human Resources (SPHR) certification preferred.

COMPETENCIES:

To perform the job successfully, an individual should demonstrate the following competencies to perform the essential functions of this position.

- Analytical – the individual synthesizes complex or diverse information.
- Problem Solving – the individual identifies and resolves problems in a timely manner and gathers and analyzes information skillfully. Ability to mediate difficult issues.
- Oral Communication – the individual speaks clearly and persuasively in positive or negative situations, demonstrates group presentation skills and conducts meetings.
- Delegation – the individual delegates work assignments, gives authority to work independently, sets expectations and monitors delegated activities.
- Leadership – the individual inspires and motivates others to perform well, accepts feedback from others.
- Management Skills – the individual includes staff in planning, decision-making, facilitating and process improvement, makes self-available to staff; provides regular performance feedback; and develops subordinates' skills and encourages growth.
- Quality Management – the individual looks for ways to improve and promote quality and demonstrates accuracy and thoroughness.
- Judgement – the individual displays willingness to make decisions, exhibits sound and accurate judgement and makes timely decisions.
- Planning/ Organizing – the individual prioritizes and plans work activities, uses time efficiently and develops realistic action plans.
- Safety and Security – the individual actively promotes and personally observes safety and security procedures, and uses equipment and materials properly.

TRACIE J. WOODS, ESQ.

2946 Potomac Drive • Baton Rouge, Louisiana 70808

Office: (225)726-7009 • Home: (225) 218-1646 • twoods8888@aol.com

PROFILE

Highly skilled attorney with extensive experience in private practice, in-house counsel and higher education. J.D. /M.B.A. with prior experience in the financial industry, insurance, risk management and construction management. Recognized subject matter expert in labor and employment law. Areas of expertise include:

- Labor and employment law
- Financial and administrative management
- Litigation management
- Insurance law
- Education law
- Risk management
- Real estate acquisition and leasing
- Contract negotiation

LEGAL EXPERIENCE

Southern University and A&M College System, Baton Rouge, La. 2009-Present

General Counsel to the Board and SU System

Provide legal oversight and advice to the Southern University System. Coordinate outside counsel and litigation for all system campuses. Advise all campuses on human resources, institutional governance, audit-related issues, student-related issues, real estate, taxation and government relations. Also serve as the system risk manager for risk and insurance issues.

Southern University Law Center, Baton Rouge, La. 2008-Present

Associate Professor for Legal Writing and Analysis

Teach legal writing and analysis skills to first year students. Integrate grammar rules and oral presentation skills. Provide oversight to teaching assistant, research assistant and meet with students on regular basis. Teach Agency/Partnership, Common Law Property, Secured Devices and Statutory Analysis

360BusinessSolutions, Baton Rouge, La. 2006-2008

CEO

Served as an Executive Director for large nonprofit. Served as CFO of large non-profit and Construction Manager and CFO for large nonprofit organizations.

The City College of New York, New York, NY 2004-2006

Special Assistant for Legal Affairs

Advised the COO on security management, human resources, employee relations, information technology, facilities, and finance issues. Drafted, reviewed and negotiated all contracts for the College. Coordinated all audits and provided audit responses to all agencies. Served as Chairperson of the Security and Workplace Violence Committee which restructured a campus wide security and workplace plan. Served as Chairperson of the Board of Directors of the Auxiliary Enterprise Corporation. The Corporation oversees the cafeteria, vending machines, automatic teller machines, college bookstore, and parking lots. The Corporation oversees all commissions paid by each of these auxiliary services to the College. Served as legal counsel to the Student Services Corporation.

TRACIE J. WOODS, ESQ. PAGE 2

Tracie J. Woods, Esq., Philadelphia, PA

2003-2004

Sole Practitioner

Provided legal counsel on issues including but not limited to real estate, estate planning, corporate governance, and risk management to corporate clients. Served as in-house counsel for a ten (10) year construction project for a new facility and on all employment and labor issues for Enon Tabernacle Baptist Church.

West Insurance Group, Philadelphia, PA

2000 – 2003

Chief Operating Officer / General Counsel

Directed operations of five (5) insurance agencies with approximately thirty (30) employees grossing \$10 million dollars annually. Developed procedures for finance, accounting, information technology, and human resources departments. Conducted contract negotiations with clients, insurance companies, and subcontractors. Prepared legal documents and conducted due diligence for acquisition and sale of insurance agencies. Acted as a resource for legal questions and risk management issues for all agencies. Managed litigation activities on all lawsuits and other legal matters with outside counsel. Handled complex mergers and acquisitions of insurance agencies.

Dr. Warren E. Smith Health Centers (WES), Philadelphia, PA

1996 – 2000

General Counsel / Risk Manager / Human Resources Director

Represented WES in contract negotiations with clients and subcontractors. Represented WES at EEOC and employment hearings. Served as Corporate Secretary and Risk Manager. Managed litigation activities on all lawsuits and other legal matters. Drafted and negotiated leases and property sale agreements for leaseholds and real estate purchases.

Barnes & Thornburg, Indianapolis, IN

Summer 1994, 1995 – 1996

Business Department Associate (August 1995-August 1996)

Researched and analyzed blue sky statutes and federal securities laws for proposed mergers and acquisitions. Provided legal analysis and counsel on corporate governance, public utilities, gift and estate tax, and bankruptcy matters. Drafted legal memoranda, corporate governance documents and pleadings.

FINANCE EXPERIENCE

Dean Witter Financial Services, Chicago, IL

1987 – 1992

Senior Financial Analyst

Developed funding strategies for mortgage loan portfolios and researched and analyzed proposed derivative security purchases. Researched and prepared marketing and financial strategies for internal clients including Discover Card, Sears Payment Systems, and Dean Witter Consumer Services.

EDUCATION and PROFESSIONAL AFFILIATIONS

JD – Indiana University, Bloomington, IN, 1995

MBA in Finance – Atlanta University, Atlanta, GA, 1986

BS in Accounting – Southern University A&M College, Baton Rouge, LA, 1983

Members of National Bar Association, Baton Rouge Bar Association, Louisiana State Bar Association, Pennsylvania Bar Association and Delta Sigma Theta.

JOB CLASS			
JOB CODE			
CAL ID			

SOUTHERN UNIVERSITY SYSTEM
Personnel Action Form

MAR 19 2018

2018 APR 16 PM 3:58
 RECEIVED

CAMPUS: SUS _____ SUBR X SULAC _____ SUAREC _____ SUSLA _____
Office of the Executive Vice President for Academic Affairs and Provost

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 _____ None _____ Reason Left _____ N/A _____
 Date Left _____ N/A _____ Salary Paid _____ N/A _____

Profile of Person Recommended

Length of Employment 3/20/18 To 6/11/18
 Effective Date _____

Name Krystal Sugulleh SS# _____ Sex Female Race* Black
(Last 4 digits only)

Position Title: Outreach Coordinator Department: Computer Science

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

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

Years Experience 6 Southern University Experience _____
 Degree(s): Type/Discipline (BA-Education): _____ Institution/Location (SU-Baton Rouge): _____
 BS-Social Work _____ Southern University-SUBR _____
 MPA-Public Administration _____ Louisiana State University _____ 2011

Current Employer _____

Personnel Action

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

Recommended Salary \$40,800/twelve months Salary Budgeted \$40,800/twelve months

Source of Funds Federal Funds (Computer Science)

Identify Budget: 224359-22477-61003-24100 Location Computer Science
 Form Code: _____ Page 1 Item # 1

Change of: _____
 Position _____
 Status _____
 Salary Adjustment _____

Financial Aid signature (if, applicable): _____

List total funds currently paid this employee by Southern University:

Source of Funds	Amount

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

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

[Signature] 3/14/18
 Supervisor Date
James H. Ayms 3/19/18
 Vice Chancellor Date
[Signature] _____
 Director/Personnel Date
[Signature] 4/17/18
 President Date

[Signature] 3/19/18
 Dean/Unit Head Date
[Signature] _____
 Chancellor Date
[Signature] _____
 Vice President/Finance Date
 Business Affairs/Comptroller

 Chairman/S.U. Board Date
 of Supervisors

RECEIVED
 OFFICE OF THE
 CONTROLLER
 2018 APR 10 PM 2:10
 POLICY DEVELOPMENT AND COMPLIANCE OPERATIONS
 RECEIVED
 OFFICE OF THE
 CONTROLLER
 2018 APR 12 PM 2:18
 POLICY DEVELOPMENT AND COMPLIANCE OPERATIONS



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

April 4, 2018

Via Email and Regular Mail

William D. Aaron, Jr.
Aaron & Gianna, PLC
201 St. Charles Avenue - 38th Floor
New Orleans, LA 70170

RE: Dorothy Jackson's request to appeal her termination to SUBOS

Dear Attorney Aaron:

The Southern University Board of Supervisors will hear Dorothy Jackson's appeal of her termination from SULC. The meeting will be held on Friday, April 27, 2018 at 9:00 a.m., in Baton Rouge, LA.

Please let me know if you have any questions.

Thanks.

Sincerely,

A handwritten signature in black ink, appearing to read "Tracie J. Woods", written over a circular stamp or seal.

Tracie J. Woods
General Counsel
Southern University System

c: Chairlady Ann Smith, Southern University Board of Supervisors
Dr. Ray Belton, President-Chancellor, Southern University System
Atty. John Pierre, Chancellor, Southern University Law Center
Atty. Winston DeCuir, Jr.
File

Board of Supervisors

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following the Personnel Affairs Committee)

Friday, April 27, 2018

9:00 AM

2nd Floor J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

AGENDA

1. Call to Order
2. Roll Call
3. Adoption of the Agenda
4. Public Comments
5. Special Presentations
 - Above and Beyond Award
 - Recognition of Southern University Laboratory School Choir
6. Action Item(s)
 - A. Approval of Minutes of March 23, 2018 Regular Meeting of the SU Board of Supervisors
 - B. Approval of Committee Reports and Recommendations
 - C. Resolutions
7. Informational Item(s)
 - A. Southern University Alumni Federation Presentation
 - B. Legislative Update
 - C. SU System President's Report
 - D. Campus Reports
8. Other Business
9. Adjournment

Southern University and A&M College System
BOARD OF SUPERVISORS MEETING
2nd Floor, J.S. Clark Administration Building
Board of Supervisors Meeting Room
Baton Rouge, Louisiana
9 a.m.
Friday, March 23, 2018
Minutes

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Mrs. Ann A. Smith. The invocation was given by Reverend Dr. Bobby Showers, Pastor of the Rose Valley Baptist Church of Roseland, LA and the Zion Travelers Missionary Baptist Church of Independence, LA.

PRESENT

Mrs. Ann A. Smith, Mr. John Barthelemy, Atty. Tony Clayton, Dr. Leroy Davis, Mr. Raymond Fondel, Dr. Curman Gaines, Rev. Donald R. Henry, Mr. Richard Hilliard, Atty. Patrick Magee, Atty. Demoine Rutledge and Dr. Leon R. Tarver II

ABSENT

Mr. Armond Duncan, Rev. Joe R. Gant, Jr., Mr. Michael Small, Rev. Samuel Tolbert, and Dr. Rani Whitfield

UNIVERSITY PERSONNEL ATTENDING

System President Ray Belton, Chief of Staff Katara Williams, Executive Vice President/Executive Vice Chancellor James Ammons, Vice President for Finance and Business Affairs Flandus McClinton, Chancellors Dr. Lisa Mims Devezin (SUNO), Dr. Bobby Phills (SUAREC), Dr. Rodney Ellis (SUSLA), and Atty. John Pierre (SULC).

BOARD COUNSEL

Attys. Winston DeCuir, Jr., and Tracie Woods

Mrs. Smith introduced several guests in attendance and each were given an opportunity to greet members of the Board including Danny Edwards, Sheriff of Tangipahoa Parish and brother of Governor John Bel Edwards; Robbie Miller, President, Tangipahoa Parish and his wife Donna; Alexis Hookfin, President, SU Alumni Chapter, Tangipahoa Parish; and Rochell Bates, Principal, Kentwood High School.

ACADEMIC AFFAIRS COMMITTEE

Friday, March 23, 2018
2nd Floor, J.S. Clark Administration Building
Board of Supervisors Meeting Room
Baton Rouge, Louisiana

Minutes

Board Chair Mrs. Ann A. Smith announced the convening of the Academic Affairs Committee.

Academic Affairs Committee Chair Dr. Curman Gaines called the committee meeting to order.

Present: Dr. Curman Gaines, Dr. Leon R. Tarver II, Dr. Leroy Davis, Atty. Tony M. Clayton, Mr. Armond Duncan and Mrs. Ann A. Smith

Absent: Rev. Joe R. Gant, Jr.,

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion passed

AGENDA ITEM 4: PUBLIC COMMENTS

None

AGENDA ITEM 5: ACTION ITEMS

Upon the motion by Atty. Tony Clayton and seconded by Dr. Leon Tarver action items A, B, C, D and E were recommended for approval.

Discussion occurred on several of the action items.

A. Request Approval for Graduation Participation Policy revision (SUBR)

In response to a question from Board Member Demoine Rutledge about how the policy is different from the previous policy, Executive Vice President Ammons explained that students are permitted to participate in Fall and Spring commencement exercises if he or she has one academic discrepancy for example an internship, one academic course, creative work or a singular requirement. However, effective Spring 2019 students will no longer be allowed to participate in the Spring ceremony if the expected completion of all degree requirements occurs during the summer. Students who complete all degree requirements during the summer will be allowed to participate in the fall ceremony.

Atty. Rutledge asked that a redline version of policy changes be presented when brought to the Board for consideration.

B. Request Approval of the MOU to Establish a Pilot: Clean Water Initiative Project (SULC)

Board Member Leroy Davis asked if there were partnerships involved in the project that board members should know about. Chancellor Pierre stated that representatives of Apollo Water, LLC that includes SU Law Center alum Ernest Johnson, Mike Montgomery, Darrel Glasper, former Baton Rouge metro councilman, attended the meeting and approached the law center to establish a pilot “Clean Water Initiative Project. The project will afford law students to engage in experiential learning opportunities related to developing intellectual property protections related to emerging technologies designed to remediate hazardous waste discharges and emissions that affect the supply of clean water in the State of Louisiana and in other jurisdictions. The pilot project would also afford Law Center faculty and students an opportunity to engage in research related to environmental regulation and patent law regulations. Mr. Montgomery stated that the goal is to be better stewards of water because aquifers are being depleted. The company has committed to contributing \$100,000 per year to the SULC for 5-years. Chancellor Pierre stated that the SU Agricultural Research and Extension Center and the SUBR chemistry department will partner in the project with plans to later include the department of chemistry at SUNO and SUSLA. Laboratories at the SUAREC and the SUBR Chemistry department will be certified with DEQ for testing.

C. Request Approval to Award Juris Doctor Degree Posthumously to Marquita Christy and Lisa Carral (SULC)

Chancellor John Pierre stated that both Marquita Christy and Lisa Carral both died unexpectedly. Miss Christy was a student leader who had received accolades from the ABA for her work and Ms. Carral was an evening student who worked in IT at Blue Cross Blue Shield and passed away after a brief illness. Both were well on the way to degree completion. Students at the SU Law Center support the awarding of the degrees to both students posthumously.

D. Request Approval of the Appointment of Dr. Erma Hines as Professor Emeritus (SUBR)

E. Request Approval of Reorganizational Framework (SUBR)

Atty. Rutledge asked for clarification about the University’s retention efforts and about the department of enrollment management and its placement in the University’s organizational structure. Dr. Belton stated that as it relates to retention, the Division of Academic Affairs will have formal responsibility and as part of the process, advisement through the Freshman Academy is designed to assist in meeting retention goals. He further explained that the larger aim of retention would be facilitated through the Freshman Academy and that student support centers would be placed in each College to allow faculty in the respective colleges to be assigned to students for advisement. Dr. Belton stated that retention is a broad effort and the Office of Academic Affairs has the ultimate responsibility. The recruitment, admissions, and Financial Aid offices will be managed by the Division of Enrollment Management with supervision and direction from the Vice Chancellor for Student Affairs. Previous organizational charts approved by the Board provided for a Vice Chancellor for Enrollment Management and an Associate Vice Chancellor for Enrollment Management. Atty. Rutledge also questioned the placement of the Band in the University organizational structure because it appears that the Band is being regarded as an academic unit of the Department of Music and Fine Arts. He said that he understands that the change was a recommendation from the accreditation reaffirmation site visit report. Atty. Rutledge stated that the Band has a larger footprint and previously reported to the VC of Student Affairs. Rutledge also asked about the responsibilities of the Center for Student Success other than dual enrollment and TRIO

programs. Dr. Ammons stated that the unit also manages the SUSLA connect program, the Freshman Academy, and has responsibility for several accreditation initiatives. The office has a responsibility for coordinating retention efforts with the colleges and schools. Retention will be an integral part of the overall evaluation and assessment of academic units

In response to a question about the individual that should be contacted if there are questions about retention at the University. Dr. Ammons stated that the Associate Vice Chancellor for Student Success would be the campus representative that will answer retention questions. Dr. Ammons stated that retention issues can stem from matters that are outside of academics for example personal issues, financial issues, etc. Board Member Rutledge applauded the direction that the University is moving as it relates to retention.

Board Member Leon Tarver stated that he appreciates the consideration that is being given to retention efforts and applauded the wisdom and leadership of Dr. Belton in selecting individuals who have experience and knowledge about retention

Dr. Davis asked Dr. Belton to expound upon the statement about a paradigm shift that the administration is taking to attract and increase the academic talent pool. Dr. Belton stated that efforts are being made to engage with students while they are in high school and Dr. Davis stated that efforts should be made to interact with middle schools also.

AGENDA ITEM 6: INFORMATIONAL ITEMS

A. Freshman Academy

Executive Vice President/Executive Vice Chancellor James Ammons made a presentation on the Freshman Academy which is a program designed to provide opportunities for academic success to students who meet the conditional admission requirements. Students participating in the academy have remediation needs. The program ultimately is designed to increase student enrollment, retention, and successful progression towards degree completion.

Dr. Ammons outlined the application process, admission requirements and explained the freshman academy contract. He also discussed strategies that will be used to implement The Academy. A copy of the presentation was distributed to members of the Board.

Dr. Ammons also introduced Mr. Zacheus Johnson who is the newly appointed director of the Freshman Academy. Mr. Johnson stated that he is eager to work with the Freshman Academy initiative and announced that the Freshman Academy website was launched allowing students to apply online.

Board Member Clayton asked whether there would be a stigma associated with the students that will matriculate through the Academy.

Dr. Ammons said students understand that they have issues and through this program the institution will assist the students by providing support services to help them to be successful.

Mr. Johnson stated that the Academy students will have orientation activities along with all other incoming freshmen students through the Jaguar 365 program during the summer months so there would be no distinction in welcoming the students to the campus.

Board member Clayton asked Dr. Belton and Dr. Ammons to track the freshman students to determine how many students enter the program and also the number of freshmen students who fail each semester. He said faculty should be held accountable for delivering the content to the students and if most of the class has failed, then re-teaching should occur.

Dr. Ammons stated that faculty will be hand-picked to teach academy students and professional development opportunities will be provided to faculty members to make sure that best practices are being used to teach The Academy students.

Mrs. Smith thanked Dr. Belton, Dr. Ammons and Mr. Zacheus Johnson for implementing the Academy program for students.

Board Member Raymond Fondel also stated that the information should be shared broadly with prospective students. He also announced National Signing Day that will be held in April.

AGENDA ITEM 7: OTHER BUSINESS

NONE

AGENDA ITEM 8: ADJOURNMENT

Upon the motion by Mr. Barthelemy and seconded by Dr. Davis the Academic Affairs Committee adjourned

Motion passed.

FACILITIES AND PROPERTY COMMITTEE

(Following the Academic Affairs Committee)

Friday, March 23, 2018
2nd Floor, J.S. Clark Administration Building
Board of Supervisors Meeting Room
Baton Rouge, Louisiana

Minutes

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

Present: Rev. Donald Henry, Dr. Leroy Davis, Armond Duncan, Mr. Raymond Fondel, Jr., Mr. Richard Hilliard, Dr. Leon R. Tarver II, and Mrs. Ann A. Smith

Absent: Dr. Rani Whitfield

AGENDA ITEM 3: ADOPTION OF THE AGENDA

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

Motion passed.

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: INFORMATIONAL ITEM

A. Priority Projects by Campus, SUS

Vice Chair, Donald Henry asked for an update on the bridge project at SUBR.

Mr. Guillory, System Director of Facilities stated that the area is safe now. The bridge has been elevated above the campus' flood elevation. The University is working closely with the Department of Transportation and Development (DOTD) and bidding should be complete by April.

Mr. Eli Guillory, stated that several projects are in process. A copy of the projects and status was included in the meeting packet. He said that the goal is to spend all capital outlay dollars by June 30, 2018. He is working closely with each Chancellor and the staff to initiate projects.

AGENDA ITEM 6: OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

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

Motion passed.

FINANCE COMMITTEE
(Following the Facilities Committee)
Friday, March 23, 2018
2nd Floor, J.S. Clark Administration Building
Board of Supervisors Meeting Room
Baton Rouge, Louisiana

Minutes

The Finance Committee was called to order by Committee Vice Chair Richard Hilliard

Present: Atty. Demoine Rutledge, Mr. Richard Hilliard, Atty. Tony Clayton, Rev. Donald R. Henry, Dr. Leon Tarver and Mrs. Ann Smith

Absent: Rev. Joe Gant, Jr.

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Atty. Demoine Rutledge and seconded by Mrs. Smith the agenda was recommended for adoption.

Motion passed

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: INFORMATIONAL ITEMS

A. Interim Financial Report as of January 2018 (SUS)

System Vice President for Finance Mr. Flandus McClinton stated the interim financial report was included in the meeting packet. Report was discussed with each Chief Financial Officer. Revenue for most campuses is in line with what was projected in the respective budgets except for the Shreveport campus. The SUSLA campus has a revenue shortfall of 8.31% which equates to about \$1,268,000.00. The shortfall has been reduced by eliminating vacant positions and related benefits, reduced operational costs and other funds other than general funds that will offset the shortfall. Will end the year with a balanced budget.

AGENDA ITEM 6: OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Dr. Tarver and seconded by Mr. Hilliard the Finance Committee adjourned.

Motion Passed

GOVERNANCE COMMITTEE

(Following the Finance Committee)

Friday, March 23, 2018
2nd Floor, J.S. Clark Administration Building
Board of Supervisors Meeting Room
Baton Rouge, Louisiana

Minutes

The Governance Committee was called to order by Committee Chair Dr. Leroy Davis

Present: Mr. John L. Barthelemy, Dr. Leroy Davis, and Mrs. Ann Smith

Absent: Mr. Armond Duncan, Rev. Joe R. Gant, Jr., Mr. Mike Small, Samuel C. Tolbert, Jr.

Upon the motion by Mrs. Smith and seconded Mr. John Barthelemy the agenda was recommended for adoption.

Motion passed

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: ACTION ITEMS

A. Approval of Board Self-Evaluation Policy (per SACS)

Dr. Leroy Davis stated the Dr. Vladimir Appeaning, Vice President of Policy, Planning, and Institutional Effectiveness would make the presentation. Dr. Appeaning gave an overview of Section 4 of the SACS policy regarding expectations of governing boards.

Atty. Magee asked if the Board conflicts with the SACS definition of management boards. Dr. Appeaning stated that the Board is a management board with policy-making responsibilities. Dr. Belton stated that in keeping membership with SACS-COC the Board agrees to conform to the principles of accreditation. Dr. Appeaning presented the board self-evaluation policy and asked Board members to review and give feedback. Mrs. Smith also asked Board members to review the policy before the Board acts. Atty. Rutledge asked that the item be placed on the agenda at the Board's April or May meeting. Dr. Tarver asked that the document be emailed to each Board member with a cover letter from the Chair that outlines the policy changes

Upon the motion by Mrs. Ann Smith and seconded by Mr. Barthelemy action on the item was recommended to be tabled until the April 2018 meeting, but not later than the May 2018 meeting.

Atty. Rutledge stated that the changes in the by-laws was his recommendation and he has met with Atty. Woods and Atty. Decuir regarding the changes. Atty. Rutledge explained that the reason for the proposed changes is to make clear that nonacademic staff are at-will employees and to remove procedurally the ability for the nonacademic employees to appeal job actions to the Board. He stated that the chief academic officer should have the authority to take whatever personnel actions that are deemed appropriate. Atty. Rutledge also said that he feels that every employment decision should not be appealed to the Board. The rationale for making the changes to the by-laws is to make sure that the Provisions in section 2-10 do not conflict with what is in section 2-4.

B. Board Bylaw Amendment

- i. Regulation Section 2-4**
- ii. Regulation Section 2-10**

C. Board Policy Approval

- i. PAF (Revision)**
- ii. Board Policy and Procedure for Tenure Revocation Appeal**

As it relates to the tenure and revocation appeal Dr. Tarver stated that a policy is already in place and included in the faculty handbook. In response, Atty. Rutledge stated that there is no procedure that governs how the hearing is held. The new faculty handbook approved by the Board outlines the faculty member's right to appeal. The policy presented is a procedure for how the Board handles the appeal when the appeal reaches the Board.

Atty. Clayton stated that it would be an abdication of Board members responsibility to approve the policy because it gives too much authority to the chief academic officer with no recourse for the faculty member.

Upon the motion by Atty. Rutledge and seconded by Mrs. Smith the policies were recommended to be tabled until the next Board meeting, but not later than the May 2018 meeting.

Motion Passed

AGENDA ITEM 6: OTHER BUSINESS

Chancellor John Pierre congratulated Atty. Patrick Magee on his new appointment as Director of the Criminal Division at the Office of the Attorney General for the state of Louisiana. Atty. Magee made remarks about his new appointment stating that he realizes that he is the first African American to hold the position and the great responsibility that he has.

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Mr. John Barthelemy and seconded by Mr. Hilliard the Governance Committee adjourned.

Motion passed.

PERSONNEL AFFAIRS COMMITTEE

(Following the Governance Committee)

Friday, March 23, 2018

2nd Floor, J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

Minutes

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

Present: Atty. Tony Clayton, Dr. Curman Gaines, Rev. Donald R. Henry, Atty. Patrick Magee, Dr. Leon R. Tarver II, and Mrs. Ann A. Smith

Absent: Rev. Joe R. Gant, Jr.

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Committee Chair Patrick Magee stated that item 5A1 is being removed from the agenda because the candidate received a better offer from her current employer.

Upon the motion by Atty. Clayton and seconded by Rev. Donald R. Henry the amended agenda was recommended for adoption.

Motion passed unanimously.

AGENDA ITEM 4: PUBLIC COMMENTS

Dr. Thomas Miller, SUBR Faculty Senate spoke about faculty salaries and the fact that the work of the faculty is not valued and urged Board members to set aside funds for faculty salaries, because their salaries are being eroded by the increase in the cost of living. Faculty are angry because there has been only one 4% increase in the last 10 years. Dr. Miller stated that Mrs. Smith requested a salary comparison a few years ago. Dr. Tarver said that the salary study should be made public because the data is available. Dr. Appeaning and Vice Chancellor McClinton have reviewed salaries on the Baton Rouge campus and a report is forthcoming.

Dr. Davis congratulated Dr. Miller for his leadership in the American Association of University Professors (AAUP) and asked if the University was on the AAUP censure list and asked whether Dr. Ammons was aware of that fact.

Committee Chair Patrick Magee said there will be an item on the agenda next month to address salaries.

Board Member John Barthelemy said the comparison should be done system wide.

AGENDA ITEM 5: ACTION ITEMS

Upon the motion by Atty. Clayton and seconded by Mrs. Smith items 5 A 3 through 8 and items B 1-2 and C 1-3 were recommended for approval.

Motion passed.

A. Approval of Personnel Actions on positions greater than \$60,000

Name	Position/Campus	Salary
1. Dr. Sarah R. Barlow	Assistant Director of Planning and Outcomes Evaluation (SUBR) <i>(new appointment)</i>	\$78,000
2. Dr. DeShanna Brown	Associate Vice-Chancellor for Enrollment Management (SUBR) <i>(new appointment)</i>	\$100,000
3. Ava H. Foy	Upward Bound Director (SUNO) <i>(new appointment)</i>	\$65,000
4. Dr. Eurmon Hervey	Director of Accreditation (SUBR) <i>(new appointment)</i>	\$75,000
5. Justin James	Internal Audit Director (SUNO) <i>(new appointment)</i>	\$70,000
6. Lester Pourciau	Director of Advancement -College of Business (SUBR) <i>(new appointment)</i>	\$90,000
7. Dr. Kimberly Ferguson-Scott	Vice-Chancellor of Student Affairs (SUBR) <i>(expansion of duties)</i>	\$140,000
8. Akai Smith	Dean of Students (SUBR) <i>(new appointment)</i>	\$60,000

B. Request Approval of Leave of Absences Greater than three months

1. Humberto Munoz Barona, Mathematics Professor, SUBR
2. Walfredo R. Javier, Assistant Professor, Mathematics, SUBR

C. Request Approval for Paid Sabbatical Leave

1. Nadia Nedzel, Professor of Law, SULC
2. Angela Bell, Associate Professor, SULC
3. Wesley Gray, Chemistry Professor, SUBR

Discussion on action 5A2 was led by Atty. Tony Clayton regarding the credentials of the candidate for the Associate Vice Chancellor for Enrollment Management. Because the resume of the candidate did not reflect any experience in enrollment management, Atty. Clayton said that the position is too critical to have an employee who will be learning on the job.

Dr. Kimberly Scott stated that the candidate has had experience in working with the Office of Admissions and has a certain skill set that includes prospecting, operational excellence, leadership development of the staff which are all necessary and can aid in the position.

Atty. Clayton asked if there was a search for the candidate. Dr. Scott stated that there was not a search.

Board Member Demoine Rutledge asked Dr. Scott if she was confident in the candidate's skill set to meet the expectations that accompany the position. Atty. Rutledge stated that he is reluctant to impose candidates on administrators and told Dr. Scott that she would be responsible for the outcomes.

Board Member Leon Tarver stated that the policy and posture of the Board is to find the best candidate for the position. Dr. Tarver stated that the resume was not germane to the position of enrollment management. He stated that the policy is to have a search. He also asked whether there was a request to waive the search. Dr. Belton stated that the request is included in the meeting packet and further explained that the administration has been instrumental and deliberate in finding the best fit for the University. The request to waiver the search considering how critical the role is and the candidate offered was recommended by the VC of Student Affairs. The president stated that he used the judgment of the VC of Student Affairs for the recommendation and realizes that the position is mission critical. The position was vacated abruptly and because the position is critical he relied on the VC of Student Affairs to recommend a candidate.

Board Member Leon R. Tarver stated that there is no evidence in the record that would support the candidate's appointment. Dr. Tarver stated that he was responsible for creating the position of vice chancellor of enrollment management when he served as SU System President.

Dr. Davis stated that he would like to see the person so that he would be able to recognize them.

Upon the motion by Atty. Tony Clayton and seconded by Rev. Donald R. Henry appointment of the Associate Vice-Chancellor for Enrollment Management was recommended to be tabled.

Committee Chair Patrick Magee asked if the candidate, Dr. DeShana Brown would approach the podium to speak to her qualifications.

Dr. Brown stated that she understands creating access and opportunity for students in higher education. She said that she was responsible for the redevelopment of the enrollment management department through a \$2million grant. Also at LSU she provides oversight and directs a scholarship program. She further stated that she is connected to the community. At Spelman she raised over \$2 million each year for scholarships for students. She is confident in her ability to recruit the students, but also to ensure that the students remain in school which aids in retention.

Board Chair Mrs. Ann Smith asked if the candidate had a plan in place for the division of enrollment management.

Dr. Brown replied that she would implement new strategies as it relates to opportunities in dual enrollment, expand the social media platform to attract students, work with the local school system and the charter school to build relationships so that students would enroll at Southern University.

Atty. Clayton made a substitute motion

Upon the motion by Atty. Clayton and seconded by Rev. Donald Henry the appointment of Associate Vice-Chancellor for Enrollment Management was recommended to be tabled until the SU System President Chancellor, the Executive Vice President/Executive Vice Chancellor and Vice Chancellor for Student Affairs can exercise due diligence and bring the best candidate back to the Board for action.

Committee Chair Magee asked for a roll call vote and explained that a “yes” vote means to table the item.

**Yes – Clayton, Henry, Smith, Tarver
No--Magee, Gaines**

Motion

Board Chair Ann Smith stated that she would like to see more consistency with waivers for searches.

Dr. Leon R. Tarver stated that the waiver was attached to the action for hiring. To avoid any embarrassing situations, the waiver should be submitted to the Personnel Committee Chair prior to any hiring action so that the Board Chair and other Board members can be informed.

Atty. Woods stated that there is a policy on the waiver of searches.

AGENDA ITEM 6: OTHER BUSINESS

NONE

AGENDA ITEM 7: ADJOURNMENT

Upon the motion by Dr. Davis and seconded by Dr. Tarver the Personnel Affairs Committee adjourned.

SOUTHERN UNIVERSITY BOARD OF SUPERVISORS

(Following the Personnel Affairs Committee)

Friday, March 23, 2018

2nd Floor, J.S. Clark Administration Building

Board of Supervisors Meeting Room

Baton Rouge, Louisiana

Minutes

The meeting of the Southern University Board of Supervisors was called to order by Board Chair Ann Smith.

Present: Mrs. Ann A. Smith, Rev. Donald Ray Henry, Atty. Tony Clayton, Dr. Leroy Davis, Mr. Raymond Fondel, Mr. Richard Hilliard, Atty. Patrick Magee, Atty. Domoine Rutledge, Dr. Leon R. Tarver II, Mr. Armond Duncan, Mr. John L. Barthelemy, Dr. Curman Gaines, Mr. Michael Small, Rev. Samuel Tolbert, Dr. Rani Whitfield

ABSENT: Mr. Armond Duncan, Rev. Joe R. Gant, Jr., Rev. Samuel Tolbert, Dr. Rani Whitfield

UNIVERSITY PERSONNEL ATTENDING

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

BOARD COUNSEL

Atty. Winston DeCuir Jr. and Tracie Woods

AGENDA ITEM 3: ADOPTION OF THE AGENDA

Upon the motion by Dr. Tarver and seconded by Mr. Small the agenda was recommended for adoption.

Motion passed

AGENDA ITEM 4: PUBLIC COMMENTS

NONE

AGENDA ITEM 5: SPECIAL PRESENTATION: ABOVE AND BEYOND AWARD

Athletic Director Roman Banks recommended Welton Bowie, Director of Auxiliary Services for the SUBR campus. He spoke about his critical leadership and integrity over his 35-year career and he is on call 24-hours a day. He makes sure that the everything in the F.G. Clark Activity Center is working and in order. He spoke about his dedication to the University and attitude of

excellence. He was presented a plaque and certificate from Board Chair Mrs. Ann Smith, Dr. Ray Belton and Vice Chair Rev. Donald Henry. Mr. Bowie stated that he appreciated the honor and has enjoyed the journey and accepted the award with great gratitude. He acknowledged his wife Sandra Bowie for her patience while he works.

Chancellor John Pierre recognized Atty. Ron Austin who donated \$25,000 to the SU Law Center.

AGENDA ITEM 6: ACTION ITEMS

A. Minutes of the March 23, 2018 Regular Meeting of the Board of Supervisors

Upon the motion by Mr. Barthelemy and seconded by Mr. Fondel the minutes of the February 23, 2018 meeting were recommended for approval.

RESOLVED by the Board of Supervisors for Southern University, that the minutes of the February 23, 2018 meeting be and they are hereby approved.

B. Approval of Committee Reports and Recommendations

Upon the motion by Dr. Leroy Davis and seconded by Mr. Barthelemy the actions taken by the Academic Affairs Committee and Personnel Affairs Committee were recommended for approval.

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

1. Academic Affairs

a. Request Approval for Graduation Participation Policy revision (SUBR)

RESOLVED by the Board of Supervisors for Southern University, that the revision to the graduation participation policy be and it is hereby approved.

b. Request Approval of the MOU to Establish a Pilot: Clean Water Initiative Project (SULC)

RESOLVED by the Board of Supervisors for Southern University, that the MOU to establish the pilot for the Clean Water Initiative Project for the SU Law Center be and it is hereby approved.

c. Request Approval to Award Juris Doctor Degree Posthumously to Marquita Christy and Lisa Carral (SULC)

RESOLVED by the Board of Supervisors for Southern University, that the recommendation to award the Juris Doctor degree posthumously to Marquita Christy and Lisa Carral be and it is hereby approved.

d. Request Approval of the Appointment of Dr. Erma Hines as Professor Emeritus (SUBR)

RESOLVED by the Board of Supervisors for Southern University, that the appointment of Dr. Erma Hines as Professor Emeritus be and it is hereby approved.

e. Request Approval of Reorganizational Framework (SUBR)

RESOLVED by the Board of Supervisors for Southern University, that the reorganizational framework (SUBR) be and it is hereby approved.

2. Facilities and Property Committee

The Facilities Committee had no action items. The informational item *Status of Priority Projects by Campus, SUS* will be filed for auditing purposes.

3. Finance Committee

The Finance Committee had no action items. The informational items will be filed for auditing purposes.

4. Personnel Affairs

a. Approval of Personnel Actions on positions greater than \$60,000

1. **RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Ava Foy as Director, Upward Bound, SUNO, at a salary of \$65,000 be and it hereby is approved.
2. **RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Eurmon Hervey as Accreditation Director, SUBR at a salary of \$75,000 be and it hereby is approved.
3. **RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Justin James as Internal Audit Director, SUNO at a salary of \$70,000 be and it hereby is approved.
4. **RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Sherrie Rhodes as Director of External Affairs, SULC, at a salary of \$84,975 be and it hereby is approved.
5. **RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Lester Pourciau as Director of Advancement, College of Business, SUBR at a salary of \$90,000 be and it hereby is approved.

6. **RESOLVED** by the Board of Supervisors for Southern University, that the expansion of duties for Dr. Kimberly Scott Ferguson as Vice Chancellor of Student Affairs, SUBR at a salary of \$140,000 be and it hereby is approved.
7. **RESOLVED** by the Board of Supervisors for Southern University, that the new appointment of Akai Smith, as Dean of Students, SUBR, at a salary of \$60,000 be and it hereby is approved.

C. Request Approval to Execute Medical Marijuana Contract

Upon the motion by Dr. Curman Gaines and seconded by Mr. Raymond Fondel the recommendation authorizing the SU System President, Chancellor of the SU Agricultural Research and Extension Center (SUAREC) and Board of Supervisors Chair to execute the medical marijuana contract conditioned upon favorable outcomes of the vendors protest with the Division of Administration was recommended for approval.

Motion Passed.

Atty. Clayton asked about the 70/30 provision in the contract regarding intellectual property. Atty. DeCuir stated that the request for application did not specify a percentage division on intellectual property. All finalists stated that they would share intellectual property. For intellectual property created by the vendor using the University's license the vendor would receive 60% of the profits and the University would receive 40%. For intellectual property that the University creates using the vendor's technology the University will receive 60% and the vendor receives 40%. Any intellectual property developed by a third-party that requests an ownership interest, the division would be 70/30. There are pharmaceutical companies that are interested in providing methods for the delivery of medical marijuana.

RESOLVED by the Board of Supervisors for Southern University that the request authorizing the SU System President, Chancellor of the SU Agricultural Research and Extension Center (SUAREC) and Board of Supervisors Chair to execute the medical marijuana contract conditioned upon favorable outcomes of the vendors protest with the Division of Administration be and it is hereby approved.

D. Resolutions

Commendations

Commendations were extended to **Mr. Leon Valdry (SU alum 1957)** and **Warren Valdry (sub alum 1959)** and his wife **Virginia Valdry** for their \$1 million donation to the SU System Foundation for the development of the Valdry Center for Philanthropy on the SUBR campus. The research center is the first academic unit of its kind at a historically black college or university.

Condolences

The Blanch Mills Family. Mr. Mills is a native of New Orleans, LA. Father of Stacey Armelin, administrative assistant in the Office of the Chancellor at the SU Law Center. He passed away Tuesday, February 20, 2018.

The Dorothy London Family. Mrs. London is SU Law Center Lois Daigre administrative assistant in the Office of Admissions in the SU Law Center. She passed away Thursday, January 25, 2018

The Eddie John Guilbeau Family. Mr. Guilbeau the father of Dr. Judy Guilbeau James, associate professor of music at SUBR. He passed away Tuesday, January 16, 2018.

The Jessie Mae Green Williams Family. Mrs. Green is the mother of Donnie Williams and Demond Williams, employees in Facilities Services at the SUBR campus. She passed away Tuesday, March 6, 2018.

Upon the motion by Mr. Barthelemy and seconded by Atty. Rutledge the resolutions were recommended for approval.

AGENDA ITEM 7: INFORMATIONAL ITEMS

A. Reframing the Narrative: Insight on SU Marketing and Communications

Dr. Robyn Merrick VP of Office of External Affairs stated that one of responsibilities of the Division of External Affairs is managing the communications and marketing for the University. She presented Director of Communications Janene Tate who made a presentation on current initiatives and reviewed the objectives of the office and strategies and techniques used by the Office to share the message about Southern University. She also reviewed the current marketing campaign #WeAreSouthern. Each Board member received a t-shirt with the #WeAreSouthern logo.

B. Legislative Update

Southern Strategy team was unable to week 2 of the regular session scheduled to end on June 4 but may end early so that a special session can be held. A legislative priorities document was distributed to each Board member. Dr. Merrick reviewed all bills that affect Southern University specifically and higher education in general. Dr. Merrick also announced that SU Day at the Capitol would be held Wednesday, March 28. She announced that special presentations would be held in the House and Senate.

C. System President's Report

Dr. Belton thanked Dr. Merrick for the report. He also thanked board members for the engagement at the retreat. He also announced that the SU Family Easter Egg Roll would be held on the campus from 10-12 and academic honors day would be held with Judge Wilson Fields as guest speaker. Dr. Belton introduced Dottie Belleto, of NOCCI the event management company for the Bayou Classic. Ms. Belleto announced the 45th annual Bayou Classic weekend. She stated that the Bayou Classic is internationally known

with about 10 different international countries represented at the game. She reviewed all activities of the Bayou Classic reviewing the attendance and she stated the methods that will be employed to increase attendance even more. Additional sponsors may support the Bayou Classic. She stated that outreach to the Faith-Based community will increase. Baron Boudreaux Director of Marketing and Promotions with FSC Interactive. He outlined the strategies that will be employed to increase the social media presence of the Bayou Classic. Ms. Belleto presented commemorative footballs to President Belton and Board Chair Mrs. Ann Smith. Mrs. Smith acknowledged the birthdays of Board Member Demoine Rutledge and Chancellor Rodney Ellis

D. Campus Reports

SUNO – Chancellor Mims Devezin stated that Chief Burnett and newly elected Mayor Latroya Cantrelle had speaking engagements on the campus during Women’s History Week and SUNO Track Coach Reed was named 2018 Coach of the Year by the NAIA.

SUSLA - Dr. Ellis announced that invitations would be forthcoming for the honors convocation on April 12 other announcements were included in the campus report printed in the meeting packet.

SUAREC - Dr. Phills stated that the report was included in the meeting packet and thanked the University for their recognition and support of the land-grant program. Dr. Phills will be meeting with members of the Legislative Black Caucus about land-grant matching funds. The Ag Center was featured on the *Forests and People* magazine produced by the Louisiana Forestry Association. He also announced the Jaguar Rodeo on the Bluff that will be held April 14.

SULC - Atty. Pierre announced the SULC Alumni and Friends round-up that will be held along with associated activities.

SUBR - Dr. Ammons stated that the report was included in the meeting packet. The college of Business had a successful accreditation reaffirmation visit. SU High School Counselor’s luncheon which introduced academic programs and all offerings for students at Southern University.

AGENDA ITEM 8: OTHER BUSINESS

Board Member Fondel requested that when there are candidates for positions the candidates should be presented through the appropriate committee. He gave the example of the hiring process held last month for the Vice Chancellor for Student Affairs position.

AGENDA ITEM 9: ADJOURNMENT

Upon the motion by Dr. Davis and seconded by Mr. Barthelemy the meeting adjourned.

Motion passed.



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





Southern University and A&M College at Baton Rouge
Chancellor's Report
to the
Southern University Board of Supervisors

Significant Accomplishment/Achievements

Southern University Day at the Capitol



The Southern University System received a resolution for being a trailblazer in the HBCU community from both the Louisiana Senate and House of Representatives during SU Day at the Capitol, held March 28, 2018. The resolution stated that the System provides "models of excellence in diversity, education, research, workforce solutions, and universal engagement by embracing its land-grant principle and thereby affecting change in and around the Southern University community."

All campuses — Southern University at Baton Rouge, Southern University at New Orleans, Southern University at Shreveport, Southern University Law Center, and Southern University Agricultural Land-Grant Campus — were represented by students, employees, alumni and other

supporters at the annual higher education event. Southern University Laboratory School, the System's pre-K to 12th-grade school, was also represented.

The day started with an outdoor breakfast featuring foods that represented the university system's locations (Baton Rouge, New Orleans and Shreveport). While legislators, administrators, and supporters gathered on the House patio and mingled, they were entertained with jazz music. As committee meetings began, campus displays greeted lawmakers on the rotunda floor. Each campus provided tables with literature, posters, and videos highlighting recent accomplishments from faculty and students. The Ag Center gave away samples of its well-known hibiscus jelly and tea.

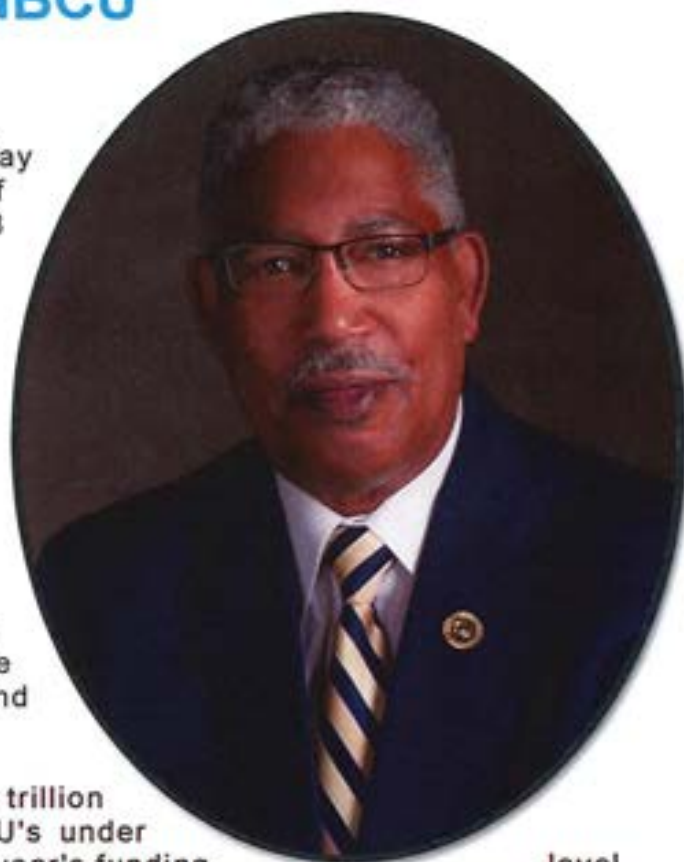
Also during Senate and House sessions, two more resolutions were made: Sandy Pugh, SUBR women's basketball coach, was recognized for being named the SWAC Coach of the Year; and Younne A. Reid, SUNO's track coach, was applauded for being named Coach of the Year for the Southern Region of the NAIA 2018 Indoor Track and Field Season.

President Belton Praises House of Representatives for HBCU Funding

Southern University System President Ray L. Belton praised the U.S. House of Representatives for passing the 2018 budget, which includes increased funding for historically black colleges and universities.

"As president of an HBCU system that serves a vast, diverse student population, I can particularly appreciate this financial package. I commend the members of Congress, including those who serve in the HBCU Caucus and our Louisiana delegation, for their bipartisan work to ensure that our institutions and programs are beneficial to our students and communities," Dr. Belton stated.

The omnibus bill, part of the overall \$1.3 trillion budget, includes: \$280 million for HBCU's under Title III, a \$35 million increase over last year's funding level and \$30M for the HBCU Capital Finance program, which helps modernize these historic institutions, including an additional \$10 million to provide relief for vulnerable institutions. Also included are \$1 billion for TRIO, \$60 million more than last year's level and \$350 million for GEAR UP, \$10 million more than last



year's level. Both programs provide support services and grant funding to disadvantaged students to promote achievement in postsecondary secondary education.

According to Dr. Belton, "This increase in funding will allow us all to better serve our students, many of whom are first-generation college students. Their success and ultimate contributions to this country leads to a second generation and beyond."

This boost of support for HBCUs comes a month after bipartisan support for the U.S. Department of Education's full forgiveness of more than \$300 million in hurricane relief loans provided to four HBCUS, including Southern University at New Orleans. The Southern University System institution, along with fellow New Orleans universities Dillard and Xavier, and Tugaloo College in Alabama, were affected by both Hurricane Katrina and Hurricane Rita in 2005.

Southern University Breaks Ground on the Valdry Center Philanthropy



Southern University officials, alumni and supporters, along with community leaders, recently convened to celebrate the establishment of the university's Valdry Center for Philanthropy.

The Valdry Center, slated for completion by early 2019, is an academically based research center focused on philanthropic studies and nonprofit management. The center seeks to educate the socially conscious student, volunteer and practitioner in the emerging field of philanthropic studies through exploring the economic,

historical, and philosophical rationales for voluntary action in the local, national, and international arenas. Programming for the degree in philanthropic studies, to be awarded by Southern's Nelson Mandela School of Government and Social Sciences, will begin this fall.

"This is a great opportunity for students for generations to come," said Warren Valdry, one of the benefactors for the center. "We (Southern) will be a university system unmatched by any other in the nation."

The center is inspired by the alumnus and his wife, Virginia, and his brother, Leon, who is also an alumnus. The family has collectively made sizeable contributions to the Southern University Foundation for more than 50 years. They continued that tradition by gifting the university with a \$1M check at the ceremony. "It is apparent that they (Valdry family) truly bleed blue and gold," Dr. Belton said.

Baton Rouge Mayor-President Sharon Weston Broome, expressed the importance of giving back and the need for a successful Southern University locally and beyond. Also in attendance for the festivities were Ann Smith, Southern University Board of Trustees chairwoman; current and past Southern University Foundation board members; and board members and representatives of the Southern University Alumni Federation.

According to Alfred Harrell, Foundation CEO, the Kellogg Foundation funded the feasibility study for the project. Also, local nonprofit and not-for-profit organizations have committed to offering support to the center and its initiatives.

2018 Southern University System Family Easter Eggstravaganza

SU First Lady Norma Belton hosted an Easter EGGstravaganza for Southern University employees and their families on March 24, 2018. There were games, music, inflatables, and delicious food for all to enjoy. The children enjoyed more than 1,000 eggs that were scattered on the lawn of the Donald C. Wade House. This event allowed First Lady Belton and President-Chancellor Belton to show their appreciation to Southern University employees and their loved ones and it was indeed a success!



SUBR Alumnus, Donney Rose, Selected for 2018-2019 Kennedy Center Citizen Artist Fellow Recognition

Southern University alumnus and teaching artist, Donney Rose, has been selected for the 2018-2019 Kennedy Center Citizen Artist Fellow Recognition. The Kennedy Center Citizen Artist Fellow Recognition is an award that highlights Citizen Artists across the country who utilize their art form for positive impact on communities and who live up to the ideals of service, justice, freedom, courage and gratitude that are inspired by President Kennedy's legacy.



As part of the recognition program, Mr. Rose attended the 2018 Kennedy Center Arts Summit, "The Future States of America: Using the Arts to Take Us Where We Want to Go," on April 15-16, 2018 in Washington, D.C. He was also invited to collaborate and participate at the Kennedy Center Citizen Artist Fellows Retreat and Kennedy Center's 2019 Arts Summit.

Mr. Rose was nominated for the fellowship by Maida Owens, Louisiana Folklife Director, Louisiana Division of the Arts. He began his work as a poet through spoken word and competing nationally in poetry slams. A native of Baton Rouge, Mr. Rose has always sought ways to better his hometown and is invested in the city's youth development scene. He began working in youth development in 2008 through Louisiana Delta Service Corps. He has worked full time as a teaching artist and marketing director for Forward Arts, Inc. for nearly a decade. Mr. Rose has earned numerous awards, including being named to Business Report's Top Forty under 40 class in 2017, recipient of the inaugural Making a Mark award at the 2017 Ink Festival, and the 2016 Humanitarian of the Year award from New Venture Theatre. His writing has been featured on Button Poetry, All Def Digital, and in Nicholls State's "Gris Gris" literary journal. Mr. Rose graduated from Southern University at Baton Rouge with his B.S. in Business in 2003.

Southern University Alumni Federation Launches Continuing Online Education Program



The Southern University Alumni Federation Entertainment and Education Chapter (SUAF E&E Chapter) has launched an online continuing education program. The SUAF E&E Chapter's **Center for Excellence Institute** is an exclusive partnership with Aperion Global Institute (AGI) and its affiliates. The institute's e-learning programs will be accessed through a "Virtual Campus" designed to prepare students and lifelong learners for today's competitive global entertainment and education market along with numerous other disciplines.

SUAF E&E Chapter's Center for Excellence Institute is a customized, self-paced online program featuring more than 1000+ courses. Featured courses include artist promotion and representation management, music publishing, production and distribution, recording, creating and managing corporate brands, supply chain management, Microsoft Office Suites, digital marketing, workplace violence, women and leadership, entrepreneurship, the judicial system process, public relations, and music in cyberspace.

Preston Castille, National President of the Southern University Alumni Federation, stated, "We are ecstatic about the newly created Southern University Federation Entertainment and Education Chapter. SUAF E&E Chapter's Center for Excellence Institute will allow us to be on the cutting edge of Digital Learning and provide an additional avenue to assist the university to provide more need-based scholarships."

Due to its flexibility, the plethora of courses, and its online, self-paced format, the Center for Excellence Institute aligns with a commitment to support and bring value to those that may need to sharpen job skills or reinvent themselves in a new career field.

Courses start as low as **\$99** and are accessible from any mobile device, tablet, laptop, or computer. They are available to all learners 24-hours a day, year-round, across the globe, and there is no admission or application required for

acceptance. The programs are taught by experienced faculty and will be delivered through a virtual campus learning management system for online, blended, and web-enhanced courses.

Southern University Enters into Transfer Admissions Agreement with Seattle Central College



As president of Seattle Central College, Dr. Sheila Edwards Lange believes partnering with historically Black colleges and universities gives community college graduates, especially those of color, options for earning four-year degrees some may not have considered. Last year, she signed agreements with Wilberforce University in Ohio and Southern University in Louisiana that guarantee seamless transfer to the four-year schools for Seattle Colleges' graduates.

Now the pipeline created by that partnership will be bolstered by a new arrangement: an agreement between the city of Seattle, Seattle Public Schools and Seattle Colleges that paves the way for Seattle high school graduates to get two years' tuition-free education at a Seattle College. The Seattle Promise Program expands on an existing program called the 13th Year Promise Scholarship, which currently provides one year's free tuition at Seattle Colleges for students from Cleveland, Rainier Beach and Chief Sealth International high schools. The new initiative, recently announced by Seattle Mayor Jenny Durkan, will add a second year of free tuition and expand the program to eventually include all Seattle public high schools.

Seattle Promise, makes the colleges' transfer agreement with HBCUs, "even more appealing for families, especially those whose children might aspire to attend an HBCU. They can attend a Seattle College, spend their first two years and then once they are finished, are guaranteed admission to those HBCUs," Dr. Edwards Lange said.

This year's Seattle College graduates will be the first ones eligible to do so. Mayor Durkan called the partnership with Seattle colleges and Seattle Public Schools a critical step to "creating an affordable future for the next generation. Barriers to college often span generations, and for too long have held back communities of color, immigrants, and refugees. Seattle Promise will open doors and change the lives of our young people by creating true economic opportunity for Seattle students."

Under the current agreements with Southern University and Wilberforce, Seattle Colleges' graduates who have obtained an AA degree are guaranteed admission as long as they have a 2.0 GPA. They will be placed on a priority list for scholarships and given priority consideration for student housing.

Dr. Edwards Lange said she's currently negotiating agreements with other HBCUs, a process that involves a course-by-course examination to ensure that the Seattle Central's courses fit the HBCUs' requirements for graduation. "We have lots of opportunity for our kids to go to those schools, have positive and affirming experiences and come back to the Northwest and be part of this burgeoning economic engine that we have here," she said.

In creating these articulation agreements, it is helpful to have facilitators connected to the HBCUs. In the case of Southern University, that person was Cleo Brooks. Ms. Brooks serves as the president of the Seattle Chapter of the Seattle-Puget Sound Southern University Alumni Association. Ms. Brooks, who grew up in the Seattle area, graduated from Southern in 1978 and both of her parents attended Southern.

There is something even more important that makes the experience of going to a majority Black school unique. "What you have at Black colleges is unwavering support, from the janitor to the president to the board of regents. It feels like they all have an investment in your success and in many cases they not only know your name but where you came from. It's the most beautiful thing to me about the HBCU experience," Dr. Edwards Lange concluded.



Jasmine Hassan (1L) Awarded Prestigious Peggy Browning Fellowship



Photo Credit: SU Office of Communications/ John Oubre

The Peggy Browning Fund has awarded a 10-week summer fellowship to Jasmine Hassan, a first-year student at Southern University Law Center. Jasmine will spend the fellowship working at the New Orleans Workers' Center for Racial Justice in New Orleans, LA. The application process is highly competitive, and the award is a tribute to her outstanding qualifications.

In 2018, the Peggy Browning Fund will support over 80 public interest labor law fellowships nationwide. Securing a Peggy Browning Fellowship is not an easy task, with over 400 applicants this year competing for the honor. Peggy Browning Fellows are distinguished

students who have not only excelled in law school but who have also demonstrated their commitment to workers' rights through their previous educational, work, volunteer and personal experiences. Jasmine certainly fits this description.

Jasmine is on the SULC election committee. Before law school, she taught social studies in an alternative school on the South Side of Chicago for three years. A large part of her classroom curriculum involved social justice issues. Many of her students were at-risk youth affected by over policing and the criminalization of communities of color. While teaching, Jasmine coordinated her students' participation in the Fight for 15 movement. She is interested in law and organizing strategies to address the criminalization of communities of color. She is also interested in immigrant rights, as her father is a Haitian immigrant.

The Peggy Browning Fund is a not for-profit organization established in memory of Margaret A. Browning, a prominent union-side attorney who was a member of the National Labor Relations Board (NLRB) from 1994 until 1997. Peggy Browning Fellowships provide law students with unique, diverse and challenging work experiences fighting for social and economic justice. These experiences encourage and inspire students to pursue careers in public interest labor law.





SULC Student Producing Outstanding Outcomes

Student Law Review Article Garner National Attention



An article written by Tara Melancon, SULC 3L, is garnering national attention before it even appears in print. The article, "Alexa, Pick an Amendment: A Comparison of Fourth and First Amendment Protections of Echo Device Data," will appear in Volume 45 of the Southern University Law Review. Pending publication by the Law Review, the article was published online with the

Social Sciences Research Network (SSRN), and was one of the top 10 papers downloaded from SSRN in numerous categories, including criminal procedure and legal anthropology. That led to recognition in *The Crime Report*, a multimedia information and networking resource based at John Jay College of Criminal Justice in New York. *The Crime Report* provided a synopsis of the article titled, "Can Alexa Testify Against You?." The article has also been linked on the websites of *NewsChest Technology* and *The National Federal Defense Group*, an Atlanta, Ga., law firm. Professors Shenequa Grey and Latisha Nixon-Jones were Melancon's faculty advisers for the paper. Professor Gail Stephenson, adviser to the Law Review, stated, "I encourage the Law Review students to write on current topics, as excellent articles like Ms. Melancon's on hot-button issues bring positive recognition to the Law Center."

Ms. Melancon had this to say about her topic: "There were 10,000 Alexa skills a year ago and now there are over 25,000. Alexa technology is now being integrated into our appliances and vehicles. If we don't constitutionally slay this beast now, refusing to allow the admissibility of this mammoth mosaic mound of personal data, our persons, houses, papers, and effects will be laid bare for the government's taking. The alternative is to boycott the devices that could potentially make our lives easier—a First Amendment violation in itself. Who wants that?"



Fascinating Faculty

PROF. REGINA RAMSEY JAMES TO PRESENT AT GENDER AND THE LAW SYMPOSIUM AT CAL WESTERN LAW SCHOOL



Prof. Regina Ramsey James will serve as a panelist at a symposium titled “Gender Sidelining” on April 26-27, 2018 at the California Western School of Law in San Diego, CA.

The symposium will highlight topics related to how women may receive unequal treatment that, although not actionable under anti-discrimination or other laws, hinders their ability to advance and flourish. The gathering will bring together academics and practitioners from a broad range of areas, including employment and labor law, business law, criminal law, and politics.

Regina Ramsey James is an associate professor of legal writing and analysis at the Southern University Law Center. Prior to joining the Law Center, James was a judicial law clerk for the Honorable John Michael Guidry of the First Circuit Court of Appeal and an associate with the law firm of McGlinchey Stafford. Professor James’ research and scholarship focuses on education law and constitutional law. She is also a frequent CLE speaker on issues of professionalism and ethics.



3L Fatima Mann To Receive 2018 LSBA Law Student Pro Bono Award



Ms. Fatima Mann will receive the 2018 LSBA Law Student Pro Bono Award. The awards ceremony will be held at the Louisiana Supreme Court in New Orleans on Tuesday, May 22, 2018 at 5:00 p.m. at the courthouse located on 400 Royal Street in New Orleans. Ms. Mann began her Pro bono efforts upon entering Law School.

Recognizing a responsibility to serve her current community of Austin, TX and underserved communities, Ms. Mann founded two organizations: Austin Justice of Coalition and the Counter Balance Foundation.

As a founder of Counter Balance Foundation, Ms. Mann has written policies assisting with body-wear for the Austin Police Department and Juvenile curfew, ending the meet and confer process. Ms. Mann has also lobbied for Sandra Bland by organizing the largest Sandra Bland march in Texas.

As a founder of Austin Justice of Coalition, she has participated in community restoration projects, provided cultural resources and assistance to survivors of Hurricane Harvey and the Great Flood of 2016 in Louisiana. After these natural disasters, Ms. Mann provided supplies such as water, cleaning supplies, toiletries, food, canoes, and boats. She collected \$22,000 in donations and three times that amount in in-kind donations. Not only did Ms. Mann provide supplies and collect donations, she also aided in recovering approximately 400 citizens in the affected areas. Ms. Mann has also traveled to St. Thomas, St. Croix, and Puerto Rico to assist with the hurricane recovery efforts of Hurricane Maria.

In addition to her organizations, Ms. Mann has created Feed El Barrio, which brings organic fruit and vegetables to underserved communities in Austin, TX through Urban Roots farmers. Ms. Mann also created summits for women of underserved communities, which provides a place where women can unapologetically be themselves.





Southern University Agricultural Land-Grant Campus

THE **chancellor's** **REPORT**

APRIL 2018



Come **GROW** with Us!

Bobby R. Phills
Chancellor-Dean

Retia Walker
Vice Chancellor for
Academic & Student Support
Services-Associate Dean

Andra Johnson
Vice Chancellor for
Research & Technology
Development

Dawn Mellion-Patin
Vice Chancellor for
Extension & Outreach

The Southern University Agricultural Land-Grant Campus (SUALGC) is proud to announce the election of Miss Irene Lillie Lewis as the new Minorities in Agriculture, Natural Resources and Related Science (MANRRS) Region IV Undergraduate Vice-President. Miss Lewis is a sophomore Plant and Soil Science major with a minor in Animal Science. She is the current Secretary of the Southern University Chapter of MANRRS. The organization is a national society that seeks to provide opportunities for academic and professional advancement of minorities. MANRRS also promotes the development of leadership skills that will prepare members for a prosperous career in agriculture, natural resources and related sciences. To compete for the position, Miss Lewis submitted an application and a campaign video. Her platform focuses on three key areas: Membership (giving members academic support), Professional Development (providing students with resources and a network to reach their professional goals) and Outreach (expanding the MANRRS brand and love for agriculture in our communities). Miss Lewis feels that by concentrating on these areas, she can inspire individuals to discover their goals and aspirations in agriculture, natural resources and related sciences. When asked, what inspired her to contend for Vice President she replied, "I saw the unique opportunity that this position would give me to bring more opportunities for professional and academic development in Region IV, especially at Southern University." Miss Lewis' philanthropic passion is driven by wisdom she has gained from quotes by Marianne Williamson and Michelle Obama. "And as we let our light shine, we unconsciously give other people permission to do the same. As we are liberated from our own fear, our presence automatically liberates others."

- Marianne Williamson

STUDENT SPOTLIGHT



**MANRRS Region IV Undergraduate Vice-President*

Miss Irene Lillie LEWIS

"One of the lessons that I grew up with was to always stay true to yourself and never let what somebody else says distract you from your goals. And so when I hear about negative and false attacks, I really don't invest any energy in them, because I know who I am." -Michelle Obama

WEEK OF LAND-GRANT *Excellence*

The Agricultural Land-Grant Campus celebrated a Week of Land-Grant Excellence, April 9-14, 2018. Each day throughout the week was dedicated to showcasing and commemorating SUALGC's dedication to fulfilling the land grant mission with excellence in teaching, research and extension. The foundational goal is to provide optimal services and resources to the citizens of Louisiana. We say thank you to everyone who participated and played a major role in helping to make this week a success. SUALGC enjoys mutual, meaningful and impactful relationships with collaborators and partners throughout the state and the nation. We are ever grateful for you and everything you do, especially for our students. We look forward to continuing our partnerships as we move the Agricultural Land-Grant Campus forward with excellence as more than an achievement but a blue and gold standard.



Driving Do's & DoNuts!

On April 9th, more than 120 students, faculty and staff took a moment to commit to staying more focused on the road in observation of Distracted Driving Awareness Month. Jagriculture hosted "Driving Dos and DoNuts", an event designed to bring awareness to the three different forms of distracted driving, cognitive, visual, and physical, and the consequences of being distracted in one or all. The event specifically focused on bringing awareness that hands-free features and devices in cars and on phones often contribute more to causing accidents than to preventing them. Participants were encouraged to sign a pledge to help keep themselves as well as their family and friends safe while driving by considering what distractions are typically present in while driving and making an effort to avoid engaging in activities that take away focus. Information for the event was provided by distracteddriving.nsc.org. Find more information about distracted driving and take the distracted driving pledge online at www.nhtsa.gov.

WISTERIA ALLIANCE PRESENTS

2nd Annual

Flowers & GARDEN CONFERENCE

APRIL
25

A.O. Williams Hall

registration @ 8:30am

guest speaker:

Karen "Mimo" Davis

Founder of "Urban Buds" Flower Farm



FOR MORE INFORMATION VISIT
SUAGCENTER.COM



“..capacity to change the WORLD..”

More than 700 high school students from Parishes around the state of Louisiana participated in the SUAGLC's National Ag Day, themed Food for Life, celebration on April 10, 2018. National Ag Day, an initiative of the Agriculture Council of America (ACA), is typically held in March of every year. According to the Ag Day website, "It's a day to recognize and celebrate the abundance provided by agriculture. Every year, producers, agricultural associations, corporations, universities, government agencies and countless others across America join together to recognize the contributions of agriculture." This year's Ag Day celebration served as a focused recruitment event targeting high school juniors and seniors. Students, faculty and staff from the three academic departments within the College of Agricultural, Family and Consumer Sciences (CAFCS) provided hands-on activities, presentations and demonstrations to show students that not only are the agricultural sciences a part of STEM, it is indeed the most interdisciplinary STEM field. "[Science] is more than a school subject, or the periodic table, or the properties of waves. It is an approach to the world, a critical way to understand and explore and engage with the world, and then have the capacity to change that world.."(Barack Obama). From Chemistry to Biotechnology, Textile Sciences and Child Developmental Sciences, there are numerous career paths and opportunities available through agricultural, family and consumer sciences. Students in CAFCS are scholars and exemplary leaders; they serve as the college's most powerful recruitment assets. Throughout Ag Day, CAFCS students from each of the three departments assisted in providing direction, doing demonstrations and presentations, and engaging students with true SU Pride and Excellence.

National Ag Day

boasts more than **700** students.



Mrs. Ronna Corrente, the newly appointed Vice President and General Manager of WAFB, was honored in a special welcome reception hosted by SUALGC. The event took place on Wednesday, April 11th in A.O. Williams Hall and was attended by highly esteemed representatives from the Baton Rouge, Baker and surrounding communities, the NAACP, the Southern University System (SUS), as well as SUALGC. WAFB has demonstrated a strong commitment to partnership with the Southern University Agricultural Land-Grant Campus and the Southern University System, most recently promoting the SU Jaguar Rodeo on the Bluff at no cost to the institution. During the reception, Mrs. Corrente expressed her gratitude for the warm welcome and reiterated WAFB's commitment to continue to support and strengthen the relationship with Southern University. SUALGC Chancellor-Dean Bobby R. Phills commented that the Baton Rouge community is ready for "good news" indicating that this new partnership will allow SUALGC and the SUS to better serve clientele through the dissemination of information, to include the many opportunities, events, and resources available through Southern University.

SUALGC hosts WAFB General Manager



Rodeo on the BLUFF

The culminating event for the SUALGC's Week of Land-Grant Excellence was the Jaguar Rodeo, Trail Ride, and Zydeco on the Bluff. From early morning to late night on April 14th, patrons enjoyed rodeo events such as barrel racing, team roping, a trail-ride and zydeco dance featuring Lil' Nate with a guest performance by Sweet Nay. Despite the approximately two inches of rain and cancellation of events around Baton Rouge, the Maurice A. Edmonds Livestock Arena still saw a number of supporters and participants with individuals from Louisiana, Texas, and Mississippi. While most attendees took cover inside the arena or under the pavilion, trail-riders took to their horses to participate in the nearly five mile trail-ride through Baker, LA. The event was sponsored by the Southern University Agricultural Land-Grant Campus, the Mayors of Baton Rouge and Baker, SUALGC Alumni, and a host of other supporters. The event was open for youth and adults and proceeds from the rodeo will be used to support student scholarships within the Southern University Baton Rouge campus' of Agricultural, Family and Consumer Sciences. It is the goal of SUALGC to continue to grow and eventually become one of the premier rodeo, trail ride, and zydeco experiences in the State of Louisiana.





Joshua Joseph Simon graduated in December 2017, earning a Bachelor of Science in Urban Forestry and Natural Resources. A native of Morganza, Louisiana, Simon attended Livonia High School where his favorite subject was English. As a young boy, his favorite pastimes included ATV riding and hunting thus discovering his love for ecological systems and the great outdoors. During his tenure at Southern University, Simon's interests steered toward environmental concerns and the interconnection with societal relations, developing an intrigue and passion for addressing the longstanding debates between identifiable rights, ethics and ecological value and how this reshapes human conditions. As a student within the College of Agricultural, Family and Consumer Sciences, Simon maintained a 3.5 GPA, earning numerous awards for academic achievement and leadership. Prior to graduation, in the Spring of 2017 he was honored as the SU Urban Forestry Outstanding Student. He was also selected for the SU-National Science Foundation International Research Experience for Students (NSF-IRES) and a SU System True Blue Scholarship Recipient. When asked about his most memorable moments at Southern University Simon answered, "Visiting Shenyang, China in summer 2016; conducting research in Sardinia, Italy for five weeks during summer 2017; and the crème de la crème, becoming a graduate of THE Southern University and A&M College." Currently, Simon is teaching first grade in Point Coupee Parish. He was accepted into graduate school at Ohio State University to study Environmental and Natural Resources with a specialization in Environmental Social Science, beginning in the fall semester of 2018. Simon's Inspirational quote: The ultimate measure of a man is not where he stands in moments of comfort and convenience but where he stand at times of challenge and controversy. -Dr. Martin Luther King Jr.



Joshua J. Simon

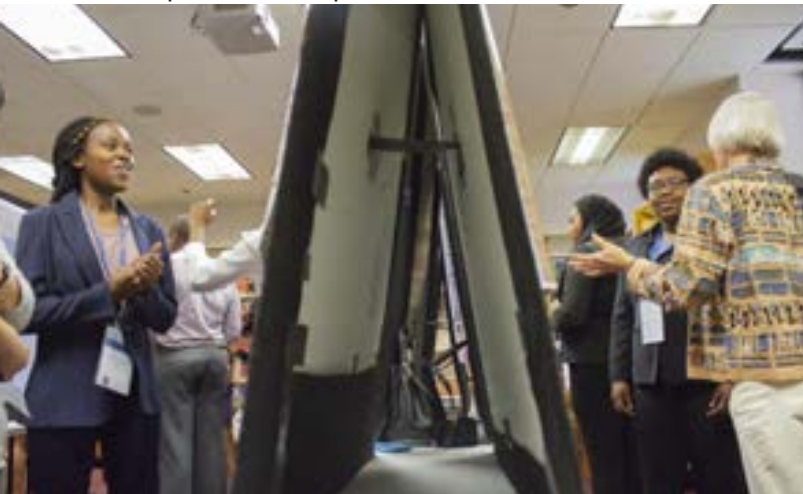
One Health. symposium

One Health: Promoting Healthy Communities

The first Annual One Health Symposium was held in the SU Law Center, April 12-13, 2018. The symposium was attended by nearly 200 students, faculty, staff and members from industry and the Baton Rouge community. This event was designed to promote student research and provide exposure outside of the lab to possible partners and potential employers. More than 20 undergraduate and graduate students competed either oral and/or poster competitions, as well as a FASPitch elevator speech competition in which students pitched ideas on how to strengthen recruitment efforts within SUALGC and also promote One Health.

Representatives from agencies within the USDA along with others from state government and private industry conducted seminars on living healthy from the perspective of environmental, human and animal health. One Health is a national concept in which health care is approached in consideration of all three perspectives. Southern University's One Health initiative will be carried out through three newly established institutes which were introduced at the symposium. Those institutes are the Southern Institute for Medicinal Plants, the Southern Institute for One Health, One Medicine and the Southern Institute for Food, Nutrition and Wellness.

The Blue and Gold Awards and Recognitions Banquet, held on Friday, April 13th was the closing event for the symposium. Winners of the Oral Presentation, Poster Presentation and FASPitch competitions were announced at the banquet and received certificates and cash prizes ranging from \$300 - \$100. Overall, eleven students received awards. In addition, top scholars from throughout the College of Agricultural, Family and Consumer Sciences were also honored during the banquet for their outstanding achievements throughout the academic year. Students received scholarship awards from the Louisiana Society of American Foresters and Four Paws Pet Cremation Service. Various individuals within the USDA and other agencies pledged to donate additional funds for scholarships. Scholarship awards and donations at the event totaled more than \$10,000.



MANRRS

ANNUAL CAREER FAIR

& TRAINING CONFERENCE

The Southern University and A&M College Chapter of MANRRS, led by Chapter President Malik Allen, works diligently as advocates for the mission of the National Organization. Over the past year the SU MANRRS chapter raised over \$15,000.00 dollars in funds to support their outreach and professional development endeavors. The top fundraising event was the fall sweet potato sale followed by the Livestock show concession stand and a green plant and baked goods sale. Earnings were used towards national chapter dues, to support outreach visits to two area nursing homes and also to support transportation and lodging for the 2018 National Conference and Career Fair which was held in Greensboro, North Carolina on April 4th – 7th. Southern University was represented by fifteen students from the College of Agricultural and Family and consumer Sciences and one student from Engineering. The conference joined students and professionals from over 60 colleges as well as industry partners to strengthen communication, provide industry insight and discuss best practices with private and government agencies for current and future leaders across a broad spectrum of career genera related to agriculture and natural resources. This year's conference theme was titled "Preparing our future, empowering our present, & honoring our past."

One of the highlights of the conference is the career fair in which students have the opportunity to speak to graduate schools and industry recruiters as they search for internships and job opportunities, to include "on the spot hiring" as well as graduate programs and scholarships. Companies such as Bayer, John Deere, Dow/DuPont and Syngenta were among the leading industry corporations that were represented at the event. In preparation for the career fair, students participated in mock interviews and resume critiques. Junior Animal Science student, Cleveland Joseph, stated, "This year's conference was unlike any that I've ever attended. I was able to make graduate/veterinary school connections as well as, a possible internship with Purina over the summer."

Most notably, student conference participants with 3.0 or higher GPA's were distinguished as VIP Scholars. Of the fifteen students from SU MANRRS, nine were recognized as VIPs. Additionally, sophomore, Irene Lewis and freshman, Khailen Hoard, were awarded scholarships by Farm Credit Corporation. Irene Lewis was also elected as the Undergraduate Vice President for Region IV gaining representation for Southern University on the National Level. MANRRS is a national organization open to all majors. The SU MANRRS Chapter holds the distinction of being a 2017-2018 CHapter of Excellence. For more information contact advisors Dr. Janana Snowden or Ms. Kim Butler at (225) 771-3660.



“preparing our **FUTURE**

present
honoring our **past**”



USDA

partners visit

Land-Grant Campus

On March 28 – 30, the United States Department of Agriculture’s National Institute of Food and Agriculture (USDA NIFA) conducted a site visit to Baton Rouge to perform a formal audit of the Southern University Agricultural Land-Grant Campus under the Southern University System. Representatives had the opportunity to tour USDA NIFA funded facilities utilized by SUALGC and to meet with representatives from SUS and SUALGC in a “meet and greet” session prior to conducting the review. Ms. Cynthia Montgomery, Deputy Director of the Office of Grants and Financial Management, articulated that the purpose of the visit was truly to help Southern University as a partner and to strengthen programs to ensure eligibility to receive future funding. Other members of the team included Dr. Edwin Lewis, National Program Leader for the USDA NIFA Institute of Youth, Family, and Community; Ms. Maribel Miller, Division Director for the USDA NIFA Policy and Oversight Division; and Ms. Brenda Barnett, Branch Chief for the USDA NIFA Awards Management Division. On the last day of the visit, representatives held two sessions with SUS and SUALGC administrators, faculty and staff to discuss their initial response, immediate findings and future expectations. They also provided a listing of current grant opportunities that SUS is eligible to compete for and encouraged administrators to apply. Official findings will be provided to the University within the next





Thank you to our valued partners and sponsors!



Southern University Agricultural Land-Grant Campus

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CHANCELLOR'S REPORT

History-Making Women Celebrated at SUNO



The Center for African & African American Studies celebrated National Women's History Month by inviting four women to give keynote speeches on campus during March. The speakers were, clockwise top from left, La. Supreme Court Chief Justice Bernette J. Johnson, Community Book Center Founder & Owner Vera Warren-Williams, SUNO Chancellor Lisa Mims-Devezin and Mayor-Elect LaToya Cantrell.



Chancellor's Corner

► An invitation-only Celebration of Life for Thomas "Tom" M. Benson Jr. was March 23 in St. Louis Cathedral. Benson, a philanthropist and owner of the New Orleans Saints and Pelicans, died March 15. Representing Southern University at New Orleans on behalf of Chancellor Lisa Mims-Devezin were: Harry J. Doughty, the Chancellor's executive associate, and Ms. Yolanda Mims, director of Students with Disabilities Services and Title IX coordinator. Also in attendance from SUNO were the Mr. Wesley T. Bishop, acting dean of Graduate Studies and Associate Dean of Academic Affairs, and Ms. Marguerite Doyle-Johnston, administrative assistant of Academic Affairs.

► Chancellor Mims-Devezin was one of five educators and community leaders honored during the annual Dr. Matthews McGary, Sr. Scholarship Foundation Luncheon. The scholarship awards luncheon was sponsored by the First District Missionary Baptist Association at the Intercontinental New Orleans March 24. The event featured 19 scholarship recipients from area high schools.

► Mr. Doughty congratulated 2018 inductees to the Social Workers Phi Alpha Honor Society March 24. This year's induction ceremony was in the Millie M. Charles School of Social Work Auditorium.

► On March 14, Chancellor Mims-Devezin participated in a memorial presentation for Dr. Amaresh Das, a tenured Economics professor in the College of Business & Public Administration who died Feb. 16. The Chancellor and Dr. Igwe Udeh, dean of the College of Business & Public Administration, presented a collage of Dr. Das' career and a remembrance plaque to his son, Rahul.

SUNO Receives \$1.2 Million NSF Grant to Produce STEM Teachers

The National Science Foundation (NSF) awarded Southern University at New Orleans (SUNO) a five-year \$1.2 million Robert Noyce grant for a project to address the shortage of science, technology, engineering and mathematics (STEM) teachers in high-need public schools. SUNO will collaborate with John Ehret High School and Brookhaven National Lab to recruit, support and certify 22 STEM teachers. Recruitment activities will focus on the pool of qualified SUNO undergraduate STEM students enrolled in the Department of Natural Sciences.

Program activities will include:

1. Early exposure of prospective teachers to high-need schools
2. Seminar series on Characteristics of Highly Effective STEM Teachers
3. Science fair for high school students to attract students to STEM fields and their teachers to teacher certification programs
4. Praxis I & II preparation

5. Post-certification mentoring of new STEM teachers by content faculty mentors.

Project leadership consists of Principal Investigator Dr. Cynthia Singleton (Mathematics), and Co-PIs Dr. Joe Omojola (Mathematics and Physics), Dr. Murty Kambhampati (Biology) and Dr. Louise Kaltenbaugh (Education).

"These experienced faculty members have collaborated successfully on many projects at departmental, college and university levels, including grant writing, committee assignments, and curriculum developments," said SUNO Chancellor Lisa Mims-Devezin. "They are very passionate about STEM education. I congratulate them for their hard work, commitment and dedication to developing future STEM teachers."

The duration of the project is May 2018 through April 2023.

College of Arts & Sciences

Dr. Evelyn Harrell, Dean



Dr. Evelyn Harrell and Mary Phoenix at "The Old Mammy" Exhibit in the Leonard S. Washington Memorial Library.

► ADDICTIVE BEHAVIORS COUNSELING AND PREVENTION

The ABCP Program met with majors March 2 to discuss the future direction of the program and to get input from students on the Self-Study being directed by Dr. Travis Johnson.

Dr. Harrell attended a six-hour workshop March 24 on "Applying Precision Medicine in Federal and Public Health Care Settings." The event was hosted by Prime Education at the Roosevelt Hotel. The speakers were Dr. Michael Kelly and Dr. Marc Matrana. Dr. Harrell also attended a workshop March 15 on living well with CLL: diagnosis, treatments and support. The event was sponsored by the Leukemia and Lymphoma Society.

On March 14, Dr. Harrell attended the exhibition "The Old Mammy" presented by Museum Studies student Mary Phoenix. The exhibit fulfilled a degree requirement for Master's program

► DEPARTMENT OF ARTS AND HUMANITIES

Ms. Cynthia Ramirez opened an exhibition, "YoTengo Nombre," March 10 that will remain up until the first week in May. A large photograph of her work in the exhibition was featured in the March 30 edition of the *Times Picayune* Living section. The exhibition is at the Second Story Gallery, 2372 St. Claude Ave..

Mr. Adam Falik has had two of his short stories, "Missed Spot Shaving" and "The Tiny Spider," accepted by the *Los Angeles Review*, an annual print and online literary journal.

► DEPARTMENT OF SOCIAL SCIENCES

Dr. John Penny attended the National Baptist Convention of America International's Summit on Mass Incarceration March 1. SUNO students were invited and encouraged to attend the summit on this vital subject. Dr. Penny shared with the members of the summit as a criminologist. The conference explored several models designed to address this subject in an effort to find solutions to the problem of Mass Incarceration in America.

Dr. Penny led a group of Criminal Justice graduate and undergraduate students on a field trip to the Louisiana State Penitentiary in Angola, LA. Dr. Pamela Williams, a long-time adjunct faculty member, also attended as a faculty advisor. Ms. Yvette Thierry coordinated the trip on behalf of the Criminal Justice Club. Angola is a maximum-security prison farm in Louisiana operated by the Louisiana Department of Public Safety & Corrections. It is named "Angola" after the former plantation that occupied this territory, which was named for the African country that was the origin of many enslaved Africans brought to Louisiana. Angola is the largest maximum-security prison in the United States with 6,300 prisoners and 1,800 staff, including corrections officers, janitors, maintenance and wardens. It is located on an 18,000-acre property that was previously known as the Angola Plantations.

► DR. GEORGE AMEDEE

On March 5, Dr. George Amedee, Pre-Law advisor, and four Pre-Law SUNO students attended a Pre-Law Luncheon at Jones-Walker Law Firm downtown.

Dr. Amedee attended and participated in National Peace Conference March 8 at Dillard University.

Arts & Sciences Continued



Pictured with Dr. Amedee; Cheerie Brooks, from left, Danielle Washington, Dr. George Amedee, Adreaynne Hutchinson and Arielle Herring.

On March 19, in conjunction with HMIS, Dr. Amedee and members of the Pre-Law Club participated in Pre-Law Day featuring a Mock Law Class. Michael Garrard, Southern Law Center recruiter, conducted the session.

Dr. Amedee participated on the ATTT Search Committee for the Endowed Professorship.

On March 23, Dr. Amedee appeared as a guest commentator on WBOK 1230 AM Morning Show offering political and insights on the March 24 elections.

► DEPARTMENT OF NATURAL SCIENCES

Biology

Dr. Bashir M. Rezk Atteia is listed as a co-author on the manuscript entitled, "Pioglitazone's beneficial effects on erectile function recovery after cavernosal nerve injury in the rat are negated by inhibition of the insulin-like growth factor-1 receptor: A preclinical study. It recently was submitted to *International Journal of Impotence Research-The Sexual Medicine Journal*, (reference number: IJIR-03-2018-033). Nature Publishing Group.

Dr. Atteia reviewed a manuscript entitled, "Caffeine Promotes Conversion of Palmitic Acid to Palmitoleic Acid by Inducing Expression of fat-5 in *Caenorhabditis elegans* and *scd1* in Mice." It has been accepted for publication at Journal: *Frontiers in Pharmacology, section Experimental Pharmacology and Drug Discovery* in March 20. Article type: Original Research. Authors: Xiaocui Du, Qin Huang, Yun Guan, Ming Lv, Xiaofang He, Chongye Fang, Xuanjun Wang, Jun Sheng. Edited by: Ming Wang. Review editor: Bashir Rezk Atteia.

Dr. Bashir Atteia gave an oral presentation entitled, "A Novel Antioxidant 4-Hydroxy-2,5,6-Triaminopyrimidine: From Test Tube to Animal Model; Our next step is the Clinical Trial," in the *82nd Annual Meeting of Southeastern Section of the American Urological Association (SESAUA)*, March 22 - 25. Loews Royal Pacific Resort, Orlando, FL.

As a part of Dr. Atteia's professional development, he attended a workshop course entitled, "Rezūm Water Vapor Therapy," in the *82nd Annual Meeting of SESAUA*, March 24, Loews Royal Pacific Resort, Orlando, FL. The course was focusing on the mechanism of treatment of prostatitis via water vapor that showed significant reduction in prostatitis with no side effects. However, there is a clinical trial study is currently running by Rezūm team to modify the temperature of water vapor to treat prostate and bladder cancers with no adverse effects. **Course faculty:** 1- Paul Arnold; MD at Advanced Urology Institute, Palm Harbor, FL. 2- Mark DeGuenther, MD at Urology Centers of Alabam, PC, Birmingham, AL. 3- Douglas Swartz, MD at McIver Urological Clinic, Jacksonville, FL.

Arts & Sciences Continued

During March 21-24, 2018, six SUNO STEM students and three faculty members attended the 75th NIS/BKX Joint Annual Meeting in Washington, DC. During the meeting, students presented their research and faculty members served as judges. The meeting enabled students to network with other participants and obtain information about graduate studies. Participants listened to a presentation by Dr. Kimberly Bell from the University of the District of Columbia who spoke on "Nature vs. Nurture," during which she differentiated between contributions to human development from genetic inheritance and environmental influences. Overall, the lecture concluded that your background does not determine your outcome.

Participants also had the opportunity to visit the Martin Luther King Jr. Memorial on the way to the University of the District of Columbia (UDC), where another keynote speaker, Dr. Leona Harris, gave a presentation on the application of mathematics to modeling biological systems. Afterwards NIS and BKX students and faculty attended their annual meetings to elect officers. Chaz Tyler, a SUNO student, was chosen as the Vice President of the NIS south central region.

At the concluding Awards Banquet, four students – Octavia Allen, Samael Dor, Trevor McIntosh Jr. and Chaz Tyler, won monetary prizes for their research presentations.



Chaz Tyler, from left, Samael Dor, Kristi Pearley, Dr. Murty Kambhampati, Dr. Joe Omojola, Dr. Rachid Belmasrouf, Trevor McIntosh Jr., Octavia Allen, and Precious Williams.



Chemistry

Dr. Alvin Bopp attended the 255th National Meeting of the American Chemical Society in New Orleans, March 18-22. Dr. Bopp co-organized a three-session symposium (and chaired one session) entitled "Food at the Crossroads." The symposium was well attended with sessions of standing room only and a proposal to the Society for a symposium volume has been approved. In that regard, Dr. Bopp will be writing a chapter entitled "A Chemist's Look back at the Green Revolution."

Forensic Science

On March 9, Dr. Pam Marshall and seven forensic science majors partnered with St. Peter Claver to host a STEM Night. The Forensic Science program had six tables of activities at the event.

Shantel Jones, a Forensic Science major who participated in the 2018 International Organization of Black Security Executives (IOBSE) Seminar, was selected to participate in the organization's annual spring conference in Plano, TX in April. Ms. Jones is a graduating senior.

Jacy Haynes, from left, Xavier Ball, Sydnee Jackson, Dr. Pam Marshall, Natasha Ahuja, Jessica Joseph, Ijhan Price and Michael Lee.

Arts & Sciences Continued

► HEALTH INFORMATION MANAGEMENT SYSTEMS

On March 6, Pharissa Robinson, Laura Douresseaux, John Barrilleaux and Sharon McGee attended the Greater New Orleans Health Information Management (GNOHIMA) meeting in New Orleans. Sharon McGee presided over the meeting as current President of the local chapter.

Professor Robinson participated March 8 as a guest along with HIMS student, Nia Badon, at St. Peter Claver's STEM Night. Michele Sanders, granddaughter of Katherine Johnson (*Hidden Figures*) hosted SUNO and Southern University in Baton Rouge's HIMS as participants and contributors to this year's hands on science event.

The Program hosted Health Information Professional 'HIP' Week March 16-20. On Career Day, former graduate, Lakaley Tillery, spoke on Data Analytics as a career choice from her vantage point as an Amerihealth employee. In conjunction with Southern University Law School in Baton Rouge, students sat down and discussed LSAT preparation techniques. On the final day, HIMS student Nia Badon and Professor Robinson spoke with hundreds of area high school students about the program at the Lakefront Arena for the Healthcare Exposition through Junior Achievement.

On March 22, Professor Robinson, Laura Douresseaux, Sharon McGee and John Barrilleaux attended the Louisiana Health Information Management Annual Convention in Lafayette, LA where Professor Robinson and Mr. Barrilleaux were guest speakers. Nia Badon was a student guest speaker. At this meeting, Ms. Douresseaux was installed as president and Mr. Barrilleaux was installed as secretary over the state association. In addition, Ms. Douresseaux's and Mr. Barrilleaux's practice brief was accepted for the National AHIMA Journal.

On March 28, Pharissa Robinson's abstract was accepted by the American Association of Blacks in Higher Education (AABHE) and she spoke as a guest during the annual conference in New Orleans.

► GENERAL STUDIES PROGRAM

Dr. Deneen Lewis represented the College of Arts & Sciences General Studies Program at the Office of Recruitment and Undergraduate Admissions' "Mentorship STEAM Academy" March 2. Dr. Lewis spoke on the importance of a college degree from Southern University at New Orleans and about the General Studies Program. Dr. Lewis and Ms. Ceaser Noble attended the "Recognizing and Addressing Common Dual Relationships in Counseling," Big Times in the Big Easy Seminars in Counseling at UNO March 10. The accomplished objective of the workshop was to focus more on the ethical codes and guidelines that should be used in advising and counseling sessions with program majors.



HIMS Professor Pharissa Robinson and Michele Sanders, SUNO Alum and granddaughter of Katherine Johnson, the NASA research mathematician featured in the film "Hidden Figures."

Arts & Sciences Continued



A bookshelf at the Martin Behrman Literary Center

Dr. Lewis also represented the College of Arts & Sciences and General Studies Program by partnering with the Office of Recruitment to assist with a school site visit March 27. Dr. Lewis focused on the importance of a SUNO education.

► CENTER FOR AFRICAN AND AFRICAN AMERICAN STUDIES (CAAAS)

The Celebration Continues.... "KUMBUKA! The Year of Remembrance: 300 Years of African American History in New Orleans!"

CAAAS and the Isaiah Group Delegation @ SUNO hosted a Mayoral Forum with Mayor-Elect LaToya Cantrell in the SUNO Gym March 20. This event included Isaiah Group Delegations from Loyola, Tulane and Xavier universities.

On March 23, Dr. Clyde Robertson participated in the St. Mary's Male Academy Blazer Ceremony.

CAAAS launched an Africana Studies Literary Center March 28 at Martin Behrman Charter School, 715 Opelousas Ave., New Orleans.

The Taken Down NOLA Organization and CAAAS had its conference March 23-25 reflecting on the topic, "The Struggle to Remove White Supremacy Memorials from Our Public Spaces: Lessons Learned & Challenges We Face." The conference was in the SUNO-Conference Center.

► MUSEUM STUDIES PROGRAM

Dr. Haitham Eid's article, *Connecting the Dots: The Impact of Diversity in the Museum Workforce on Innovation, Relevance and Audience Engagement* is published in the proceeding of the Museums and the Web Conference.

Dr. Eid will chair a panel on diversity and innovation at the Museums and the Web Conference in Vancouver, Canada. The panel includes Heather Hart, The Broad Museum, Jennifer Himmelreich, Peabody Essex Museum, Bettina Fisher, Academy of Motion Picture Arts and Sciences.

On March 23, Dr. Eid participated in the judging panel for the 2018 GLAMi Awards, which recognizes and celebrates the most innovative projects in the cultural heritage sector annually. The judging panel includes representatives from 36 institutions including Getty Museum, Cleveland Museum of Art, Royal Academy of Arts (London), Canadian Museum for Human Rights, and Johns Hopkins University to name a few.

Dr. Sara Hollis has five ink drawings on display in the member section of the 2nd Story Gallery in the Healing Center at 2372 St. Claude Ave, New Orleans, LA 70117, through April.

Ms. Ilyanette Bernabel, who is expecting to graduate in May 2018 has been hired as an assistant curator at the New Orleans Jazz Museum. Ms. Traci Taylor, who is expecting to graduate in May 2018 has been hired at the Ogden Museum of Southern Art. Ms. Lisa McLendon, who graduated in Fall 2017 has been hired as an educational specialist at the New Orleans Jazz Museum.

Ms. Mary Phoenix presented her final project, "The Old Mammy," featuring works by artist Dianne Baquet. The

College of Business & Public Administration

Dr. Igwe Udeh, Dean

► Academic Excellence Initiatives



Dr. Igwe Udeh, from left, Chancellor Lisa Mims-Devezin, Mr. Rahul Das and Dr. David Adegboye

The SUNO Chancellor Lisa Mims-Devezin attended a special ceremony organized by the faculty and staff of the College of Business & Public Administration March 14 honoring the family of Dr. Amaresh Das, who died in February. The Chancellor was accompanied by Mr. Harry Doughty, executive associate to the Chancellor, and Dr. David Adegboye, vice chancellor for Academic and Evening & Weekend Affairs / Accreditation Liaison.

Before presenting a commemorative plaque and photo collage to Mr. Rahul Das, son of Dr. Das, Chancellor Mims-Devezin spoke about the unique contributions of Dr. Das during his tenure at SUNO. She recounted several incidents in which Dr. Das made a difference in the lives of students and in the success of the department and college. She thanked the Das family for sharing him with the school and for allowing him to be the best instructor, researcher and mentor he could be.

Chancellor Mims-Devezin ended her remarks by assuring the Das family that the university stands ready to assist as they learn to live without him. She then thanked the faculty and staff of the College of Business & Public Administration for their affection to one another as demonstrated by their wholehearted support during the funeral of Dr. Das and for putting together the program honoring their fallen comrade. She also commended Dr. Igwe Udeh, the CBA Dean, for his leadership and for guiding the College as it achieves one great feat after another.

Mr. Rahul Das, representing the Das family, thanked the Chancellor and the CBA faculty and staff for their fondness for and friendship with his late father. He pledged to pass the tokens of appreciation to his mother and to strengthen the bond between SUNO and his family.

CBA Converts 2+2 Articulation Agreement Into Action at Delgado

With the highly coveted AACSB International reaffirmation under its belt, the College of Business & Public Administration (CBA) is strategically committed to increasing access to its quality academic programs in Business Administration, Computer Information Systems and Public Administration to traditional and nontraditional students. To achieve this goal, the CBA has successfully completed a 2+2 Articulation Agreement in Business Administration with Delgado Community College, the largest community college in the region. This agreement allows Delgado students who complete all the articulated courses with a grade of C or better to transfer to SUNO with up to 60 credit hours and junior standing. They will only need 60 more credit hours of prescribed courses to earn their baccalaureate degree in any of the three concentrations under Business Administration (Accounting, Management, or Entrepreneurship).

Dr. Igwe E. Udeh, CBA dean, and Mrs. Timotea S. Bailey, CBA director of Student Services, reached out to the dean of the Business Department at Delgado to work out a class visitation schedule that enables CBA representative to speak directly with Delgado students at the beginning or end of their class periods about educational opportunities at SUNO's CBA. Several Delgado faculty members responded positively to the initiative. The college now has commitment to visit 15 classes and special recruitment events between March and April 2018.

Business Continued

As of March 27, the CBA Dean and the CBA Director of Student Services have made six recruitment trips to Delgado classrooms and collected information from more 50 students interested in transferring to SUNO in general or the CBA in particular.

Dean Udeh Participates in City of New Orleans Disparity Study Public Meeting

Dr. Igwe E. Udeh, dean & Alvin James Lawson Endowed Professor of Business, attended a public meeting on the ongoing disparity study commissioned by the City of New Orleans March 28 at the New Orleans Jazz Market in New Orleans. Keen Independent Research, a Denver-based public policy study firm with specialization on disparity studies, is conducting the study.

The preliminary results of the study were presented at the public meeting before public comments were made. The study found that there is not yet a level playing field for minority- and women-owned businesses (MBE/WBEs) in the New Orleans marketplace. Comments from the public meeting participants will be incorporated into the final report, which will be published April 19. Dr. Udeh used his time at the mic to inform the participants about the longstanding work of SUNO's Small Business Development & Management Institute (SBDMI) to reduce the City's economic disparity by increasing the capacity of minority- and women-owned firms and other small businesses to effectively compete for City contracts. He urged the consultants to consider how to make the effort of the SBDMI and similar organization an integral part of the City effort to address disparity. Several community empowerment organizations, small business owners and members of the public were present.

IOBSE Awards All-Paid Conference Attendance Scholarships to SUNO Students

After a very extensive selection process including detailed resume' reviews, on-campus interviews, character assessment and faculty recommendations, two SUNO students were selected to attend the 2018 Spring Conference of the **International Organization of Black Security Executives (IOBSE)** in Plano, TX April 24-26. A letter from Fanchon Barnes, the IOBSE Vice President, announcing the selection was released March 19. The two students selected for the conference are Ivan Terrence Casby, a senior Computer Information Systems major, and Shantel Andrice Jones, a senior Forensic Science major. The all-expense paid trip is underwritten by J.C. Penney and is designed to give the carefully selected students from across the country an unfettered access to top black security industry executives who could take them under their wings for potential employment and mentorship.

SUNO's inclusion in this program was made possible by Mr. Ron Martin, a leading member of IOBSE. IOBSE was founded in 1982 to impart professional resources to aid in the integration of security management into business operations; provide education and training to keep practitioners and students abreast of current trends in security operations and technology; and assist in professional networking in order to facilitate the exchange of information, ideas, knowledge and experience.

Charles Koch Foundation Awards Academic Enhancement Grant to the College of Business

Dr. Faisal Alkhateeb, in collaboration with members of CBA's SARP Committee, presented a proposal to revive the previously funded Charles Koch Foundation grant that sponsored student debates on *Minimum Wage* and *Balancing the Federal Government Budget*.

Dr. Frank Martin, the retired chair of the Business Administration Department, made the initial contact with the Charles Koch Foundation, which resulted in the first two grants in 2014-2015 and 2015-2016. Dr. Alkhateeb presented a debate topic on the merits and demerits of the *Affordable Care Act* to the Charles Koch Foundation. On March 19, the Charles Koch Foundation awarded \$9,900 to be used for a series of public awareness and education seminars as well as a series of student debates on the merits and demerits of the *Affordable Care Act* during the 2018-2019 academic year. The College of Business & Public Administration faculty and staff are to be commended for their success in securing this competitive grant that will assist in enhancing community and student awareness of this socio-economic issue as well as help improve the public speaking skills of the participants.

Business Continued



Dr. Nabie Conteh

► CONFERENCE ATTENDANCE & PRESENTATION

Dr. David Alijani, professor of CIS, and Dr. Obyung Kwun, associate professor of CIS, participated in the Federation of Business Disciplines Conference, March 7-10 in Albuquerque, New Mexico, where they presented a research work entitled "*Understanding Self-Regulated Learning in Historically Black Colleges and Universities (HBCU) Students.*"

Dr. Nabie Conteh, assistant professor of CIS, attended the 22nd Annual Meeting of the African Studies and Research Forum at the University of West Georgia in Atlanta, GA, March 29-31. Dr. Conteh presented a paper titled: "*The Role and Places of Information Technology as an Integral Catalyst in the Building of a New Africa.*" He also chaired a session on *Best practices in Business*. Dr. Conteh attended sessions related to many topics in the Africa, IT, Arts, History and the business world and networked with academics from various institutions.

Dr. Biruk Alemayehu, associate professor, and Dr. Adrine Harrell-Carter, associate professor, presented the research paper "*Incorporating Technology in Public Administration and Business Courses*" at the Spring 2018 Academy of Business Research Conference in New Orleans March 22.

Dr. Adrine Harrell-Carter, Dr. Biruk Alemayehu and Dr. Patricia Robertson, assistant professor, attended the Louisiana Association of Women in higher Education (LAWHE) Conference in Hammond, LA on March 7.

► PROFESSIONAL OUTREACH TO STUDENTS & COMMUNITY

Entrepreneur Field Interview and Presentation

Fundamentals of Entrepreneurship (ENTR 240) students, including Justine Hunter, Shahidah Williams and Demetrice A. Douglas, interviewed four minority entrepreneurs with businesses in the New Orleans Metro area as part of their class project during February and March. The businesses that participated in the project included Porcelain Doll Hair Salon (Entrepreneur: Sharon Banks) and Robinson Family Funeral Home.

The projects were designed to enhance students' experiential learning as well as for enhancing student engagement with the real world of business. The ENTR 240 students conducted the interviews at the business sites. Some of the findings from these projects have already been shared with the business owners. Additional findings will be presented at the end of the semester. Dr. Krishna Poudel, assistant professor of Business, supervised the students during the project.

Global Life Changers Ambassador/Mentor Challenges CBA Students to Build Wealth

Marilyn B. Lee, ambassador/mentor of Global Life Changers, visited Dr. Faisal Alkhateeb's Operations Management class (BADM 366) March 22. Global Life Changers is a lifestyle marketing company that provides seminars on career success and financial independence by adopting proprietary strategies on consumption and investment. Her topic was *Learning an Innovative Skills and Creating Wealth*. After her presentation, students asked several questions related to career options, savings, managing debt and balancing work-life with family responsibilities.



Business Continued

Young Business Students Enjoy Face-Time with SUNO's Small Business Institute Director

Mrs. Cynthia Beaulieu, director of SUNO's Small Business Development & Management Institute (SBDMI) was a guest speaker in Dr. Faisal Alkhateeb's Introduction to Business (BADM 101) class March 15. She was invited to the class to share with the mostly freshman and sophomore Business Administration students the joys and perils of entrepreneurship. Her visit was especially important because a large number of Business Administration graduates indicate that they intend to open their own businesses sometime in the future. Mrs. Beaulieu not only shared her expertise about the foundational issues that must be put in place to start a business but also the multitude of resources available to current and budding entrepreneurs at the SBDMI. This seminar provided the students with the opportunity to gain a lot of insight into entrepreneurship activities.

► SMALL BUSINESS DEVELOPMENT & MANAGEMENT INSTITUTE (SBDMI)

Louisiana Economic Development (LED) Peer-to-Peer Roundtable; March 13; 8th of 10 sessions; CBA Executive Conference Room; 12 participants. Business owners met for peer-to-peer learning, brainstorming and problem solving. The Business owners safely explored business and personal issues in a supportive, confidential and trusting environment. The roundtables are problem-solving sessions that address issues important to the business owner. Invited Industry guest discussed access to new and innovative business and business growth.

Throughout March, the SBDMI had ongoing meetings with clients to provide consultations on projects and prospective classes and workshops that will help to start and grow their businesses. Clients are encouraged to join Louisiana Economic Development, (LED) for continued support.

► OFFICE OF STUDENT SERVICES (OSS)

On March 28, OSS and other SUNO officials represented the University during SUS Day at the Louisiana Capitol.

OSS made five classroom visits at Delgado to talk to about 70 students about the 2 + 2 Articulation Agreement signed by SUNO and Delgado that allows Delgado students who complete all the articulated courses with a grade of C or better to transfer to SUNO with up to 60 credit hours and junior standing. The following are the classroom visits made to Delgado:

The OSS Notified CBA students about the magnanimous gesture of a graduate student in CIS. Mercy Ukpolo is offering the Mercy Ukpolo Scholarship Award from her own savings. The \$500 award is to be used for books and educational supplies. It will be awarded May 11 and will be disbursed in Fall 2018.



Ms. Timotea Bailey, from left, Dr. Donna Grant, Chancellor Lisa Mims-Devezin, Ms. Constance Woods, Mr. C. Maxille Moultrie and Mrs. Gloria B. Moultrie at SUS Day.

College of Education & Human Development

Dr. Willie Jones, Interim Dean

Dr. Deborah Darby has involved students in her spring courses in discussions, activities and research regarding "Anti-Bullying Campaigns in Schools." Her research is ongoing across semesters. The goal is to raise the awareness of teacher candidates as it relates to this pervasive problems in grades K-12 - and post-secondary arenas. This effort is particularly helpful in her "School and Family" and "Introduction to Teaching" courses. Students have created (and acted out) scenarios about bullying, considering: understanding bullying, warning

Education Continued

signs for bullying, and bullying prevention and intervention tips.

A “beneficial” by-product of this research – for future educators is to raise the awareness of our students of “self-reflection” regarding needed dispositions in the field of education. Given the proliferation of violence on school campuses across the nation, the highlight on ‘bullying’ is crucial.

► RESEARCH

As a member of the International Bullying Association, Dr. Darby’s action research goal is to create an “Anti-Bullying Campaign” in the College of Education & Human Development. This campaign will provide information on resources, tools, strategies, and scholarship opportunities to conduct such a campaign. In a wider scope, it is Dr. Darby’s hope to create a University-wide ‘Anti-Bullying Campaign’ at Southern University at New Orleans.

► GRANT SUBMISSIONS

Dr. Celina Carson received a grant from City of New Orleans to conduct the Healthy Minds-Healthy Bodies Learning Institute (HMHB) 2018 summer program. The HMHB program, in its 7th year, provides science integrated curriculum, visual art, life skills sessions, and physical activities (golf, cultural dance and physical education) to 100 youths (ages 6 – 12 years) and 50 teens (ages 13 – 17 years) residing in New Orleans, in partnership with the New Orleans Recreation Development and SUNO’s School of Social Work. In addition, HMHB provides professional development opportunities for the College of Education and Human Development candidates.

Community Partnership Grant – New Orleans Jazz and Heritage Foundation

As the Executive Director of St. Bernard Enrichment & Rehabilitation Corporation, Dr. Darby was the Grant writer and recipient of a \$1,000 grant, with matching funds through the Corporation.

This grant supports after-school and summer educational and arts programs offered by non-profit (tax-exempt) organizations in Louisiana. In addition to learning to play musical instruments, the goal of this grant is to enhance life-long math skills of participants (grades K-12). Such skills include, but are not limited to, counting, measurement, fractions, etc. Ancillary to these skills is the development of increased concentration, self-confidence and improvement in academic skills. The program presently operates weekly (after school) and continues during the summer. This is the fourth year as a recipient of this grant, 2015 – Present.

New Orleans Jazz and Heritage Foundation – Community Outreach Award (Tickets)

The goal of this grant is to expose participants to the music/arts festival and to reinforce the academic and social implications of this exposure. In addition, such activities provide an alternative to the many unsavory activities in many communities.

School of Social Work

Dr. Rebecca Chaisson, Dean

► EDGAR BLANCHARD, MSW, LMSW

Professor Edgar Blanchard, interim director of Field/Internship, organized and conducted a workshop, “Maximizing Student Learning of Competencies through Field Education” March 9 in the Millie M. Charles School of Social Work building. More than 40 agencies participated in the workshop. Karen Martin, a Master’s level, Administration, Planning, & Organization (APO) student, assisted in planning and completing this event.

Social Work Continued

Internship supervisors were instructed on the use of the learning plan as the primary tool for assessing and evaluating the application of specific competencies. These competencies are required accreditation standards developed by the Council on Social Work Education (CSWE). Currently, these supervisors manage more than 300 students in the School of Social work. They earned three continuing education units (CEUs) for this event. This annual spring event provides informational updates and training to the agencies and their representatives.

► DR. DERRICK FREEMAN

Dr. Freeman worked closely with the Audrey Hepburn Children at Risk Evaluation (CARE) Center at Children's Hospital to engage students in various learning activities. This center is a local comprehensive child abuse prevention and intervention organization. Under Dr. Freeman's guidance, social work students learned about a coordinated, multi-agency approach to the investigation, intervention and treatment of child sexual and physical abuse. Dr. Freeman and the student interns are helping to plan the upcoming Child Abuse Prevention 5K Walk/Run event.



Congressman Cedric Richmond, from left, Chantel Wilson, BSW student; Tanya Ralph, MSW student; and Beionca Kass, BSW Student.

Dr. Freeman serves as the PI for the Healthcare Education and Leadership Scholars (HEALS) program at SUNO, funded by the Council on Social Work Education (CSWE) for five years. The School of social work is one of 10 nationwide programs selected by CSWE for a program that prepares social work students to support health care in education. Four SUNO School of Social Work HEALS Scholars participated in the 2018 HEALS Student Policy Summit (March 5-7) in Washington, DC. All scholars received extensive Webinar training/informational sessions before the visit to Washington, DC. In addition HEALS Scholars had the opportunity to meet and engage with lawmakers.

► GLADYS B. MERRICK, MSW, LMSW

Ms. Merrick attended the Baccalaureate Program Directors (BPD) Annual Conference in Atlanta, GA March 14-17 at the Sheraton Hotel. The title of the Conference was "The Grand Challenges of Political Change." The BPD is a national non-profit association representing bac-

calaureate social work program administrators, faculty, field directors, program directors, students and allied professionals dedicated to the promotion of excellence in baccalaureate social work education.

Ms. Merrick facilitated the BSW Program Seminar for Majors with more than 120 students, faculty and School of Social Work staff. The seminar began with an "Active Shooters" presentation by Lt. Albert Ernest and Chief Bruce Adams from Campus Police. Students had numerous questions about safety issues on campus. Ms. Holly Freeman from the Louisiana State Board of Social Work Examiners (LABSWE) spoke about the mandate for BSW students to register with the state's LABSWE board to work as social workers after graduation. She explained the reason for the state law and the consequence of failing to register before becoming employed in a social work position. She also spoke about the social work practice act in Louisiana.

Ms. Tina Smith, retention counselor for the School of Social Work, presented information about her efforts to retain students in the school. She discussed the importance of planning and checking with advisor for assistance. In addition, she spoke about her work and sometimes the need to monitor academic progress that will support remaining in school. She spoke about the different resources available through her office and some of the resources available on the SUNO campus.



Social Work Continued

The Annual BSW Retreat was March 26 and facilitated by Ms. Gladys Merrick and Mr. Claude Montegut. Thirty-two graduating seniors attended. All BSW students are required to actively participate in at least one personal growth experience (Annual Spring Retreat) and at least four seminars for majors that meet once during the fall and spring semesters.

► DR. DERRICK FREEMAN AND DR. JILL MURRAY

Drs. Freeman and Murray co-hosted the 2018 SUNO School of Social Work - *Student Career Informational and Skill Building Session* for BSW and MSW Graduates. The School of Social Work partnered with the New Orleans Business Alliance, the Urban League of Louisiana Workforce Training Center, Strive NOLA! and New Orleans Job One to engage the students and to facilitate professional advice/professional development, positive information and feedback between the agencies and the students. Topics addressed included Understanding the social work profession, Interview Preparation (Mastering the Interview); Resume/CV writing (Creating a Dynamic Resume), Job Searching strategies (Local, State, Federal, etc.), Identifying interest, skills, and talents; and Successful Job Searching & Creating an Employment Action Plan.



Drs. Freeman and Dr. Murray invited a representative from the Louisiana State Board of Social Work Examiners (LABSWE) to the School of Social March 23. Ms. Holly Freeman, a representative from the ASWB board, spoke about the purpose of licensing as a regulatory process as she informed students about the Louisiana Practice Act. She then spoke about the licensing process along with changes in submission of the application.

► DR. IRA NEIGHBORS

Dr. Neighbors attended numerous meetings this month. On March 17, he attended the National Congress of Arts (NCOA) planning committee meeting for the 2018 National Conference. On March 31, he attended the New Orleans Association of Black Social Workers (NOABSW) Founder's Day Celebration, as member of the Education Committee. At that meeting, Dr. Neighbors presented the "Man of the Year Award" to Dr. Joseph Bouie, former chancellor and faculty member at SUNO.

► DR. HARRY RUSSELL

Dr. Russell prepared more than 15 new policies along with procedures to update the School of Social Work student handbook. He has distributed these policies to staff and will submit the proposed policies to the various student groups. There are numerous new guidelines developed by the NASW, CSWE & ASWB on the use of technology in teaching. In addition, there are new critical areas of curriculum assessment from CSWE that require policy revision as it relates to curriculum standards.

► DR. TORIN SANDERS

On March 6, Dr. Sanders participated in a panel discussion entitled, "Corporal punishment and the parent-to-prison pipeline," in which Dr. Stacey Patton, author of *Spare the kids: Why whupping children won't save Black America*, was the keynote speaker. Other panelists included Stacie LeBlanc, executive director of the Children's Advocacy Center, and Dr. Deidre Magee, academic director of the New Orleans Police Department. On March 9, Dr. Sanders conducted a two-hour presentation for staff of the Orleans Parish Juvenile Court. The topic of the presentation was "Trauma-Informed Care." The event was at the City of New Orleans' Youth Study Center. On March 24, he participated in the Induction ceremony for Phi Alpha, the Social Work National Honor Society. A total of 14 BSW and MSW students were inducted. Dr. Sanders serves as the faculty advisor.

Social Work Continued

► DR. PATRICE SENTINO

Dr. Patrice Sentino, recently published the article, "Adolescent daughters' perceptions of their fathers' levels of communication and care: How these variables influence female adolescent sexual behaviors," in the Journal of Human Behavior in the Social Environment. This study examines the relationship between female adolescents' perceptions of their fathers' level of communication and care, and the influence of these variables on their adolescent daughters' sexual behaviors.

Dr. Sentino has been teaching BSW and MSW social work students clinical interviewing skills: Intake, Assessment & Therapeutic Alliance, through the utilization of video recordings and the use of other technologies in the School of Social Work's interviewing rooms. Clinical interviewing has been referred to as the foundation of all behavioral and mental health treatment and the most valuable skill among practitioners (i.e., social workers, psychologists, psychiatrists and counselors). These particular students have been given assignments that require their use of clinical interviewing skills - obtaining informed consent process, initiation of a therapeutic alliance, assessment and diagnostic data collection, case formulation and implementation of evidence-based treatment interventions. The Council on Social Work Education (CSWE) encourages innovations in the use of a broad range of information and communication technologies (ICTs) in education and practice. Dr. Sentino is using the new interview rooms with the one-way mirror for students practicing these skill sets.



Athletics

Bernard Griffith, Athletic Director

The SUNO Track Team, coached by Younne Reid, won several championships and broke records at the 2018 NAIA Indoor Track National Championships March 1-3 in Pittsburg, KS.

The Lady Knights won two championships (400m Dash and 4x400m Relay), finished third out of 62 colleges with 13 All-Americans, and broke the 4x400m relay and facility records.

The Knights finished with six All-Americans and finished 27th out of 70 schools.



Rodney A. Ellis, Ed.D.
CHANCELLOR

SUSLA

Excellence • Integrity • Accountability • Service • Diversity

Chancellor's Report

APRIL 2018

VOL. 3 - NO. 4

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Dr. Regina Robinson
Stephanie K. Rogers
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Frank Williams, Jr.
Dr. Melva K. Williams
Dr. Sharon Harroon-Williams

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SOUTHERN UNIVERSITY'S 138th FOUNDER'S DAY CELEBRATION

Southern University's 138th Founders Day Celebration was a reflection of a proud history and a look toward the visionary future of SUSLA. The Founders' Day program opened with a selection from SUSLA's student a cappella group and a greeting from the current SGA president. Program participants reflected on the long history of Southern University including the 50 year history of SUSLA and shared their own personal stories of how SUSLA has impacted their lives and set them on a course for personal and professional success.

Marci Collins, Assistant Professor of Mathematics at SUSLA shared her journey from SUSLA to SUBR and encouraged faculty, staff, and students with her message of how her life was impacted by her education at SUSLA. She shared how specific instructors had made a difference in her life when she was a young student and how much she enjoys returning that mentorship to students as a member of the faculty.

Angelique Feaster Evans, event chair for the 50th Golden Gala presented an exciting update on the gala. She extended an invitation to the entire

audience to join in the celebration and show their support for our students by purchasing a ticket on campus or online for the event. Proceeds from the gala will be used to support student scholarships.

Keynote speaker, The Honorable Judge Jacqueline Scott is a recognized leader in the legal community. Over the course of her more than 27-year career, she has received dozens of awards and recognitions. Judge Scott gave a moving speech, recounting her humble beginnings growing up in lower Allendale and describing how that set the stage for her determination to succeed against the odds.



The program concluded with the years of service awards honoring eighteen employees for a combined sixty years of dedicated service to SUSLA.

2018 Employee Years of Service Awards

10 Years of Service

Timothy Banks
Angela Clark
Cynthia Hester
Charlellia James
Earnestine Lewis

Billy R. McFann
Angela Thomas
Regina Webb
Tonya Whitaker
Yvonne Williams
Damecoyn L. Woodley

20 Years of Service

Sandra Bigham
Patricia Brown
Betty Fagbeyiro
Sophia Lee
Carolyn O'Neal

30 Years of Service

Vanessa Leggett
Regina Winn



Congratulations 2018 Award Recipients

SUSLA HONORS NATIONAL INSTITUTE FOR STAFF AND ORGANIZATIONAL DEVELOPMENT

The NISOD Excellence Awards were established in 1991 to provide NISOD-member colleges with an opportunity to recognize individuals doing extraordinary work on their campuses. Since then, more than 25,000 recipients have been honored with the Award by their colleges. Our recipients were selected based on their proven commitment to high performance and extraordinary service to SUSLA, its students, and the community. Southern University at Shreveport is pleased to announce the following employees are recipients of the 2018 National Institute for Staff and Organizational Development (NISOD) Award.

2018 AWARD RECIPIENTS



(L to R): Dr. Ilko Iliev, Dr. Iris Champion, Mark Hall, Saundra Bigham, Vanessa Leggett, Carolyn O'Neal, Dr. Regina Robinson, Janice Sneed, Dr. Melva Williams, Dr. Sharron Herron-Williams, Joann Brown, Cotilda Renee Davis, Dr. Lonnie McCray, Stephanie Graham, Kimberly Madden, Barbara Austin, Angelic Feaster-Evans

SUSLA INVITED TO SPEAK AT THE 9th WORLD GENE CONVENTION IN SINGAPORE



Dr. Joseph L. Orban
Distinguished Professor of Biomedical Sciences and
Director Biomedical Research Development

Southern University at Shreveport Professor, Dr. Joseph Orban, a distinguished Professor of Biomedical Sciences has been invited to give a speech at the 9th World Gene Convention to be held in November in Singapore. Dr. Orban will be speaking on the "Development of Japanese Quail Embryos in Space".

Additionally, Dr. Orban will also serve as Co-Chair of the convention's session on Agriculture, Food and Plant Biotechnology.

The 2018 World Gene Convention features technical programs focusing on breakthroughs in gene and advances in genomics and genetics, new research on DNA and RNA, frontier research in life sciences, new biotherapy discovery, emerging areas for medicinal applications, technology development and biotechnology.

The convention is designed to set a platform for all experts from academia, industry and national laboratories to discuss latest research and challenges facing the gene, biotechnology and life sciences fields.

SUSLA HOSTS FREE WORKSHOP: BUILDING WEALTH THROUGH GOVERNMENT CONTRACTING

The Small Business Development Department at Southern University at Shreveport partnered with the U.S. Small Business Administration (SBA) to host a free "Building Wealth Through Government Contracting" workshop for citizens of Shreveport and surrounding areas. The workshop was held on February 28, 2018, at SUSLA's Metro Campus. Deputy District Director for the U.S. Small Business Administration, Jo Ann Lawrence, was the trainer.

Approximately thirty people were on hand to receive detailed information on the following: How the government buys, identifying contracting opportunities, traditional procurement programs, getting started, required registrations, beneficial certifications, marketing tips and many more topics. The second part of the workshop allowed the attendees to receive hands-on registrations and certifications. Representatives from SBA were on hand to guide them through this process.

"The response was great for this event, and I look forward to even greater things as we move forward with the series," stated Lawrence. Other partners for this event were the Shreveport/Bossier African-American Chamber of Commerce and the Minority Supplier Institute.

For more information about the upcoming series and Small Business Development initiatives offered at Southern University at Shreveport, contact - Darrin Dixon, Director of Small Business Development at 318-670-9700 or by email at ddixon@susla.edu.



SUSLA HOSTS 2018 JUNIOR ACHIEVEMENT JOB SHADOW

The Career Services Department at Southern University at Shreveport hosted 134 students from Caddo Middle Career and Technology Center on March 1, 2018 during the Junior Achievement Job Shadow day.

The students, teachers and counselors were welcomed by Dr. Tuesday Mahoney, Assistant Vice Chancellor for College Access. They were also informed about the Career Paths available through Career and Technical Education.

The group had a chance to tour the SUSLA campus and viewed a video highlighting the programs offered at SUSLA. The Job Shadow event ended with the students speaking with representatives from various departments on campus. Departments represented were:

- Upward Bound Natchitoches
- Upward Bound North
- Youth Network Initiative (YNI)
- Educational talent Search (ETS)
- Allied Health Nursing Programs

Veronica Trahan, Caddo Middle Career & Technology School Counselor said, "Some of our students are not intrinsically motivated so this field trip opened their minds to the endless possibilities of pursuing higher education."

SUSLA HOLDS FIRST PRE-DISTRICT CONCERT BAND FESTIVAL

Over four hundred band students visited Southern University at Shreveport's main campus to attend the first Pre-District Concert Band Festival on February 27th. Dr. Albert L. Jackson, SUSLA band director and festival coordinator designed the activity to provide area bands an opportunity to prepare for the official festival within a simulated environment while getting a close-up view of the SUSLA campus.

The event allowed participating students to perform their festival pieces in front of adjudicators who were able to give valuable feedback during a special clinic immediately after the performance. This extra help allowed each band time to go back to their respective schools and correct their problems in hope to receiving a higher rating at the official festival. Huntington H.S., Southwood H.S., Bossier H.S., Green Oaks H.S., Northwood H.S., and Rusheon M.S. participated in the event.



Top: Southwood High School
Left: Green Oaks Academy
Right: Bossier High School
Judges (l to r): Donald Walters,
Paul Tinker and Malcom Spencer
Bottom: Rusheon Middle School



LOCAL SORORITY'S SCHOLARSHIP RECIPIENT CHOOSES SUSLA



(L to R): Carolyn Spikes (ASCEND Committee Member), Beryl Cowhman (ASCEND Chairman), Heather Pineset (Scholarship Recipient) and Chadene Voorhies (ASCEND Committee Member)

C. E. Byrd's senior, Heather Pineset is an ASCEND student for the years 2015-2016 and 2017-2018 in Delta Lambda Omega Chapter of Alpha Kappa Alpha Sorority, Inc., program. During the recent Founders' Day Celebration, Heather received a scholarship award from the Sorority and has decided to attend Southern University at Shreveport (SUSLA) in the fall of 2018.

Pineset plans to prepare for the Firefighters Academy while attending SUSLA. Her long-term goals are to work as a firefighter/paramedic and help children in her community to career plan. Upon completing her studies at SUSLA, Pineset plans to pursue a higher level degree in biomedical engineering. ASCEND is Alpha Kappa Alpha Sorority's signature youth enrichment program designed to



(Left to Right): Bernadine Moss Anderson (Soiree Founders' Day Chair), Heather Pineset (ASCEND student and Scholarship Recipient), Connie Reynolds (Chapter President) and Miranda Small (Founders' Day Co-Chair)

motivate, engage and assist high school students in reaching their maximum potential. The focus of this group is to provide 9-12 grade students with life, academic, career and character building skills.



"I'm encouraged by Delta Lambda Omega Chapter of Alpha Kappa Alpha Sorority, Inc., ongoing commitment to partnering with HBCUs and its commitment to motivating, engaging and assisting high school students in reaching their potential!" stated Janice Sneed, Vice Chancellor for Community and Workforce Development at SUSLA and member of the Sorority.



SUSLA CELEBRATES FINANCIAL AID WEEK AWARENESS

The SUSLA campus was taken over by the Office of Financial Aid during the week of February 19th-22nd for Financial Aid Awareness Week. The Financial Aid Office held a variety of events designed to educate students, faculty, and staff about all that the office brings to campus. Students were able to learn about Federal Grants, student loans, Federal Work-Study, and scholarship opportunities. The week began with an informative town hall meeting about Satisfactory Academic Progress requirements. Attendees were able to ask questions and share thoughts about the requirements needed to maintain their federal funds.

Many students in this session were not aware of the requirements needed to keep financial aid and were able to receive a special tutorial on the process.

In the middle of the week, the office hosted high school students from all over Louisiana. The students toured the campus for an exciting glance at college life with a special event called "The Fly Tour". Visitors from cities like Bastrop and Baton Rouge traveled to SUSLA to learn about financial aid and financial tips for college life. Thanks to the partnership of the Louisiana Office of Student Aid (LOSFA) & SUSLA's Financial Aid Department, these young people were able to learn through poetry, music, and theatrical presentations.

The week also included lectures in many Math & College Success classes. Special thanks to great professors like Marci Collins and Monica McEachin who allowed Financial Aid to use their classroom times to educate the students about Federal Aid.

Finally, the week ended with a spectacular workshop about scholarships in partnership with Student Support Services. Students were informed about the different scholarships that were offered through SUSLA and the importance of checking their emails for updated information. The take-over was a great success and the office plans to hold more financial aid literacy events soon.



SUSLA COMMUNICATION DEPARTMENT VIDEO SUBMISSION SELECTED TO AIR DURING BET'S THE QUAD OFFICE HOURS

Dr. Joslin Mar-Dai Pickens, Communication and General Studies Department Chair, responded to a request from BET for HBCU student video submissions. During the semester Christmas break, Dr. Pickens directed an introduction video spot featuring the SUSLA campus, and fun facts about the university.

The 45 second spot featured Miss SUSLA 2017-2018, Zakiya Chambers, and SGA Members, Adrien Edwards and Ro'Shawn Taylor plus a short cameo made by Dr. Pickens. SUSLA's submission was selected to air on one of the last three episodes of the QUAD Office Hours this season.



SUSLA UPWARD BOUND STUDENTS ATTEND 2018 TRIO LASAP STUDENT LEADERSHIP CONFERENCE

The 2018 TRIO LASAP Student Leadership Conference was held on March 1-3, 2018 at Camp Living Waters in Loranger, LA. This year's theme was "Empowering Tomorrow's Leaders Today". It is never too early to get ahead on success! Five Upward Bound South students and one staff member attended the Leadership Student conference.

The conference helped to develop and empower students to become collaborative leaders and productive members of their respected programs, schools, and communities. Upward Bound students had an opportunity to work individually and in small groups to explore their leadership abilities. They brought back a wealth of leadership knowledge and teambuilding activities to share with their classmates. The group had a great time and look forward to implementing the skills they acquired at the conference. Over 90 students attended the leadership conference this year.

UPWARD BOUND NORTH ATTENDS NATIONAL ASSOCIATION OF WOMEN JUDGES CONFERENCE

Upward Bound North had the opportunity to meet with some of the most prominent judges from across Louisiana and surrounding areas during the National Association of Women Judges' Celebrating Our Women Judges in District 6 conference. Judge Pamela Lattier presided over the conference that was held March 3, 2018. Motivational speaker Ronald Anderson spoke on seeing the optimal potential in young adults that have found themselves on the other side of the law.

Students were able to ask in depth questions to a panel of lawyers and judges during the open panel discussion in the afternoon. The panel included Judge Aisha Clark from Monroe City Court; Attorney Jim McMichael, President of the Shreveport Bar Association; Attorney Felecia Hamilton, Shreveport City Prosecutor; and Judge



Yvette Mansfield Alexander from Baton Rouge City Court

An inspiring experience from Judge Alexander that really stood out was her courtroom fight for racial equality. Back in the early 1980's her determination inspired other black lawyers to fight racial bias that was prevalent amongst the mostly older white male judges.



Welcome New Hires



Emma Bell
Admissions Specialist



Sharron Cooper
Veterans Upward Bound
Specialist



Brandon Lacey
Recruiter/Specialist
Veterans Upward Bound



Stephen Smith
University Police Officer



Student of the Month

JUSTINA BATES

Justina Bates represents the epitome of a thriving nontraditional student. She is married, a mother to three children and a part-time worker at her church. She has attained an idealized personhood during her years at Southern University at Shreveport. Her time at SUSLA has contributed to the development of her life, the collegiate community and her fellow students. Justin worked as a work-study student in the Center for College Success during academic year 2016-17 and she is currently volunteering for an additional year.

She is an honor student, graduating in May 2018, with associate degrees in both Accounting and Business Management



JAGUAR of the MONTH

Dr. Rodney A. Ellis, Chancellor recognizes as "Jaguar of the Month"



WILLIE SIGLAR joined the SUSLA family almost 14 years ago and has been helping students achieve their educational goals from the very beginning. As an educational advisor with the TRIO talent search program, he spent over a decade working with youth in grades 6 -12. I January of 2017 he was promoted to his current role a student success coach and has been guiding college students in making informed decisions about their education and career goals. The most rewarding aspect of the work he does is helping SUSLA students navigate their college experience.

His work is so much more than just traditional advising. He coaches and counsels students through personal issues, even providing outside referrals for help when needed. He is always available to go above and beyond to help our students be successful and we are so proud to honor him as the Jaguar of the Month.

Congratulations! Mr. Siglar

Campus Announcements

Honors & Awards *Convocation*

Thursday, April 12, 2018

10:00 am

Jesse N. Stone, Jr. Lecture Hall

ALL classes are encouraged to attend.



Margalit Samant
20182 News Anchor
Speech



Calling All JAGS!

APRIL 14th

Register with your team captain.

Join US and be a part of the SUSLA TEAM!

'Splashin' with the Jags!

Springfest

April 16 - 19, 2018

SUSLA Campus Grounds

Food
Fun
Activities
Music & More

SUSLA

Printed and organized by
the Chapter of the National Student Leadership Conference and Student Government

Cooper Road **16th Annual Unity** *Celebration*
2018 **In the Community**

Honoring
50 Years of Excellence in Education

April 20-21, 2018





SOUTHERN UNIVERSITY AT SHREVEPORT
50th
YEAR 1967-2017
Celebration

GOLDEN
Gala

SUSLA 50TH GOLDEN GALA: A JOURNEY THROUGH THE DECADES

On May 5, 2018 Southern University at Shreveport, LA (SUSLA) will hold its highly anticipated 50th Golden Gala at 421 Texas Street in downtown Shreveport. Tickets and sponsorship opportunities are still available.

HONORING THOSE WHO HAVE HONORED US. Be there when we honor past administrators, alumni, and friends. We will also pay "Special Tribute" to community servants who, along with many loyal friends and alumni, have gone above and beyond to help sustain this great institution through the decades.

YOU DON'T WANT TO MISS THIS EVENT. 50 YEARS IN THE MAKING.

SECURE YOUR TABLE OR TICKETS NOW!

www.eventbrite.com (enter SUSLA 50th)





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Rodney A. Ellis, Ed.D., Chancellor
Leslie R. McClellon, Chief Administrative Officer*

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Krista Snell, Director*

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Barbara Austin, Coordinator / Editor*

*Units of the Division of Institutional Advancement / University Relations
Stephanie K. Rogers, Chief Advancement Officer*

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The following person(s) has been designated to handle inquiries regarding the non-discrimination policies:

Title IX Coordinator: Tiliha Bryant, Adm. Bldg. - Office of Admissions, (318) 670-9213 Section 504 Coordinator - Jerushka Ellis, Fine Arts Bldg. - Student Success Center, (318) 670-9285